

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: June 17, 2024
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

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: 853 5712 3244
Passcode: 498247*

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

THAT the June 17, 2024 Council Meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Meeting Minutes of June 3, 2024

Page 5

THAT the June 3, 2024 Council Meeting minutes be adopted as circulated.

3.2 Revised Meeting Minutes of May 6, 2024

Page 10

THAT the revised May 6, 2024 Council Meeting minutes be adopted as circulated.

3.3 Revised Public Hearing Report May 6, 2024

Page 19

THAT the revised May 6, 2024 Public Hearing Report be adopted as circulated.

4. DELEGATIONS

4.1 Okanagan Regional Library

Page 21

Presentation by Danielle Hubbard, CEO and Dawn Wierzbicki, Enderby Community Librarian

5. DEVELOPMENT MATTERS AND RELATED BYLAWS

5.1 Development Variance Permit #0069-24-DVP-END

Page 22

Legal: PARCEL A (BEING A CONSOLIDATION OF LOTS 5 AND 6, SEE CB833629) DISTRICT LOT 150 BLOCK 6 KAMLOOPS DIVISION YALE DISTRICT PLAN 211B
Address: 603 Knight Avenue, Enderby BC
Applicants: Brian Wiens
Owners: Brian Wiens

5.1.1 Public Input – Development Variance Permit #0069-24-DVP-END

5.1.2 Permit Issuance – Development Variance Permit #0069-24-DVP-END
THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as PARCEL A (BEING A CONSOLIDATION OF LOTS 5 AND 6, SEE CB833629) DISTRICT LOT 150 BLOCK 6 KAMLOOPS DIVISION YALE DISTRICT PLAN 211B, and located at 603 Knight Avenue, Enderby BC., to permit a variance to Section 602.10.d of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum rear yard setback for a single family dwelling from 6 m (19.68 feet) to 3.4 m (11.15 feet).

5.2 Renewal of Temporary Use Permit #0006-21-TUP-END

Page 29

Legal: Lot 3, Block 11, District Lot 150, Kamloops (formerly Osoyoos) Division Yale District, Plan 211A
Address: 803 Vernon Street
Applicants: Nik Vischschraper
Owners: Splatsin Development Corporation Ltd.
THAT Council authorizes the renewal of Temporary Use Permit 0006-21-TUP-END for the property legally described as Lot 3, Block 11, District Lot 150, Kamloops (formerly Osoyoos) Division Yale District, Plan 211A and located at 803 Vernon Street to permit a retail sales/food service business to operate out of a temporary building, and to use a shipping container for storage purposes, for an additional three-year period, subject to the following conditions:

- a) *Throughout the duration of the Temporary Use Permit, the applicant must provide adequate dust control measures for the subject property and adjacent parcels also owned by the applicant that are implicated in the proposed use;*
- b) *Throughout the duration of the Temporary Use Permit, the applicant must remove particulate matter tracked onto Vernon Street from the subject property or adjacent parcels also owned by the applicant that are implicated in the proposed use;*
- c) *Throughout the duration of the Temporary Use Permit, the applicant must provide sufficient on-site garbage and recycling receptacles which are well-maintained;*
- d) *The dimensions and siting of the temporary building and parking spaces shall be in general accordance with the attached Schedule 'A';*
- e) *With regards to the use of a shipping container for storage purposes:*
 - i. *Only one shipping container is permitted on the subject property;*
 - ii. *The use, siting and sizing of the shipping container must adhere to all relevant City of Enderby health and safety specifications;*
 - iii. *The use, siting and sizing of the shipping container must adhere to the regulations expressed in the Zoning Bylaw, as if it were a permitted use, unless otherwise varied (except for the provision of screening);*

- iv. *The siting and sizing of the shipping container shall be in general accordance with the attached Schedule 'A', except that to the extent of a conflict between Schedule 'A' and the Zoning regulations or health and safety specifications for shipping containers, the Zoning regulations and health and safety specifications shall prevail;*
- v. *The exterior of the shipping container shall be complimentary to the aesthetics of the site and surrounding neighbourhood.*
- f) *The Temporary Use Permit shall expire three years from the date the Permit is renewed.*

6. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

- 6.1 The Royal Canadian Legion #98 – Partnering Agreement Page 40
 Memo prepared by Chief Financial Officer dated May 27, 2024
THAT Council, subject to considering public representation made at its regular meeting of June 3, 2024, authorizes Staff to execute a partnering agreement between The Royal Canadian Legion #98 and the City of Enderby to provide assistance valued at \$25,000 to The Royal Canadian Legion #98 through the Community Enhancement Fund.

7. BYLAWS

- 7.1 Implementation of Small-Scale Multi-Unit Housing Legislation – City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1793, 2024 Page 44
 Memo prepared by Planner dated June 6, 2024 and Policy Manual circulated under separate cover.
THAT Council considers the Provincial Manual & Site Standards – Small Scale, Multi-Unit Housing;
- AND THAT Council gives three readings and adopts the City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1793, 2024.*

- 7.2 Water and Sprinkling Regulation Bylaw Amendment Page 66
 Memo prepared by Chief Administrative Officer dated June 11, 2024
THAT Council gives three readings to City of Enderby Water and Sprinkling Regulation Bylaw No. 1468, 2010 Amendment Bylaw No. 1794, 2024.

8. REPORTS

- 8.1 Mayor and Council Reports

- 8.2 Area F Director Report

- 8.3 Chief Administrative Officer Report

- 8.3.1 Council Inquiries

- 8.4 Annual Municipal Report 2023 Page 72

- 8.4.1 Meeting on Annual Municipal Report 2023
 Submissions and Questions from the Public

- 8.4.2 Consideration and Acceptance of the Annual Municipal Report 2023
Memo prepared by the Chief Financial Officer dated June 4, 2024
THAT Council considers any public input received;

AND THAT Council Approves the 2023 Annual Report.

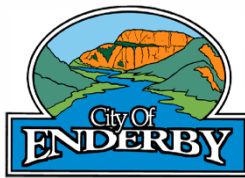
- 8.5 City of Enderby Wastewater System Annual Report 2023 Page 111
Memo prepared by Chief Administrative Officer dated June 3, 2024
THAT Council receives and files the City of Enderby Wastewater System Annual Report 2023.
- 8.6 RDNO Building Permit Report – May 2024 Page 141
THAT the RDNO Building Permit Report – May 2024 be received and filed.

9. PUBLIC QUESTION PERIOD

10. CLOSED MEETING RESOLUTION

THAT pursuant to Section 92 of the Community Charter, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (a) and 90 (2) (b) of the Community Charter.

11. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, June 3, 2024 at 4:30 p.m. in Council Chambers.

Present: Acting Mayor Sarah Yerhoff
Councillor Tundra Baird
Councillor David Ramey
Councillor Shawn Shishido

Absent: Mayor Huck Galbraith
Councillor Roxanne Davyduke
Councillor Brian Schreiner

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner – Kurt Inglis
Clerk-Secretary – Andraya Holmes

Other: Press and Public

LAND ACKNOWLEDGEMENT

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

APPROVAL OF AGENDA

Moved by Councillor Baird, seconded by Councillor Ramey
“THAT the June 3, 2024 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of May 21, 2024

Moved by Councillor Shishido, seconded by Councillor Ramey
“THAT the May 21, 2024 Council Meeting minutes be adopted as circulated.”

CARRIED

CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

The Royal Canadian Legion #98 – Partnering Agreement

Acting Mayor Yerhoff asked if there were any written submissions.

Chief Financial Officer read out one written submission.

Adele Lacoursiere

- Does not agree with Council providing any funds to the Legion.
- Concerns that some members of Council are Legion Club members.
- Concerns about the business component of the Legion and how funds will be used.

Councillor Ramey declared a conflict of interest because of his involvement in the repairs of the Legion building and recused himself from the meeting at 4:40 p.m.

Chief Administrative Officer advised that Council no longer had quorum, and the matter must be postponed to the next meeting.

Councillor Ramey returned to the meeting at 4:40 p.m.

REPORTS

Mayor and Council Reports

Councillor Ramey

Attended the walk for dog guides hosted by the Enderby Lions Club and reported that there was a great turnout for the event.

There will be a live music event hosted by the Enderby & District Arts Council on July 13th.

Councillor Baird

Reported that planning is ongoing for Canada Day and Friday Night Lights.

Councillor Shishido

Attended the walk for dog guides hosted by the Enderby Lions Club along with Councillor Ramey and Mayor Galbraith.

Attended an Enderby & District Museum Society meeting and reported that sales of the History of Enderby book are going well. Also reported that the Museum Society had a cemetery clean-up at the Cliffside Cemetery.

Acting Mayor Yerhoff

Had a meeting with the Splatsin Working Group that went well.

Attended an Interagency meeting.

Reported that Get Connected Enderby will be an annual event.

Chief Administrative Officer

Reported that the longer duration test of the water system under bypass conditions is expected to occur next week. At some point during the testing, a water quality advisory will be issued, when the Shuswap Well is sending water directly up to the reservoir.

The outdoor pool has been busy so far this season. Swimming lessons have started, and the heated pool tends to get a lot of patronage when the river is high and the weather is wet.

Parks Staff has been keeping very busy. They have been dealing with some nuisance vandalism in the washrooms at Riverside Park and a request has gone out to user groups to help in monitoring these issues.

Gave special kudos to the Parks department for their maintenance of the ball diamonds. Reported that he regularly takes calls from other jurisdictions about the Enderby maintenance program, as they want to achieve the same quality results offered here.

The Canada Day event page is expected to go live on the website later this week. The poster has now been finalized. The Enderbeer meeting with Sgt. Vestergaard went well.

Will be attending a pre-construction meeting with the general contractor for the Russell Avenue rebuild on Thursday. The project will begin within the next few weeks. There will also be a discussion about re-doing that portion of Knight Avenue near George Street that was damaged earlier this year following a water break.

Public Works will remove the boxwoods at Cenotaph Park this week. The stone mason will be on site within the next few weeks to start building the raised planter boxes. Public Works also did some good work removing the scrub brush in the parking lot meridian. There have been discussions with the garden contractor about what will be planted in this area.

One of the columnar oaks on Cliff Avenue didn't make it through the season. A replacement is being ordered.

Thanked Public Works for their quick responses on the ground and their ability to solve issues proactively before they cause service interruptions or emergency situations.

All flowers have been planted in the beds, planters, and hanging baskets for this year. Gave kudos to the gardens and grounds contractor, who has the system down and was able to get in ahead of time to amend the soil and raise the levels so that the flowers have a better visual profile.

Restaining of the Muzebo was completed recently. The contractor is moving onto the Lions Gazebo and then the Visitor Centre.

Red Apple's asbestos remediation work will be occurring soon. They will be blocking off the adjacent sidewalk and parking stalls to give them adequate working room.

Thanked the Planner for his work on bringing the zoning bylaw into compliance with the new housing legislation. Council can expect to see the bylaw amendment at the next regular meeting.

NEW BUSINESS

Request to Fund Let's Ride BC Partnership on Behalf of Hunter's Range Snowmobile Association

Chief Administrative Officer noted that some of the information in the Hunter's Range Snowmobile Association's request has been corrected by Shuswap Tourism.

Council discussed the possibility of funding sector-specific tourism marketing in the community.

Moved by Councillor Baird, seconded by Councillor Shishido
"THAT Council does not fund the Let's Ride BC Partnership on behalf of Hunter's Range Snowmobile Association in 2024;

AND THAT Council refers the matter of funding sector-specific tourism marketing initiatives to its 2024 Strategic Planning."

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

CLOSED MEETING RESOLUTION

Moved by Councillor Shishido, seconded by Councillor Baird
"THAT pursuant to Section 92 of the Community Charter, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (k) and 90 (2) (b) of the Community Charter."

CARRIED

MATTERS RELEASED FROM IN-CAMERA

Follow-Up on Community Garden

Moved by Councillor Baird, seconded by Councillor Shishido
"THAT Council receives and files the correspondence from Adele Lacoursiere regarding a proposed community garden.

AND THAT this matter be released from in-camera."

CARRIED

Visitor Centre Staff Funding – Peak Tourist Season

Moved by Councillor Baird, seconded by Councillor Shishido
"THAT Council provides up to \$12,000, funded through the COVID-19 Safe Restart Grant, to Enderby & District Recreation Services Association to fund summer staff at the Visitor Centre for the 2024 season;

AND THAT this matter be release from in-camera."

CARRIED

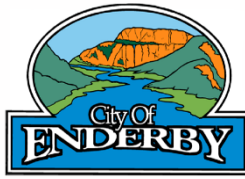
ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Shishido
“THAT the regular meeting of June 3, 2024 adjourn at 5:30 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, May 6, 2024 at 4:30 p.m. in Council Chambers.

Present: Mayor Huck Galbraith
Councillor Tundra Baird
Councillor Roxanne Davyduke
Councillor David Ramey
Councillor Brian Schreiner
Councillor Shawn Shishido
Councillor Sarah Yerhoff

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner – Kurt Inglis
Clerk-Secretary – Andraya Holmes

Other: Press and Public

LAND ACKNOWLEDGEMENT

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

APPROVAL OF AGENDA

Moved by Councillor Baird, seconded by Councillor Schreiner
“THAT the May 6, 2024 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of April 15, 2024

Moved by Councillor Shishido, seconded by Councillor Ramey
“THAT the April 15, 2024 Council Meeting minutes be adopted as circulated.”

CARRIED

DELEGATIONS

Brent Gennings, School District #83 Trustee for Electoral Area 2 (City of Enderby / CSRD Area E / District of Sicamous / RDNO Area F)

Trustee Gennings introduced himself to Council and highlighted that food programs are going well in schools in the area. Noted that changes in housing legislation and increased density will have an impact on staffing and enrollment in schools.

Also explained that he can act as a liaison between Council and the School District if there are concerns or questions that need to be raised.

Councillor Baird asked about capacity and enrollment projections for M.V. Beattie and A.L. Fortune.

Trustee Gennings responded that he will get that information to Council.

Councillor Ramey asked about the use of the theatre by community groups. Explained that the A.L. Fortune auditorium was build with assistance from the community on the understanding that it could be used for this purpose.

Trustee Gennings responded that he will look into this and raise the issue with the School District to find out the reasoning and if there is a path forward.

Councillor Shishido explained that he has been in contact with a local organizer of youth sports, who runs the basketball program at A.L. Fortune as well as Splatsin, and he has some more ideas about how to reach youth through sport. Asked what the best way is to get him in contact with the School District.

Trustee Gennings asked Councillor Shishido to pass his contact information to the community sport organizer and welcomed him to attend and present at a future board meeting.

PUBLIC HEARINGS

Temporary Use Permit Application #00-24-DVP-END

Councillor Baird declared a conflict of interest because of an interest in the subject property and recused herself from the meeting at 4:44 p.m.

The regular meeting gave way to the public hearing at 4:45 p.m.

The regular meeting re-convened at 5:00 p.m.

DEVELOPMENT MATTERS AND RELATED BYLAWS

Temporary Use Permit Application #00-24-DVP-END

Moved by Councillor Ramey, seconded by Councillor Schreiner

“THAT Council authorizes the issuance of a Temporary Use Permit for the property legally described LOT 1 BLOCK 12 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and located at 707 George Street to allow a food truck to operate on the property on Wednesdays from 4:00 – 9:00 pm, between May and September, as shown on the attached Schedule ‘A’, for a three-year period from the date the Permit is issued, subject to the following conditions:

- 1. The siting of the food truck shall be in general accordance with the attached Schedule ‘A’;*
- 2. The applicant shall ensure that there are no impacts by way of sound or fumes associated with power generation for the food truck and its operations;*
- 3. The applicant shall ensure that the staging of patrons is properly managed on-site in order to avoid patrons spilling over on to adjacent streets, sidewalks or properties;*

- 4. *The applicant shall take steps to engage with their patrons in order to ensure that vehicles are not overflowing into nearby private parking lots;*
- 5. *The food truck must be removed from the property at the end of its daily operations;*
- 6. *The City of Enderby shall be added as a named insured to the insurance policy of the owner of the subject property, and indemnified and saved harmless, including legal expenses, associated with its decision to issue a Temporary Use Permit.”*

CARRIED

Councillor Baird returned to the meeting at 5:02 p.m.

BYLAWS

2024 Budget Bylaws

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT Council adopts the bylaws cited as “City of Enderby 2024 – 2028 Financial Plan Bylaw No. 1788, 2024”, “City of Enderby Annual Tax Rate Bylaw No. 1789, 2024”, “City of Enderby Sewer Frontage Tax Bylaw No. 1790, 2024”, “City of Enderby Water Frontage Tax Bylaw No. 1791, 2024” and “City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1792, 2024”.”

CARRIED

REPORTS

Mayor and Council Reports

Councillor Ramey

Nothing to report.

Councillor Baird

Will be attending the Rail Trail grand opening on Friday.

Asked who from Council will be attending the A.L. Fortune Graduation Ceremony on June 14th.

Councillor Davyduke responded that she will be attending.

Councillor Baird reported that the Chamber launch event was a success.

Suggested that instead of replacing the feature tree on Cliff Avenue with another tree, Council should explore the idea of replacing it with some form of public art.

Councillor Yerhoff

Will be attending the Rail Trail grand opening event.

Attended the community clean up event and reported that it was well attended.

Councillor Davyduke

Attended the community clean up event and thanked the Lions for putting on the appreciation barbeque each year.

Thanked Staff for their prompt notification of service interruptions both to Council and on public channels.

Reported that the senior drum line at A.L. Fortune placed 1st and the junior drum line placed 2nd at the provincial level.

Dropped in to observe some of the Legacy North Basketball camp at A.L. Fortune and reported that the event was very well received.

The Get Connected Enderby service providers event is taking place on May 7th at the Seniors Centre.

Will be attending the Enterprize Challenge finale at the Vernon Performing Arts Centre on May 8th.

The Harvest Hut will be setting up their garden bags behind the hut again this season.

Reported that the Volunteer Drivers group is waiting to hear back about a number of grants for which they have applied.

Seniors Tech Connect and Meal Mentoring programs at the Enderby & District Community Resource Center are going well.

Councillor Shishido

Nothing to report.

Councillor Schreiner

Attended the SILGA Convention and reported that the event was great with many opportunities for learning about different aspects of local government. Highlighted a few different workshops that were available including Keeping Order in Council and Board meetings, Short Term Rental Accommodation Regulations, ETSI-BC, Wildfires in BC, and Economic Development.

Mayor Galbraith

Attended the community clean up.

Attended the Baby Welcoming Ceremony at Splatsin Centre.

Attended the Chamber launch event.

Chief Administrative Officer

Reported that crack sealing has been completed.

Line painting is now completed, except for a few missed items that are still to be completed.

Spring pruning curbside pickup has been completed. Thanked the Fire Department for their work.

The Our Enderby clean-up challenge went over well. Thanked the Planner for his work organizing this event.

The Russell Avenue reconstruction pre-bid meeting occurred last week, there were 6 contractors in attendance. The request for proposal closes on May 9.

The Fire Department siren test was successful. There will be messaging in the 2024 tax insert about what the public should do if they hear the siren outside of a test situation.

Valve work at the Booster Station is scheduled for later this month. Once it has been verified that things are working as expected in a normal scenario, the longer duration test of our water system under reservoir 1 bypass conditions will proceed.

Mechanical design for the expansion of the water treatment plant is nearing completion to a grant ready stage. Once the design is complete, staff will be meeting with Interior Health, Splatsin, and other stakeholders to discuss and seek their support.

The pool basin work and repainting has been completed ahead of schedule. Parks will be filling the pool earlier this season, as Recreation Services will be doing their training prior to the May long weekend.

The brine leak repair at the arena is underway this week. The new header has been ordered and is expected in about 6 weeks. Once the new header has been installed, staff will be pressuring up the brine portion of the refrigeration system in order to filter the brine. This gives the added benefit of verifying that there are no other issues with the system, before the chiller is started up and the floor temperature is lowered to make ice.

Thanked Public Works for their work on a water break on Enderby-Mabel Lake Road on Saturday.

A number of consolidated bylaws have been added to the City website. This is part of a long-term plan to remove all bylaw amendments in favour of consolidated versions, which are more user friendly for the public. Thanked the Clerk-Secretary and Planner for their work on this initiative.

Will be meeting with the president of the Chamber on Thursday to review the new office co-sharing agreement. Had a meeting with Recreation Services last week to discuss it.

Some stump grinding will be done at the Riverside RV Park within the next two weeks. The floors in the washrooms were repainted a week ago, and look fantastic.

There are plans to remove a lot of the bushes between the trees in the parking lot meridian behind City Hall, which will clean up the area. These bushes are intended to be replaced with some decorative grasses or other more suitable landscaping.

Councillor Schreiner asked if there is a start date for construction on the new pool.

Chief Administrative Officer responded that the intended start date for construction is late August or September of this year. Work is progressing on the design development stage.

2023 Statement of Financial Information

Moved by Councillor Shishido, seconded by Councillor Baird
“*THAT Council approves the 2023 Statement of Financial Information.*”

CARRIED

RDNO Building Permit Report – April 2024

Moved by Councillor Ramey, seconded by Councillor Davyduke
“*THAT the RDNO Building Permit Report – April 2024 be received and filed.*”

CARRIED

NEW BUSINESS

The Royal Canadian Legion #98 – Grant

Councillor Ramey declared a conflict of interest because of his involvement in the repairs of the Legion building and recused himself from the meeting at 5:37 p.m.

The Chief Financial Officer gave an overview of the accompanying memo.

Rene Verwey of the Legion thanked Council for their support and reported that repairs are scheduled to start on the building in June.

Moved by Councillor Shishido, seconded by Councillor Baird
“*THAT Council authorizes staff to draft a partnering agreement between The Royal Canadian Legion #98 and the City of Enderby pursuant to section 21 of the Community Charter, for the provision of support to veterans, with notice of Council’s intent to provide assistance under a partnering agreement published in accordance with section 24 of the Community Charter;*

AND THAT, subject to considering public representation at the Council meeting following the end of the notice period, Council authorizes Staff to execute the partnering agreement and provide assistance valued at \$25,000 to The Royal Canadian Legion #98 through the Community Enhancement Fund.”

CARRIED

Councillor Ramey returned to the meeting at 5:39 p.m.

Water Conservation and Drought Management Framework

Chief Administrative Officer explained that the proposed new framework focuses on irrigation unrelated to food insecurity, and encourages awareness, education, and voluntary reduction of water use.

Moved by Councillor Baird, seconded by Councillor Ramey
“*THAT Council adopts the Water Conservation and Drought Management Framework;*

AND THAT Council delegates to the Director of Public Works the authority to designate a Stage within the Water Conservation and Drought Management Framework and issue exemption permits;

AND FURTHER THAT Council directs staff to publish notice of the Water Conservation and Drought Management Framework.”

CARRIED

Policy Direction on Implementation of Small-Scale Multi-Unit Housing Legislation

The Planner gave an overview of the policy direction decision points listed in the accompanying memo.

Council discussed the first decision point listed by the Planner regarding detached secondary suites. Council discussed the current system in place for allowing detached suites on single family lots.

Councillor Schreiner stated that he is in favour of policies that allow more housing in the community.

Councillor Ramey stated that he is in favour of allowing one of either an attached or detached secondary suite, but not both on the same lot.

Councillor Shishido stated that he prefers the system in place requiring detached secondary suites to change their zoning through an application.

Councillor Baird stated that she is in favour of allowing both an attached and a detached secondary suite on lots that are large enough to accommodate this.

Moved by Councillor Ramey, seconded by Councillor Shishido
“THAT Council supports adding detached suites as a permitted use to the City’s single-family zoning designation;

AND THAT a property in the City’s single-family zoning designation may have an attached or a detached secondary suite, but not both.”

DEFEATED
OPPOSED Mayor Galbraith
Councillor Baird
Councillor Davyduke
Councillor Schreiner
Councillor Yerhoff

Moved by Councillor Schreiner, seconded by Councillor Yerhoff
“THAT Council supports adding detached suites as a permitted use to the City’s single-family zoning designation;

AND THAT a property in the City’s single-family zoning designation may have an attached and a detached secondary suite.”

CARRIED
OPPOSED Councillor Shishido
Councillor Ramey

Council discussed the second decision point regarding reducing the minimum lot area in the City’s single-family and two-family zones to allow increased density through small-lot subdivisions.

Moved by Councillor Schreiner, seconded by Councillor Yerhoff
“*THAT Council supports reducing the minimum lot area in the City’s single-family and two-family zones in order to enable higher densities through small-lot subdivisions.*”

DEFEATED
OPPOSED Mayor Galbraith
Councillor Baird
Councillor Davyduke
Councillor Shishido
Councillor Ramey

Council discussed the third decision point regarding prioritizing flexibility for property owners in realizing density potential for their properties versus maintaining consistency in the character of existing residential neighbourhoods to the extent permitted by law.

Moved by Councillor Baird, seconded by Councillor Shishido
“*THAT Council supports prioritizing maintaining consistency in the character of existing residential neighbourhoods to the extent permitted by law.*”

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

CLOSED MEETING RESOLUTION

Moved by Councillor Baird, seconded by Councillor Davyduke
“*THAT pursuant to Section 92 of the Community Charter, the regular meeting convene In-Camera to deal with matters deemed closed to the public in accordance with Section 90 (1) (e) of the Community Charter.*”

CARRIED

MATTERS RELEASED FROM IN-CAMERA

Update on Community Garden Proposal for 602 Knight Avenue (St. George Anglican Church)

Moved by Councillor Baird, seconded by Councillor Shishido
“*THAT Council directs Staff to continue to explore opportunities for the installation of a community garden on institutional lands within the community;*

AND THAT with respect to the open space north of the Enderby Arena, Council continues to support the Enderby & District Services Commission’s continued enhancement of the site as a passive park, consistent with the Master Parks Plan;

AND FURTHER THAT this matter be released from in-camera.”

CARRIED

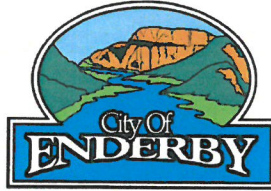
ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Schreiner
“THAT the regular meeting of May 6, 2024 adjourn at 7:09 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER



AGENDA

THE CORPORATION OF THE CITY OF ENDERBY

Report of a **Public Hearing** held on May 6, 2024 at 4:45 p.m. in Council Chambers.

Present: Mayor Huck Galbraith
Councillor Roxanne Davyduke
Councillor David Ramey
Councillor Brian Schreiner
Councillor Shawn Shishido
Councillor Sarah Yerhoff

Absent: Councillor Tundra Baird

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Planner – Kurt Inglis
Clerk-Secretary – Andraya Holmes

Mayor Galbraith read the rules of procedure for public hearings and introduced the following application:

Temporary Use Permit Application #00-24-DVP-END

Legal: LOT 1 BLOCK 12 KAMLOOPS (FORMERLY OSOYOOS)
DIVISION YALE DISTRICT PLAN 211A
Address: 707 George Street, Enderby
Applicants: Two Sparrows Catering
Owners: Case Holdings Ltd.

The Planner provided an overview of the application.

The Planner read out the following written submission.

Patsy and Tony Vetter, 427356 B.C. Ltd.

- Concerns regarding patrons from other businesses parking in the Vetter Plaza private parking lot.

Mayor Galbraith invited the applicant to speak to the application.

Rye Harwood, Two Sparrows Catering

Rye Harwood and business partner Sarah Helgason took over Two Sparrows Catering at the beginning of 2023. The company is based out of Vernon and service the North Okanagan.

Explained that this proposal allows the Small Axe to open their doors on a night they would otherwise be closed without having to staff their kitchen.

Councillor Davyduke asked the Planner for clarification on the time period of a temporary use permit.


The Planner responded that the applicant has requested the permit for a three year period which is the maximum length. In three years' time, the permit could be renewed for an additional three years at the discretion of Council.

Councillor Davyduke asked what the course of action is if any concerns arise from this use.


The Planner responded that the conditions of issuance put the onus on the applicant to address common issues that could be associated with the use. If there are concerns, the City will approach the applicant to attempt to resolve. If the applicant can not meet the conditions of the permit, it could be suspended or revoked.

Mayor Galbraith made his closing statement and declared the Public Hearing closed at 5:00 p.m.

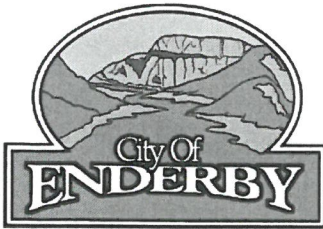
Pursuant to Section 465 (6) of the *Local Government Act*, I, Tate Bengtson, Corporate Officer, hereby certify this to be a fair and accurate report of the Public Hearing held on May 6, 2024.



Signature



Date



REQUEST TO APPEAR AS A DELEGATION

On 17 June 2024
Day Month Year

Date of Request June 3, 2024

Name of Person Making Request Leah Samson, ORL Administrative Services Manager

Name and Title of Presenter(s) Danielle Hubbard, Okanagan Regional Library CEO
Dawn Wierzbicki, Enderby Community Librarian, ORL

Contact Information lsamson@orl.bc.ca | 250-860-4033 X 2451

Details of Presentation To present the Library's new strategic plan and
local library activities.

Desired Action from Council (check all that apply)

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

Please describe desired action in detail _____

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.

**CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION**

AGENDA

File No.: 0069-24-DVP-END

June 12, 2024

APPLICANT/OWNER: Brian Wiens

LEGAL DESCRIPTION: PARCEL A (BEING A CONSOLIDATION OF LOTS 5 AND 6, SEE CB833629)
DISTRICT LOT 150 BLOCK 6 KAMLOOPS DIVISION YALE DISTRICT PLAN 211B

P.I.D #: 032-045-085

CIVIC ADDRESS: 603 Knight Avenue, Enderby BC

PROPERTY SIZE: 820.0 m² (0.20 acres)

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

O.C.P DESIGNATION: Residential Low Density

PROPOSED DEVELOPMENT: Attached secondary suite addition to single family dwelling

PROPOSED VARIANCES: Reduce the minimum rear yard setback for a single family dwelling from 6 m (19.68 feet) to 3.4 m (11.15 feet)

RECOMMENDATION:

THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as PARCEL A (BEING A CONSOLIDATION OF LOTS 5 AND 6, SEE CB833629) DISTRICT LOT 150 BLOCK 6 KAMLOOPS DIVISION YALE DISTRICT PLAN 211B, and located at 603 Knight Avenue, Enderby BC., to permit a variance to Section 602.10.d of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum rear yard setback for a single family dwelling from 6 m (19.68 feet) to 3.4 m (11.15 feet).

BACKGROUND:

This report relates to a Development Variance Permit application for the property located at 603 Knight Avenue, Enderby BC. The applicant is proposing to construct an addition to an existing single family dwelling for the purposes of an attached secondary suite, as shown on the attached Schedule 'A'. In order to accommodate the proposed siting of the addition, the applicant is requesting a variance to the City of Enderby Zoning Bylaw No. 1550, 2014 in order to reduce the minimum rear yard setback for a single family dwelling from 6 m (19.68 feet) to 3.4 m (11.15 feet), as shown on the attached Schedule 'A'.

Site Context

The 820.0 m² (0.20 acre) property is located on the north side of Knight Avenue. The property is backed by a constructed lane to the north which provides vehicle access to the property; there is no constructed driveway off of Knight Avenue. The property is flat with a single family dwelling located on the western portion of the lot.

The subject property and properties to the north, east, and west are all zoned Residential Single Family (R. 1-A) and are designated as Residential Low Density in the Official Community Plan (OCP). The property to the south (St. George Anglican Church) is zoned Assembly, Civic and Public Service Use (S.1) and is designated as Institutional in the OCP.

The following map shows the Zoning designation of the subject and surrounding properties:



Figure 1: Zoning Map

- Yellow - Residential Single Family (R.1-A)
- Teal – Assembly, Civic and Public Service Use (S.1)
- Orange – Residential Multi-Family Medium Intensity (R.3)
- Brown – Residential Two Family (R.2)

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



Figure 2: Orthophoto

****NOTE:** The property lines shown above are not an accurate representation of their true locations and are intended for display purposes only.

Proposal

The applicant is proposing to construct an addition on the north side of an existing single-family dwelling for the purposes of an attached secondary suite, as shown on the attached Schedule 'A'. An existing open carport on the north side of the single family dwelling will be removed in order to accommodate the proposed siting of the addition. The proposed attached secondary suite is a one-bedroom, one-bath unit that is 51.1 m² (550 square feet) in size. In order to accommodate the proposed siting of the addition, the applicant is requesting a variance to the City of Enderby Zoning Bylaw No. 1550, 2014 in order to reduce the minimum rear yard setback for a single family dwelling from 6 m (19.68 feet) to 3.4 m (11.15 feet).

ZONING BYLAW:

The subject property is zoned Residential Single Family (R.1-A) and the permitted uses within this zone include accessory residential buildings, single-family dwellings, attached secondary suites, bed and breakfasts, civic and public service use, restricted agricultural use, and the keeping of backyard hens and bees.

The proposal as compared to the Zoning Bylaw requirements for the R.1-A zone is as follows (highlighted items require a variance):

CRITERIA	R.1-A ZONE REQUIREMENTS	PROPOSAL
Lot Coverage (max.)	50%	< 50%
Setbacks (min.)		
Front Yard	6 m (19.68 feet)	N/A
Rear Yard	6 m (19.68 feet)	3.4 m (11.15 feet)
Side Yard	1.2 m (3.94 feet)	2.98 m (9.78 feet)
Other Buildings	3 m (9.84 feet)	N/A
Special Building Line	15 m (49.21 feet) from Centreline of Knight Avenue	> 15 m (49.21 feet) from Centreline of Knight Avenue
Floor Area (max.)	Lesser of 90 m ² (968.8 square feet) or 40% of the habitable floor area of the single family dwelling	51.1 m ² (550 square feet) or 32.8% of the habitable floor area of the single family dwelling

OFFICIAL COMMUNITY PLAN:

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

- Policy 2.2.b - To maintain and enhance the City of Enderby as a sustainable, diverse, vibrant, unique and attractive community.
- Policy 2.2.c - To maintain and enhance the social well-being, development, and the quality of life for all citizens of Enderby.
- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.

REFERRAL COMMENTS:

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

The City’s Public Works Manager provided the following comments:

I have no concerns about the DVP except to note, as this is creating a dwelling unit at the rear of the property, close to the lane to the north, that the lane is not plowed during the winter in accordance with the City’s Snow and Ice Control Policy and should not be relied upon as an access.

While some lanes in the City are plowed in the course of normal snowplow routing, over and above the City's Snow and Ice Control Policy, this particular lane is narrow and lacks sufficient space between it and the surrounding built environment, which makes it impracticable to plow.

It is my understanding that the applicant is intends to construct a driveway off Knight Avenue, which is an appropriate way to facilitate access for the secondary dwelling.

No comments of concern were received in response to the referral.

PLANNING ANALYSIS:

The City of Enderby Planner raises no objections to the applicant's request to vary to Section 602.10.d of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum rear yard setback for a single family dwelling from 6 m (19.68 feet) to 3.4 m (11.15 feet), as shown on the attached Schedule 'A'. Upon consideration of input from adjacent landowners, it is recommended that Council support the variance request for the following reasons:

- The proposed attached secondary suite addition is only one storey in height and is setback significantly from either side lot line (2.98 m and ~13 m respectively), while the subject property is separated from the neighbouring properties to the north via a laneway, therefore it is not anticipated that a reduced rear yard setback for the proposed development would negatively impact the views for neighbouring properties;
- The proposed siting of the attached secondary suite addition is consistent with the current siting of an existing carport located on the north side of the single family dwelling, which also has a reduced rear yard setback;
- It is not anticipated that a reduced rear yard setback for the proposed development would negatively impact the use and enjoyment of the subject or surrounding properties.

SUMMARY

This report relates to a Development Variance Permit application for the property located at 603 Knight Avenue, Enderby BC. The applicant is proposing to construct an addition to an existing single family dwelling for the purposes of an attached secondary suite, as shown on the attached Schedule 'A'. In order to accommodate the proposed siting of the addition, the applicant is requesting a variance to the City of Enderby Zoning Bylaw No. 1550, 2014 in order to reduce the minimum rear yard setback for a single family dwelling from 6 m (19.68 feet) to 3.4 m (11.15 feet), as shown on the attached Schedule 'A'.

The City of Enderby Planner is recommending that Council support the variance request.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner

Reviewed By:



Tate Bengtson
Chief Administrative Officer

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

File: 0069-24-DVP-END (Wiens)

Applicant/Owner: Brian Wiens

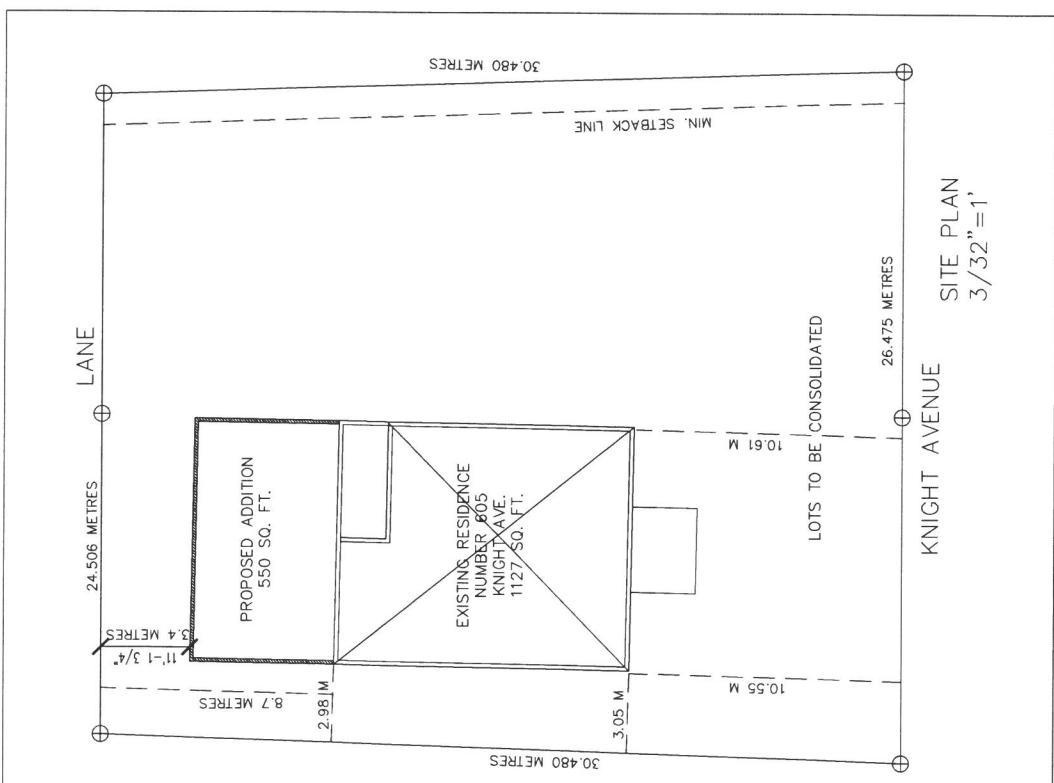
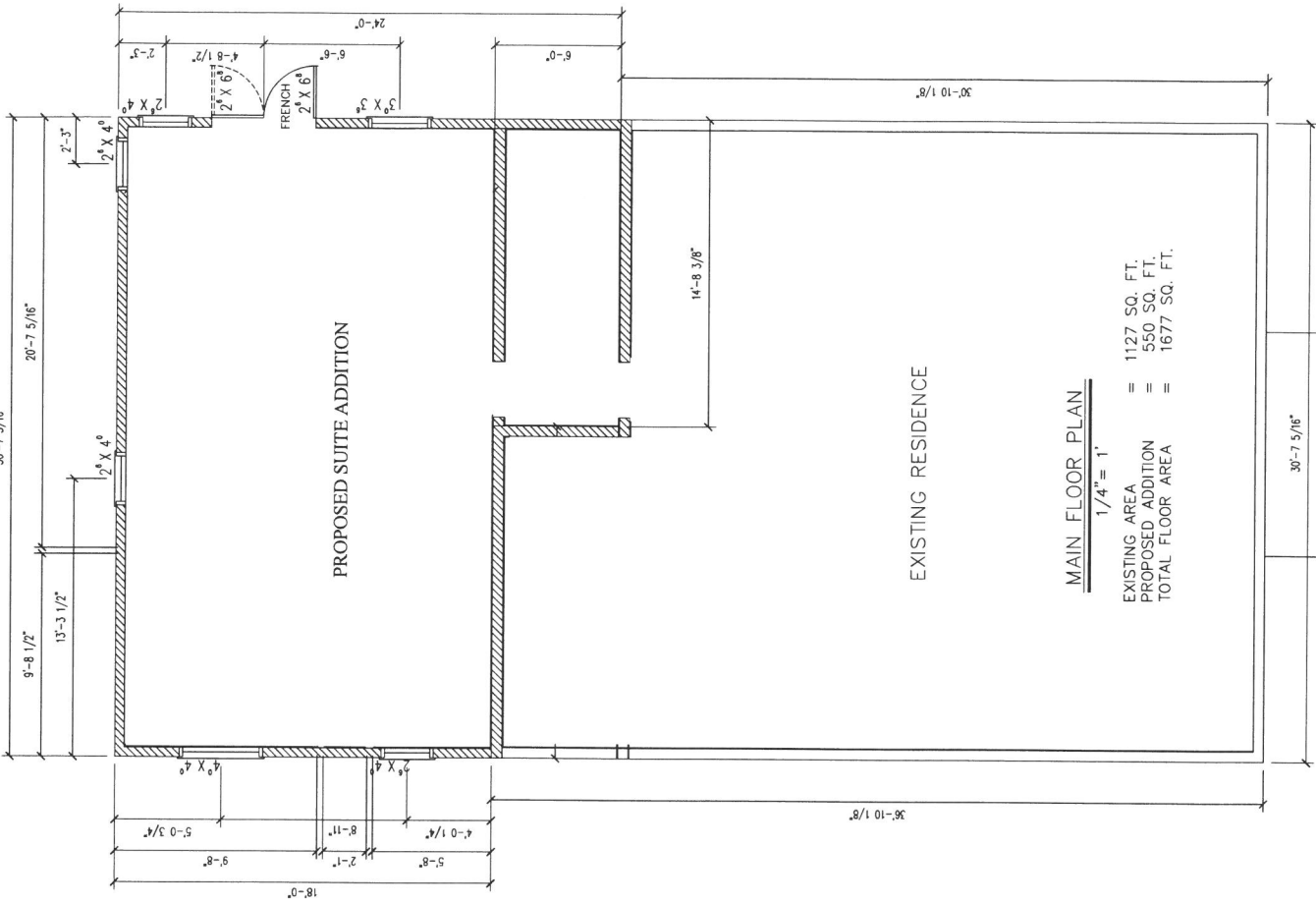
Location: 603 Knight Avenue, Enderby BC



Schedule 'A'

G. ROBINSON
O/A
ASHTON CREEK
DRAFT AND DESIGN
EMAIL: gprobin@eius.net
Ph: 250-517-9223

CLIENT:	Anne Thompson and Brian Weins
PROJECT:	Home Addition 605 Knight Ave, Enderby, B.C.
LEGAL DESC:	LOT 2, PLAN KAP1970 PID: 011-333-553
PROJECT #:	1072
REVISIONS:	Aug 2, 2023 Concept
DATE:	May 27 2024 Adjust Square Footage
DRAWN BY:	GCR
DESCRIPTION:	MAIN FLOOR PLAN
SCALE:	AS NOTED
DRAWING NO:	A1



**CITY OF ENDERBY
TEMPORARY USE PERMIT APPLICATION**

AGENDA

File No.: 0006-21-TUP-END - RENEWAL

June 7, 2024

APPLICANT: Nik Vischschraper

OWNER: Splatsin Development Corporation Ltd.

LEGAL DESCRIPTION: Lot 3, Block 11, District Lot 150, Kamloops (formerly Osoyoos) Division Yale District, Plan 211A

P.I.D #: 003-486-401

CIVIC ADDRESS: 803 Vernon Street, Enderby BC

PROPERTY SIZE: 0.068 hectare (0.168 acre)

PRESENT ZONING: General Commercial (C.1)

PRESENT OCP DESIGNATION: General Commercial

PROPOSED TEMPORARY USE: Retail sales/food service business to operate out of a temporary building; use shipping container for storage purposes

PROPOSED RENEWAL TERM: 3 Years

RECOMMENDATION:

THAT Council authorizes the renewal of Temporary Use Permit 0006-21-TUP-END for the property legally described as Lot 3, Block 11, District Lot 150, Kamloops (formerly Osoyoos) Division Yale District, Plan 211A and located at 803 Vernon Street to permit a retail sales/food service business to operate out of a temporary building, and to use a shipping container for storage purposes, for an additional three-year period, subject to the following conditions:

- a) Throughout the duration of the Temporary Use Permit, the applicant must provide adequate dust control measures for the subject property and adjacent parcels also owned by the applicant that are implicated in the proposed use;
- b) Throughout the duration of the Temporary Use Permit, the applicant must remove particulate matter tracked onto Vernon Street from the subject property or adjacent parcels also owned by the applicant that are implicated in the proposed use;
- c) Throughout the duration of the Temporary Use Permit, the applicant must provide sufficient on-site garbage and recycling receptacles which are well-maintained;

- d) The dimensions and siting of the temporary building and parking spaces shall be in general accordance with the attached Schedule 'A';
- e) With regards to the use of a shipping container for storage purposes:
 - i. Only one shipping container is permitted on the subject property;
 - ii. The use, siting and sizing of the shipping container must adhere to all relevant City of Enderby health and safety specifications;
 - iii. The use, siting and sizing of the shipping container must adhere to the regulations expressed in the Zoning Bylaw, as if it were a permitted use, unless otherwise varied (except for the provision of screening);
 - iv. The siting and sizing of the shipping container shall be in general accordance with the attached Schedule 'A', except that to the extent of a conflict between Schedule 'A' and the Zoning regulations or health and safety specifications for shipping containers, the Zoning regulations and health and safety specifications shall prevail;
 - v. The exterior of the shipping container shall be complimentary to the aesthetics of the site and surrounding neighbourhood.
- f) The Temporary Use Permit shall expire three years from the date the Permit is renewed.

BACKGROUND:

This is an application to renew Temporary Use Permit 0006-21-TUP-END which was issued in 2021 and permitted a retail sales/food service business to operate out of a temporary building, and to use a shipping container for storage purposes, on the property located at 803 Vernon Street for a three-year period; the applicant is proposing to renew the Temporary Use Permit for an additional three-year period, with no proposed changes to the use or layout of the site, as shown on the site plan attached as Schedule 'A'.

A Temporary Use Permit is a tool to allow a short-term use that does not comply with the Zoning Bylaw. A Temporary Use Permit may only be issued for a maximum of 3 years and may be renewed once for an additional 3 years as per Section 497 of the *Local Government Act*. Temporary Use Permits are intended to be temporary in nature and are not a suitable long-term land use solution.

Site Context/History:

The 0.068 hectare (0.168 acre) subject property is located along the eastern side of Vernon Street, which is identified in Schedule 'C' of the City's Official Community Plan as a 'Municipal Major Collector' road. The subject property is relatively flat and access to the property is gained off of Vernon Street.

In 2016, a Temporary Use Permit was issued to Edward and Jennifer Koochin which permitted the use of a temporary building on the subject property for the purposes of food service, retail sales, and fitness/recreational services. Following the issuance of the Temporary Use Permit, a one-storey temporary building on skids was constructed along the eastern edge of the subject property. Given that the construction of a temporary building did not trigger the need to bring the property up to the City of Enderby Zoning Bylaw standard with regards to landscaping and paving, the property was allowed to remain at a gravel standard. A shipping container was subsequently placed in the southeast corner of the

property, with Council’s permission for the use of the shipping container only extending to the end of the Temporary Use Permit period.

The property was later sold to Splatsin Development Corporation (SDC). In 2021, SDC submitted a new Temporary Use Permit application which proposed to permit a retail sales/food service business to operate out of a temporary building on the property, and to use a shipping container for storage purposes, for a three-year period. The Temporary Use Permit application described the business as a “...seasonal summer store, offering snacks, drinks, ice and tubing supplies, etc. to tourists, catering to the river floating crowds specifically. Parking and garbages made available to downtown users.” The Temporary Use Permit was approved by Council and expires on August 26, 2024.

The subject property and the properties to the north, northeast, south and, west are zoned General Commercial (C.1) and are designated as General Commercial in the City of Enderby Official Community Plan (OCP); the property to the east is zoned Transportation Corridor (S.2) and is designated as Transportation Corridor in the OCP.

The following map shows the Zoning designation of the subject and surrounding properties:

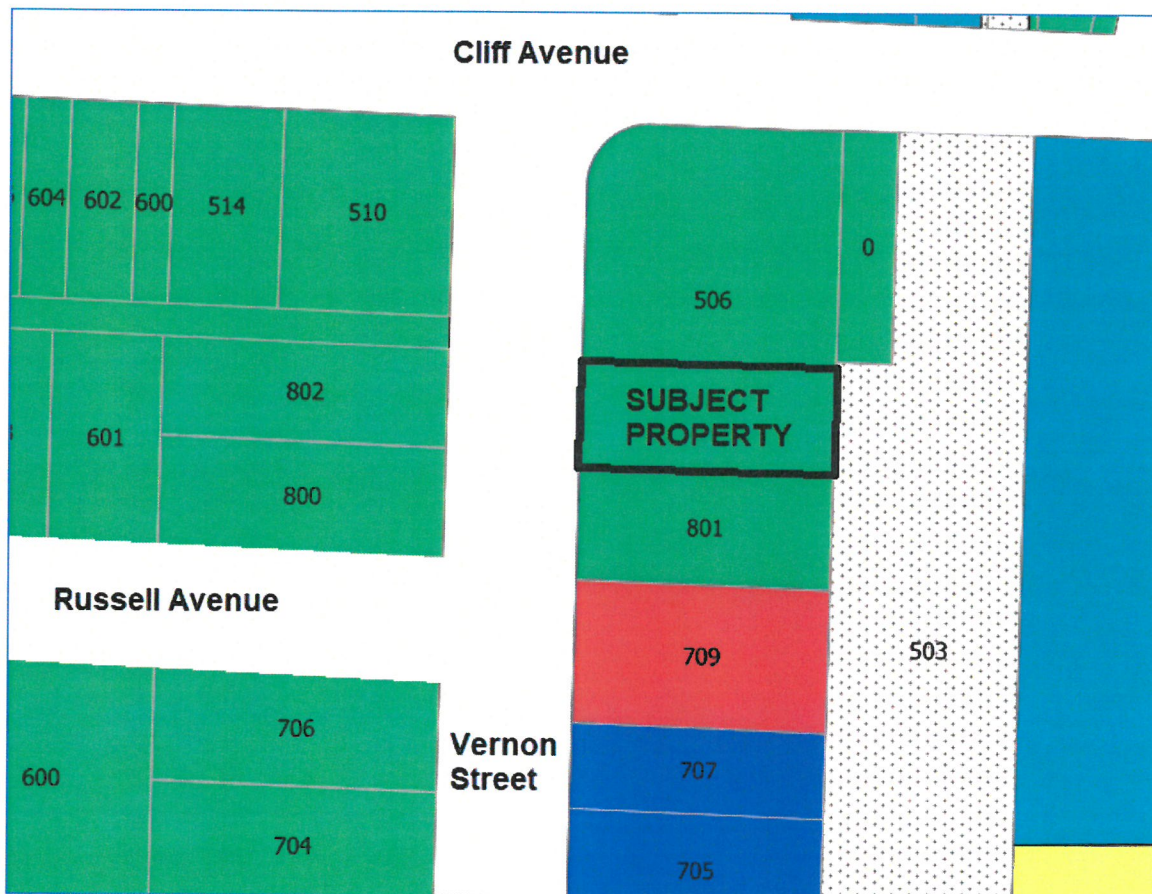


Figure 1: Zoning Map

- Green – General Commercial (C.1)
- Blue – Light Industrial (I.1)
- Red – Service Commercial (C.4)
- Dotted – Transportation Corridor (S.2)

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



Figure 2: Orthophoto

****NOTE:** The property lines shown above are not an accurate representation of their true locations and are intended for display purposes only.

The Proposal

The applicant has submitted an application to renew Temporary Use Permit 0006-21-TUP-END in order to continue operating a retail sales/food service business out of a temporary building on the property, and to use a shipping container for storage purposes, for an additional three-year period.

There are no proposed changes to the use or layout of the site, as shown on the site plan attached as Schedule 'A'.

ZONING BYLAW:

The subject property is currently zoned General Commercial (C.1); uses permitted within this zone include:

- Accessory buildings and structures;
- Accommodation including apartments, dwelling units, hotels and motels;
- Assembly and civic use;

- Educational facilities and professional studios;
- Entertainment and recreation facilities;
- Food service (including dairy bars, coffee shops and restaurants);
- Office and commerce facilities;
- Public service use;
- Retail sales (including beverages, candy, clothing, food, fruit, gifts, groceries, produce, sporting goods including rentals, and toys);
- Service and repair; and
- Transportation facilities.

Section 313 of the City of Enderby Zoning Bylaw states that all zones within the City are designated as areas for the issuance of Temporary Use Permits, subject to the following general conditions:

- a. The use is temporary or seasonal in nature;
- b. The use is not noxious or undesirable because of smoke, noise, vibration, dirt, glare, odour, radiation, electrical interference, or an offensive trade within the meaning of the Health Act;
- c. There are no negative impacts on the lands in the vicinity;
- d. There are no significant increases in the level or demand for services;
- e. There are no permanent alterations to the subject site; and
- f. The use complies with all of the conditions specified by Council as a condition of the issuance of the Permit.

Section 307.2.b of the Zoning Bylaw states:

“A temporary building or structure shall not be used as a dwelling and shall not be placed or erected on any lot, except in the case of a mobile home where permitted under the provisions of the Bylaw, and except where a permit for the replacement or erection and use and occupation of such temporary building or structure has been validly issued under the provisions of the Building Bylaw of the authority having jurisdiction and amendments thereto from time to time in force.”

Section 314 of the Zoning Bylaw states that shipping containers are permitted in the following zones (not permitted in the General Commercial (C.1) zone):

- Industrial (I.1, I.2);
- Service Commercial (C.4);
- Country Residential (C.R); and
- Assembly, Civic, and Public Service (S.1).

OFFICIAL COMMUNITY PLAN:

Policies contained within the OCP which apply to this development include:

- Policy 2.2.b - To maintain and enhance the City of Enderby as a sustainable, diverse, vibrant, unique and attractive community.

- Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.
- Policy 5.3.c - Council will work with the business community and stakeholders to promote a diverse local economy that provides the goods and services necessary to competitively meet local demand and attract visitors.
- Policy 5.3.f - Council will develop strategies and tools to encourage and facilitate infill and redevelopment within existing developed areas of the community.
- Policy 12.3.c - Council encourages and supports creative and innovative infilling, development, redevelopment and renovation of existing buildings in order to maintain a strong focus on commercial activity in commercial areas.
- Policy 18.1 - Subject to the designation of areas and conditions in the Zoning Bylaw, Council may issue Temporary Use Permits in all areas of the City.
- Policy 20.3.f - Council will encourage infill, redevelopment and brownfield strategies that focus growth towards areas with existing infrastructure.

REFERRAL COMMENTS:

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

The City of Enderby Public Works Manager provided the following comments:

I have no concerns with the temporary use, given the uncertain nature of the Highway 97A alignment and the related lack of clarity over what constitutes the front of the parcel. A temporary building placed until its orientation can be determined with more certainty relative to the road network is reasonable; however, once this has been determined, either a permanent structure or a zoning text amendment will need to be obtained.

The City of Enderby Fire Chief provided the following comments:

The use of the shipping container should be subject to the applicant demonstrating adherence to the City's health and safety requirements for shipping containers.

No other comments were received in response to the referral.

PLANNING ANALYSIS:

As noted above, Section 313 of the City of Enderby Zoning Bylaw states that pursuant to Section 920.2 (now Section 492) of the *Local Government Act*, all zones within the City are designated as areas for the issuance of Temporary Use Permits, subject to the following general conditions:

- a. The use is temporary or seasonal in nature;
- b. The use is not noxious or undesirable because of smoke, noise, vibration, dirt, glare, odour, radiation, electrical interference, or an offensive trade within the meaning of the Health Act;
- c. There are no negative impacts on the lands in the vicinity;

- d. There are no significant increases in the level or demand for services;
- e. There are no permanent alterations to the subject site; and
- f. The use complies with all of the conditions specified by Council as a condition of the issuance of the Permit.

The following is an analysis of the proposed temporary use against the conditions described above.

Temporary or Seasonal Nature of Use

The applicants' proposal to operate a retail sales/food service business out of an existing temporary building, and to use a shipping container for storage purposes, for an additional three year period is temporary in nature as there are no proposed permanent alterations to the subject property.

Noxious or Undesirable Use

The proposal to operate a retail sales/food service business out of a temporary building, and to use a shipping container for storage purposes, is a relatively low-intensity use; however, the retail sales/food service use will result in additional vehicular traffic on the site which may create issues related to dust given that the lot is maintained to a gravel standard. Given this, it is recommended that renewal of the Temporary Use Permit be subject to the applicant providing adequate dust control measures and removing particulate matter that is tracked onto Vernon Street throughout the duration of the Temporary Use Permit.

Impacts to Adjacent Properties

Given that the proposed use of food services and retail sales will be targeted towards tourists and river users who muster in Belvidere Park, it is anticipated that the proposal will result in a significant increase in foot traffic in the areas surrounding the subject property; given this, it is recommended that renewal of the Temporary Use Permit be subject to the applicant providing sufficient on-site garbage and recycling receptacles which are well-maintained throughout the duration of the Temporary Use Permit.

Furthermore, requiring the shipping container to used, sited and sized in accordance with the City's health and safety specifications and Zoning Bylaw, and have an exterior finish that is complimentary to the site and neighbourhood, will ensure that the use of a shipping container will not have any negative impacts to adjacent properties with regards to safety or nuisance.

It should be noted that given that the proposed use of the shipping container is temporary in nature, the Zoning Bylaw requirement to provide screening, which is a permanent alteration to the site, would not be appropriate in this case.

Notwithstanding the above, it is not anticipated that the proposal will result in any negative impacts to lands in the vicinity.

Permanent Alterations to the Site

Given that a temporary building and shipping container are both structures that are relatively easy to remove, coupled with the fact that the applicant is proposing to leave the property in its existing gravelled state, the proposal will not result in any permanent alterations to the subject property and the ability to restore the site to its original state will not be compromised, should the applicant fail to remove or legalize the temporary building/shipping container once the Temporary Use Permit has expired.

As part of initial Temporary Use Permit application, issuance of the Permit was subject to the applicant providing security in the form of an irrevocable letter of credit, or a cash deposit, in the amount equal to 120% of the estimated costs of removing, transporting and disposing of the temporary building and shipping container from the subject property; this cash deposit has been secured by the City and this will ensure that City of Enderby taxpayers are not subsidizing the costs of removing the temporary building/shipping container from the site should the applicants fail to remove or legalize them once the Temporary Use Permit ultimately expires.

Conditions of Temporary Use Permit

A number of conditions were built into the original Temporary Use Permit in order to help to mitigate potential impacts and minimize any risks to the City of Enderby and its taxpayers, as previously described. These conditions are proposed to continue with the renewal of the Temporary Use Permit, and failure to adhere to the conditions may result in the applicants' Temporary Use Permit being revoked.

Broad Considerations

The City of Enderby Planner raises no objections to the applicant's request to renew Temporary Use Permit 0006-21-TUP-END to permit a retail sales/food service business to operate out of a temporary building, and to use a shipping container for storage purposes, on the property for an additional three-year period. It is recommended that Council authorize the renewal of Temporary Use Permit for the following reasons:

- As mentioned by the City's Public Works Manager, there is uncertainty regarding the future highway alignment, which will have significant impacts on the future development of the subject property, particularly with regards to access and orientation of a permanent building; a Temporary Use Permit would allow the applicant to use the property in the short-term until such time as there is more information available as to how the highway will develop, at which point the applicant will be able to make a well-informed decision on how to permanently develop the site;
- There have been no significant impacts associated with the temporary use of the property since the original Temporary use Permit was issued in 2021; and
- It is not anticipated that the proposal would negatively impact the use and enjoyment of the subject or surrounding properties.

SUMMARY

This is an application to renew Temporary Use Permit 0006-21-TUP-END which was issued in 2021 and permitted a retail sales/food service business to operate out of a temporary building, and to use a shipping container for storage purposes, on the property located at 803 Vernon Street for a three-year period; the applicant is proposing to renew the Temporary Use Permit for an additional three-year period, with no proposed changes to the use or layout of the site.

The City of Enderby Planner recommends that Council authorize the renewal of Temporary Use Permit 0006-21-TUP-END subject to the specified terms and conditions.

Prepared By:



Kurt Inglis, MCIP, RPP
Planner

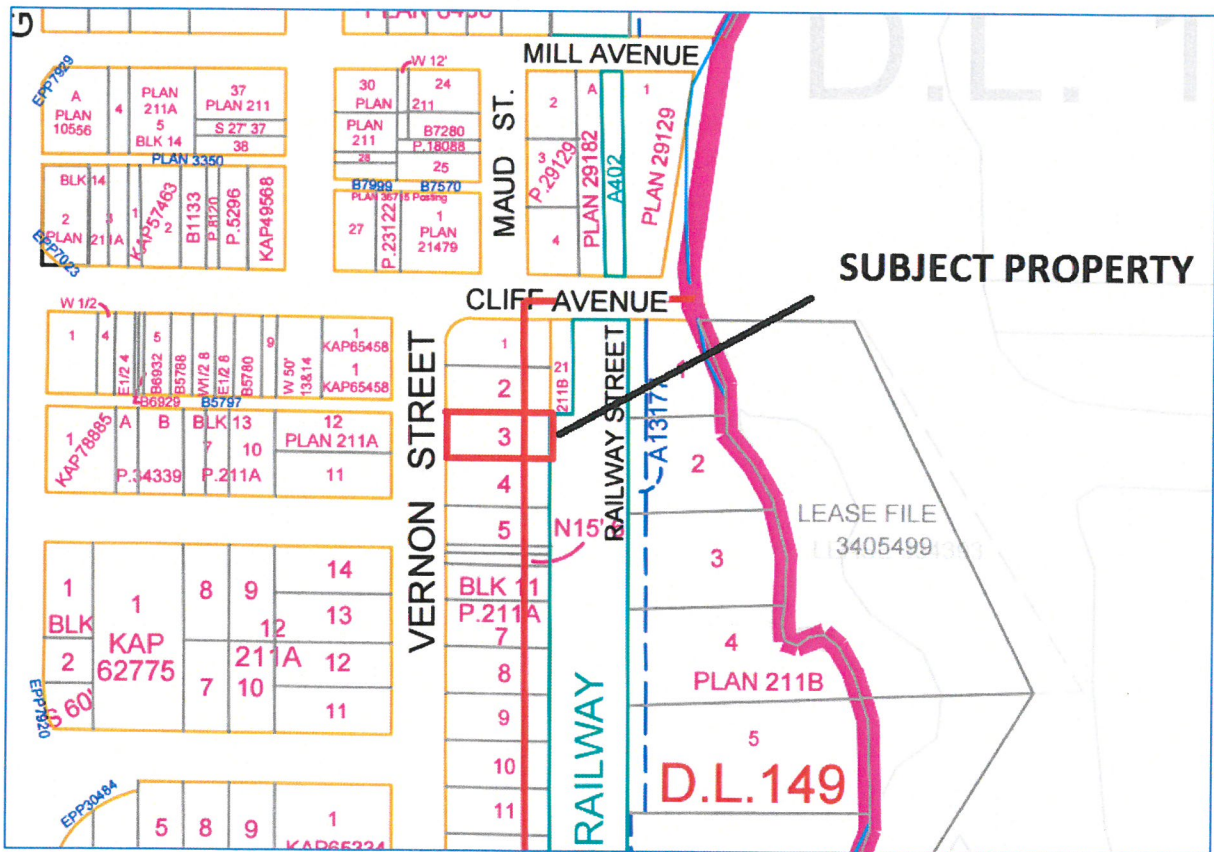
Reviewed By:



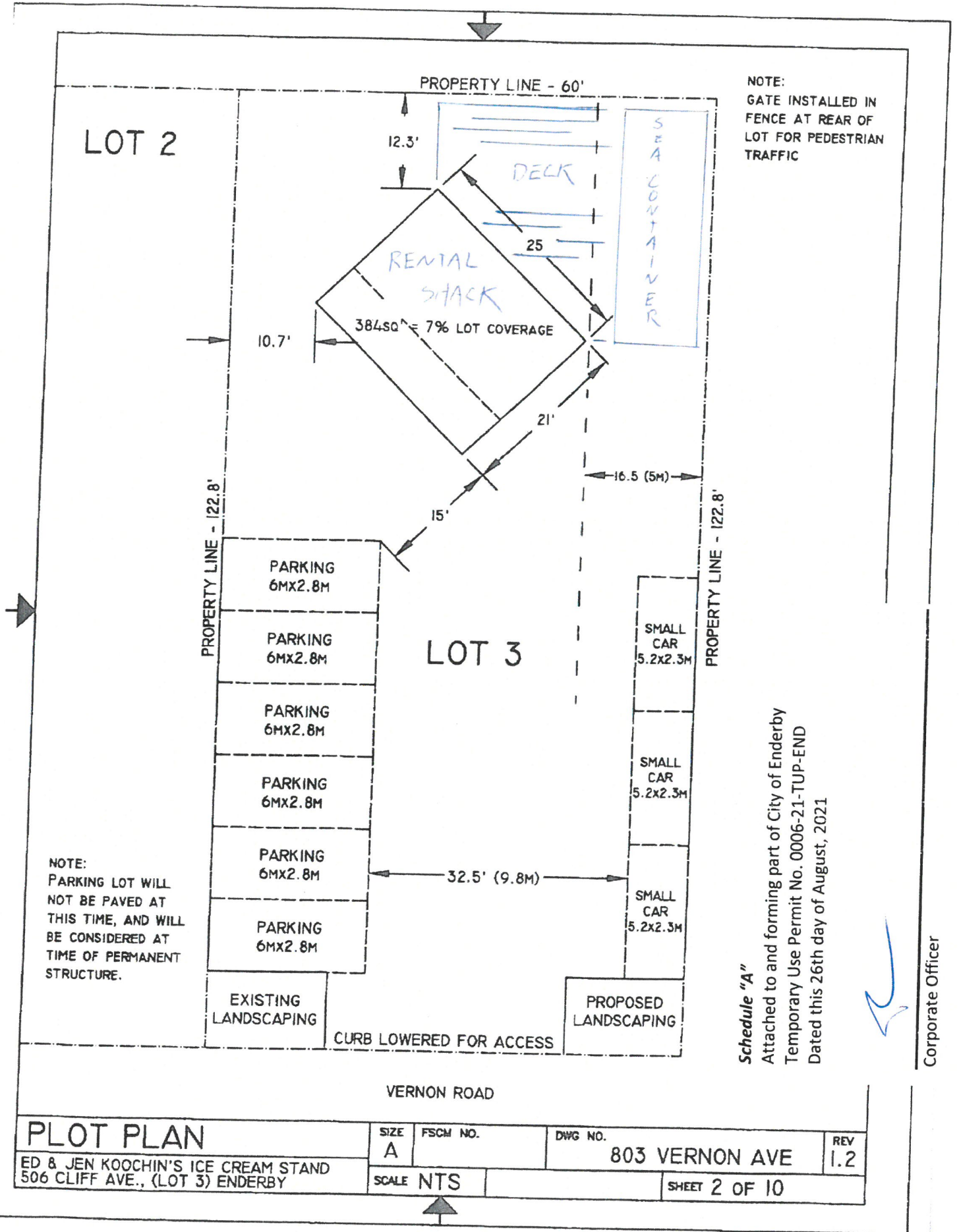
Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY
TEMPORARY USE PERMIT APPLICATION
SUBJECT PROPERTY MAP

File: 0006-21-TUP-END - RENEWAL
Applicant: Nik Vischschraper
Owner: Splatsin Development Corporation
Location: 803 Vernon Street, Enderby BC



Schedule 'A'



Schedule "A"
Attached to and forming part of City of Enderby
Temporary Use Permit No. 0006-21-TUP-END
Dated this 26th day of August, 2021

Corporate Officer

PLOT PLAN	SIZE	FSCM NO.	DWG NO.	REV
	A		803 VERNON AVE	1.2
ED & JEN KOOCHIN'S ICE CREAM STAND 506 CLIFF AVE., (LOT 3) ENDERBY		SCALE	SHEET 2 OF 10	
		NTS		

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: May 27, 2024
Subject: The Royal Canadian Legion #98 – Partnering Agreement

RECOMMENDATION

THAT Council, subject to considering public representation, authorizes Staff to execute a partnering agreement between The Royal Canadian Legion #98 and the City of Enderby to provide assistance valued at \$25,000 to The Royal Canadian Legion #98 through the Community Enhancement Fund.

BACKGROUND

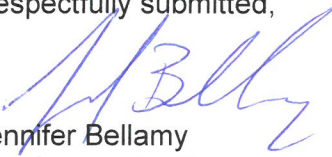
At the May 6, 2024 regular meeting, Council approved providing The Royal Canadian Legion #98 (“the Legion”) financial assistance in the amount of \$25,000 for veteran support through a partnering agreement, subject to considering public representation. The financial assistance will provide veteran support by aiding in the roof replacement and electrical upgrades to the Legion’s building located at 909 Belvedere Street.

Public notice of Council’s intent to provide the assistance has been provided in accordance with the *Community Charter*, with the public invited to provide input during the June 4, 2024 regular meeting of Council.

Once any public input is received and Council determines it still wishes to provide the assistance, staff will execute the agreement between the City and the Legion. The \$25,000 in assistance will be funded through the Community Enhancement Fund, which consists of non-taxation revenues to support one-time projects that enhance the community.

Attached is a draft of a typical partnering agreement used by the City. The agreement has not been reviewed with the Legion, but the final agreement will generally follow this template. In addition to the agreement, the financial assistance provided will follow the City’s grant policy.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

PARTNERING AGREEMENT

THIS AGREEMENT dated for reference the _____ day of _____, 2024

BETWEEN

CITY OF ENDERBY, a local government under the laws of British Columbia and having an office at 619 Cliff Avenue, Enderby, British Columbia, V0E 1V0

(the “City”)

AND

THE ROYAL CANADIAN LEGION #98, a not-for-profit organization, having an office at 909 Belvedere Street, Enderby, British Columbia, V0E 1V0

(the “Legion”)

WHEREAS

- A. The *Community Charter* authorizes the City to provide assistance, other than tax exemptions, to a business subject to Council entering into a partnering agreement pursuant to which the business agrees to undertake or provide an activity, work or facility on behalf of the City other than a service that is part of the general administration of the municipality.
- B. The Legion is a “business” as defined by the *Community Charter*, notwithstanding its not-for-profit organization status, that honours military service and supports and advocates for military and RCMP veterans.
- C. The City and the Legion wish to enter into an agreement involving an exchange of services for assistance, within the meaning of a partnering agreement under the section 21 of the *Community Charter* (the “**Agreement**”).

NOW THEREFORE the parties agree as follows:

1. The Legion agrees to provide for the social well-being of veterans of the Enderby community, including the ongoing operation of its facility located at 909 Belvedere Street, Enderby, BC (the “**Services**”).
2. The City agrees to provide assistance valued at \$25,000 to the Legion to help with replacing the roof and upgrading the electrical works of its facility in connection with the Services described in the Agreement.
3. The Legion will, at all times during the Agreement:

- (a) perform promptly and safely all of its obligations under the Agreement;
 - (b) be prudent, just, and faithful in the performance of its obligations under the Agreement and in its dealings with the City under the Agreement and other agreements entered into between the Legion and the City or any other person in respect of the Agreement;
 - (c) not assign its obligations under the Agreement to another party without the express written consent of the City;
 - (d) perform its obligations under the Agreement and exercise all of its rights in respect of the Agreement in a lawful and orderly manner in full compliance with all applicable federal, provincial, municipal enactments (including bylaws of the City);
 - (e) not release, compromise, assign or transfer any claim, right or benefit of the City;
 - (f) keep the City fully informed of its activities related to the Services described in the Agreement and to fully disclose all records and dealings as may reasonably be required or requested by the City so as to demonstrate the delivery of the Services.
4. The Legion agrees to defend, indemnify, and hold harmless the City and its officers, agents, and employees for any and all claims, demands, actions, damages, losses, and expenses, including attorney fees and costs of litigation, arising out of, or relating to, the Legion's performance under the Agreement, including those brought by employees or subcontractors of the Legion.
 5. The City agrees to defend, indemnify, and hold harmless the Legion and its officers, agents, and employees for any and all claims, demands, actions, damages, losses, and expenses, including attorney fees and costs of litigation, arising out of, or relating to, the City's negligence under the Agreement.
 6. The City and the Legion disclaim any intention to create a partnership, co-ownership, joint venture or to constitute either of them the agent of the other, and nothing contained in the Agreement shall be construed to constitute the City or the Legion a partner, c o - o w n e r , joint venturer, agent or legal representative of or with the other.
 7. Neither the City nor the Legion shall have or represent that it has the authority or power to act for or to undertake or create any obligations or responsibilities, express or implied, on behalf of, or in the name of, the other.
 8. The terms and provision of the Agreement shall extend to, be binding upon, and enure to the benefit of the parties hereto and their successors, heirs, and permitted assigns.
 9. Subject to Council reconsideration of the Agreement at its regular meeting following the public notification period provided in the *Community Charter*, the term of the

Agreement shall commence on _____, 2024 and shall continue until December 31, 2024.

As evidence of their agreement to be bound by the terms of the Agreement, subject to any power of reconsideration provided in the *Community Charter* or the City of Enderby Procedure Bylaw No. 1732, 2021, the parties have executed the Agreement as follows:

Date: _____, 2024

CITY OF ENDERBY by its authorized signatories:

THE ROYAL CANADIAN LEGION #98 by its authorized signatories:

Name

Name

Name

Name

DRAFT

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer
 From: Kurt Inglis, Planner
 Date: June 6, 2024
 Subject: Implementation of Small-Scale Multi-Unit Housing Legislation – City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1793, 2024

RECOMMENDATION

THAT Council considers the *Provincial Policy Manual & Site Standards – Small-Scale, Multi-Unit Housing*;
 AND THAT Council gives three readings and adopts the City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1793, 2024.

BACKGROUND

The *Local Government Act* was amended on December 7, 2023, to require local governments to update their zoning bylaws to:

- i. Allow attached secondary suites or detached secondary suites (referred to as Accessory Dwelling Units or ADUs in the legislation) in all single-family zones; and
- ii. Permit a minimum of 3-6 units of small-scale, multi-unit housing (SSMUH) in zones otherwise restricted to single-family dwellings or two-family dwellings. Zones restricted to single-family dwellings or two-family dwellings as of December 7, 2023, are referred to as *Restricted Zones* in the legislation.

Through the SSMUH legislation, the Province aims to increase housing supply, create more diverse housing choices, and contribute to more affordable housing. Local governments are required to update their zoning bylaws before June 30, 2024 to comply with the SSMUH legislation.

The table below outlines the situations in which the three- to six-unit requirements apply:

Minimum number of units	Characteristics of the parcels to which the requirements apply
Minimum of three units	A minimum of three (3) units must be permitted on each parcel of land 280 m ² or less in a <i>Restricted Zone</i> .
Minimum of four units	A minimum of four (4) units must be permitted on each parcel of land greater than 280 m ² in a <i>Restricted Zone</i> .

Minimum of six units	<p>A minimum of six (6) units must be permitted on each parcel of land in a <i>Restricted Zone</i> that is:</p> <ul style="list-style-type: none"> a) wholly or partly within 400 metres of a prescribed bus stop, and b) is 281 m² or greater in area. <p>One of the six units that must be permitted may be required to be affordable or special needs housing.</p>
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Given that the City of Enderby does not have any prescribed bus stops, the requirement to provide up to six units is not applicable. Furthermore, all (or nearly all) residential parcels in the City are greater than 280 m², therefore the requirement to provide a minimum of three units is not applicable.

The Province has developed the *Provincial Policy Manual & Site Standards – Small-Scale, Multi-Unit Housing* (the Policy Manual) which is a resource to support local governments with the implementation of zoning bylaw amendments required to comply with the SSMUH legislation; the Policy Manual has been circulated electronically under separate cover. The Policy Manual establishes provincial expectations for local government implementation of the SSMUH requirements. In preparing, amending, or adopting a zoning bylaw to permit the use and density required by the SSMUH legislation, a local government must consider any applicable guidelines for SSMUH, including the Policy Manual. The Policy Manual contains a series of ‘Site Standards’ packages which provide technical specifications commonly found in zoning bylaws (i.e. minimum building setbacks, maximum building height) and set provincial expectations for how local governments enable financially viable SSMUH developments. The Province has acknowledged that local governments are not required to follow these Site Standards packages absolutely, and they are in effect guidelines, but the Province has stated there is an expectation that local governments give them full consideration for implementation. Any zoning regulations that the City adopts must not frustrate the SSMUH legislation by way of prohibiting the prescribed densities; thus, the greater the departure from the guidelines, the greater the risk of frustrating the Provincial legislation, which opens the bylaw to challenge.

At its Regular Meeting of May 6, 2024, Council provided the following policy direction to Staff with respect to updates to the Zoning Bylaw to bring it into conformance with the SSMUH requirements:

1. Add detached secondary suites as a permitted use to accompany single-family dwellings;
2. Allow for both an attached secondary suite and a detached secondary suite to occur concurrently alongside a single-family dwelling; and
3. Prioritize maintaining consistency in the character of existing residential neighbourhoods to the extent permitted by law.

Based on the guidelines expressed in the Policy Manual and the policy direction described above, Staff have prepared City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1793, 2024 which proposes to amend the Zoning Bylaw to bring it into compliance with SSMUH requirements; the following table provides a general overview of the proposed changes to R.1, R.1-A, R.2 and C.R zones:

Zoning Regulation	Residential Single Family (R.1) Zone	Residential Single Family (R.1-A) Zone	Residential Two Family (R.2) Zone	Country Residential (C.R) Zone
Permitted Residential Uses	Added detached secondary suites, two family dwellings, three family dwellings, and four family dwellings as permitted uses		Added detached secondary suites, three family dwellings, and four family dwellings as permitted uses	
Principal Buildings Per Lot (max.)	<p>One (1) single family dwelling; or</p> <p>One (1) single family dwelling and one (1) Detached Secondary Suite; or</p> <p>One (1) two family dwelling; or</p> <p>One (1) three family dwelling; or</p> <p>One (1) four family dwelling</p>			<p>One (1) single family dwelling or mobile home; or</p> <p>One (1) single family dwelling or mobile home and one (1) Detached Secondary Suite; or</p> <p>One (1) two family dwelling; or</p> <p>One (1) three family dwelling; or</p> <p>One (1) four family dwelling</p>
Accessory Residential Buildings Per Lot (max.)	<p>Two (2) accessory residential buildings per single family dwelling or two family dwelling; or</p> <p>Three (3) accessory residential buildings per three family dwelling; or</p> <p>Four (4) accessory residential buildings per four family dwelling</p>			No change
Dwelling Units Per Lot (max.)	<p>No more than two dwelling units are permitted on a parcel of area 4,050 m² (1 acre) or more; and</p> <p>No more than three dwelling units are permitted per parcel of area less than 280 m² (3,014 square feet); and</p> <p>No more than four dwelling units are permitted per parcel of area between 280 m² (3,014 square feet) and 4,050 m² (1 acre)</p>			

Zoning Regulation	Residential Single Family (R.1) Zone	Residential Single Family (R.1-A) Zone	Residential Two Family (R.2) Zone	Country Residential (C.R) Zone
Floor area (min.)	Added a minimum floor area of 60 m ² (645.8 square feet) per dwelling unit in a two-family dwelling, consistent with the existing floor area requirements in the Residential Two Family (R.2) and Country Residential (C.R) zones		No change	
Height of Principal Buildings (max.)	No change			
Height of Detached Secondary Suites (max.)	Maintained same maximum height for Detached Secondary Suites as previously permitted in the Residential Single Family with Detached Suite (R.1-B) zone (4.5 m (14.76 feet))			
Lot Area for Purposes of Subdivision (min.)	No change except for adding a minimum lot area of 350 m ² (3,767 square feet) for each half of a two family dwelling subdivided with the building straddling a side lot line, consistent with the existing lot area requirement in the Residential Two family (R.2) zone		No change	
Lot Area for Detached Secondary Suites (min.)	Maintained the same minimum lot area for Detached Secondary Suites as previously permitted in the Residential Single Family with Detached Suite (R.1-B) zone (560 m ² if there is lane access or second street frontage, or 650 m ² if there is not lane access or second street frontage)			No lot area minimum for Detached Secondary Suites
Lot Coverage (max.)	No change			
Lot Frontage for Purposes of Subdivision (min.)	No change except for adding a minimum lot frontage of 11 m (36.09 feet) for each half of a two family dwelling subdivided with the building straddling a side lot line, consistent with the existing lot frontage requirement in the Residential Two Family (R.2) zone		No change	
Off-street Parking (min.)	No change			
Exterior Side Yard Setback (min.)	No change			

Zoning Regulation	Residential Single Family (R.1) Zone	Residential Single Family (R.1-A) Zone	Residential Two Family (R.2) Zone	Country Residential (C.R) Zone
Front Yard Setback (min.)	No change		Reduced from 8 m (6.25 feet) to 6 m (19.68) for principal residential buildings and Detached Secondary Suites, consistent with the setbacks in other residential zones	No change
Other Building Setback (min.)	No change			
Rear Yard Setback (min.)	No change for principal buildings Maintain the same rear yard setback for Detached Secondary Suites as previously permitted in the Residential Single Family with Detached Suite (R.1-B) zone (3 m (9.84 feet))			
Side Yard Setback (min.)	No change for principal residential buildings except: i) side yard setback for four family dwellings increased to 4 m (13.12 feet), and ii) permit two family dwellings to straddle a property line for the purposes of subdivision Maintain the same side yard setback for Detached Secondary Suites as previously permitted in the Residential Single family with Detached Suite (R.1-B) zone (2 m (6.56 feet))		No change for principal buildings except the side yard setback for four family dwellings increased to 4 m (13.12 feet) Maintain the same side yard setback for Detached Secondary Suites as previously permitted in the Residential Single family with Detached Suite (R.1-B) zone (2 m (6.56 feet))	

In addition to the above, the following broader amendments will bring the Zoning Bylaw into compliance with the SSMUH legislation and resolve internal inconsistencies:

1. Collapse the Residential Single Family With Detached Suite (R.1-B) Zone

Currently, the City of Enderby Zoning Bylaw No. 1550, 2014 only permits Detached Secondary Suites within the Residential Single Family with Detached Suite (R.1-B) zone; should a property owner wish to develop a Detached Secondary Suite on their property, they must rezone their property to the R.1-B zone. However, now that Detached Secondary Suites are being added as a permitted use to the R.1-A, R.1, R.2 and C.R zones, the R.1-B zone has become redundant.

2. Rezone 99 Bass Avenue from the Residential Single Family With Detached Suite (R.1-B) Zone to the Residential Single Family (R.1-A) Zone

As previously mentioned, the Residential Single Family With Detached Suite (R.1-B) zone will need to be collapsed as it has become redundant. There is only one property in the community that has an R.1-B zoning designation, which is 99 Bass Avenue. In order to collapse the R.1-B zone, 99 Bass Avenue will need to be rezoned to an appropriate zoning designation. Staff are proposing that 99 Bass Avenue be rezoned to its previous zoning designation of Residential Single Family (R.1). The rezoning would not negatively impact or restrict the manner in which 99 Bass Avenue could develop, given that:

- i. all of the permitted uses of the R.1-B zone are now part of the R.1 zone;
- ii. the Zoning Text Amendment allowing a Detached Secondary Suite to be located on the second storey of an accessory residential building at 99 Bass Avenue will run with the land, notwithstanding the rezoning; and
- iii. the variances granted to 99 Bass Avenue under Development Variance Permit 0055-23-DVP-END are not specific to the R.1-B zone and would continue to have force and effect notwithstanding the rezoning.

3. Remove the Requirement for One of the Registered Owners to Reside on the Property in Order to Rent an Attached or Detached Secondary Suite

The City's Zoning Bylaw currently requires that, i) at least one of the registered owners of a property must reside in the primary single family dwelling in order to have a Detached Secondary Suite, and ii) that at least one of the registered owners of the building must reside in the building in order to have an Attached Secondary Suite. These provisions were intended to avoid 'absentee landlord' situations where landlords lived off-site and thus were not available to properly manage their rental units. However, these provisions significantly restrict the ability of properties to be developed for rental purposes, as it is not always feasible for a registered owner to live on-site (i.e. they own multiple properties); given this, these provisions could be interpreted as frustrating the purpose of the SSMUH legislation and could be subject to challenge. Staff are proposing that these provisions be removed from the Zoning Bylaw altogether. It should be noted that the City of Enderby has sufficient powers to regulate and enforce nuisances that may arise from suite rentals.

4. Only Permit Detached Secondary Suites, Two Family Dwellings, Three Family Dwellings, and Four Family Dwellings in R.1, R.1-A, R.2 and C.R Zones When Connected to Both Community Water and Sanitary Sewer Systems

The provisions of the SSMUH legislation that require local governments to update their zoning bylaws to permit prescribed densities only apply where the land is served by both community water and sanitary sewer systems. Given this, detached secondary suites, two family dwellings, three family dwellings and four family dwellings in the R.1, R.1-A, R.2 and C.R zones are only permitted when connected to both community water and sanitary sewer systems. By requiring these forms of development to be connected to community systems, it will also ensure the requirements of other

provincial legislation and regulations are met (e.g., the *Drinking Water Protection Act* and the *Sewerage System Regulation*).

Pursuant to Section 464 (4) of the *Local Government Act*, the City of Enderby is prohibited from holding a public hearing for City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1793, 2024, given that its sole purpose is to comply with the SSMUH legislation. In accordance with Section 467 of the *Local Government Act*, a 'Notice of No Public Hearing' has been advertised in the June 7, 2024 edition of a local print newspaper and posted on the Public Notice section of the City's website; this Notice confirms the details of the bylaw and outlines the process for the public to provide written submissions. The legislation allows the City to give three readings and adopt the bylaw at the same meeting, and the Ministry of Transportation and Infrastructure is not required to endorse the bylaw.

As previously mentioned, the Policy Manual establishes provincial expectations for local government implementation of the SSMUH requirements. The Province has acknowledged that local governments are not required to follow these Site Standards packages absolutely, and they are in effect guidelines, but the Province has stated there is an expectation that local governments give them full consideration for implementation. The proposed Zoning Bylaw amendment is intended to achieve Council's policy objectives in a manner that considers the Policy Manual and implements the SSMUH legislation. It is recommended that Council considers the *Provincial Policy Manual & Site Standards – Small-Scale, Multi-Unit Housing* and gives three readings and adopts the City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1793, 2024.

Respectfully Submitted,



Kurt Inglis
Planner

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1793

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

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

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

WHEREAS Council of the City of Enderby has determined to make an amendment to “The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014” to make it consistent with provincial small-scale, multi-unit housing legislation;

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

CITATION

1. This bylaw may be cited as the “City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1793, 2024”.

AMENDMENTS

2. Amend Division Two – Interpretation of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing the definition of Attached Secondary Suite as follows:

ATTACHED SECONDARY SUITE means a self-contained dwelling unit within but accessory to a principal use single family dwelling or two family dwelling, sharing at least one heated wall or floor, and comprising one real estate entity with shared utility services. An Attached Secondary Suite has direct access to the outside without passing through any part of the principal dwelling unit and has an Occupancy Permit indicating compliance to the BC Building Code.

3. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by adding Section 317.a as follows:

317.a Attached Secondary Suites

1. Attached Secondary Suites must comply with the following:
 - i. Attached Secondary Suites are to be located only in a single family dwelling or two family dwelling; and
 - ii. No more than one Attached Secondary Suite shall be permitted within a single family dwelling and no more than one Attached Secondary Suite shall be permitted within each half of a two family dwelling; and

- iii. The maximum floor area of an Attached Secondary Suite shall not exceed the lesser of 90 m² or 40% of the habitable floor area of the single family dwelling or the associated dwelling unit in a two family dwelling. The minimum floor area of an Attached Secondary Suite shall not be less than 36m² (387.5 square feet); and
 - iv. One (1) off-street parking space must be provided for each Attached Secondary Suite; and
 - v. Attached Secondary Suites must comply with all relevant City Bylaws and the BC Building Code; and
 - vi. Attached Secondary Suites must be located in a building that is a single real estate entity. No strata titling is permitted.
4. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by renumbering Section 317 to 317.b.
 5. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by adding Section 317.b.1.i as follows, and renumbering the remainder of the section accordingly:
 - i. only be permitted to accompany a principal single family dwelling, with or without an Attached Secondary Suite;
 6. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing Section 317.b.1.vi as follows
 - vi. be enclosed on all sides not facing directly upon the principal single family dwelling via solid fencing no less than 1.5 m (4.92 feet) in height and no greater than 2 m (6.562 feet) in height;
 7. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by deleting Section 317.b.1.viii.
 8. Amend Division Three - General Regulations of Schedule "A" of Zoning Bylaw No. 1550, 2014 by adding Sections 317.b.1.ix – 317.b.1.xi as follows:
 - ix. only be permitted on lots that are connected to both community water and community sanitary sewer systems;
 - x. be accompanied by at least one (1) off-street parking space; and
 - xi. not be subdivided or stratified.
 9. Amend Division Six – Residential Zones (R.1) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 601.1 as follows:
 1. Permitted Uses of Land, Buildings, and Structures:

The following uses and no others shall be permitted in the Residential Single Family Zone (R.1):

- a. Accessory residential
- b. Restricted agricultural use subject to the provisions of Sections 308.6. and 601.11.a. of this Bylaw
- c. Single family dwellings
- d. Two family dwellings, three family dwellings, and four family dwellings, subject to Section 601.11.b
- e. Attached Secondary Suites subject to the provisions of Section 317.a
- f. Detached Secondary Suites subject to the provisions of Section 317.b
- g. Bed and breakfasts
- h. Civic and public service use
- i. The keeping of backyard hens, subject to the provisions of Section 318
- j. The keeping of backyard bees, subject to the provisions of Section 319

10. Amend Division Six – Residential Zones (R.1) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 601.3 as follows:

3. Buildings Per Lot:

The number of buildings allowed per lot shall be not more than:

- a. One (1) single family dwelling; or
One (1) single family dwelling and one (1) Detached Secondary Suite; or
One (1) two family dwelling; or
One (1) three family dwelling; or
One (1) four family dwelling.
- b. Two (2) accessory residential buildings per single family dwelling or two family dwelling; or
Three (3) accessory residential buildings per three family dwelling; or
Four (4) accessory residential buildings per four family dwelling.

11. Amend Division Six – Residential Zones (R.1) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by adding Section 601.3.1 as follows:

3.1 Dwelling Units Per Lot:

No more than two dwelling units are permitted on a parcel with an area of 4,050 m² (1 acre) or more; and

No more than three dwelling units are permitted per parcel with an area of less than 280 m² (3,014 square feet); and

No more than four dwelling units are permitted per parcel with an area between 280 m² (3,014 square feet) and 4,049 m² (1 acre).

12. Amend Division Six – Residential Zones (R.1) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 601.4 as follows:

4. Floor Area:

a. The floor area for a single family dwelling shall be not less than 60 m² (645.8 square feet).

b. The floor area for a two family dwelling shall be not less than 60 m² (645.8 square feet) per dwelling unit.

13. Amend Division Six – Residential Zones (R.1) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by adding the following paragraph to the end of Section 601.5:

The maximum height of Detached Secondary Suites shall be 4.5 m (14.76 feet).

14. Amend Division Six – Residential Zones (R.1) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 601.6 as follows:

6. Lot Area:

The minimum lot area for the purposes of subdivision shall be 560 m² (6,028 square feet), or 350 m² (3,767 square feet) for each half of a two family dwelling subdivided as per Section 601.10.e of this Bylaw

Detached Secondary Suites are only permitted on lots that have an area of not less than:

a. 560 m² if there is lane access or second street frontage; or

b. 650 m² if there is not lane access or second street frontage.

15. Amend Division Six – Residential Zones (R.1) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 601.8 as follows:

8. Lot Frontage:

Subject to the provisions of Section 1101.1.a., b., and c. of this Bylaw, for the purposes of subdivision each lot shall have a road frontage of not less than 18 m

(59.05 feet), or 11 m (36.09 feet) for each half of a two family dwelling subdivided as per Section 601.10.e of this Bylaw.

16. Amend Division Six – Residential Zones (R.1) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Sections 601.10.b, 601.10.d and 601.10.e as follows:

b. Front Yard:

A front yard free of buildings and structures shall be provided with a depth of not less than 6 m (19.68 feet) except that the front yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot.

d. Rear Yard:

A rear yard free of buildings and structures shall be provided with a depth of not less than:

- i. 6 m (19.68 feet) except that the rear yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot; and
- ii. 3 m (9.84 feet) for Detached Secondary Suites.

e. Side Yards:

Side yards free of buildings and structures shall be provided with a width of not less than:

- i. 2 m (6.56 feet) for Detached Secondary Suites;
- ii. 4 m (13.12 feet) for four family dwellings;
- iii. 1.2 m (3.94 feet) for all other uses except that a two family dwelling shall be allowed to straddle a property line provided that the property line coincides with the party wall and provided that all other requirements of this Bylaw are met.

17. Amend Division Six – Residential Zones (R.1) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 601.11.b as follows:

- b. Two family dwellings, three family dwellings, and four family dwellings are only permitted on properties connected to both community water and community sanitary sewer systems.

18. Amend Division Six – Residential Zones (R.1-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 602.1 as follows:

1. Permitted Uses of Land, Buildings, and Structures:

The following uses and no others shall be permitted in the Residential Single Family Zone (R.1-A):

- a. Accessory residential
- b. Restricted agricultural use subject to the provisions of Sections 308.6. and 602.11.a. of this Bylaw
- c. Single family dwellings
- d. Two family dwellings, three family dwellings, and four family dwellings, subject to Section 602.11.b
- e. Attached Secondary Suites subject to the provisions of Section 317.a
- f. Detached Secondary Suites subject to the provisions of Section 317.b
- g. Bed and breakfasts
- h. Civic and public service use
- i. The keeping of backyard hens, subject to the provisions of Section 318
- j. The keeping of backyard bees, subject to the provisions of Section 319

19. Amend Division Six – Residential Zones (R.1-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 602.3 as follows:

3. Buildings Per Lot

The number of buildings allowed per lot shall be not more than:

- a. One (1) single family dwelling; or
One (1) single family dwelling and one (1) Detached Secondary Suite; or
One (1) two family dwelling; or
One (1) three family dwelling; or
One (1) four family dwelling.
- b. Two (2) accessory residential buildings per single family dwelling or two family dwelling; or
Three (3) accessory residential buildings per three family dwelling; or
Four (4) accessory residential buildings per four family dwelling

20. Amend Division Six – Residential Zones (R.1-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by adding Section 602.3.1 as follows:

3.1 Dwelling Units Per Lot:

No more than two dwelling units are permitted on a parcel with an area of 4,050 m² (1 acre) or more; and

No more than three dwelling units are permitted per parcel with an area of less than 280 m² (3,014 square feet); and

No more than four dwelling units are permitted per parcel with an area between 280 m² (3,014 square feet) and 4,049 m² (1 acre).

21. Amend Division Six – Residential Zones (R.1-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 602.4 as follows:

4. Floor Area:

a. The floor area for a single family dwelling shall be not less than 60 m² (645.8 square feet).

b. The floor area for a two family dwelling shall be not less than 60 m² (645.8 square feet) per dwelling unit.

22. Amend Division Six – Residential Zones (R.1-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by adding the following paragraph to the end of Section 602.5:

The maximum height of Detached Secondary Suites shall be 4.5 m (14.76 feet).

23. Amend Division Six – Residential Zones (R.1-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 602.6 as follows:

6. Lot Area:

The minimum lot area for the purposes of subdivision shall be 450 m² (4,844 square feet), or 350 m² (3,767 square feet) for each half of a two family dwelling subdivided as per Section 602.10.e of this Bylaw

Detached Secondary Suites are only permitted on lots that have an area of not less than:

a. 560 m² if there is lane access or second street frontage; or

b. 650 m² if there is not lane access or second street frontage.

24. Amend Division Six – Residential Zones (R.1-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 602.8 as follows:

8. Lot Frontage:

Subject to the provisions of Section 1101.1.a., b., and c. of this Bylaw, for the purposes of subdivision each lot shall have a road frontage of not less than 15 m (49.21 feet), or 11 m (36.09 feet) for each half of a two family dwelling subdivided as per Section 602.10.e of this Bylaw.

25. Amend Division Six – Residential Zones (R.1-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Sections 602.10.b, 602.10.d and 602.10.e as follows:

b. Front Yard:

A front yard free of buildings and structures shall be provided with a depth of not less than 6 m (19.68 feet) except that the front yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot.

d. Rear Yard:

A rear yard free of buildings and structures shall be provided with a depth of not less than:

- i. 6 m (19.68 feet) except that the rear yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot; and
- ii. 3 m (9.84 feet) for Detached Secondary Suites.

e. Side Yards:

Side yards free of buildings and structures shall be provided with a width of not less than:

- i. 2 m (6.56 feet) for Detached Secondary Suites;
- ii. 4 m (13.12 feet) for four family dwellings;
- iii. 1.2 m (3.94 feet) for all other uses except that a two family dwelling shall be allowed to straddle a property line provided that the property line coincides with the party wall and provided that all other requirements of this Bylaw are met.

26. Amend Division Six – Residential Zones (R.1-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 602.11.b as follows:

- b. Two family dwellings, three family dwellings, and four family dwellings are only permitted on properties connected to both community water and community sanitary sewer systems.

27. Amend Schedule “A” of Zoning Bylaw No. 1550, 2014 by removing Section 602.a in its entirety.

28. Amend Division Six – Residential Zones (R.2) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 603.1 as follows:

1. Permitted Uses of Land, Buildings, and Structures:

The following uses and no others shall be permitted in the Residential Two Family Zone (R.2):

- a. Accessory residential
- b. Boarding, lodging, or rooming houses
- c. Convalescent, nursing, and personal care homes subject to the provisions of Section 603.11.b. of this Bylaw
- d. Restricted agricultural use subject to the provisions of Sections 308.6. and 603.11.a. of this Bylaw
- e. Single family dwellings
- f. Two family dwellings, three family dwellings, and four family dwellings, subject to Section 603.11.c
- g. Attached Secondary Suites subject to the provisions of Section 317.a
- h. Detached Secondary Suites subject to the provisions of Section 317.b
- i. Bed and breakfasts
- j. Civic and public service use
- k. The keeping of backyard hens, subject to the provisions of Section 318
- l. The keeping of backyard bees, subject to the provisions of Section 319

29. Amend Division Six – Residential Zones (R.2) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 603.3 as follows:

3. Buildings Per Lot:

The number of buildings allowed per lot shall be not more than:

- a. One (1) single family dwelling; or
One (1) single family dwelling and one (1) Detached Secondary Suite; or
One (1) two family dwelling; or
One (1) three family dwelling; or
One (1) four family dwelling.

b. Two (2) accessory residential buildings per single family dwelling or two family dwelling; or

Three (3) accessory residential buildings per three family dwelling; or

Four (4) accessory residential buildings per four family dwelling

30. Amend Division Six – Residential Zones (R.2) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by adding Section 603.3.1 as follows:

3.1 Dwelling Units Per Lot:

No more than two dwelling units are permitted on a parcel with an area of 4,050 m² (1 acre) or more; and

No more than three dwelling units are permitted per parcel with an area of less than 280 m² (3,014 square feet); and

No more than four dwelling units are permitted per parcel with an area between 280 m² (3,014 square feet) and 4,049 m² (1 acre).

31. Amend Division Six – Residential Zones (R.2) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by adding the following paragraph to the end of Section 603.5:

The maximum height of Detached Secondary Suites shall be 4.5 m (14.76 feet).

32. Amend Division Six – Residential Zones (R.2) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 603.6 as follows:

6. Lot Area:

The minimum lot area for the purposes of subdivision shall be 450 m² (4,844 square feet), or 350 m² (3,767 square feet) for each half of a two family dwelling subdivided as per Section 603.10.e of this Bylaw

Detached Secondary Suites are only permitted on lots that have an area of not less than:

a. 560 m² if there is lane access or second street frontage; or

b. 650 m² if there is not lane access or second street frontage.

33. Amend Division Six – Residential Zones (R.2) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 603.8 as follows:

8. Lot Frontage:

Subject to the provisions of Section 1101.1.a., b., and c. of this Bylaw, for the purposes of subdivision each lot shall have a road frontage of not less than 15 m

(49.2 feet), or 11 m (36.09 feet) for each half of a two family dwelling subdivided as per Section 603.10.e of this Bylaw.

A convalescent, nursing, and personal care home use shall have a road frontage of not less than 18 m (59.05 feet).

34. Amend Division Six – Residential Zones (R.2) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Sections 603.10.b, 603.10.d and 603.10.e as follows:

b. Front Yard:

A front yard free of buildings and structures shall be provided with a depth of not less than:

- i. 6 m (19.68 feet) except that the front yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot; and
- ii. 8 m (26.25 feet) for convalescent, nursing, and personal care home use.

d. Rear Yard:

A rear yard free of buildings and structures shall be provided with a depth of not less than:

- i. 6 m (19.68 feet) except that the rear yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot;
- ii. 8 m (26.25 feet) for convalescent, nursing, and personal care home use; and
- iii. 3 m (9.84 feet) for Detached Secondary Suites.

e. Side Yards:

Side yards free of buildings and structures shall be provided with a width of not less than:

- i. 2 m (6.56 feet) for Detached Secondary Suites;
- ii. 4 m (13.12 feet) for four family dwellings;
- iii. 8 m (26.25 feet) for convalescent, nursing, and personal care home use; and

- iv. 1.2 m (3.94 feet) for all other uses except that a two family dwelling shall be allowed to straddle a property line provided that the property line coincides with the party wall and provided that all other requirements of this Bylaw are met.
- 35. Amend Division Six – Residential Zones (R.2) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 603.11.c as follows:
 - c. Two family dwellings, three family dwellings, and four family dwellings are only permitted on properties connected to both community water and community sanitary sewer systems.
- 36. Amend Division Seven – Rural Zones (C.R) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 701.1 as follows:
 - 1. Permitted Uses of Land, Buildings, and Structures:

The following uses and no others shall be permitted in the Country Residential Zone (C.R):

 - a. Accessory buildings and structures
 - b. Accessory employee residential use subject to the provisions of Section 701.10.b. of this Bylaw
 - c. Accessory produce and fruit sales
 - d. Civic and public service use
 - e. Boarding, lodging, or rooming houses
 - f. Convalescent, nursing, and personal care homes
 - g. Intensive agricultural use subject to the provisions of Section 701.10.a. of this Bylaw
 - h. Limited agricultural use
 - i. Mobile homes
 - j. Single family dwellings
 - k. Two family dwellings, three family dwellings, and four family dwellings, subject to Section 701.10.g
 - l. Attached Secondary Suites subject to the provisions of Section 317.a
 - m. Detached Secondary Suites subject to the provisions of Section 317.b
 - n. Bed and breakfasts

- o. Kennels
37. Amend Division Seven - Rural Zones (C.R) of Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing Section 701.2 as follows:
- 2. Buildings Per Lot:

The number of buildings allowed per lot shall be not more than:

 - a. One (1) single family dwelling or mobile home; or

One (1) single family dwelling or mobile home, and one (1) Detached Secondary Suite; or

One (1) two family dwelling; or

One (1) three family dwelling; or

One (1) four family dwelling.
 - b. One (1) accessory employee residential building; and
 - c. One (1) accessory produce and fruit sales.
38. Amend Division Seven – Rural Zones (C.R) of Schedule "A" of Zoning Bylaw No. 1550, 2014 by adding Section 701.2.1 as follows:
- 2.1 Dwelling Units Per Lot:

No more than two dwelling units are permitted on a parcel with an area of 4,050 m² (1 acre) or more; and

No more than three dwelling units are permitted per parcel with an area of less than 280 m² (3,014 square feet); and

No more than four dwelling units are permitted per parcel with an area between 280 m² (3,014 square feet) and 4,049 m² (1 acre).
39. Amend Division Seven – Rural Zones (C.R) of Schedule "A" of Zoning Bylaw No. 1550, 2014 by adding Section 701.4.b as follows and renumbering the remainder of the section accordingly:
- b. 4.5 m (14.76 feet) for Detached Secondary Suites; or
40. Amend Division Seven – Rural Zones (C.R) of Schedule "A" of Zoning Bylaw No. 1550, 2014 by replacing Section 701.5 as follows:
- 5. Lot Area:

Subject to the provisions of Section 1101.2. of this Bylaw, the minimum lot area for the purposes of subdivision shall be 2 ha (4.942 acres).

d. Rear Yard:

A rear yard free of buildings and structures shall be provided with a depth of not less than:

- i. 30 m (98.42 feet) for kennels and limited agricultural use involving the keeping of animals where the use is to be established adjacent to an existing Residential zone; or
- ii. 60 m (196.8 feet) for intensive agricultural use, feed lots, and piggeries; or
- iii. 200 m (656.2 feet) for intensive agricultural use (excluding feed lots and piggeries) where the use is to be established adjacent to an existing Residential zone; or
- iv. 400 m (1,312 feet) for feed lots and piggeries where the use is to be established adjacent to an existing Residential zone; or
- v. 3 m (9.84 feet) for Detached Secondary Suites; or
- vi. 8 m (26.25 feet) for all other uses.

e. Side Yards:

Side yards free of buildings and structures shall be provided with a width of not less than:

- i. 30 m (98.42 feet) for kennels and limited agricultural use involving the keeping of animals where the use is to be established adjacent to an existing Residential zone; or
- ii. 60 m (196.8 feet) for intensive agricultural use, feed lots, and piggeries; or
- iii. 200 m (656.2 feet) for intensive agricultural use (excluding feed lots and piggeries) where the use is to be established adjacent to an existing Residential zone; or
- iv. 400 m (1,312 feet) for feed lots and piggeries where the use is to be established adjacent to an existing Residential zone; or
- v. 4 m (13.12 feet) for four family dwellings;
- vi. 3 m (9.842 feet) for all other uses.

41. Amend Division Seven – Rural Zones (C.R) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Section 701.10.g as follows:

- g. Two family dwellings, three family dwellings, and four family dwellings are only permitted on properties connected to both community water and community sanitary sewer systems.
42. Amend Division Six – Residential Zones (R.3-A) of Schedule “A” of Zoning Bylaw No. 1550, 2014 by replacing Sections 604.a.10.b and 604.a.10.d as follows:
- b. Front Yard:

A front yard free of buildings and structures shall, where applicable, be provided with a depth of not less than 6 m (19.68 feet) except that the front yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot.
 - d. Rear Yard:

A rear yard free of buildings and structures shall, where applicable, be provided with a depth of not less than 6 m (19.68 feet) except that the rear yard may be reduced to 4.5 m (14.76 feet) for single family dwellings on lots exceeding twenty percent (20%) average natural slope determined from the uppermost point on the lot to the lowest point on the lot.
43. The zoning designation of the property legally described as PARCEL A, PLAN KAP12866, DISTRICT LOT 226, KAMLOOPS DIV OF YALE LAND DISTRICT, (KE30747) OF LOT 1 and located at 99 Bass Avenue, Enderby BC, is hereby changed from the Residential Single Family with Detached Suite (R.1-B) zone to the Residential Single Family (R.1) zone.

Notice that the local government is prohibited from holding a public hearing provided in an edition of the local/regional print newspaper on the 7th day of June, 2024 and posted on the City of Enderby website on the 30th day of May, 2024.

READ a FIRST time this day of , 2024.

READ a SECOND time this day of , 2024.

READ a THIRD time this day of , 2024.

ADOPTED this day of , 2024.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

To: Mayor and Council
From: Tate Bengtson, CAO
Date: June 11, 2024
Subject: Water and Sprinkling Regulation Bylaw Amendment

RECOMMENDATION

THAT Council gives three readings to City of Enderby Water and Sprinkling Regulation Bylaw No. 1468, 2010 Amendment Bylaw No. 1794, 2024.

BACKGROUND

At its regular meeting of May 6, 2024, Council adopted a new Water Conservation and Drought Management Framework (“the Framework”).

As a consequence of its adoption, an amendment to the City of Enderby Water and Sprinkling Regulation Bylaw is being advanced to Council.

The implementation of the Framework is addressed in sections 9.03 through 9.05 (as renumbered in the amendment bylaw), as follows:

- Section 9.03 clarifies the authority of Council to introduce a “staged system of regulations” and delegates to the Director the authority for designating such stages.
- Section 9.04 delegates to the Director the authority to issue exemption permits and describes the means by which a person affected by a decision of the Director may request reconsideration.
- Section 9.05, which contained the prior system of water conservation restrictions, has been revised so as to be retained as a “default” in the event that no other water conservation program has been enacted by Council.

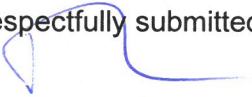
In addition, several other “clean-up” amendments were addressed, as follows:

- Several definitions were updated and unreferenced definitions were removed.
- Interpretation section updated to contemporary references.
- Anachronistic sections predating the City’s transition to universal water metering were removed or aligned with current practices, including providing a more reasonable and flexible basis for determining the quantum of relief that may be provided to customers for unexpected and unavoidable water leaks that have been repaired upon discovery.
- Cross-connection control standards now float with current AWWA and CSA standards.

- Hydrant use form has been detached from the bylaw in accordance with contemporary best practices for administrative items.
- Minor matters intended to align the bylaw with internal administrative practices related to job duties and operational authority, which would typically be handled through a job description, policy, procedure, or direction depending on the nature of the responsibility or task.

It is anticipated that an amendment to the City's Municipal Ticketing Information and Bylaw Notice Enforcement bylaws will need to be made in the future. These changes will be incorporated into a broader review.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1794, 2024

A BYLAW TO AMEND WATER & SPRINKLING REGULATION BYLAW NO. 1468

WHEREAS Council of the City of Enderby has adopted “City of Enderby Water and Sprinkling Regulation Bylaw No. 1468, 2010”;

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

1. This bylaw may be cited as the “City of Enderby Water and Sprinkling Regulation Bylaw No. 1468, 2010 Amendment Bylaw No. 1794, 2024”.

2. Section 3.04 is amended by replacing the definitions of “Building Code”, “Building Inspector”, “Director”, “meter”, “Plumbing Code”, and “Treasurer” with the following:

“Building Code” means the version of the BC Building Code that is currently in effect, and includes errata, revisions, and technical bulletins thereto.

“Building Inspector” means a qualified building official as defined in the BC Building Act who is authorized to act on behalf of the City of Enderby.

“Director” means the Director of Engineering and Public Works or their authorized representative.

“meter” means an apparatus or device used for measuring and reporting the volume of water passing through it, and may be used interchangeably with “water meter”.

“Plumbing Code” means the version of the BC Plumbing Code that is currently in effect, and includes errata, revisions, and technical bulletins thereto.

“Treasurer” means the Chief Financial Officer of the City of Enderby or their authorized representative.

3. Section 3.04 is amended by removing the definitions of “Professional Engineer” and “Subdivision Bylaw”.

4. Section 3.04 is amended by replacing the final paragraph as follows:

Unless otherwise defined herein, all words or expressions used in this bylaw shall have the same meaning assigned to them as like words or expressions contained in the *Assessment Act*, RSBC 1996 c 20, *Building Act*, SBC 2015 c 2, *Community Charter*, SBC 2003, c 26, *Interpretation Act* RSBC 1996 c 238, *Local Government Act*, RSBC 2015 c 1, the BC Building, Plumbing, and Fire Codes, and the City of Enderby Zoning Bylaw No. 1550, 2014.

5. Section 7.11(b) is replaced as follows:

- (b) Fails to respond to the City's attempts to contact the owner to arrange an appointment to have the water meter installed, or to inspect a meter that has already been installed, or
- 6. Section 7.11 is amended by adding "At the City's sole discretion, in the alternative, it may impose a non-metered user fee on the property." to the end of the section.
- 7. Section 7.14 is amended by replacing "current Provincial Plumbing code" with "Plumbing Code".
- 8. Section 7.25 is replaced with [Intentionally left blank].
- 9. Section 7.27 is replaced with [Intentionally left blank].
- 10. Section 7.28 b) is replaced as follows:
 - b) When it is determined that a reduction should be made, the amount paid by the consumer shall be determined by taking an average of historical readings for a comparable period for the same property, as determined by the Director.
- 11. Section 7.30 is replaced as follows:

The City shall maintain and repair all meters when rendered unserviceable through fair wear and tear, and shall renew them if necessary, provided however that where replacement or repairs of any meter is rendered necessary by the act, neglect or carelessness of the Owner or occupant of any premises, any expense caused to the City shall be charged against and collected from the Owner of such.
- 12. Section 8.03 is replaced as follows:

A consumer to whom notice has been given under this section shall correct the connection or cross-connection by installing an approved backflow prevention assembly in accordance with the current editions of the AWWA Cross Connection Control Manual and CSA-B64.10.
- 13. Section 9.02 is removed in its entirety.
- 14. Section 9.03 is renumbered to Section 9.02.
- 15. Section 9.04 is renumbered to Section 9.03 and is replaced as follows:

The Council may at any time introduce regulations restricting the use of water for sprinkling or any other purpose. Upon receiving due notice of such restriction, no person shall use water for the purposes forbidden by, or in excess of the limits imposed by such restriction. Notice of the regulations shall be given by media publication. Council may introduce a staged system of regulations for which the designation of such stages is delegated to the Director, for which the Director

shall provide public notification through local media in advance of a change to the designated stage.

16. Section 9.04 is added as follows:

Council delegates to the Director the issuance of permits exempting a consumer from a regulation, provided the consumer can demonstrate that there is no practical solution to comply with the regulations despite best efforts. A decision of the Director may be reconsidered by Council upon written request. A request for reconsideration must be in writing and describe the grounds upon which the request is being made. Upon receipt of a request, the Corporate Officer shall place it on a Council agenda and Council may confirm, set aside or alter the decision at it deems appropriate.

17. The first paragraph of Section 9.05 is replaced as follows:

In the event that no regulations have been introduced pursuant to section 9.04, no person shall:

18. Section 9.10 is replaced as follows:

Authority for the use of water from a hydrant in the water system may be obtained on written approval of the Director and subject to the payment of the prescribed charges as outlined in the Fees and Charges bylaw. The City shall, in its sole discretion, retain the deposit or a portion thereof for water usage and/or damage to the hydrant or standpipe.

19. Section 9.11 b) is replaced as follows:

- b) The insurance required under Subsection a) shall be kept in force at all times while the water vendor is in business and the water vendor shall supply the City with copies of the policy renewals as they are issued. The policy shall include a clause requiring the insurer to notify the City prior to cancellation of the insurance.

20. Section 9.11 e) is replaced as follows:

- e) The maximum volume of water supplied to a premise by the City which may be resold in any calendar year shall be set in the water vendor's agreement.

21. Section 9.12 a) is replaced as follows:

- a) Be subject to all the requirements and regulations of this Bylaw.

22. Section 10.02 is amended by removing “, subject to the consent of the CAO,”.

23. Section 10.04 d) is amended by replacing “the approval of Council” with “approval”.

24. Section 11.01 is amended by removing "or Occupant".

- 25. Section 11.05 is renumbered to Section 11.04.
- 26. Section 12.03 is removed in its entirety.
- 27. Appendix "A" is removed in its entirety.

READ a FIRST time this day of , 2024.

READ a SECOND time this day of , 2024.

READ a THIRD time this day of , 2024.

ADOPTED this day of , 2024.

MAYOR

CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: June 4, 2024
Subject: 2023 Annual Report

RECOMMENDATION

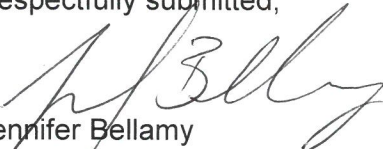
THAT Council considers any public input received;
AND THAT Council Approves the 2023 Annual Report.

BACKGROUND

Attached is the 2023 Annual Report which must be prepared each year, made available for public inspection and Council must receive any questions and comments from the public per Sections 98 and 99 of the Community Charter.

The Annual Report was made available for public inspection online and at City Hall Friday, May 31, 2024.

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer



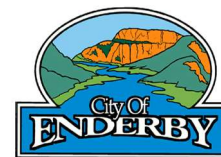
CITY OF ENDERBY

2023 ANNUAL REPORT

MISSION STATEMENT

OUR MISSION IS TO DELIVER HIGH QUALITY AND AFFORDABLE SERVICES TO ENHANCE A HEALTHY AND SUSTAINABLE, INCLUSIVE COMMUNITY FOR TODAY AND TOMORROW.

Published by the Corporation of the City of Enderby
in accordance with Part 4, Division 5 of the *Community Charter*



City of Enderby

2023 Annual Report

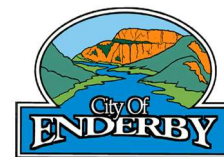
AUDITED FINANCIAL STATEMENTS

- The 2023 Audited Financial Statements were presented and approved by Council on April 15, 2024 and are included at the end of this Annual Report.

PERMISSIVE PROPERTY TAX EXEMPTIONS

- The following properties in the City of Enderby were provided permissive tax exemptions by Council in 2023. The dollar value to the right indicates the amount of property taxes that would have been imposed on the property in that year, had it not been granted a permissive property tax exemption.

	Name	Civic Address	Amount (\$)
	Turning Points Collaborative Society (Pioneer Place)	1104 Belvedere Street	10,865
	Enderby & District Senior Citizen's Complex	606 Stanley Avenue	2,290
	Enderby & District Senior Citizen's Complex	1011 George Street	3,434
	Enderby Seniors Housing Society (Phase 2)	708 Granville Avenue	13,471
	Enderby Fraternal Hall Society	507 Mill Avenue	1,301
	Royal Canadian Legion Branch # 98	909 Belvedere Street	1,529
	St. Andrew's United Church	606 Regent Avenue	1,172
	St. Andrew's United Church	1110 Belvedere Street	752
	Enderby Evangelical Chapel	706 Mill Avenue	972
	Synod Diocese Kootenay (St. George Anglican Church)	602 Knight Avenue	1,214
	Synod Diocese Kootenay (St. George Anglican Church)	608 Knight Avenue	710
	Enderby Congregation of Jehovah's Witnesses	115 George Street	3,413
	Roman Catholic Bishop of Kamloops	1406 George Street	1,552
	Seventh-Day Adventist Church	703 Old Vernon Street	2,640
	Imperial Oil Ltd. (City Hall parking lot)	907 George Street	2,503
	City of Enderby (Enderby Drill Hall Committee)	208 George Street	2,766
	City of Enderby (Enderby Drill Hall Committee)	206 George Street	1,001
	City of Enderby (Enderby Drill Hall Committee)	204 George Street	1,627
	City of Enderby (Enderby & District Museum Society)	903 George Street	6,440
	Total Tax Exemptions provided for 2022		\$59,652



REPORT ON SERVICES AND OPERATIONS IN 2023

Administration and Governance

- Continued to build dialogue and foster opportunities for cooperation and collaboration with neighbouring and regional partners.
- Adopted the City of Enderby Strategic Plan for 2023-26.
- Adopted the City of Enderby Elected Official Code of Conduct.
- Supported the development of a regional accessibility committee.

Economic

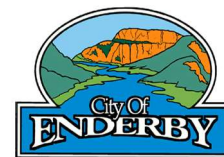
- Continued to offer case managed planning services for development.
- Continued to offer perpetual business licenses to cut red tape for businesses.
- Enhanced the online booking system for Riverside RV Park to grow revenues.
- Continued to provide office space in City Hall for Community Futures North Okanagan business advisors.
- Initiated the development of a community marketing video.
- Conducted a Business Walk to engage local businesses.

Emergency Management and Community Safety

- Continued to enhance relationships with neighbouring jurisdictions involved in emergency management, including Splatins, Armstrong, Spallumcheen, Coldstream, Lumby, Vernon and the Regional District of North Okanagan.
- Purchased new firefighting equipment through the Community Emergency Preparedness Fund.
- Completed the Extreme Heat Risk Mapping, Assessment and Planning process through the Community Emergency Preparedness Fund.
- Continued to participate in inter-agency meetings of community support and social service groups.
- Continued to work with the RCMP to sustain and enhance a safe community.

Environment

- Continued to reduce emissions by operating a biomass heating system at the City's public works yard, which services the public works shop, sewer treatment plant, and dog pound, and participating in a biomass district heating system for the Enderby Pool.
- Hosted the annual Our Enderby Cleanup Challenge.
- Promoted the Backyard Composting Program offered through the Regional District of North Okanagan.
- Continued to implement a local FireSmart program.
- Continued to provide the curbside spring pruning and garden waste collection program.



- Continued to offer a permitting process for the keeping of backyard hens and bees.

Infrastructure and Asset Management

- Completed reconstruction of Peacher Crescent.
- Plan for the reconstruction of Reservoir #1.
- Purchased a used dump truck to ensure adequate equipment in fleet for snow clearing.
- Continued to invest 1% new taxation in asset management.
- Continued concept design work for expansion of the water treatment plant and water distribution system.
- Support the construction of the Rail-Trail “test section” through the community.

Recreation, Events, and Public Spaces

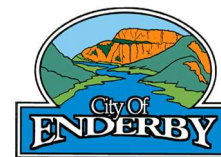
- Continued to work on the design of the new pool.
- Continued to distribute Community Better Challenge funds across different recreation opportunities in the community.
- Initiated planning and stakeholder engagement for a new community event for 2024.
- Provided support to the Shuswap River Ambassadors.
- Provided an annual grant for the Shuswap Trails Roundtable.
- Completed a review of available public, civic and institutional lands that would be suitable for a range of community amenities.
- Continued operational agreement with Shuswap Trail Alliance for trail planning and development services.
- Partnered with the Shuswap Trail Alliance to construct a trail connecting Cliff Avenue to Francis Drive.
- Constructed heritage sign stands for two local sites with heritage value.

Social Health, Food Security, and Housing

- Continued to recognize community volunteers.
- Continued to provide space to the Harvest Hut in the Maud Street parking lot.
- Continued to provide space on Cliff Avenue to support the Enderby Farmers Market.
- Participated in the Regional District of North Okanagan Secondary Dwelling Design Competition.
- Proposed to the Ministry of Post-Secondary Education and Future Skills, a pilot project to create and retain rural health practitioners by investing in local residents.
- Promoted the ‘Enderby Survival Guide - 2023 Edition’.
- Hosted a ‘100 Radon Test Kit Challenge’.

DECLARATION OF DISQUALIFIED COUNCIL MEMBERS

- None.



DEVELOPMENT COST CHARGES

	<i>Balance Dec 31/22</i>	<i>Received in 2023</i>	<i>Interest Earned in 2023</i>	<i>Expended / Credited in 2023</i>	<i>Balance Dec 31/23</i>
Sewer	187,642	73,359	12,088	0	273,089
Water	423,248	75,745	23,360	0	522,353
Storm Sewer	774	2,040	64	0	2,878
Roads/Curbs	198,433	9,680	9,708	0	217,821
Total	810,097	160,824	45,220	0	1,016,141

OFF-STREET PARKING RESERVE FUND

- There are no funds in this reserve.

OBJECTIVES AND PROGRESS MEASURES FOR 2024

Administration and Governance

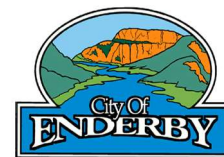
- Continue to build dialogue and foster opportunities for cooperation and collaboration with neighbouring and regional partners.
- Host “coffee with Mayor & Council” events.
- Participate in the regional accessibility committee.

Economic

- Continue to offer case managed planning services for development.
- Continue to offer perpetual business licenses to cut red tape for businesses.
- Continue to provide office space in City Hall for Community Futures North Okanagan small business advisors.
- Complete and promote a community marketing video.
- Hold another Business Walk to engage with local businesses.

Emergency Management and Community Safety

- Continue to enhance relationships with neighbouring jurisdictions involved in emergency management, including Splatins, Armstrong, Spallumcheen, Coldstream, Lumby, Vernon and the Regional District of North Okanagan.
- Purchase new pumper/rescue truck for the Fire Department.
- Purchase new command/utility truck for the Fire Department.
- Install backup power for the Fire Hall.
- Test the emergency siren at the Fire Hall and develop protocols for future use.



- Continue to participate in inter-agency meetings of community support and social service groups.
- Purchase traffic calming equipment.
- Develop a Community Wildfire Resiliency Plan.
- Participate in a regional Community FireSmart and Resiliency Committee.
- Continue to implement a local FireSmart program.
- Implement the indigenous engagement requirements within the Emergency and Disaster Management Act.
- Continue to work with the RCMP to sustain and enhance a safe community.

Environment

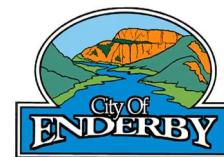
- Continue to reduce emissions by operating a biomass heating system at the City's public works yard, which services the public works shop, sewer treatment plant, and dog pound, and participating in a biomass district heating system for the Enderby Pool.
- Host the annual Our Enderby Cleanup Challenge.
- Implement new water conservation and drought management framework.
- Continue to provide the curbside spring pruning and garden waste collection program.

Infrastructure and Asset Management

- Complete reconstruction of the 700 block of Russell Avenue.
- Reconstruct Reservoir #1.
- Continue to invest 1% new taxation in asset management.
- Review, verify and update the City of Enderby's asset inventory.
- Complete concept design work for expansion of the water treatment plant and water distribution system.
- Complete significant update to the Geographic Information System.

Recreation, Events, and Public Spaces

- Commence construction on the new outdoor pool.
- Repair the refrigeration system at the Enderby & District Sports Complex.
- Complete the distribution of Community Better Challenge funds across different recreation opportunities in the community.
- Provide support to the Shuswap River Ambassadors.
- Develop and host a new, ongoing event.
- Expand the cremation garden at the cemetery.
- Provide annual grant for the Shuswap Trails Roundtable.
- Complete the renewal of street banners in various locations in the City.
- Continue operational agreement with Shuswap Trail Alliance for trail planning and development services.
- Sponsor the Garden Club's installation of a feature sign at Cornerstone Garden.



Social Health, Food Security, and Housing

- Continue to recognize community volunteers.
- Continue to provide space to the Harvest Hut in the Maud Street parking lot.
- Continue to provide space on Cliff Avenue to support the Enderby Farmers Market.
- Update Zoning Bylaw to permit small-scale, multi-unit housing in single-family/two-family zoning designations, consistent with provincial legislation.
- Update the Housing Needs Assessment Report consistent with provincial legislation.

**THE CORPORATION OF THE CITY
OF ENDERBY**

FINANCIAL STATEMENTS

For the year ended December 31, 2023

THE CORPORATION OF THE CITY OF ENDERBY

December 31, 2023

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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 15, 2024



Independent Auditor's Report

To the Mayor and Council of the City of Enderby

Opinion

We have audited the financial statements of City of Enderby (the City), which comprise the statement of financial position as at December 31, 2023, and the statement of operations and accumulated surplus, change in net financial asset, 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, 2023, and its financial performance and its 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 15, 2024

THE CORPORATION OF THE CITY OF ENDERBY

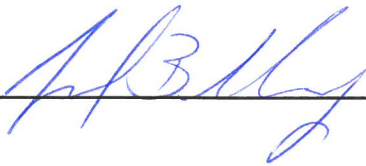
Statement of Financial Position

As at December 31, 2023

	2023	2022
Financial assets		
Cash	\$ 4,284,427	\$ 330,606
Portfolio investments (Note 3)	9,412,016	8,716,726
Accounts receivable (Note 4)	1,098,424	940,903
Deposit - Municipal Finance Authority (Note 5)	37,765	36,627
	<u>14,832,632</u>	<u>10,024,862</u>
Liabilities		
Accounts payable and accrued liabilities (Note 6)	510,053	435,283
Deferred revenue (Note 7)	2,234,307	1,374,557
Reserve - Municipal Finance Authority (Note 5)	37,765	36,627
Long-term debt (Note 8)	2,037,132	2,156,342
Asset retirement obligations (Note 9)	1,062,656	-
	<u>5,881,913</u>	<u>4,002,809</u>
Net financial assets	<u>8,950,719</u>	<u>6,022,053</u>
Non-financial assets		
Prepaid expenses	95,764	73,620
Tangible capital assets (Note 10)	31,054,563	30,668,260
Accumulated surplus (Note 11)	<u>\$ 40,101,046</u>	<u>\$ 36,763,933</u>

Contingent Liabilities (Note 14)

Chief Financial Officer



THE CORPORATION OF THE CITY OF ENDERBY
Statement of Operations

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
	(Note 20)		
Revenue			
Taxation - net (Note 15)	\$ 2,589,722	\$ 2,558,390	\$ 2,378,149
Grants and subsidies (Note 16)	4,557,494	3,323,472	1,864,419
Sale of services (Note 17)	2,190,519	2,213,943	2,216,588
Other revenue from own sources	109,300	200,377	129,016
Interest and penalties	172,200	548,643	198,346
	9,619,235	8,844,825	6,786,518
Expenses (Note 18)			
General government services	1,255,599	921,045	849,505
Protective services	445,500	379,515	462,730
Transportation services	619,883	958,087	1,131,991
Solid waste services	117,300	115,751	113,090
Community development services	54,200	30,887	55,252
Recreational and cultural services	175,520	107,173	125,879
Riverside RV Park & tourism services	264,070	242,668	238,073
Enderby / Area F services	993,210	1,033,728	937,639
Water supply	733,940	914,479	871,308
Sewer services	680,560	789,248	726,775
	5,339,782	5,492,581	5,512,242
Excess revenue over expenses	4,279,453	3,352,244	1,274,276
Loss on disposal of tangible capital assets	-	(15,131)	(12,393)
Annual surplus	\$ 4,279,453	\$ 3,337,113	\$ 1,261,883
Accumulated surplus, beginning of year	36,763,933	36,763,933	35,502,050
Accumulated surplus, end of year	\$ 41,043,386	\$ 40,101,046	\$ 36,763,933

THE CORPORATION OF THE CITY OF ENDERBY

Statement of Change in Net Financial Assets

For the year ended December 31, 2023

	2023	2022
Annual surplus	\$ 3,337,113	\$ 1,261,883
Amortization of tangible capital assets	1,312,955	1,323,610
Change in prepaid expenses	(22,144)	(11,453)
Increase in tangible capital assets due to asset retirement obligations	(1,018,807)	-
Loss on disposal of tangible capital assets	15,131	12,393
Acquisition of tangible capital assets	(695,582)	(1,783,260)
Increase in net financial assets	2,928,666	803,173
Net financial assets, beginning of year	6,022,053	5,218,880
Net financial assets, end of year	\$ 8,950,719	\$ 6,022,053

THE CORPORATION OF THE CITY OF ENDERBY

Statement of Cash Flows

For the year ended December 31, 2023

	2023	2022
Cash flows from operating activities		
Cash received from:		
Taxation	\$ 2,479,476	\$ 2,423,340
Grants and subsidies	3,587,647	1,754,332
Sale of services and other revenues	2,931,288	2,405,441
Interest received	548,643	198,346
Cash paid for:		
Cash payments to suppliers and employees	(3,931,766)	(4,142,140)
Interest paid	(151,387)	(101,438)
	5,463,901	2,537,881
Financing activities		
Debt repayment	(119,208)	(114,911)
Capital activities		
Purchase of tangible capital assets	(695,582)	(1,783,260)
Investing activities		
Increase (decrease) in portfolio investments	(695,290)	(1,713,407)
Increase (decrease) in cash	3,953,821	(1,073,697)
Cash, beginning of year	330,606	1,404,303
Cash, end of year	\$ 4,284,427	\$ 330,606

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2023

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 for 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 Canaccord Genuity, 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 have an effective average interest rate of 4.9% (2022 - 2.0%).

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 are acquired or constructed.

e. Financial Instruments

Financial instruments include cash, portfolio investments, accounts receivable, accounts payable, deferred revenue, deposits and long-term debt.

Financial instruments are recorded at fair value on initial recognition. Equity instruments that are quoted in an active market are subsequently measured at fair value. All other financial instruments are subsequently measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the statement of financial position.

Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. There are no unrealized changes in fair value as at December 31, 2023 and December 31, 2022. As a result, the City does not have a statement of remeasurement gains and losses.

When investment income and realized and unrealized gains and losses from changes in the fair value of financial instruments are externally restricted, the investment income and fair value changes are recognized as revenue in the

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2023

period in which the resources are used for the purpose specified.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

All financial assets are tested annually for impairment. When a decline is determined to be other than temporary, the amount of the loss is reported in the statement of operations.

Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost. Transaction costs are expensed for financial instruments measured at fair value.

f. 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

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The City does not capitalize interest costs associated with the acquisition or construction of a tangible capital 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
Planters	15 to 25 years
Roads	15 to 75 years
Storm system	25 to 80 years
Water mains	50 to 80 years
Water system	15 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.

g. Asset Retirement Obligations

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

1. There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
2. The past transaction or event giving rise to the liability has occurred;
3. It is expected that future economic benefits will be given up; and

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2023

4. A reasonable estimate of the amount can be made.

Asset retirement obligations are initially measured at the best estimate of the amount required to retire a tangible capital asset at the financial statement date, which is amortized in accordance with the significant accounting policies.

Asset retirement obligations are recorded as liabilities with a corresponding increase to the carrying amount of the related tangible capital asset. Subsequently, the asset retirement costs are allocated to expenses over the useful life of the asset. The obligation is adjusted annually for accretion to reflect period-to-period changes in the liability resulting from the passage of time and for revisions to either timing or the amount of the original estimate of the undiscounted cash flows or the discount rate.

h. 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.

i. 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.

j. Reserves

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

k. Retirement Benefits

The City participates in a multi-employer 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.

l. 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.

m. Government Transfers

When the City is the recipient, government transfers are recognized as revenue in the financial statements when the

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2023

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.

n. Budget Figures

The budget figures are from the Financial Plan Bylaw No. 1763, 2023 adopted May 1, 2023. 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.

o. 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.

p. Change in Accounting Policy

On January 1, 2023, the City adopted Public Accounting Standard PS 3280 Asset Retirement Obligations. The new accounting standard addresses the reporting of legal obligations associated with the retirement of certain tangible capital assets, such as asbestos removal in retired buildings by public sector entities. The new standard was adopted on the prospective basis at the date of adoption.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

3. Portfolio Investments

	2023	2022
Municipal Finance Authority - Money market fund	\$ 707,407	\$ 690,283
Credit Union - Term deposits	3,741,913	3,700,069
Canaccord Genuity - Term deposits	4,962,696	4,326,374
	\$ 9,412,016	\$ 8,716,726

The term deposits mature between August 16, 2024 and December 22, 2025 with interest rates varying from 4.7% to 6.0%.

4. Accounts Receivable

	2023	2022
Federal Government	\$ 25,005	\$ 31,501
Trade receivables	853,631	813,833
Taxes receivable - current	188,769	74,115
arrears	31,019	21,454
	\$ 1,098,424	\$ 940,903

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	2023	2022
General fund	\$ 57,010	\$ 37,765	\$ 94,775	\$ 93,637

6. Accounts Payable and Accrued Liabilities

	2023	2022
Trade payables	\$ 289,388	\$ 233,436
Wages payable	220,665	201,847
	\$ 510,053	\$ 435,283

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

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, 2022	Inflows	Outflows	Interest	December 31, 2023
Development cost charges	\$ 810,097	\$ 160,824	\$ -	\$ 45,220	\$ 1,016,141
Refundable deposits	213,278	663,812	(196,612)	31,788	712,266
Conditional grants	129,551	86,582	(20,097)	-	196,036
Prepaid revenues	221,631	292,168	(211,870)	7,935	309,864
	\$ 1,374,557	\$ 1,203,386	\$ (428,579)	\$ 84,943	\$ 2,234,307

8. Long-Term Debt

Bylaw number	Purpose	Term remaining	% Rate	2023	2022
General fund					
1590	Road upgrades	13	2.10	\$ 333,828	\$ 354,581
1544	Road upgrades	12	2.20	305,965	326,210
1525	Road upgrades	11	3.30	201,119	215,458
1494	Storm system upgrade	20	4.52	668,040	689,612
1502	Road upgrades	10	4.52	405,833	438,336
1503	Road upgrades	10	4.52	122,347	132,145
				2,037,132	2,156,342

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

	General fund
2024	\$ 125,887
2025	130,260
2026	134,787
2027	139,472
2028	144,321
2029 and subsequent periods	1,362,405
	\$ 2,037,132

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

9. Asset Retirement Obligations

The City's asset retirement obligation consists of several obligations as follows:

a) Asbestos obligations

The City owns and operates several buildings and structures that are known to have asbestos, which represents a health hazard upon demolition or renovation of the assets. There is a legal obligation to remove and dispose of the hazardous materials. Following the adoption of *PS280 - Asset Retirement Obligations*, the City recognized an obligation relating to the removal and post-removal care of the asbestos in these assets as estimated at January 1, 2023. The assets have estimated remaining useful lives ranging from 10 to 40 years.

b) Lease obligations

The City holds several long-term lease properties, which there is a legal obligation to remove improvements on the property upon the termination of the lease. Following the adoption of *PS280 - Asset Retirement Obligations*, the City has recognized these obligations as estimated at January 1, 2023. The assets have estimated remaining useful lives ranging from 14 to 78 years.

At the time of adoption, interest rates equal to the City's long-term rates of borrowing at the time the assets were constructed were used to estimate the increase in costs due to the passage of time (accretion). This rate was adjusted to 4.9% to reflect the City's current rate of borrowing, which resulted in an increase to the estimated values of the asset retirement obligations. No recoveries on the obligations are expected at this time.

	December 31, 2022	Initial recognition on adoption	Increase due to accretion	Increase due to change in estimate	December 31, 2023
Asbestos obligations	\$ -	\$ 94,520	\$ 7,043	\$ 159,385	\$ 260,948
Lease obligations	-	634,049	36,806	130,853	801,708
	\$ -	\$ 728,569	\$ 43,849	\$ 290,238	\$ 1,062,656

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

10. Tangible Capital Assets

	Historical Cost				Accumulated Amortization				Net Book Value	
	Opening	Additions	Additions due to ARO	Disposals	Closing	Opening	Additions	Disposal		Closing
2023										
General fund										
Land	\$ 1,648,517	\$ -	\$ -	\$ -	\$ 1,648,517	\$ -	\$ -	\$ -	\$ -	\$ 1,648,517
Building sites and parks	2,766,117	-	187,170	-	2,953,287	1,908,213	91,712	-	1,999,925	953,362
Engineering structures	1,008,562	-	30,475	-	1,039,037	358,613	38,326	-	396,939	642,098
Furniture and equipment	325,767	-	-	-	325,767	201,740	41,236	-	242,976	82,791
Hydrants	186,643	-	-	-	186,643	157,721	2,460	-	160,181	26,462
Machinery and equipment	2,478,919	40,113	-	-	2,519,032	1,726,135	98,749	-	1,824,884	694,148
Planters	118,329	-	-	-	118,329	106,506	4,531	-	111,037	7,292
Roads	17,882,299	213,729	-	35,358	18,060,670	7,837,707	429,879	20,227	8,247,359	9,813,311
Storm system	9,597,111	188,835	2,357	-	9,788,303	4,368,364	106,636	-	4,475,000	5,313,303
Assets under construction	457,720	78,983	-	25,306	511,397	-	-	-	-	511,397
	36,469,984	521,660	220,002	60,664	37,150,982	16,664,999	813,529	20,227	17,458,301	19,692,681
Water fund										
Buildings	966,257	-	166,674	-	1,132,931	717,555	32,475	-	750,030	382,901
Water mains	11,443,274	72,464	603,302	-	12,119,040	6,728,271	179,986	-	6,908,257	5,210,783
Water system	4,132,248	-	-	-	4,132,248	3,124,994	64,936	-	3,189,930	942,318
Assets under construction	14,721	81,487	-	-	96,208	-	-	-	-	96,208
	16,556,500	153,951	769,976	-	17,480,427	10,570,820	277,397	-	10,848,217	6,632,210
Sewer fund										
Buildings	133,966	-	-	-	133,966	63,636	3,349	-	66,985	66,981
Sanitary sewer system	4,900,991	-	18,337	-	4,919,328	2,999,074	136,540	-	3,135,614	1,783,714
Sewer mains and lift stations	5,791,945	45,277	10,492	-	5,847,714	2,901,971	82,140	-	2,984,111	2,863,603
Assets under construction	15,374	-	-	-	15,374	-	-	-	-	15,374
	10,842,276	45,277	28,829	-	10,916,382	5,964,681	222,029	-	6,186,710	4,729,672
	\$ 63,868,760	\$ 720,888	\$ 1,018,807	\$ 60,664	\$ 65,547,791	\$ 33,200,500	\$ 1,312,955	\$ 20,227	\$ 34,493,228	\$ 31,054,563

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

10. Tangible Capital Assets - continued

	Historical Cost				Accumulated Amortization				Net Book Value
	Opening	Additions	Disposals	Closing	Opening	Additions	Disposal	Closing	
2022									
General fund									
Land	\$ 1,648,517	\$ -	\$ -	\$ 1,648,517	\$ -	\$ -	\$ -	\$ -	\$ 1,648,517
Building sites and parks	2,766,117	-	-	2,766,117	1,818,131	90,082	-	1,908,213	857,904
Engineering structures	944,971	63,591	-	1,008,562	326,289	32,324	-	358,613	649,949
Furniture and equipment	325,767	-	-	325,767	159,072	42,668	-	201,740	124,027
Hydrants	186,643	-	-	186,643	155,262	2,459	-	157,721	28,922
Machinery and equipment	2,478,919	-	-	2,478,919	1,605,699	120,436	-	1,726,135	752,784
Planters	118,329	-	-	118,329	101,975	4,531	-	106,506	11,823
Roads	17,426,985	542,266	86,952	17,882,299	7,496,074	416,192	74,559	7,837,707	10,044,592
Storm system	9,304,400	349,862	57,151	9,597,111	4,323,178	102,338	57,152	4,368,364	5,228,747
Assets under construction	35,486	422,234	-	457,720	-	-	-	-	457,720
	35,236,134	1,377,953	144,103	36,469,984	15,985,680	811,030	131,711	16,664,999	19,804,985
Water fund									
Buildings	966,257	-	-	966,257	695,291	22,264	-	717,555	248,702
Water mains	11,275,575	201,764	34,065	11,443,274	6,604,774	157,562	34,065	6,728,271	4,715,003
Water system	4,132,248	-	-	4,132,248	3,012,036	112,958	-	3,124,994	1,007,254
Assets under construction	-	14,721	-	14,721	-	-	-	-	14,721
	16,374,080	216,485	34,065	16,556,500	10,312,101	292,784	34,065	10,570,820	5,985,680
Sewer fund									
Buildings	133,966	-	-	133,966	60,286	3,350	-	63,636	70,330
Sanitary sewer system	4,900,991	-	-	4,900,991	2,862,834	136,240	-	2,999,074	1,901,917
Sewer mains and lift stations	5,611,239	188,822	8,116	5,791,945	2,829,880	80,207	8,116	2,901,971	2,889,974
Assets under construction	15,374	-	-	15,374	-	-	-	-	15,374
	10,661,570	188,822	8,116	10,842,276	5,753,000	219,797	8,116	5,964,681	4,877,595
	\$ 62,271,784	\$ 1,783,260	\$ 186,284	\$ 63,868,760	\$ 32,050,781	\$ 1,323,611	\$ 173,892	\$ 33,200,500	\$ 30,668,260

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

11. Accumulated Surplus

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

Surplus	2023	2022
Invested in tangible capital assets	\$ 27,998,626	\$ 28,511,922
General surplus	3,661,553	3,138,004
Enderby / Area F Joint Services surplus	655,556	629,673
Sewer surplus	1,285,696	1,221,900
Water surplus	534,891	531,000
	34,136,322	34,032,499
 Reserve Funds		
Animal Control	30,358	28,292
Asset Management	278,384	231,466
Capacity Building	186,547	94,852
Cemetery	79,014	50,095
Community Works Fund (Gas Tax)	396,014	188,295
Computer Equipment	48,249	42,211
Equipment	643,665	559,695
Fire Department	456,775	377,387
Fortune Parks	626,237	423,457
Growing Communities Fund *	1,672,413	-
Parks	175,113	68,880
Riverside RV Park	75,614	54,960
Sewer System	591,317	177,325
Water System	705,024	434,519
	5,964,724	2,731,434
	\$ 40,101,046	\$ 36,763,933

*In 2023, the City received funding from the Province of British Columbia to assist in funding for capital infrastructure and amenities for future growth. The following shows how these funds were expended and the amount available for future years:

Growing Communities Fund received March 2023	\$ 1,707,000
Interest earned	46,900
Eligible costs incurred:	
Drinking water supply and distribution	(81,487)
Balance, end of year	\$ 1,672,413

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

12. 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:

	2023	2022
Balance, beginning of year	\$ 546,660	\$ 684,896
Eligible costs incurred:		
Computer and technology costs	(45,374)	(42,372)
Revenue shortfalls	-	(2,579)
Facility operating costs	(51,700)	(82,652)
Protective services	(31,347)	(10,633)
Total eligible costs incurred	(128,421)	(138,236)
Balance, end of year	\$ 418,239	\$ 546,660

13. Commitments and Subsequent Events

- (a) In 2021, the City entered into a contract with Hub Fire Engines and Equipment Ltd. to purchase a pumper/rescue truck for a value of \$760,500. In 2022, the City paid a 50% deposit on the truck. The truck is expected to be completed and delivered in 2024.
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THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

14. 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 insurers' 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 trusteed 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, 2022, the Plan has about 240,000 active members and approximately 124,000 retired members. Active members include approximately 43,000 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 the 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, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The Corporation for the City of Enderby paid \$90,983 (2022 - \$85,442) for employer contributions to the plan in fiscal 2023.

The next valuation will be as at December 31, 2024.

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, 2023

15. Taxation

Taxation revenue comprises the following amounts raised less transfers:

	Budget	2023	2022
Taxation			
General municipal purposes	\$ 1,931,813	\$ 1,900,165	\$ 1,760,065
1% utility taxes	72,698	72,634	68,446
Water parcel	312,211	311,919	291,917
Sewer parcel	273,000	273,661	257,752
Collections for other governments			
School District	1,224,851	1,234,245	1,135,140
Policing	203,134	204,830	170,206
Regional District	461,260	465,111	446,312
Regional Hospital District	196,172	197,809	188,188
Municipal Finance Authority	166	168	147
B.C. Assessment Authority	29,649	29,900	27,374
Okanagan Regional Library	115,505	116,492	112,721
	<hr/>	<hr/>	<hr/>
	4,820,459	4,806,934	4,458,268
Transfers			
School District	1,224,851	1,234,245	1,135,140
Policing	203,134	204,830	170,206
Regional District	461,260	465,119	446,332
Regional Hospital District	196,172	197,783	188,178
Municipal Finance Authority	166	168	147
B.C. Assessment Authority	29,649	29,900	27,374
Okanagan Regional Library	115,505	116,499	112,742
	<hr/>	<hr/>	<hr/>
	2,230,737	2,248,544	2,080,119
	<hr/>	<hr/>	<hr/>
	\$ 2,589,722	\$ 2,558,390	\$ 2,378,149

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

16. Government Grants and Transfers

	Budget	2023	2022
Federal			
Community works fund - Gas tax	\$ 188,331	\$ 196,917	\$ 188,331
Provincial			
Conditional	1,660,600	1,689,691	151,957
Fortune Parks - conditional	1,240,500	24,672	83,155
Small communities protection	493,000	484,000	623,000
Street lighting	1,400	1,395	1,395
Water - conditional	160,000	81,487	-
	3,555,500	2,281,245	859,507
Other			
Animal control	6,000	19,160	18,650
Cemetery	33,153	51,640	49,970
Fortune Parks	774,510	774,510	747,961
	813,663	845,310	816,581
	\$ 4,557,494	\$ 3,323,472	\$ 1,864,419

17. Sales of Service

	Budget	2023	2022
Animal control	\$ 11,600	\$ 12,090	\$ 10,918
Building permits	46,600	71,406	48,089
Business licenses	16,300	20,275	15,825
Cemetery	25,000	17,993	29,237
Fire protection	327,430	155,937	316,723
Fortune Parks	243,500	290,867	260,281
Garbage collection and disposal	115,700	115,552	111,847
Riverside RV Park & tourism	265,000	299,824	289,064
Sewer user fees	579,060	616,955	569,244
Water user fees	560,329	613,044	565,360
	\$ 2,190,519	\$ 2,213,943	\$ 2,216,588

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

18. Expenses by Object

	Budget	2023	2022
Accretion	\$ -	\$ 43,849	\$ -
Advertising and publications	19,900	16,691	14,133
Amortization	-	1,312,955	1,323,610
Contracted services	703,250	516,481	694,847
Council grants	62,740	66,184	57,254
Insurance	69,170	64,727	100,329
Interest and bank charges	106,300	151,387	101,438
Maintenance	1,288,500	1,176,441	1,161,371
Materials and supplies	1,248,839	346,056	407,046
Professional fees	35,900	22,967	40,797
Salaries and benefits	1,709,933	1,686,102	1,539,700
Training, travel and conferences	114,350	98,255	73,888
Transfers	(19,100)	(9,514)	(2,171)
	<u>\$ 5,339,782</u>	<u>\$ 5,492,581</u>	<u>\$ 5,512,242</u>

19. 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:

	2023	2022
Balance, beginning of year	\$ 250,544	\$ 242,271
Care fund contributions	2,595	2,845
Interest earned	12,808	5,428
Balance, end of year	<u>\$ 265,947</u>	<u>\$ 250,544</u>

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

20. 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:

	2023	2022
Budget surplus per Statement of Operations	4,279,453	2,522,380
Less:		
Capital expenditures	(4,361,500)	(3,624,500)
Debt principal payments	(88,645)	(88,645)
Transfers to reserve funds	(3,373,416)	(1,590,155)
Add back:		
Borrowing proceeds	400,000	-
Transfers from accumulated surplus and reserve funds	3,144,108	2,780,920
	<hr/>	<hr/>
Budget surplus per Financial Plan Bylaw	\$ -	\$ -

21. Financial Instruments

The City is exposed to interest rate risk, credit risk, and liquidity risk from its financial instruments. The City has practices in place to identify major risks, which are monitored and managed to the best of its ability.

There have not been any changes from the prior year in the City's exposure to these risks, or the policies, procedures and methods it uses to manage and measure the risks.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The City is exposed to interest rate risk through its long-term debt and through the value of portfolio investments.

The City manages interest rate risk on its long-term debt by holding all debt through the Municipal Finance Authority at a fixed rate, with refinancing typically being completed at the ten or fifteen year mark following the date of the original debt issuance. See Note 8 for interest rates and maturity dates for long-term debt.

Investments are primarily comprised of term deposits and are deemed to be low risk and not subject to significant changes in value due to changes in interest rates.

Credit Risk

Credit risk is the risk that the City will incur financial losses if a debtor fails to make payments when due. The City is exposed to credit risk from its cash, portfolio investments and accounts receivable.

The City manages its credit risk with respect to cash and portfolio investments by maintaining its investments with reputable financial institutions, while ensuring that investments are made in accordance with Section 183 of the *Community Charter*. The maximum exposure to credit risk to cash is limited to the balance held at year end and the maximum exposure to credit risk to portfolio investments is outlined in Note 3.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

Financial Instruments - continued

The City manages its credit risk with respect to accounts receivable through signed agreements and credit policies. The City also has the ability to recover receivables associated with properties, such as utility fees, through the property tax collection process. The maximum exposure to credit risk to accounts receivable is outlined in Note 4.

Liquidity Risk

Liquidity risk is the risk that the City will not be able to meet its financial obligations as they become due. The City is exposed to liquidity risk through its accounts payable and long-term debt.

The City manages this risk by maintaining a balance of short term and/or highly liquid investments and closely monitoring cash flows and staggering maturity dates of its investment portfolio to meet cash flow needs. The City also has the ability to adopt a Revenue Anticipation Borrowing Bylaw under Section 177 of the *Community Charter* to borrow short term to finance its operations until revenue from property taxes is received.

The timing of cash flows to meet its financial obligations are within one year in relation to accounts payable, as outlined in Note 6 and the timing of principal payments in relation to long-term debt are outlined in Note 8.

It is management's opinion that the City is not exposed to significant interest, credit or liquidity risks arising from these financial instruments.

22. 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, 2023

23. Segmented Information

The City of Enderby is a municipality that is responsible for the good government of the community. This includes providing services, laws and other matters for community benefit, as well as providing stewardship of public assets and fostering economic well-being. The City fulfills these responsibilities through a range of services. For management reporting purposes, the City's services are organized and reported by Fund. Funds were created for the purpose of recording specific activities to attain defined objectives in accordance with special regulations, restrictions or limitations.

General Government

General Government is comprised of Executive and Administrative functions. The Executive function includes Mayor and Council, who are responsible for considering the well-being and interests of the municipality and the community, including contributing to the development and evaluation of the policies, programs, and bylaws of the municipality respecting its services, in accordance with governing legislation. The Administrative function is responsible for the overall management of the operations of the municipality and is responsible for ensuring that the policies, programs, and bylaws of Council are implemented. The Administrative function is also responsible for ensuring sound and effective financial management of the municipality, which includes functions such as financial planning, collecting taxes, and the investment of municipal funds.

Protective Services

Protective Services includes fire suppression, prevention and inspection services, community safety services, and emergency management including mitigation and prevention, preparedness, response, and recovery services.

Transportation Services

Transportation Services includes the design, operation, and maintenance of roads and drainage, including street sweeping, line painting, and snow and ice clearing.

Solid Waste Services

Solid Waste Services provides for the collection and disposal of residential solid waste, including curbside collection of garbage and the annual curbside collection of yard and garden waste.

Enderby / Area F Services

Enderby / Area F Services includes Fortune Parks, which is responsible for the administration, stewardship, and operation of park services that are shared with Area F of the Regional District of North Okanagan, including the pool, spray park, ball diamonds, and arena. Other services provided include Animal (Dog) Control within the City and part of Area F, and Cemetery Services for the City and Area F.

Riverside RV Park & Tourism

The Riverside RV Park is a campground operated by the City, which supports tourism and community events, including the operation of the Visitor Centre.

Community Development Services

Community Development Services provides for the City's current and long-range planning functions. Services include land use regulation, subdivision, and planning for future growth in accordance with the needs and goals of the community.

Recreational and Cultural Services

Recreational and Cultural Services provides for the planning, operation, and maintenance of City parks, such as Tuey Park, Belvedere Park, the Riverwalk, Veterans Park, and Johnston Park.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2023

Segmented Information - continued

Water Services

Water Services provides for the treatment and distribution of safe, clean drinking water to the citizens of Enderby as well as nearby communities in accordance with the Drinking Water Protection Act and the *Guidelines for Canadian Drinking Water Quality*.

Sewer Services

Sewer Services provides for the collection and treatment of liquid waste, or sanitary wastewater, in accordance with the Environmental Management Act and the City's permit requirements.

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, 2023

Schedule I

	General revenue fund										2023	
	General Government	Protective Services	Transportation Services	Solid Waste Services	Enderby/Area F Services	Riverside Park & Tourism	Other general Services*	Water Services	Sewer Services	Total		
Revenues												
Taxation	\$ 1,972,810	\$ 142,827	\$ 485,395	\$	\$ 869,982	\$ 9,670	\$	\$ 311,919	\$ 273,661	\$	\$ 2,558,390	
Grants and subsidies	1,734,111	155,937	115,552	320,950	299,824	81,487	613,044	616,955	2,213,943	200,377	3,323,472	
Sales of services	91,681	200,377	515,667	32,976	890,616	1,006,450	890,616	890,616	890,616	890,616	8,844,825	
Other revenue from own sources												
Interest and penalties												
	4,514,646	298,764	485,395	115,552	1,223,908	309,494	-	1,006,450	890,616	890,616	8,844,825	
Expenses												
Accretion	4,556	1,066	28	469	7,909	5,836	775	36,955	775	775	43,849	
Advertising and publications	2,946	62,434	564,356	71,031	277,397	16,783	222,029	222,029	222,029	222,029	1,312,955	
Amortization	115,708	42,545	113,144	117,097	57,955	113,523	113,523	113,523	113,523	113,523	516,481	
Contracted services	52,259	8,229	41,658	21,909	1,160	6,080	64,727	64,727	64,727	64,727	66,184	
Council grants	8,229	41,658	142,951	64,087	38,182	22,967	607,065	63,507	28,985	28,985	151,387	
Insurance	41,658	105,216	32,373	290,862	3,773	92	191,796	128,479	128,479	128,479	1,176,441	
Interest and bank charges	142,951	106,896	245,474	515	364,825	3,698	24,537	182,809	150,283	150,283	1,686,102	
Maintenance	64,087	28,985	2,031	2,132	2,132	800	800	800	800	800	98,255	
Material and supplies	38,182	32,373	(148,437)	2,000	67,770	8,000	166,943	137,280	137,280	137,280	(9,514)	
Professional fees	22,967	106,896	245,474	515	364,825	3,698	24,537	182,809	150,283	150,283	346,056	
Salaries and benefits	607,065	63,507	28,985	2,031	2,132	800	800	800	800	800	98,255	
Training, travel and conferences	63,507	28,985	2,031	2,132	800	800	800	800	800	800	98,255	
Transfers	(243,070)	(148,437)	2,000	67,770	8,000	8,000	166,943	137,280	137,280	137,280	(9,514)	
	921,045	379,515	958,087	115,751	1,033,728	242,668	138,060	914,479	789,248	789,248	5,492,581	
Excess (deficiency) of revenue over expenses	3,593,601	(80,751)	(472,692)	(199)	190,180	66,826	(138,060)	91,971	101,368	101,368	3,352,244	
Loss on disposal of tangible capital assets	(15,131)										(15,131)	
Annual surplus (deficit)	\$ 3,578,470	\$ (80,751)	\$ (472,692)	\$ (199)	\$ 190,180	\$ 66,826	\$ (138,060)	\$ 91,971	\$ 101,368	\$ 101,368	\$ 3,337,113	

*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 30, 2022

Schedule I (cont'd)

	General revenue fund								
	General Government	Protective Services	Transportation Services	Solid Waste Services	Enderby/ Area F Services	Riverside Park & Tourism	Other General Services*	Water Services	Sewer Services
Revenues									
Taxation	\$ 1,828,480	\$ 142,827	\$ 624,395	\$	\$ 899,736	\$ 9,130	\$	\$ 291,917	\$ 257,752
Grants and subsidies	188,331				300,436	289,064		565,360	569,244
Sales of services	63,914	316,723		111,847					
Other revenue from own sources	129,016								
Interest and penalties	185,379				12,967				
	2,395,120	459,550	624,395	111,847	1,213,139	298,194	-	857,277	826,996
Expenses									
Advertising and publications	4,728				7,847	1,558			14,133
Amortization	108,548	71,042	560,122		71,317			292,784	219,797
Contracted services	74,518	155,767		109,958	107,238	65,695	159,676	21,995	694,847
Council grants	2,841				54,413				57,254
Insurance	78,246				21,058	1,025			100,329
Interest and bank charges	93,907				2,141	5,390			101,438
Maintenance	55,441	105,173	401,756		168,275	43,172		193,170	1,161,371
Material and supplies	36,855	21,641	9,617		109,941	110,637		46,084	72,271
Professional fees	40,797								40,797
Salaries and benefits	521,466	77,177	265,540	1,632	336,107	4,196	21,455	180,416	131,711
Training, travel and conferences	37,896	31,930	372		1,325			1,745	620
Transfers	(205,738)		(105,416)	1,500	57,977	6,400		135,114	107,992
	849,505	462,730	1,131,991	113,090	937,639	238,073	181,131	871,308	726,775
Excess (deficiency) of revenue over expenses	1,545,615	(3,180)	(507,596)	(1,243)	275,500	60,121	(181,131)	(14,031)	100,221
Loss on disposal of tangible capital assets	(12,393)								(12,393)
Annual surplus (deficit)	\$ 1,533,222	\$ (3,180)	\$ (507,596)	\$ (1,243)	\$ 275,500	\$ 60,121	\$ (181,131)	\$ 14,031	\$ 100,221
									\$ 1,261,883

*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, 2023

Schedule II

	Fortune Parks	Animal control	Cemetery	2023	2022
Revenue					
Grants and subsidies	\$ 799,182	\$ 19,160	\$ 51,640	\$ 869,982	\$ 899,736
Sale of services	290,867	12,090	17,993	320,950	300,436
Interest and penalties	20,080	2,782	10,114	32,976	12,967
	1,110,129	34,032	79,747	1,223,908	1,213,139
Expenses					
Accretion	469			469	-
Advertising	7,909			7,909	7,847
Amortization	71,031			71,031	71,317
Contracted services	104,725	12,372		117,097	107,238
Grants	53,455		4,500	57,955	54,413
Insurance	21,909			21,909	21,058
Interest and bank charges	2,356			2,356	2,141
Maintenance	163,710	6,864	21,222	191,796	168,275
Materials and supplies	128,479			128,479	109,941
Salaries and benefits	352,344	1,954	10,527	364,825	336,107
Training, travel and conferences	2,132			2,132	1,325
	908,519	21,190	36,249	965,958	879,662
Annual surplus (deficit)	\$ 201,610	\$ 12,842	\$ 43,498	\$ 257,950	\$ 333,477
Transfer to/from general fund					
Computer support	\$ 8,900	\$	\$	\$ 8,900	\$ 8,260
Finance overhead charges	24,000	5,090	9,100	38,190	32,170
Insurance allocation	7,959		940	8,899	5,776
Public works equipment allocation			7,111	7,111	7,411
Lease		4,670		4,670	4,360
	40,859	9,760	17,151	67,770	57,977
Net change in financial assets	160,751	3,082	26,347	190,180	275,500
Opening surplus	384,384	53,260	192,029	629,673	528,159
Amortization	71,031			71,031	71,317
Capital expenditures	(25,791)			(25,791)	(89,439)
Transfer from (to) reserves	(182,337)	(700)	(26,500)	(209,537)	(175,700)
Transfer from general surplus				-	19,836
Enderby / Area F accumulated surplus	\$ 408,038	\$ 55,642	\$ 191,876	\$ 655,556	\$ 629,673

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: June 3, 2024
Subject: City of Enderby Wastewater System Annual Report 2023

RECOMMENDATION

THAT Council receives and files the City of Enderby Wastewater System Annual Report 2023.

BACKGROUND

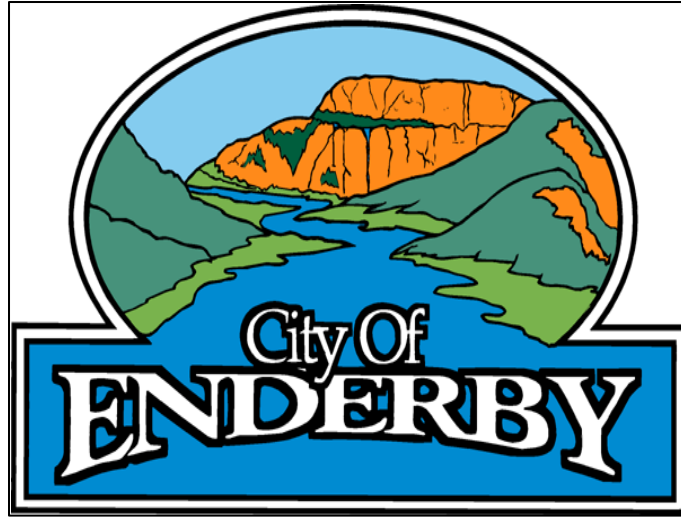
The City of Enderby operates a wastewater treatment and collection system. As a condition of its discharge permit, issued under the *Environmental Management Act*, the City must submit an annual report to the Ministry of Environment detailing its performance relative to permit conditions.

In addition to the submission to the Director, the Wastewater System Annual Report 2023 is being submitted to Council as an information item.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



CITY OF ENDERBY WASTEWATER SYSTEM

ANNUAL REPORT 2023

June 3, 2024

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EXECUTIVE SUMMARY

The Wastewater Annual Report is produced pursuant to Section 5.3 of Waste Discharge Permit 203, issued by the Ministry of Environment to the City of Enderby. The City of Enderby possesses a Class II Wastewater Collection System and a Class III Wastewater Reclamation Facility (WWRP). It provides primary and secondary treatment, as well as disinfection, prior to discharge to the receiving environment.

There was a significant decrease in effluent flow in 2023 compared to previous years. This decrease was primarily due to the discovery of an error made in the original programming of the influent and effluent flow meters. Influent and effluent flows were approximately 40% lower than has been recorded since the installation of the influent and effluent meters approximately 17 years ago. The average daily flow for 2023 was 973 m³ per day, which has been adjusted to reflect the corrected flow meters. The maximum daily flow, adjusted for correction, was 1,946 m³ and occurred on May 29, 2023.

There were 0 days in 2023 when the WWRP was over its permitted discharge of 3,400 m³ per day. There were no spills or overflow events from either the WWRP or the collection system in 2023.

The City of Enderby has a Chief Operator certified at Level III Wastewater Treatment, which meets the legislative requirements for oversight of the treatment facility.

OVERVIEW

The City of Enderby is in the North Okanagan region of British Columbia. It is 4.26 km² in size and has a population of 3,028 persons (2021 Census).

The City of Enderby possesses a Class II Wastewater Collection System and a Class III Wastewater Reclamation Facility (WWRP).

The WWRP was built in 1967 and services the population of the City of Enderby as well as several Splatsin residential and commercial parcels. The WWRP provides primary and secondary treatment, as well as disinfection, prior to discharge into the receiving environment. The receiving environment is the Shuswap River. The discharge is located at 50°33'47.7"N 119°08'18.0"W.

The City of Enderby Public Works staff operates the WWRP. In 2003, the facility was upgraded with the addition of UV disinfection, which enabled the City to shift towards only using chlorine disinfection when it was necessary to supplement UV. In 2009, the WWRP commissioned a new clarifier. In 2011, the WWRP had a centrifuge installed to improve sludge handling.

The collection system consists of 23,750 meters of pipe and 8 lift stations located at: Peacher Crescent; Red Rock Crescent; Meadow Crescent; Brickyard Road; Kate Street; Kildonan Avenue; Riverdale Drive; and McGowan Street.

Despite localized deficiencies, the collection system is operating reasonably well considering its age. The City has an asset management program in place and is steadily replacing its aging collection system. While the system is negatively affected by inflow and infiltration, this problem has been overstated due to incorrect flowmeter programming and is now being re-evaluated based on the corrected values.

The City of Enderby is compliant with the federal Effluent Regulatory Reporting requirements, which includes the submission of quarterly Monitoring Reports.

PERMIT

Waste Discharge Permit 203 was issued on October 4, 1967. It was most recently amended on May 13, 2015. In accordance with Permit 203, the City of Enderby is authorized to discharge effluent to the Shuswap River from a municipal sewage plant subject to the following conditions:

1. The maximum authorized rate of discharge is 3,400 m³ per day.
2. The characteristics of the effluent shall be equivalent or better than:
 - a. 5-day Biochemical Oxygen Demand of 45 mg/L;
 - b. Total Suspended Solids of 45 mg/L;
 - c. When chlorine is used, a total chlorine residual of between 0.5 mg/L and 1.0 mg/L and not less than one hour's contact time at average flow rates must be achieved; and
 - d. When chlorine is used, it must be dechlorinated prior to discharge to reduce the total chlorine residual below detectable limits.
3. A monthly sample that is analysed for:
 - a. Total Suspended Solids;
 - b. Biochemical Oxygen Demand;
 - c. Ammonia;
 - d. Total Nitrogen;
 - e. Total Phosphorus and Orthophosphate;
 - f. pH;
 - g. Temperature.
4. A bi-monthly sample for E. Coli;
5. A quarterly sample of the receiving environment upstream and downstream of the outfall for ammonia, total nitrogen, total phosphorous, orthophosphate, and E. Coli;
6. A bi-annual sample of the compostable sludge.

Under the permit, the WWRP only needs to use chlorine when its UV system cannot disinfect adequately; this is typically the result of high flows or high turbidity.

The permit also specifies spill reporting requirements and response procedures in the event of compromised operations.

OPERATORS

During 2023, the City of Enderby had the following Public Works employees with EOCP certifications:

Operator	Position	Certification
Damon Kipp	Systems Operator III	WWT III
Ray Brown	Utility Operator III	WWC I, WWT I
WWT - Wastewater Treatment, WWC - Wastewater Collection		

MAJOR EVENTS

EVENTS

Influent and Effluent flow meters were programmed improperly during original installation approximately 17 years prior. Related flow set points were changed accordingly after calibration. No process upset was observed during the transition to the corrected flows. An approximate 40% reduction in flows was observed since the correction occurred.

EXCESS DISCHARGES

There were 0 days in 2023 when the WWRP was over its permitted discharge of 3,400 m³ per day.

OVERFLOWS

There were no overflow or spill events at the WWRP or from the collection system.

INFLOW AND INFILTRATION

Inflow & Infiltration (I/I) refers to water entering the collection system through defects associated with design, degradation of the system, and unlawful connections or discharges. Measures are being undertaken to reduce I/I where possible, primarily through the replacement of aging collection system infrastructure, the separation of combined sewers where they exist, and taking additional measures to slow the rate of infiltration when overland flooding is occurring.

Due to the correction in influent flows, previous analyses of the City's base infiltration rate have been overstated and suggested that the wastewater collection system was in poorer condition than was actually the case. A revised (I/I) analysis will be completed in early 2025, at which point sufficient corrected data will be available.

In 2018, the City completed a renewal project on Salmon Arm Drive, a major collector road, which replaced approximately 680 meters of the sanitary sewer collection system. In 2019, the City rebuilt Reservoir Road and Revel Crescent. During the work, it extended storm sewer down Revel Crescent and separated a catch basin that was connected to the wastewater collection system. In 2020-21, the City rebuilt 3rd Avenue, Hubert Avenue from George Street to Sicamous Street, and Knight Avenue from Belvedere Street to George Street, and replaced the sanitary sewer mains on each, which reduced infiltration. In 2022, the City rebuilt Mill Avenue from Sicamous Street to George Street including replacement of the sanitary sewer main, and also remedied several stormwater services that were cross-connected into the wastewater collection system.

In 2023, the City rebuilt Peacher Crescent which, while it did not involve replacing the sanitary sewer main given the age of the existing infrastructure, its scope did include the installation of a stormwater detention tank, which slows the flow of stormwater to Red Rock Crescent where there is a combined sanitary/storm catch basin that will ultimately be separated when the City's combined storm/sanitary sewer separation project on the hillside is able to proceed. For works of this magnitude, the City will need grant funding from senior government in order to proceed.

INFRASTRUCTURE VALUE, DEFICIT AND RENEWAL

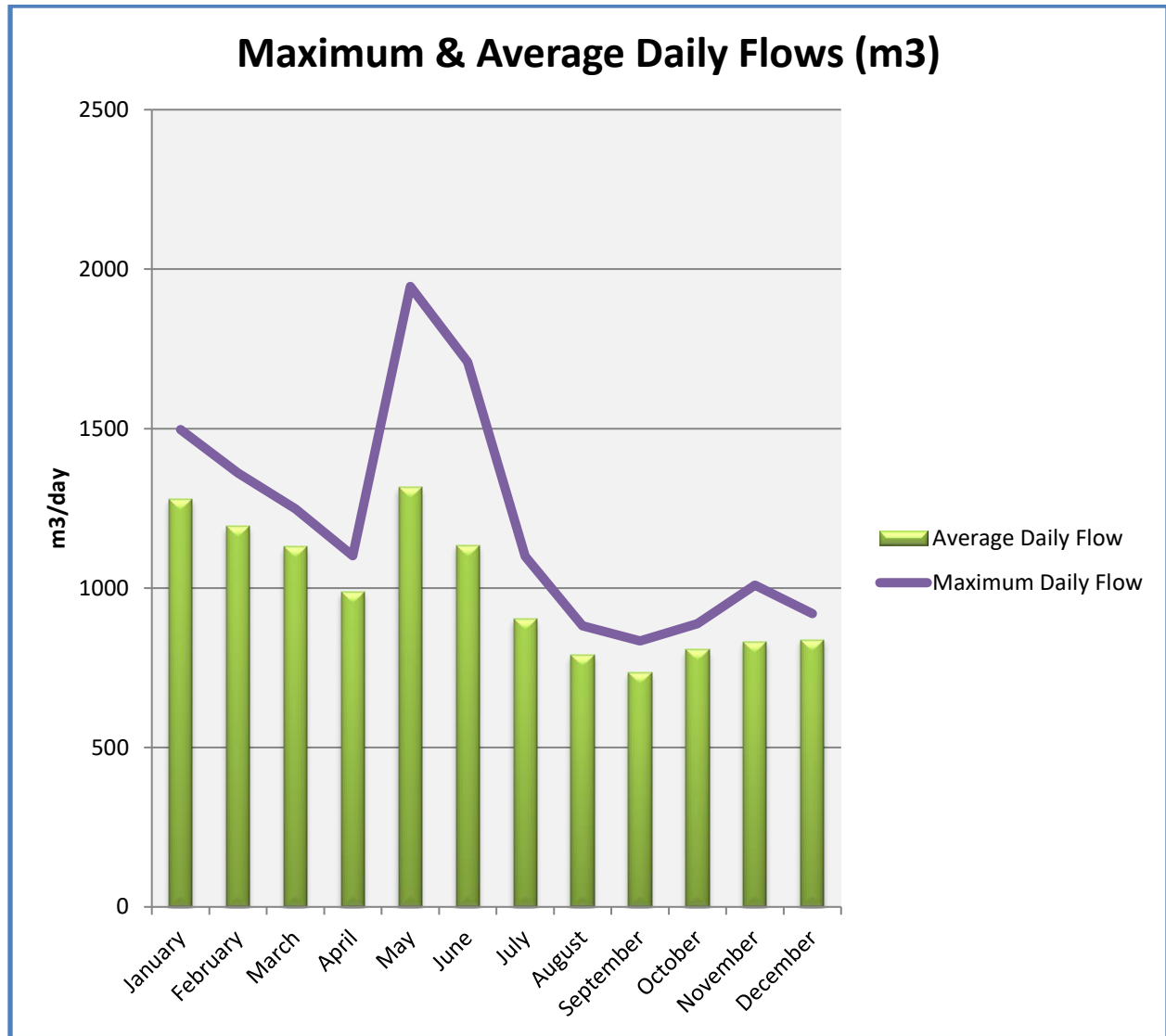
The City of Enderby's wastewater system, inclusive of treatment and collection, has a replacement value of \$28,998,539. The total loss in value to the system, representing the City's infrastructure deficit is \$16,547,583. In 2023, the City contributed \$233,000 to its sewer reserve fund and withdrew \$6,500. After adding interest earned, the balance as of December 31, 2023 was \$1,048,606.

The anticipated 2024 contribution to sewer reserves is \$243,700.

In order to deal with its infrastructure deficit, the City has committed to increasing its sewer asset management revenues by 1% per year. While this amount represents a relatively small proportion of the shortfall, the commitment to infrastructure renewal and asset management positions the City to partner with senior government on future grants.

FLOW DATA MONTHLY AND HISTORICAL TRENDS

The below chart shows monthly flow data for 2023, as measured at the WWRP discharge:



* Note: January through July flows have been calculated due to meter calibration. August through December flows are actual outputs.

The historical average and maximum daily flows are as follows:

Year	Average Daily Flow (m3)	Maximum Daily Flow (m3)
2023	1436 (973 calculated)	3243 (1946 calculated)
2022	2081	4025
2021	1720	2689
2020	2236	4371
2019	1722	2928
2018	2147	5321
2017	1992	5216
2016	1661	2477
2015	1855	5368
2014	2033	3683
2013	2010	4551
2012	2165	5681
2011	1954	3305

COMPOSTABLE SLUDGE VOLUME AND LABORATORY ANALYTICS

The total mass of compostable sludge in 2023 was approximately 275 tonnes. This was very similar to the 269 tonnes wasted in the previous year.

All compostable sludge must meet Class B Biosolids criteria under the Organic Matter Recycling Regulation (OMRR). Compostable sludge is tested twice per year to verify its quality.

Parameter (mg/kg)	January 11	July 28	OMRR
Arsenic	1.17	1.1	75
Cadmium	1.07	0.844	20
Chromium	10.9	11.7	1060
Cobalt	1.74	1.54	150
Copper	263	293	2200
Lead	6.88	7.43	500
Mercury	0.44	0.467	15
Molybdenum	5.58	5.67	20
Nickel	11.7	12.6	180
Selenium	3.88	5.6	14
Zinc	352	353	1850

INFLUENT LABORATORY ANALYTICS

Date	Test	WWRP Influent
January 4, 2023	Nitrate (as N)	<0.010
January 4, 2023	Nitrite (as N)	<0.010
January 4, 2023	Phosphate (as P)	3.26
January 4, 2023	Ammonia, Un-Ionized (as N)	0.972
January 4, 2023	Nitrate+Nitrite (as N)	<0.0100
January 4, 2023	Nitrogen, Total	60.7
January 4, 2023	Temperature, at pH	22.1
January 4, 2023	Alkalinity, Total (as CaCO3)	243
January 4, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
January 4, 2023	Alkalinity, Bicarbonate (as CaCO3)	243
January 4, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
January 4, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
January 4, 2023	Ammonia, Total (as N)	32.7
January 4, 2023	BOD, 5-day	237
January 4, 2023	Chemical Oxygen Demand	367
January 4, 2023	Nitrogen, Total Kjeldahl	60.7
January 4, 2023	Phosphorus, Total (as P)	6.2
January 4, 2023	Phosphorus, Total Dissolved	4.22
January 4, 2023	Solids, Total Suspended	161
January 4, 2023	Solids, Volatile Suspended	136
January 4, 2023	pH	7.82
February 1, 2023	Nitrate (as N)	<0.010
February 1, 2023	Nitrite (as N)	<0.010
February 1, 2023	Phosphate (as P)	4.77
February 1, 2023	Ammonia, Un-Ionized (as N)	1.09
February 1, 2023	Nitrate+Nitrite (as N)	<0.0100
February 1, 2023	Nitrogen, Total	64.5
February 1, 2023	Temperature, at pH	20.7
February 1, 2023	Alkalinity, Total (as CaCO3)	287
February 1, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
February 1, 2023	Alkalinity, Bicarbonate (as CaCO3)	287
February 1, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
February 1, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
February 1, 2023	Ammonia, Total (as N)	37.6
February 1, 2023	BOD, 5-day	259
February 1, 2023	Chemical Oxygen Demand	532
February 1, 2023	Nitrogen, Total Kjeldahl	64.5
February 1, 2023	Phosphorus, Total (as P)	7.19
February 1, 2023	Phosphorus, Total Dissolved	4.96
February 1, 2023	Solids, Total Suspended	212
February 1, 2023	Solids, Volatile Suspended	196
February 1, 2023	pH	7.85

March 1, 2023	Nitrate (as N)	<0.010
March 1, 2023	Nitrite (as N)	<0.010
March 1, 2023	Phosphate (as P)	4.52
March 1, 2023	Ammonia, Un-Ionized (as N)	1.04
March 1, 2023	Nitrate+Nitrite (as N)	<0.0100
March 1, 2023	Nitrogen, Total	70.6
March 1, 2023	Temperature, at pH	22.2
March 1, 2023	Alkalinity, Total (as CaCO3)	272
March 1, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
March 1, 2023	Alkalinity, Bicarbonate (as CaCO3)	272
March 1, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
March 1, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
March 1, 2023	Ammonia, Total (as N)	35.1
March 1, 2023	BOD, 5-day	185
March 1, 2023	Chemical Oxygen Demand	404
March 1, 2023	Nitrogen, Total Kjeldahl	70.6
March 1, 2023	Phosphorus, Total (as P)	6.45
March 1, 2023	Phosphorus, Total Dissolved	4.58
March 1, 2023	Solids, Total Suspended	348
March 1, 2023	Solids, Volatile Suspended	236
March 1, 2023	pH	7.82
March 8, 2023	BOD, 5-day	258
March 8, 2023	BOD, 5-day Carbonaceous	242
April 5, 2023	Nitrate (as N)	<0.010
April 5, 2023	Nitrite (as N)	<0.010
April 5, 2023	Phosphate (as P)	4.33
April 5, 2023	Ammonia, Un-Ionized (as N)	1.04
April 5, 2023	Nitrate+Nitrite (as N)	<0.0100
April 5, 2023	Nitrogen, Total	70.5
April 5, 2023	Temperature, at pH	24
April 5, 2023	Alkalinity, Total (as CaCO3)	328
April 5, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
April 5, 2023	Alkalinity, Bicarbonate (as CaCO3)	328
April 5, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
April 5, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
April 5, 2023	Ammonia, Total (as N)	43.8
April 5, 2023	BOD, 5-day	270
April 5, 2023	Chemical Oxygen Demand	518
April 5, 2023	Nitrogen, Total Kjeldahl	70.5
April 5, 2023	Phosphorus, Total (as P)	8.2
April 5, 2023	Phosphorus, Total Dissolved	5.54
April 5, 2023	Solids, Total Suspended	300
April 5, 2023	Solids, Volatile Suspended	252
April 5, 2023	pH	7.66
May 3, 2023	Nitrate (as N)	<0.010
May 3, 2023	Nitrite (as N)	<0.010
May 3, 2023	Phosphate (as P)	4.18

May 3, 2023	Ammonia, Un-Ionized (as N)	0.676
May 3, 2023	Nitrate+Nitrite (as N)	<0.0100
May 3, 2023	Nitrogen, Total	69
May 3, 2023	Temperature, at pH	20.8
May 3, 2023	Alkalinity, Total (as CaCO3)	331
May 3, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
May 3, 2023	Alkalinity, Bicarbonate (as CaCO3)	331
May 3, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
May 3, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
May 3, 2023	Ammonia, Total (as N)	39.4
May 3, 2023	BOD, 5-day	515
May 3, 2023	Chemical Oxygen Demand	528
May 3, 2023	Nitrogen, Total Kjeldahl	69
May 3, 2023	Phosphorus, Total (as P)	8.28
May 3, 2023	Phosphorus, Total Dissolved	5.43
May 3, 2023	Solids, Total Suspended	332
May 3, 2023	Solids, Volatile Suspended	272
May 3, 2023	pH	7.62
June 7, 2023	Nitrate (as N)	<0.010
June 7, 2023	Nitrite (as N)	<0.010
June 7, 2023	Phosphate (as P)	4.99
June 7, 2023	Ammonia, Un-Ionized (as N)	0.801
June 7, 2023	Nitrate+Nitrite (as N)	<0.0100
June 7, 2023	Nitrogen, Total	56.1
June 7, 2023	Temperature, at pH	22.4
June 7, 2023	Alkalinity, Total (as CaCO3)	302
June 7, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
June 7, 2023	Alkalinity, Bicarbonate (as CaCO3)	302
June 7, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
June 7, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
June 7, 2023	Ammonia, Total (as N)	39.6
June 7, 2023	BOD, 5-day	223
June 7, 2023	Chemical Oxygen Demand	475
June 7, 2023	Nitrogen, Total Kjeldahl	56.1
June 7, 2023	Phosphorus, Total (as P)	7.82
June 7, 2023	Phosphorus, Total Dissolved	5.52
June 7, 2023	Solids, Total Suspended	254
June 7, 2023	Solids, Volatile Suspended	174
June 7, 2023	pH	7.64
July 5, 2023	Nitrate (as N)	<0.010
July 5, 2023	Nitrite (as N)	<0.010
July 5, 2023	Phosphate (as P)	4.58
July 5, 2023	Ammonia, Un-Ionized (as N)	0.94
July 5, 2023	Nitrate+Nitrite (as N)	<0.0100
July 5, 2023	Nitrogen, Total	73.3
July 5, 2023	Temperature, at pH	22.6
July 5, 2023	Alkalinity, Total (as CaCO3)	330

July 5, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
July 5, 2023	Alkalinity, Bicarbonate (as CaCO3)	330
July 5, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
July 5, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
July 5, 2023	Ammonia, Total (as N)	50.4
July 5, 2023	BOD, 5-day	280
July 5, 2023	Chemical Oxygen Demand	691
July 5, 2023	Nitrogen, Total Kjeldahl	73.3
July 5, 2023	Phosphorus, Total (as P)	8.29
July 5, 2023	Phosphorus, Total Dissolved	5.74
July 5, 2023	Solids, Total Suspended	440
July 5, 2023	Solids, Volatile Suspended	312
July 5, 2023	pH	7.6
July 26, 2023	Nitrate (as N)	<0.010
July 26, 2023	Nitrite (as N)	<0.010
July 26, 2023	Phosphate (as P)	3.14
July 26, 2023	Ammonia, Un-Ionized (as N)	0.513
July 26, 2023	Nitrate+Nitrite (as N)	<0.0100
July 26, 2023	Nitrogen, Total	41.5
July 26, 2023	Temperature, at pH	21.8
July 26, 2023	Alkalinity, Total (as CaCO3)	244
July 26, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
July 26, 2023	Alkalinity, Bicarbonate (as CaCO3)	244
July 26, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
July 26, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
July 26, 2023	Ammonia, Total (as N)	34.7
July 26, 2023	BOD, 5-day	120
July 26, 2023	Chemical Oxygen Demand	197
July 26, 2023	Nitrogen, Total Kjeldahl	41.5
July 26, 2023	Phosphorus, Total (as P)	5.1
July 26, 2023	Phosphorus, Total Dissolved	3.72
July 26, 2023	Solids, Total Suspended	88
July 26, 2023	Solids, Volatile Suspended	65
July 26, 2023	pH	7.52
August 16, 2023	Nitrate (as N)	<0.010
August 16, 2023	Nitrite (as N)	<0.010
August 16, 2023	Phosphate (as P)	4.92
August 16, 2023	Ammonia, Un-Ionized (as N)	0.849
August 16, 2023	Nitrate+Nitrite (as N)	<0.0100
August 16, 2023	Nitrogen, Total	66.4
August 16, 2023	Nitrogen, Organic	12.1
August 16, 2023	Temperature, at pH	22.3
August 16, 2023	Alkalinity, Total (as CaCO3)	292
August 16, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
August 16, 2023	Alkalinity, Bicarbonate (as CaCO3)	292
August 16, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
August 16, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0

August 16, 2023	Ammonia, Total (as N)	54.3
August 16, 2023	BOD, 5-day	306
August 16, 2023	Chemical Oxygen Demand	492
August 16, 2023	Nitrogen, Total Kjeldahl	66.4
August 16, 2023	Phosphorus, Total (as P)	8.15
August 16, 2023	Phosphorus, Total Dissolved	6.12
August 16, 2023	Solids, Total Suspended	320
August 16, 2023	Solids, Volatile Suspended	278
August 16, 2023	pH	7.53
September 6, 2023	Nitrate (as N)	<0.010
September 6, 2023	Nitrite (as N)	<0.010
September 6, 2023	Phosphate (as P)	4.52
September 6, 2023	Ammonia, Un-Ionized (as N)	0.952
September 6, 2023	Nitrate+Nitrite (as N)	<0.0100
September 6, 2023	Nitrogen, Total	64.9
September 6, 2023	Nitrogen, Organic	15.8
September 6, 2023	Temperature, at pH	23.1
September 6, 2023	Alkalinity, Total (as CaCO3)	299
September 6, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
September 6, 2023	Alkalinity, Bicarbonate (as CaCO3)	299
September 6, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
September 6, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
September 6, 2023	Ammonia, Total (as N)	49.2
September 6, 2023	BOD, 5-day	227
September 6, 2023	Chemical Oxygen Demand	432
September 6, 2023	Nitrogen, Total Kjeldahl	64.9
September 6, 2023	Phosphorus, Total (as P)	7.94
September 6, 2023	Phosphorus, Total Dissolved	5.77
September 6, 2023	Solids, Total Suspended	282
September 6, 2023	Solids, Volatile Suspended	239
September 6, 2023	pH	7.6
October 4, 2023	Nitrate (as N)	<0.010
October 4, 2023	Nitrite (as N)	<0.010
October 4, 2023	Phosphate (as P)	3.88
October 4, 2023	Ammonia, Un-Ionized (as N)	0.808
October 4, 2023	Nitrate+Nitrite (as N)	<0.0100
October 4, 2023	Nitrogen, Total	58.3
October 4, 2023	Nitrogen, Organic	16
October 4, 2023	Temperature, at pH	21.6
October 4, 2023	Alkalinity, Total (as CaCO3)	269
October 4, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
October 4, 2023	Alkalinity, Bicarbonate (as CaCO3)	269
October 4, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
October 4, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
October 4, 2023	Ammonia, Total (as N)	42.4
October 4, 2023	BOD, 5-day	203
October 4, 2023	Chemical Oxygen Demand	385

October 4, 2023	Nitrogen, Total Kjeldahl	58.3
October 4, 2023	Phosphorus, Total (as P)	7.48
October 4, 2023	Phosphorus, Total Dissolved	4.36
October 4, 2023	Solids, Total Suspended	188
October 4, 2023	Solids, Volatile Suspended	146
October 4, 2023	pH	7.64
November 1, 2023	Nitrate (as N)	<0.010
November 1, 2023	Nitrite (as N)	<0.010
November 1, 2023	Phosphate (as P)	2.58
November 1, 2023	Ammonia, Un-Ionized (as N)	0.803
November 1, 2023	Nitrate+Nitrite (as N)	<0.0100
November 1, 2023	Nitrogen, Total	62.1
November 1, 2023	Nitrogen, Organic	17.5
November 1, 2023	Temperature, at pH	22.7
November 1, 2023	Alkalinity, Total (as CaCO3)	267
November 1, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
November 1, 2023	Alkalinity, Bicarbonate (as CaCO3)	267
November 1, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
November 1, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
November 1, 2023	Ammonia, Total (as N)	44.6
November 1, 2023	BOD, 5-day	239
November 1, 2023	Chemical Oxygen Demand	487
November 1, 2023	Nitrogen, Total Kjeldahl	62.1
November 1, 2023	Phosphorus, Total (as P)	7.42
November 1, 2023	Phosphorus, Total Dissolved	4.75
November 1, 2023	Solids, Total Suspended	413
November 1, 2023	Solids, Volatile Suspended	370
November 1, 2023	pH	7.58
December 6, 2023	Nitrate (as N)	0.031
December 6, 2023	Nitrite (as N)	<0.010
December 6, 2023	Phosphate (as P)	3.7
December 6, 2023	Ammonia, Un-Ionized (as N)	0.612
December 6, 2023	Nitrate+Nitrite (as N)	0.0307
December 6, 2023	Nitrogen, Total	54.6
December 6, 2023	Nitrogen, Organic	15.7
December 6, 2023	Temperature, at pH	22.8
December 6, 2023	Alkalinity, Total (as CaCO3)	225
December 6, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
December 6, 2023	Alkalinity, Bicarbonate (as CaCO3)	225
December 6, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
December 6, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
December 6, 2023	Ammonia, Total (as N)	38.8
December 6, 2023	BOD, 5-day	176
December 6, 2023	Chemical Oxygen Demand	403
December 6, 2023	Nitrogen, Total Kjeldahl	54.5
December 6, 2023	Phosphorus, Total (as P)	6.61
December 6, 2023	Phosphorus, Total Dissolved	3.95

December 6, 2023	Solids, Total Suspended	410
December 6, 2023	Solids, Volatile Suspended	255
December 6, 2023	pH	7.52

EFFLUENT LABORATORY ANALYTICS

Date	Test	WWRP Effluent
January 4, 2023	Nitrate (as N)	<0.010
January 4, 2023	Nitrite (as N)	0.016
January 4, 2023	Phosphate (as P)	0.994
January 4, 2023	Ammonia, Un-Ionized (as N)	0.246
January 4, 2023	Nitrate+Nitrite (as N)	0.0164
January 4, 2023	Nitrogen, Total	13.8
January 4, 2023	UV Transmittance @ 254nm	72.4
January 4, 2023	Temperature, at pH	21.9
January 4, 2023	Alkalinity, Total (as CaCO3)	147
January 4, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
January 4, 2023	Alkalinity, Bicarbonate (as CaCO3)	147
January 4, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
January 4, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
January 4, 2023	Ammonia, Total (as N)	13
January 4, 2023	BOD, 5-day	11.2
January 4, 2023	BOD, 5-day Carbonaceous	5.9
January 4, 2023	Chemical Oxygen Demand	30
January 4, 2023	Nitrogen, Total Kjeldahl	13.8
January 4, 2023	Phosphorus, Total (as P)	1.42
January 4, 2023	Phosphorus, Total Dissolved	1.35
January 4, 2023	Solids, Total Suspended	3.7
January 4, 2023	Solids, Total Volatile	100
January 4, 2023	Solids, Volatile Suspended	4
January 4, 2023	Turbidity	2.27
January 4, 2023	pH	7.63
January 4, 2023	Conductivity (EC)	495
January 4, 2023	Coliforms, Total	15
January 4, 2023	E. coli	1
January 18, 2023	Coliforms, Total	22
January 18, 2023	E. coli	1
February 1, 2023	Nitrate (as N)	0.02
February 1, 2023	Nitrite (as N)	<0.010
February 1, 2023	Phosphate (as P)	3.16
February 1, 2023	Ammonia, Un-Ionized (as N)	0.05
February 1, 2023	Nitrate+Nitrite (as N)	0.0203
February 1, 2023	Nitrogen, Total	5.67
February 1, 2023	UV Transmittance @ 254nm	74.5
February 1, 2023	Temperature, at pH	21.2
February 1, 2023	Alkalinity, Total (as CaCO3)	139
February 1, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
February 1, 2023	Alkalinity, Bicarbonate (as CaCO3)	139
February 1, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
February 1, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0

February 1, 2023	Ammonia, Total (as N)	4.25
February 1, 2023	BOD, 5-day	7.5
February 1, 2023	BOD, 5-day Carbonaceous	7.5
February 1, 2023	Chemical Oxygen Demand	32
February 1, 2023	Nitrogen, Total Kjeldahl	5.65
February 1, 2023	Phosphorus, Total (as P)	3.43
February 1, 2023	Phosphorus, Total Dissolved	3.35
February 1, 2023	Solids, Total Suspended	5.2
February 1, 2023	Solids, Volatile Suspended	<4.0
February 1, 2023	Turbidity	2.51
February 1, 2023	pH	7.44
February 1, 2023	Conductivity (EC)	452
February 1, 2023	Coliforms, Total	179
February 1, 2023	E. coli	1
February 15, 2023	Coliforms, Total	18
February 15, 2023	E. coli	<1
March 1, 2023	Nitrate (as N)	0.018
March 1, 2023	Nitrite (as N)	0.051
March 1, 2023	Phosphate (as P)	2.86
March 1, 2023	Ammonia, Un-Ionized (as N)	0.018
March 1, 2023	Nitrate+Nitrite (as N)	0.069
March 1, 2023	Nitrogen, Total	2.41
March 1, 2023	UV Transmittance @ 254nm	72.1
March 1, 2023	Temperature, at pH	21.8
March 1, 2023	Alkalinity, Total (as CaCO3)	137
March 1, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
March 1, 2023	Alkalinity, Bicarbonate (as CaCO3)	137
March 1, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
March 1, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
March 1, 2023	Ammonia, Total (as N)	1.07
March 1, 2023	BOD, 5-day Carbonaceous	<6.2
March 1, 2023	Chemical Oxygen Demand	39
March 1, 2023	Nitrogen, Total Kjeldahl	2.34
March 1, 2023	Phosphorus, Total (as P)	3.28
March 1, 2023	Phosphorus, Total Dissolved	3.03
March 1, 2023	Solids, Total Suspended	5.8
March 1, 2023	Solids, Volatile Suspended	5.2
March 1, 2023	Turbidity	3.03
March 1, 2023	pH	7.58
March 1, 2023	Conductivity (EC)	500
March 1, 2023	Coliforms, Total	72
March 1, 2023	E. coli	11
March 8, 2023	BOD, 5-day	5.9
March 8, 2023	BOD, 5-day Carbonaceous	<5.2
March 16, 2023	Coliforms, Total	18
March 16, 2023	E. coli	<1
April 5, 2023	Nitrate (as N)	0.028

April 5, 2023	Nitrite (as N)	0.054
April 5, 2023	Phosphate (as P)	3.43
April 5, 2023	Ammonia, Un-Ionized (as N)	0.012
April 5, 2023	Nitrate+Nitrite (as N)	0.0816
April 5, 2023	Nitrogen, Total	2.38
April 5, 2023	UV Transmittance @ 254nm	70
April 5, 2023	Temperature, at pH	22.6
April 5, 2023	Alkalinity, Total (as CaCO3)	150
April 5, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
April 5, 2023	Alkalinity, Bicarbonate (as CaCO3)	150
April 5, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
April 5, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
April 5, 2023	Ammonia, Total (as N)	0.495
April 5, 2023	BOD, 5-day	<7.6
April 5, 2023	BOD, 5-day Carbonaceous	6.6
April 5, 2023	Chemical Oxygen Demand	51
April 5, 2023	Nitrogen, Total Kjeldahl	2.29
April 5, 2023	Phosphorus, Total (as P)	3.84
April 5, 2023	Phosphorus, Total Dissolved	3.67
April 5, 2023	Solids, Total Suspended	6
April 5, 2023	Solids, Volatile Suspended	6
April 5, 2023	Turbidity	3.92
April 5, 2023	pH	7.71
April 5, 2023	Conductivity (EC)	564
April 5, 2023	Coliforms, Total	130
April 5, 2023	Coliforms, Fecal	2
April 5, 2023	E. coli	2
April 19, 2023	Coliforms, Total	50
April 19, 2023	E. coli	2
May 3, 2023	Nitrate (as N)	<0.010
May 3, 2023	Nitrite (as N)	0.02
May 3, 2023	Phosphate (as P)	2.6
May 3, 2023	Ammonia, Un-Ionized (as N)	0.107
May 3, 2023	Nitrate+Nitrite (as N)	0.0195
May 3, 2023	Nitrogen, Total	6.39
May 3, 2023	UV Transmittance @ 254nm	49.4
May 3, 2023	Temperature, at pH	20.6
May 3, 2023	Alkalinity, Total (as CaCO3)	202
May 3, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
May 3, 2023	Alkalinity, Bicarbonate (as CaCO3)	202
May 3, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
May 3, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
May 3, 2023	Ammonia, Total (as N)	6.32
May 3, 2023	BOD, 5-day	9.1
May 3, 2023	BOD, 5-day Carbonaceous	10.2
May 3, 2023	Chemical Oxygen Demand	86
May 3, 2023	Nitrogen, Total Kjeldahl	6.37

May 3, 2023	Phosphorus, Total (as P)	13.5
May 3, 2023	Phosphorus, Total Dissolved	12.6
May 3, 2023	Solids, Total Suspended	8.7
May 3, 2023	Solids, Volatile Suspended	8
May 3, 2023	Turbidity	4.95
May 3, 2023	pH	7.62
May 3, 2023	Conductivity (EC)	698
May 3, 2023	Coliforms, Total	517
May 3, 2023	Coliforms, Fecal	56
May 3, 2023	E. coli	56
May 11, 2023	Coliforms, Total	38
May 11, 2023	Coliforms, Fecal	1
May 11, 2023	E. coli	1
May 12, 2023	Coliforms, Total	69
May 12, 2023	Coliforms, Fecal	1
May 12, 2023	E. coli	1
May 15, 2023	Coliforms, Total	108
May 15, 2023	Coliforms, Fecal	1
May 15, 2023	E. coli	1
May 16, 2023	Coliforms, Total	172
May 16, 2023	Coliforms, Fecal	<1
May 16, 2023	E. coli	<1
May 17, 2023	Coliforms, Total	121
May 17, 2023	Coliforms, Fecal	2
May 17, 2023	E. coli	2
June 7, 2023	Nitrate (as N)	0.017
June 7, 2023	Nitrite (as N)	0.023
June 7, 2023	Phosphate (as P)	3.27
June 7, 2023	Ammonia, Un-Ionized (as N)	0.035
June 7, 2023	Nitrate+Nitrite (as N)	0.0402
June 7, 2023	Nitrogen, Total	2.65
June 7, 2023	UV Transmittance @ 254nm	72.9
June 7, 2023	Temperature, at pH	21.6
June 7, 2023	Alkalinity, Total (as CaCO3)	146
June 7, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
June 7, 2023	Alkalinity, Bicarbonate (as CaCO3)	146
June 7, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
June 7, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
June 7, 2023	Ammonia, Total (as N)	1.52
June 7, 2023	BOD, 5-day	<5.2
June 7, 2023	BOD, 5-day Carbonaceous	<5.6
June 7, 2023	Chemical Oxygen Demand	<20
June 7, 2023	Nitrogen, Total Kjeldahl	2.61
June 7, 2023	Phosphorus, Total Dissolved	4.11
June 7, 2023	Solids, Total Suspended	<3.3
June 7, 2023	Solids, Volatile Suspended	3.7
June 7, 2023	Turbidity	0.83

June 7, 2023	pH	7.72
June 7, 2023	Conductivity (EC)	524
June 7, 2023	Coliforms, Total	60
June 7, 2023	Coliforms, Fecal	1
June 7, 2023	E. coli	1
June 21, 2023	Coliforms, Total	276
June 21, 2023	Coliforms, Fecal	<1
June 21, 2023	E. coli	<1
July 5, 2023	Nitrate (as N)	<0.010
July 5, 2023	Nitrite (as N)	0.011
July 5, 2023	Phosphate (as P)	4.48
July 5, 2023	Ammonia, Un-Ionized (as N)	0.008
July 5, 2023	Nitrate+Nitrite (as N)	0.0111
July 5, 2023	Nitrogen, Total	1.33
July 5, 2023	UV Transmittance @ 254nm	69.5
July 5, 2023	Temperature, at pH	22.8
July 5, 2023	Alkalinity, Total (as CaCO3)	122
July 5, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
July 5, 2023	Alkalinity, Bicarbonate (as CaCO3)	122
July 5, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
July 5, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
July 5, 2023	Ammonia, Total (as N)	0.337
July 5, 2023	BOD, 5-day	<6.6
July 5, 2023	BOD, 5-day Carbonaceous	<5.9
July 5, 2023	Chemical Oxygen Demand	22
July 5, 2023	Nitrogen, Total Kjeldahl	1.32
July 5, 2023	Phosphorus, Total (as P)	4.84
July 5, 2023	Phosphorus, Total Dissolved	4.68
July 5, 2023	Solids, Total Suspended	3.7
July 5, 2023	Solids, Volatile Suspended	<3.3
July 5, 2023	Turbidity	1.45
July 5, 2023	pH	7.69
July 5, 2023	Conductivity (EC)	435
July 5, 2023	Coliforms, Total	411
July 5, 2023	Coliforms, Fecal	1
July 5, 2023	E. coli	1
July 26, 2023	Nitrate (as N)	8.31
July 26, 2023	Nitrite (as N)	0.036
July 26, 2023	Phosphate (as P)	4.18
July 26, 2023	Ammonia, Un-Ionized (as N)	0.005
July 26, 2023	Nitrate+Nitrite (as N)	8.35
July 26, 2023	Nitrogen, Total	9.84
July 26, 2023	UV Transmittance @ 254nm	69.5
July 26, 2023	Temperature, at pH	22.4
July 26, 2023	Alkalinity, Total (as CaCO3)	77.9
July 26, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
July 26, 2023	Alkalinity, Bicarbonate (as CaCO3)	77.9

July 26, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
July 26, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
July 26, 2023	Ammonia, Total (as N)	0.312
July 26, 2023	BOD, 5-day	<5.6
July 26, 2023	BOD, 5-day Carbonaceous	<6.3
July 26, 2023	Chemical Oxygen Demand	<20
July 26, 2023	Nitrogen, Total Kjeldahl	1.48
July 26, 2023	Phosphorus, Total (as P)	4.86
July 26, 2023	Phosphorus, Total Dissolved	4.79
July 26, 2023	Solids, Total Suspended	2.7
July 26, 2023	Solids, Volatile Suspended	2.7
July 26, 2023	Turbidity	0.73
July 26, 2023	pH	7.52
July 26, 2023	Conductivity (EC)	430
July 26, 2023	Coliforms, Total	3090
July 26, 2023	Coliforms, Fecal	335
July 26, 2023	E. coli	335
August 4, 2023	Ammonia, Un-Ionized (as N)	0.01
August 4, 2023	Nitrate+Nitrite (as N)	8.07
August 4, 2023	Nitrogen, Total	9.91
August 4, 2023	UV Transmittance @ 254nm	71.3
August 4, 2023	Temperature, at pH	22.6
August 4, 2023	Alkalinity, Total (as CaCO3)	76.6
August 4, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
August 4, 2023	Alkalinity, Bicarbonate (as CaCO3)	76.6
August 4, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
August 4, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
August 4, 2023	Ammonia, Total (as N)	0.583
August 4, 2023	BOD, 5-day	<6.0
August 4, 2023	BOD, 5-day Carbonaceous	<6.7
August 4, 2023	Chemical Oxygen Demand	21
August 4, 2023	Nitrogen, Total Kjeldahl	1.84
August 4, 2023	Phosphorus, Total (as P)	6.03
August 4, 2023	Phosphorus, Total Dissolved	5.89
August 4, 2023	Solids, Total Suspended	<4.0
August 4, 2023	Solids, Volatile Suspended	<4.0
August 4, 2023	Turbidity	0.94
August 4, 2023	pH	7.58
August 4, 2023	Conductivity (EC)	417
August 4, 2023	Coliforms, Total	1300
August 4, 2023	Coliforms, Fecal	<1
August 4, 2023	E. coli	<1
August 8, 2023	Coliforms, Total	17900
August 8, 2023	Coliforms, Fecal	18
August 8, 2023	E. coli	18
August 16, 2023	Nitrate (as N)	6.24
August 16, 2023	Nitrite (as N)	0.156

August 16, 2023	Phosphate (as P)	5.89
August 16, 2023	Ammonia, Un-Ionized (as N)	0.019
August 16, 2023	Nitrate+Nitrite (as N)	6.39
August 16, 2023	Nitrogen, Total	8.6
August 16, 2023	Nitrogen, Organic	1.12
August 16, 2023	UV Transmittance @ 254nm	71.1
August 16, 2023	Temperature, at pH	21.4
August 16, 2023	Alkalinity, Total (as CaCO3)	90.7
August 16, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
August 16, 2023	Alkalinity, Bicarbonate (as CaCO3)	90.7
August 16, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
August 16, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
August 16, 2023	Ammonia, Total (as N)	1.09
August 16, 2023	BOD, 5-day	<6.0
August 16, 2023	BOD, 5-day Carbonaceous	<5.9
August 16, 2023	Chemical Oxygen Demand	<20
August 16, 2023	Nitrogen, Total Kjeldahl	2.21
August 16, 2023	Phosphorus, Total (as P)	6.69
August 16, 2023	Phosphorus, Total Dissolved	6.7
August 16, 2023	Solids, Total Suspended	<5.0
August 16, 2023	Solids, Volatile Suspended	<5.0
August 16, 2023	Turbidity	0.49
August 16, 2023	pH	7.61
August 16, 2023	Coliforms, Total	1830
August 16, 2023	Coliforms, Fecal	<1
August 16, 2023	E. coli	<1
September 6, 2023	Nitrate (as N)	9.2
September 6, 2023	Nitrite (as N)	0.261
September 6, 2023	Phosphate (as P)	5.36
September 6, 2023	Ammonia, Un-Ionized (as N)	0.009
September 6, 2023	Nitrate+Nitrite (as N)	9.46
September 6, 2023	Nitrogen, Total	10.9
September 6, 2023	Nitrogen, Organic	1.04
September 6, 2023	UV Transmittance @ 254nm	66.9
September 6, 2023	Temperature, at pH	22.9
September 6, 2023	Alkalinity, Total (as CaCO3)	76.8
September 6, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
September 6, 2023	Alkalinity, Bicarbonate (as CaCO3)	76.8
September 6, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
September 6, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
September 6, 2023	Ammonia, Total (as N)	0.368
September 6, 2023	BOD, 5-day	<5.5
September 6, 2023	BOD, 5-day Carbonaceous	<5.7
September 6, 2023	Chemical Oxygen Demand	23
September 6, 2023	Nitrogen, Total Kjeldahl	1.4
September 6, 2023	Phosphorus, Total (as P)	5.87
September 6, 2023	Phosphorus, Total Dissolved	5.67

September 6, 2023	Solids, Total Suspended	<2.0
September 6, 2023	Solids, Volatile Suspended	<2.0
September 6, 2023	Turbidity	1.22
September 6, 2023	pH	7.69
September 6, 2023	Coliforms, Total	3230
September 6, 2023	Coliforms, Fecal	2
September 6, 2023	E. coli	<1
September 20, 2023	Coliforms, Total	1120
September 20, 2023	E. coli	<1
October 4, 2023	Nitrate (as N)	0.179
October 4, 2023	Nitrite (as N)	0.017
October 4, 2023	Phosphate (as P)	4.26
October 4, 2023	Ammonia, Un-Ionized (as N)	0.007
October 4, 2023	Nitrate+Nitrite (as N)	0.195
October 4, 2023	Nitrogen, Total	1.73
October 4, 2023	Nitrogen, Organic	1.16
October 4, 2023	UV Transmittance @ 254nm	72.7
October 4, 2023	Temperature, at pH	22
October 4, 2023	Alkalinity, Total (as CaCO3)	130
October 4, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
October 4, 2023	Alkalinity, Bicarbonate (as CaCO3)	130
October 4, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
October 4, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
October 4, 2023	Ammonia, Total (as N)	0.383
October 4, 2023	BOD, 5-day	<6.4
October 4, 2023	BOD, 5-day Carbonaceous	<5.2
October 4, 2023	Chemical Oxygen Demand	<20
October 4, 2023	Nitrogen, Total Kjeldahl	1.54
October 4, 2023	Phosphorus, Total (as P)	4.46
October 4, 2023	Phosphorus, Total Dissolved	4.37
October 4, 2023	Solids, Total Suspended	<2.0
October 4, 2023	Solids, Volatile Suspended	<2.0
October 4, 2023	Turbidity	1.67
October 4, 2023	pH	7.58
October 4, 2023	Conductivity (EC)	392
October 4, 2023	Coliforms, Total	291
October 4, 2023	Coliforms, Fecal	1
October 4, 2023	E. coli	1
October 18, 2023	Coliforms, Total	134
October 18, 2023	E. coli	<1
November 1, 2023	Nitrate (as N)	0.197
November 1, 2023	Nitrite (as N)	0.047
November 1, 2023	Phosphate (as P)	2.71
November 1, 2023	Ammonia, Un-Ionized (as N)	0.016
November 1, 2023	Nitrate+Nitrite (as N)	0.244
November 1, 2023	Nitrogen, Total	1.91
November 1, 2023	Nitrogen, Organic	0.88

November 1, 2023	UV Transmittance @ 254nm	75.6
November 1, 2023	Temperature, at pH	22.4
November 1, 2023	Alkalinity, Total (as CaCO3)	104
November 1, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
November 1, 2023	Alkalinity, Bicarbonate (as CaCO3)	104
November 1, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
November 1, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
November 1, 2023	Ammonia, Total (as N)	0.787
November 1, 2023	BOD, 5-day	<6.0
November 1, 2023	BOD, 5-day Carbonaceous	<7.8
November 1, 2023	Chemical Oxygen Demand	37
November 1, 2023	Nitrogen, Total Kjeldahl	1.67
November 1, 2023	Phosphorus, Total (as P)	3.34
November 1, 2023	Phosphorus, Total Dissolved	3.37
November 1, 2023	Solids, Total Suspended	<2.0
November 1, 2023	Solids, Volatile Suspended	3
November 1, 2023	Turbidity	0.69
November 1, 2023	pH	7.65
November 1, 2023	Conductivity (EC)	380
November 1, 2023	Coliforms, Total	145
November 1, 2023	Coliforms, Fecal	<1
November 1, 2023	E. coli	<1
November 15, 2023	Coliforms, Total	41
November 15, 2023	E. coli	3
December 6, 2023	Nitrate (as N)	0.147
December 6, 2023	Nitrite (as N)	0.044
December 6, 2023	Ammonia, Un-Ionized (as N)	0.004
December 6, 2023	Nitrate+Nitrite (as N)	0.191
December 6, 2023	Nitrogen, Total	1.65
December 6, 2023	UV Transmittance @ 254nm	75.9
December 6, 2023	Temperature, at pH	23.2
December 6, 2023	Alkalinity, Total (as CaCO3)	88.7
December 6, 2023	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
December 6, 2023	Alkalinity, Bicarbonate (as CaCO3)	88.7
December 6, 2023	Alkalinity, Carbonate (as CaCO3)	<1.0
December 6, 2023	Alkalinity, Hydroxide (as CaCO3)	<1.0
December 6, 2023	Ammonia, Total (as N)	0.249
December 6, 2023	BOD, 5-day Carbonaceous	<5.7
December 6, 2023	Nitrogen, Total Kjeldahl	1.46
December 6, 2023	Phosphorus, Total (as P)	4.27
December 6, 2023	Phosphorus, Total Dissolved	4.09
December 6, 2023	Solids, Total Suspended	2
December 6, 2023	Solids, Volatile Suspended	<2
December 6, 2023	Turbidity	0.99
December 6, 2023	pH	7.48
December 6, 2023	Conductivity (EC)	369
December 6, 2023	Coliforms, Total	31

December 6, 2023	E. coli	<1
December 20, 2023	Coliforms, Total	86
December 20, 2023	E. coli	<1

RECEIVING ENVIRONMENT LABORATORY ANALYTICS

Date	Test	Upstream	Downstream
January 18, 2023	Nitrate (as N)	0.174	0.098
January 18, 2023	Nitrite (as N)	<0.010	<0.010
January 18, 2023	Phosphate (as P)	<0.0050	<0.0050
January 18, 2023	Nitrate+Nitrite (as N)	0.174	0.098
January 18, 2023	Nitrogen, Total	0.348	0.201
January 18, 2023	Ammonia, Total (as N)	<0.050	0.076
January 18, 2023	Nitrogen, Total Kjeldahl	0.174	0.103
January 18, 2023	Phosphorus, Total (as P)	0.0069	0.0096
January 18, 2023	Coliforms, Total	206	387
January 18, 2023	E. coli	2	46
April 19, 2023	Nitrate (as N)	0.043	0.039
April 19, 2023	Nitrite (as N)	<0.010	<0.010
April 19, 2023	Phosphate (as P)	<0.0050	<0.0050
April 19, 2023	Nitrate+Nitrite (as N)	0.043	0.0393
April 19, 2023	Nitrogen, Total	0.277	0.205
April 19, 2023	Ammonia, Total (as N)	<0.050	<0.050
April 19, 2023	Nitrogen, Total Kjeldahl	0.234	0.166
April 19, 2023	Phosphorus, Total (as P)	0.0265	0.0221
April 19, 2023	Coliforms, Total	236	276
April 19, 2023	E. coli	12	5
October 11, 2023	Nitrate (as N)	0.229	0.013
October 11, 2023	Nitrite (as N)	<0.010	<0.010
October 11, 2023	Phosphate (as P)	<0.0050	<0.0050
October 11, 2023	Nitrate+Nitrite (as N)	0.229	0.013
October 11, 2023	Nitrogen, Total	0.585	0.213
October 11, 2023	Ammonia, Total (as N)	0.185	0.056
October 11, 2023	Nitrogen, Total Kjeldahl	0.356	0.2
October 11, 2023	Phosphorus, Total (as P)	0.0239	0.0116
October 11, 2023	Coliforms, Total	> 2420	> 2420
October 11, 2023	E. coli	10	20

RDNO Building Permits Issued Comparison for Year/Month - Summary

Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2024 Month: 05

Folder Type	2024 / 05		2023 / 05		2024 to 05		2023 to 05	
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created
ACCESSORY BUILDING	1	0	2,500	0	0	2,500	0	0
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0
DEMOLITION	0	0	0	0	0	0	0	0
END - ACCESSORY BUILDING	0	0	0	0	0	0	0	0
END - COMMERCIAL BUILDING	0	0	0	0	1	25,000	1	0
END - DEMOLITION	2	0	1,500	0	2	1,500	0	0
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
END - MANUFACTURED HOME	1	1	5,000	0	1	5,000	0	0
END - MODULAR HOME	0	0	0	0	0	0	0	0
END - MULTI FAMILY DWELLING	1	2	600,000	0	2	1,300,000	0	0
END - PLUMBING	0	0	0	1	0	40,000	1	0
END - RETAINING WALL	0	0	0	0	0	0	0	0
END - SFD W/SUITE	0	0	0	1	2	300,000	3	2
END - SIGN	0	0	0	1	0	0	2	0
END - SINGLE FAMILY DWELLING	2	2	840,000	0	2	840,000	6	3
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0
INSTITUTIONAL	0	0	0	0	0	0	0	0
MANUFACTURED HOME	0	0	0	0	0	0	0	0
MODULAR HOME	0	0	0	0	0	0	0	0
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0
OLD PIMS PERMITS	0	0	0	0	0	0	0	0
PLUMBING	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0
RETAINING WALL	0	0	0	0	0	0	0	0
SIGN	0	0	0	0	0	0	0	0
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0
Report Totals	7	5	1,449,000	3	2	340,000	12	11
						2,721,000	15	5
								1,902,659