

## REGULAR MEETING OF COUNCIL AGENDA

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**DATE:** May 5, 2025  
**TIME:** 4:30 p.m.  
**LOCATION:** Council Chambers, Enderby City Hall

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*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: 851 7976 0765  
Passcode: 115960*

*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/](http://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 May 5, 2025 Council Meeting agenda be approved as circulated.*

**3. ADOPTION OF MINUTES**

**3.1 Meeting Minutes of April 22, 2025**

*THAT the April 22, 2025 Council Meeting minutes be adopted as circulated.*

Page 4

**4. DELEGATIONS**

**4.1 Update to Official Community Plan, Zoning Bylaw, and Subdivision Servicing Bylaw**

*Project Introduction by Dan Penner, Community and Strategic Planner, Urban Systems*

**4.2 Enderby and District Curling Club**

*Presentation by Steve Campbell, Ice Tech, Enderby and District Curling Club*

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**5. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS**

**6. BYLAWS**

6.1	<u>2025 Budget Bylaws</u> <i>THAT Council adopts the bylaws cited as “City of Enderby 2025 – 2029 Financial Plan Bylaw No. 1809, 2025”, “City of Enderby Annual Tax Rate Bylaw No. 1810, 2025”, “City of Enderby Sewer Frontage Tax Bylaw No. 1811, 2025”, “City of Enderby Water Frontage Tax Bylaw No. 1812, 2025” and “City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1813, 2025”.</i>	Page 15
6.2	<u>Inter-Community Business License Bylaw - Amendment</u>	Page 35
6.2.1	<u>Public Input</u>	
6.2.2	<u>Adoption</u> <i>THAT Council adopts the bylaw cited as “The Corporation of the City of Enderby Inter-Community License Bylaw No. 1430, 2008 Amendment Bylaw No. 1814, 2025”.</i>	
6.3	<u>Loan Authorization Bylaw – Outdoor Pool</u> <i>THAT Council adopts the bylaw cited as “Barnes Park Outdoor Pool Loan Authorization Bylaw No. 1815, 2025”.</i>	Page 37
6.4	<u>Water and Sprinkling Regulation Bylaw No. 1468, 2010 Amendment Bylaw No. 1817, 2025</u> <i>THAT Council gives first, second, and third readings to the bylaw cited as “City of Enderby Water and Sprinkling Regulation Bylaw No. 1468, 2010 Amendment Bylaw No. 1817, 2025”.</i>	Page 40
6.5	<u>Preauthorized Payment Plans</u> Memo prepared by Chief Financial Officer dated April 29, 2025 <i>THAT Council receives the Preauthorized Payment Plans memorandum dated April 29, 2025 for information;</i>  <i>AND THAT Council gives first, second, and third readings of the bylaw cited as “City of Enderby Property Tax Prepayment Plan Bylaw No. 1400, 2007 Repeal Bylaw No. 1816, 2025”.</i>	Page 41
7.	<b>REPORTS</b>	
7.1	<u>Mayor and Council Reports</u>	
7.2	<u>Area F Director Report</u>	
7.3	<u>Chief Administrative Officer Report</u>	
7.3.1	<u>Council Inquiries</u>	
7.4	<u>2024 Statement of Financial Information</u> Memo prepared by Chief Financial Officer dated April 29, 2025 <i>THAT Council approves the 2024 Statement of Financial Information.</i>	Page 46
7.5	<u>Drinking Water Annual Report 2024</u> Memo prepared by Chief Administrative Officer dated April 22, 2025 <i>THAT Council receives and files the City of Enderby Drinking Water Annual Report 2024.</i>	Page 86
7.6	<u>Wastewater System Annual Report 2024</u>	Page 100

Memo prepared by Chief Administrative Officer dated April 22, 2025  
*THAT Council receives and files the City of Enderby Wastewater System Annual Report 2024.*

**8. NEW BUSINESS**

- 8.1 Consent for North Okanagan Fire Dispatch Establishment Amendment Bylaw No. 3040, 2025 Page 126

Memo prepared by Chief Administrative Officer dated April 24, 2025  
*THAT Council provides consent for the adoption of North Okanagan Fire Dispatch Establishment Amendment Bylaw No. 3040, 2025.*

- 8.2 Disclosure of Contracts - Council Page 130

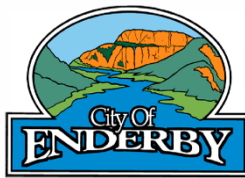
Memo prepared by Chief Financial Officer dated April 28, 2025  
*THAT Council receives the Disclosure of Contracts – Council memorandum dated April 28, 2025 for information.*

- 8.3 Ratification of Grant to Spltasin MMIWG2S Event Page 131

Memo prepared by Chief Administrative Officer dated May 1, 2025  
*THAT Council ratifies its decision to provide a grant of \$500 to the Spltasin Missing and Murdered Indigenous Women, Girls, and 2-Spirit Event of May 1, 2025, to be funded from the grants budget line item.*

**9. PUBLIC QUESTION PERIOD**

**10. ADJOURNMENT**



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, April 22, 2025 at 4:30 p.m. in Council Chambers.

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Present: Acting Mayor Tundra Baird  
Councillor Roxanne Davyduke  
Councillor David Ramey  
Councillor Brian Schreiner  
Councillor Shawn Shishido

Absent: Mayor Huck Galbraith  
Councillor Sarah Yerhoff

Staff: Chief Administrative Officer – Tate Bengtson  
Chief Financial Officer – Jennifer Bellamy  
Manager of Planning, Community Safety and Bylaw Compliance – Kurt Inglis  
Manager of Strategic Priorities and Community Services – Kelsey Campbell  
Clerk-Secretary – Andraya Holmes

Other: Press and Public

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### **LAND ACKNOWLEDGEMENT**

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

### **APPROVAL OF AGENDA**

Moved by Councillor Ramey, seconded by Councillor Schreiner  
*“THAT the April 22, 2025 Council Meeting agenda be approved as circulated.”*

CARRIED

### **ADOPTION OF MINUTES**

Meeting Minutes of April 7, 2025

Moved by Councillor Shishido, seconded by Councillor Davyduke  
*“THAT the April 7, 2025 Council Meeting minutes be adopted as circulated.”*

CARRIED

### **DELEGATIONS**

Audit Final Report for the Year Ended December 31, 2024

Presentation by Angie Spencer, BDO



Ms. Spencer gave an overview of the audit process and the financial statements and explained that there were no areas of concern to report.

Ms. Spencer reported that the audit for the year ended December 31, 2024 is complete pending the approval by Council of the audited financial statements.

#### Acceptance of Audited Financial Statements

Moved by Councillor Shishido, seconded by Councillor Ramey  
*“THAT Council receives the 2024 Audited Financial Statements as presented;*

*AND THAT Council approves the 2024 Audited Financial Statements.”*

CARRIED

#### **PUBLIC HEARINGS**

##### Public Input on 2025 Budget

There were no submissions from the public.

#### **BYLAWS**

##### 2025 Budget Bylaws

Moved by Councillor Schreiner, seconded by Councillor Shishido  
*“THAT Council gives first reading to the bylaws cited as “City of Enderby 2025 – 2029 Financial Plan Bylaw No. 1809, 2025”, “City of Enderby Annual Tax Rate Bylaw No. 1810, 2025”, “City of Enderby Sewer Frontage Tax Bylaw No. 1811, 2025”, “City of Enderby Water Frontage Tax Bylaw No. 1812, 2025” and “City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1813, 2025”;*

*AND THAT Council considers the public input received, respecting the 2025-2029 Financial Plan;*

*AND FURTHER THAT Council gives second and third readings to the bylaws cited as “City of Enderby 2025 – 2029 Financial Plan Bylaw No. 1809, 2025”, “City of Enderby Annual Tax Rate Bylaw No. 1810, 2025”, “City of Enderby Sewer Frontage Tax Bylaw No. 1811, 2025”, “City of Enderby Water Frontage Tax Bylaw No. 1812, 2025” and “City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1813, 2025”.”*

CARRIED

##### Inter-Community Business License Bylaw – Amendment

Moved by Councillor Shishido, seconded by Councillor Ramey  
*“THAT Council gives first, second, and third readings to the bylaw cited as “The Corporation of the City of Enderby Inter-Community License Bylaw No. 1430, 2008 Amendment Bylaw No. 1814, 2025”;*

*AND THAT Council gives notice of its intention to adopt “The Corporation of the City of Enderby Inter-Community License Bylaw No. 1430, 2008 Amendment Bylaw No. 1814, 2025” by posting notice at the public notice board at City Hall and provides an opportunity for persons who consider themselves affected by the proposed bylaw to make representations to Council at its Regular Meeting of May 5, 2025.”*

CARRIED

#### Loan Authorization Bylaw – Outdoor Pool

Councillor Shishido identified a typographical error in the proposed bylaw.

Moved by Councillor Shishido, seconded by Councillor Ramey  
*“THAT Council amends the bylaw cited as “Barnes Park Outdoor Pool Loan Authorization Bylaw No. 1815, 2025” by replacing each reference to “One Million Eight Hundred Dollars” with “One Million Eight Hundred Thousand Dollars”;*

*AND THAT Council gives first, second, and third readings of the bylaw cited as “Barnes Park Outdoor Pool Loan Authorization Bylaw No. 1815, 2025” as amended.”*

CARRIED

### **REPORTS**

#### Mayor and Council Reports

##### Councillor Davyduke

Attended the Enderby Easter celebration and reported that it was a well attended event. Noted that there were many attendees from other communities.

The Community Futures Enterprize Challenge is down to five finalists, one being North Okanagan Consulting, which is based in Enderby. The final pitches will take place on May 8<sup>th</sup> at the Vernon Performing Arts Centre.

Has received good feedback about street sweeping.

##### Councillor Shishido

Attended an Enderby & District Museum Society meeting and reported that they are planning a volunteer drive.

Has received great feedback from user groups regarding the new Grindrod Ball diamond.

##### Councillor Schreiner

Will be attending SILGA.

##### Councillor Ramey

Attended an Enderby & District Arts Council meeting and reported that the rental space in the back of the arts centre was well used in March. There is currently a display of youth art in the

exhibition hall. Reported that the Arts Council is looking for board members and volunteers and will be selling hot dogs at the farmers market again this year as a fundraiser.

Councillor Baird

Attended a Chamber of Commerce monthly meeting.

Attended the Easter event.

Has received good feedback about the new Grindrod Ball diamond.

Asked if there is an implementation timeline for the recommendations made by the Public Art Select Committee.

Chief Administrative Officer responded that he is working with Public Works to put together an implementation plan and timeline.

Chief Administrative Officer

Construction of the lower reservoir has begun. The contractor has finished placing the drain rock. Next steps will be preparing for the valve chamber, underslab piping, and footings.

Public messaging is now out for the Stage 2 water restrictions, which go into effect on May 1<sup>st</sup>.

The digital billboard at the highway is not functional. Staff are waiting for the arrival of a replacement part from the sign supplier, which will hopefully fix the issue.

The request for qualifications for a consultant to assist with the Official Community Plan, Zoning Bylaw, and Subdivision Servicing bylaw updates has closed. Staff are meeting with the preferred consultant next week for a scoping meeting.

The Planner will be delivering a planning workshop prior to the start of Council's regular meeting of May 5<sup>th</sup>, beginning at 3:30pm.

The new pool construction fencing went up late last week and the construction trailer arrived this afternoon. A revised construction schedule is expected tomorrow, at which point coordinating will begin for a groundbreaking ceremony. The construction manager may end up removing the white graffiti-covered gazebo that is flush with skateboard park to give them a larger working area. The southern portion of the skate park may also need to be fenced off to add to the work area. The shop drawing approval process is expected to ramp up significantly over the next few weeks, which will involve engagement with the Parks department and Recreation Services.

The district heating line ground disturbance restoration in Barnes Park is nearly complete. The contractor cut in a small swale to deal with some drainage from an adjacent retaining wall. This is a temporary solution, as the whole area may change when the old pool is decommissioned.

The tender for Granville Avenue will be issued this week. The detailed design is being finalized and some of the logistical challenges are being addressed up front so that these items can be worked into the pre-tender site meeting.

Street sweeping went well on Friday. Line painting is expected to start later this week, which typically occurs in the evenings and early mornings when traffic is minimal.

Spring pruning collection is set for April 27<sup>th</sup>. Thanked the Fire Department for their work on this item.

Thanked everyone who helped with Easter. It was a great day for the community and Staff have received a lot of positive feedback about the new location for the event. While it was moved here temporarily due to the pool construction, staff will be evaluating for moving it to Riverside Park permanently, given how well it worked.

**RDNO Building Permit Report – March 2025**

Moved by Councillor Shishido, seconded by Councillor Schreiner  
*“THAT Council receives and files the RDNO Building Permit Report – March 2025.”*

CARRIED

**PUBLIC QUESTION PERIOD**

There were no questions from the public.

**CLOSED MEETING RESOLUTION**

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

CARRIED

**ADJOURNMENT**

Moved by Councillor Shishido, seconded by Councillor Schreiner  
*“THAT the regular meeting of April 22, 2025 adjourn at 5:47 p.m.”*

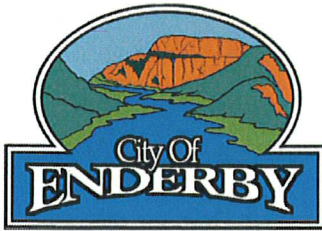
CARRIED

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**ACTING MAYOR**

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**CORPORATE OFFICER**



# REQUEST TO APPEAR AS A DELEGATION

On 5 May 2025  
Day Month Year

Date of Request April 30/25.

Name of Person Making Request Steve Campbell

Name and Title of Presenter(s) Steve Campbell, Ice Tech  
@ Curling Club

Contact Information Steve Campbell 250-550-4321

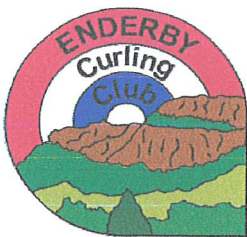
Details of Presentation The Enderby Curling Club is  
in need of a new dehumidifier. The Club  
is hoping to get some grant money from the  
City to help cover the Cost. (Letter Attached)

Desired Action from Council (check all that apply)

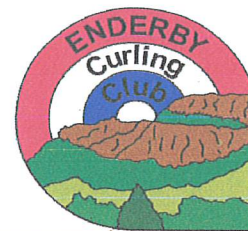
- ☐ Information Only
- ☐ Proclamation
- ☒ Funding Request
- ☐ Policy or Resolution

Please describe desired action in detail See Attached letter  
and Quotes.

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.



## ENDERBY and DISTRICT CURLING CENTRE



City of Enderby  
619 Cliff Ave  
Enderby, BC  
V0E 1V1

April 30, 2025

Attention: Tate Bengston and City Council

### Re: Request for Funding – Purchase of a Dehumidifier

The Curling Club is in need of a new Dehumidifier. The existing machine is running, but just barely. It runs pretty much 24/7, just to maintain the humidity near the desired range. An efficient machine, in our climate, should only run part time, and it should run quieter. The current machine is a hand me down from the Ice Arena when they purchased new dehumidifiers a few years ago.

We would like to schedule the replacement for mid September 2025, after the Lions club are done with their garage sale, and prior to the start of the new curling season.

We obtained quotes to replace the machine from three different companies as follows:

Sunset West Mechanical Ltd.	\$58,978
Yeti Refrigeration Inc.	\$43,405
Modern Energy Management	\$39,375


All three companies could not guarantee the cost because of the extended time frame before installation. With that in mind, and with the financial turmoil we are currently living through, we should just consider these rough estimates, with the actual number likely to be higher than estimated.

The Club would like to request that the City of Enderby contribute to the cost of the machine replacement with funds from the John Pritchard donation towards improvements to the building. The club will also seek funding from other sources including but not limited to the Enderby Lions Club, and Valley First Credit Union.

The club does not have the funds required, so we are seeking assistance from the City (or RDNO) to cover at least 1/2 the total cost (presumably in the \$40,000 to \$45,000 range). Once we have a commitment for funding, we will move forward with an updated quote that we can commit to.

Thanks you for your consideration. We look forward to a positive response in support of this community's sporting activities.

Sincerely,



Paul Darbyshire, EDCC President

1605 Kate Street, Enderby, BC V0E 1V3 - Phone: 250-838-6702  
email: [ecc@enderbycurlingclub.ca](mailto:ecc@enderbycurlingclub.ca)



**Sunset West Mechanical Ltd.**  
**Refrigeration, Heating, Plumbing & Air Conditioning**

849 Fairweather Place ~ Vernon, B.C.  
Phone 250-558-3800 ~ Fax 250-558-3871  
sunsetwestmechanical@shaw.ca  
Specializing in Service

**QUOTATION**

February 10, 2025

Enderby and District Curling Club  
1605 Kate St  
Enderby BC

Attn: Steve  
Re: Dehumidifier replacement

As per your request, please see our pricing below to supply and install a new dehumidifier. This work will include:

- Thermoplus Dehumidifier
- Steel support extensions for existing platform
- Welding modifications of existing platform
- Drain line modifications
- Minor electrical modifications
- Removal and disposal of existing unit
- Lifting equipment
- Labour

**\$58,978.00** *Fifty Eight Thousand Nine hundred and Seventy Eight Dollars / 00*

**Terms & Conditions:**

- This quotation is valid for 30 days after which we reserve the right to review costs and issue an amended quotation
- Based on regular working hours
- **2.2% surcharge on all credit card payments**
- **All prices subject to the GST**

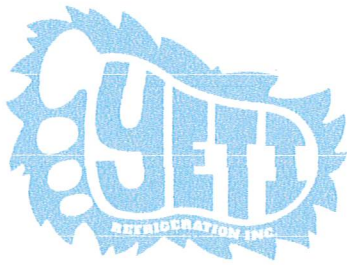
Should this quote meet with your approval, please sign and date below and return to our office either by email to sunsetwestmechanical@shaw.ca or by fax 250-558-3871

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Sincerely,

Jon Calder



**From** Yeti Refrigeration Inc.  
397 1 Avenue  
Prince George BC V2L 2Y1  
(250) 562-1160  
GST# 730128493RT0001

**Quote No.** 0001973

Type Retrofit  
Prepared By Geoff Munts  
Created On 01/29/2025  
Valid Until 03/01/2025

**Quote For** City of Enderby  
Enderby & District Curling  
Club  
1605 Kate Street  
Enderby BC V0E 1V2  
(250) 838-6702

## Description of Work

Supply and install a new Thermoplus IRD-075F dehumidifier  
Pricing includes the following:

- Pump down and removal of the R22 refrigerant from the old Blanchard Ness unit
- Removal and disposal of the existing unit
- Installation of the new unit
- Electrical to be reconnected using the existing disconnect if in serviceable condition
- Commissioning of the new Thermoplus unit

Pricing excludes the following:

- Any electrical components that need to be changed upon inspection

## Services to be completed

[Ice Rink Dehumidifiers] Location - Building

Removal and disposal of the old dehumidifier unit  
Installation of the new unit

<b>SUBTOTAL</b>	<b>\$41,337.88</b>
<b>TAX GST @ 5%</b>	<b>\$2,066.89</b>
<b>GRAND TOTAL</b>	<b>\$43,404.77</b>

## Terms and Conditions

Pricing firm for 30 days DOES NOT INCLUDE APPLICABLE TAX(S)

Freight not included to site

Travel, and LOA included

All labour and materials included to complete scope of work as per specifications

Additional parts and labour required not covered in scope/specifications are not included

Line voltage electrical by others

Painting or patching repairs not included

Concrete cutting or coring not included

X-ray inspections of walls prior to cutting or coring not included

Asbestos or lead paint remediation not included

Delays due to material availability are beyond our control



Delivery to be determined for a mutually acceptable delivery date

This proposal is proprietary to Yeti Refrigeration Inc. (Yeti), and submitted confidentially for the sole purpose of evaluating our proposal for this particular project, and is provided in confidence and in trust.

By my signature below, I authorize work to begin and agree to pay the Grand Total according to the terms and conditions of this agreement.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_



January 7, 2024

**Enderby Curling Club**  
1605 Kate Street  
Enderby, BC V0E 1V0

**Re: Quote – Dehumidifier**

Modern Energy Management is pleased to offer the following pricing to supply and install one replacement Thermoplus dehumidifier (Model IRD-075-7F-TAI).

**Budget Pricing**

\$39,375 plus applicable taxes.

Thank you for the opportunity to quote on this project.

Jim Schwarz  
Modern Energy Management

MODERN ENERGY MANAGEMENT LTD 4144 CROZIER RD, ARMSTRONG, BC. V0E 1B6  
Phone: +1 (778) 475 2221 Email: [admin@modernenergy.ca](mailto:admin@modernenergy.ca) Website: [www.modernenergy.ca](http://www.modernenergy.ca)

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1809

A BYLAW OF THE CITY OF ENDERBY RESPECTING THE 2025 – 2029 FINANCIAL  
PLAN

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

1. This bylaw may be cited as “City of Enderby 2025 – 2029 Financial Plan Bylaw No.1809, 2025”.
2. Schedule “A” attached hereto and made part of the Bylaw is hereby declared to be the 2025 – 2029 Financial Plan of the City of Enderby.
3. Schedule “B” attached hereto and made part of this Bylaw is the Statement of Objectives and Policies for the City of Enderby that support the 2025 – 2029 Financial Plan.
4. Bylaw No. 1788, cited as “City of Enderby 2024 – 2028 Financial Plan Bylaw No. 1788, 2024”, is hereby repealed.

READ a FIRST time this 22nd day of April, 2025.

READ a SECOND time this 22nd day of April, 2025.

READ a THIRD time this 22nd day of April, 2025.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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MAYOR

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CORPORATE OFFICER

**CITY OF ENDERBY**  
**2025-2029 Financial Plan**

**Consolidated Five Year Financial Plan**  
**Schedule 'A' of Bylaw No. 1809**

	<u><b>2025</b></u> <u><b>Budget</b></u>	<u><b>2026</b></u> <u><b>Budget</b></u>	<u><b>2027</b></u> <u><b>Budget</b></u>	<u><b>2028</b></u> <u><b>Budget</b></u>	<u><b>2029</b></u> <u><b>Budget</b></u>
<b>REVENUES</b>					
Municipal Taxation	2,195,225	2,261,081	2,323,575	2,437,764	2,505,555
Utility Taxes / Grants in Lieu	105,940	108,059	110,220	112,424	114,673
Sale of Services	892,200	934,744	928,245	946,810	965,746
Revenue from own Sources	2,184,135	2,217,618	2,261,970	2,307,210	2,353,354
Grants	6,462,480	1,320,581	685,300	685,300	685,300
Sewer Revenue	944,400	957,755	977,072	996,658	1,016,516
Water Revenue	1,012,700	1,015,153	1,035,383	1,055,895	1,076,695
Total Revenues	<u>13,797,080</u>	<u>8,814,991</u>	<u>8,321,765</u>	<u>8,542,061</u>	<u>8,717,839</u>
<b>EXPENSES</b>					
General Government Services	1,545,056	1,223,899	1,248,377	1,273,344	1,298,811
Protective Services	473,000	165,036	168,337	171,704	175,138
Transportation Services	739,860	754,657	769,750	785,145	800,848
Solid Waste Services	125,900	128,418	130,986	133,606	136,278
Animal Control	35,599	36,311	37,038	37,778	38,534
Cemetery	69,600	70,992	72,412	73,860	75,337
Recreation & Cultural Services	168,100	151,062	154,083	157,165	160,308
Fortune Parks Recreational Services	1,010,300	999,804	1,019,800	1,040,196	1,061,000
Tourism & Community Engagement	299,960	296,371	302,299	308,345	314,511
Sewer Services	666,500	669,630	683,022	696,683	710,616
Water Services	798,197	706,044	720,165	734,568	749,259
Fiscal Services	141,651	211,437	212,239	257,657	258,492
Total Expenses	<u>6,073,723</u>	<u>5,413,661</u>	<u>5,518,508</u>	<u>5,670,051</u>	<u>5,779,132</u>
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	<u><b>7,723,357</b></u>	<u><b>3,401,330</b></u>	<u><b>2,803,257</b></u>	<u><b>2,872,010</b></u>	<u><b>2,938,707</b></u>
<b>TOTAL CASH FROM OPERATIONS</b>	<u><b>7,723,357</b></u>	<u><b>3,401,330</b></u>	<u><b>2,803,257</b></u>	<u><b>2,872,010</b></u>	<u><b>2,938,707</b></u>
<b>ADJUST FOR CASH ITEMS</b>					
Capital Asset expenditures	(15,103,500)	(2,882,932)	(1,945,000)	(1,905,000)	(208,000)
Debt Principle repayment	(357,900)	(158,550)	(158,550)	(193,550)	(193,550)
Debt Proceeds	3,885,000	-	1,000,000	-	-
Transfer From Reserves	4,814,185	1,656,951	749,500	1,709,500	208,000
Transfer to Reserves	(2,400,600)	(2,348,799)	(2,449,207)	(2,482,960)	(2,745,157)
Transfer From Operating Surplus	1,439,458	332,000	-	-	-
<b>TOTAL CASH ADJUSTMENT</b>	<u><b>(7,723,357)</b></u>	<u><b>(3,401,330)</b></u>	<u><b>(2,803,257)</b></u>	<u><b>(2,872,010)</b></u>	<u><b>(2,938,707)</b></u>
<b>FINANCIAL PLAN BALANCE</b>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>

**CITY OF ENDERBY**  
**2025-2029 Financial Plan**

**Statement of Objectives and Policies**  
**Schedule 'B' of Bylaw No. 1809**

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

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

**Proportion of Total Revenue from Funding Sources**

***Policies***

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

***Sources of Funding***

<i>Funding Source</i>	<b>% of Total Funding</b>	<b>Dollar Value</b>
<i>Property taxation</i>	<b>9.2 %</b>	<b>\$ 2,195,225</b>
<i>User fees and charges</i>	<b>11.9 %</b>	<b>\$ 2,849,300</b>
<i>Other sources</i>	<b>35.7 %</b>	<b>\$ 8,543,718</b>
<i>Government grants</i>	<b>27.0 %</b>	<b>\$ 6,462,480</b>
<i>Debt proceeds</i>	<b>16.2 %</b>	<b>\$ 3,885,000</b>
<i>Total</i>	<b>100.0 %</b>	<b>\$ 23,935,723</b>

- a) *Property taxation* provides a stable and reliable source of revenue for services of a general collective benefit such as fire protection, street maintenance, snow removal, and general administration.
- b) *User fees and charges* are collected for services that can be measured and charged on a user-pay basis such as water and sewer usage, building permits, business licenses, and sale of services. User fees attempt to apportion the value of a service to those who use the service.
- c) *Other sources* include transfers from reserves and surplus funds, and funding received from other jurisdictions.
- d) *Government grants* are for projects where the City of Enderby has received grant approval or is anticipating approval in 2025.
- e) *Debt proceeds* represent any borrowed funds that will be received.

### Distribution of Property Value Taxes

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

#### *Objective*

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

### Distribution of Property Tax Rates

<i>Property Class</i>	<b>% Of Total Property Taxation</b>	<b>Dollar Value</b>
<i>Residential (1)</i>	<b>77.92 %</b>	<b>\$ 1,710,612</b>
<i>Utilities (2)</i>	<b>1.27 %</b>	<b>\$ 27,957</b>
<i>Light Industrial (5)</i>	<b>3.42 %</b>	<b>\$ 75,128</b>
<i>Business and Other (6)</i>	<b>17.31 %</b>	<b>\$ 379,956</b>
<i>Recreation / Non-Profit (8)</i>	<b>0.04 %</b>	<b>\$ 792</b>
<i>Farmland (9)</i>	<b>0.04 %</b>	<b>\$ 780</b>
<i>Total</i>	<b>100.00 %</b>	<b>\$ 2,195,225</b>

### Permissive Tax Exemptions

#### *Objective*

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

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

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

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1810

A BYLAW FOR THE LEVYING OF RATES FOR MUNICIPAL, REGIONAL HOSPITAL  
DISTRICT, REGIONAL LIBRARY, AND  
REGIONAL DISTRICT PURPOSES FOR THE YEAR 2025

---

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

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

1. This bylaw may be cited as “City of Enderby Annual Tax Rate Bylaw No. 1810, 2025”.
2. The following rates are hereby imposed and levied for the year 2025:
  - (a) For all lawful and general purposes of the municipality on the value of land and improvements taxable for General Municipal purposes, rates appearing in Schedule “A” attached hereto and forming part of the bylaw.
  - (b) For hospital purposes on the value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Schedule “A” attached hereto and forming part of this bylaw.
  - (c) For library purposes on the value of land and improvements taxable for Regional Library purposes, rates appearing in Schedule “A” attached hereto and forming part of this bylaw.
  - (d) For regional district purposes on the value of land and improvements taxable for Regional District purposes, rates appearing in Schedule “A” attached hereto and forming part of this bylaw.
3. The minimum amount of taxation upon a parcel or real property shall be One Dollar (\$1.00).
4. Bylaw No. 1789, cited as “City of Enderby Annual Tax Rate Bylaw No. 1789, 2024”, is hereby repealed.

READ a FIRST time this 22nd day of April, 2025.

READ a SECOND time this 22nd day of April, 2025.

READ a THIRD time this 22nd day of April, 2025.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



# SCHEDULE "A"

Property Class	General Municipal	North Okanagan/ Columbia Shuswap Regional District Hospital	Regional Library	Regional District
1 Residential	2.5155	0.2317	0.1463	0.6246
2 Utility	37.1329	0.8108	2.1593	2.1861
5 Light Industry	7.8591	0.7876	0.4570	2.1236
6 Business	6.4561	0.5676	0.3754	1.5303
8 Recreation	3.8357	0.2317	0.2230	0.6246
9 Farm	3.8246	0.2317	0.2224	0.6246

# THE CORPORATION OF THE CITY OF ENDERBY

## BYLAW NO.1811

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

---

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

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

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

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

1. This bylaw may be cited as "City of Enderby Sewer Frontage Tax Bylaw No. 1811, 2025".
2. In this bylaw, unless the context otherwise requires, "actual foot frontage" means the number of feet of a parcel of land which actually abuts on the work or highway;

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

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

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

3. A tax shall be and is hereby imposed upon the owners of land or real property that is capable of being serviced with sewer by the Corporation whether or not such land or real property is connected to the said service or services; the aforesaid tax to be hereinafter referred to as the "frontage tax".
4.
  - a) The Frontage Tax shall be levied in each year on each parcel of land aforementioned and the amount thereof, except as otherwise provided in the bylaw, will be the product of the taxable foot frontage and the annual rate.
  - b) The annual rate shall be \$2.99 per taxable foot frontage.

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

9. The provisions of Section 8 of the bylaw shall be subject to the provisions of Section 7 thereof.
10. The aforesaid taxes shall be considered to have been imposed on and from the 1<sup>st</sup> day of January 2025 and shall be due and payable at the office of the Collector of Taxes of the City of Enderby at the City Hall, Enderby, B.C., at the same time and in the same manner as the applicable property taxes.
11. Bylaw No. 1790, cited as “City of Enderby Sewer Frontage Tax Bylaw No. 1790, 2024”, is hereby repealed.

READ a FIRST time this 22nd day of April, 2025.

READ a SECOND time this 22nd day of April, 2025.

READ a THIRD time this 22nd day of April, 2025.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1812

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

---

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

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

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

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

1. This bylaw may be cited as “City of Enderby Water Frontage Tax Bylaw No. 1812, 2025”.
2. In this bylaw, unless the context otherwise required, “actual foot frontage” means the number of feet of a parcel of land which actually abuts on the work or highway;

“Assessor” means the Chief Financial Officer of the City of Enderby;

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

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

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

- b) The annual rate shall be \$3.40 per taxable foot frontage.
- 5. The frontage tax shall be in force and be effective until the complete discharge and satisfaction by the City of all obligations presently incurred, and to be incurred, in respect of the aforesaid service.
- 6. For the purpose of this bylaw, a regularly shaped parcel of land is rectangular.
- 7.
  - a) To place the frontage tax on a fair and equitable basis, the taxable foot frontage of the following parcels of land shall be the number of feet fixed by the Assessor:
    - i. a triangular or irregularly shaped parcel of land; or
    - ii. a parcel of land wholly or in part unfit for building purposes; or
    - iii. a parcel of land which does not abut on the work, but is nevertheless deemed to abut the work, as the case may be.
  - b) The Assessor, in fixing the taxable foot frontage under subsection (2), shall have due regard to:
    - i. the condition, situation, value and superficial area of the parcel as compared with other parcels of land; or
    - ii. the benefit derived from the water.
- 8. For the purpose of this bylaw:
  - a) Where the number of feet of a parcel of land has less than 50 feet frontage, the taxable foot frontage shall be deemed to be a minimum of 50 feet, and where such parcel has more than 100 feet of frontage, the taxable foot frontage shall be deemed to be 100 feet.
  - b) Where the parcel of land is situated at the junction or intersection of highways, the taxable foot frontage shall be 70 percent of the actual foot frontage or alternately shall be not more than the stated maximum number of feet.
  - c) Where the front and rear boundaries of a parcel of land each abut on a highway, other than a lane, which for the purpose of this bylaw is defined as a highway having a width of 20 feet or less, the taxable foot frontage shall be not more than the stated maximum number of feet.

9. The provisions of Section 8 of the bylaw shall be subject to the provisions of Section 7 thereof.
10. The aforesaid taxes shall be considered to have been imposed on and from the 1<sup>st</sup> day of January 2025, and shall be due and payable at the office of the Collector of Taxes of the City of Enderby at the City Hall, Enderby, B.C., at the same time and in the same manner as the applicable property taxes.
11. Bylaw No. 1766, cited as “City of Enderby Water Frontage Tax Bylaw No. 1791, 2024”, is hereby repealed.

READ a FIRST time this 22nd day of April, 2025.

READ a SECOND time this 22nd day of April, 2025.

READ a THIRD time this 22nd day of April, 2025.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1813

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

---

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

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

1. This bylaw may be cited as the "The City of Enderby Fees and Charges Bylaw No. 1479, 2010 Amendment Bylaw No. 1813, 2025".
2. Schedules "3", "4" and "9" of the "City of Enderby Fees and Charges Bylaw No. 1479, 2010" are deleted and Schedules "3", "4" and "9" attached to and forming part of this bylaw are substituted therefore.

READ a FIRST time this 22nd day of April, 2025.

READ a SECOND time this 22nd day of April, 2025.

READ a THIRD time this 22nd day of April, 2025.

ADOPTED this \_\_\_\_ day of \_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



### SCHEDULE 3

#### SEWER USER FEES

Administered through the Sanitary Sewer Regulation Bylaw

<u>DESCRIPTION</u>	<u>PER</u>	<u>MINIMUM CHARGE</u>
APARTMENT	Unit	290.88
BAKERY	Unit	483.78
BARBER	Chair	165.78
BEAUTY	Chair	165.78
BODY SHOP	Unit	580.71
BED & BREAKFAST	Unit	182.70
BUTCHER SHOP	Unit	426.60
CAMPGROUND - TENT SPACE	Unit	47.52
CAMPGROUND - RV HOOKUP	Unit	96.27
CAMPGROUND - SANI DUMP	Unit	399.18
CARWASH (RECYCLABLE)	Stall	519.24
CARWASH (NON-RECYCLABLE)	Stall	889.53
CHURCH	Unit	290.88
CURLING RINK	Unit	1,416.06
DAYCARE	Unit	424.20
DENTAL OFFICE	Unit	371.58
DUPLEX /TRI-PLEX	Unit	329.13
GARAGE	Unit	503.49
HEALTH/FITNESS	Unit	271.56
HOSPITAL	Bed	194.25
HOTEL/MOTEL	Unit	182.97
HOTEL/MOTEL WITH POOL (FILTERED )	Unit	144.99
HOTEL/MOTEL WITH POOL (UNFILTERED )	Unit	290.88
INDUSTRY (1-5 PEOPLE)	Unit	314.01
INDUSTRY (EACH ADDITIONAL PERSON)	Person	30.66
LAUNDROMAT	Washer	182.97
LODGING/BOARDING HOUSE	Unit	225.27
MEDICAL CLINIC	Unit	399.18
MILL	Unit	457.50
OFFICE (0-2000 SQUARE FEET)	Unit	129.27

OFFICE (EACH ADDITIONAL 1000 SQUARE FEET)	1000 sq ft	16.17
POOL	Unit	2,438.64
PUBLIC HALLS	Unit	255.93
RECREATION HALL	Unit	212.52
RESTAURANT (1-10 SEATS)	Unit	263.91
RESTAURANT (EACH ADDITIONAL SEAT)	Seat	16.17
SCHOOL	Class	213.84
SINGLE FAMILY DWELLING	Unit	302.61
SINGLE FAMILY DWELLING WITH SECONDARY SUITE	Unit	423.78
SKATING RINK	Unit	2,438.64
SPRAY PARK	Unit	4,033.02
STORE (0-1000 SQUARE FEET)	Unit	165.78
STORE (EACH ADDITIONAL 1000 SQUARE FEET)	1000 sq ft	51.42
STRATA/CONDO	Unit	290.88
TRANSPORTATION - LARGE FACILITY	Unit	7,739.16

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

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

#### **SERVICE CONNECTIONS**

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

**SCHEDULE 4**  
**WATER USER FEES**

**Administered through the Water and Sprinkling Regulation Bylaw**

**USER FEES**

**Metered Rates**

	<u>Flat Rate / Period</u>	<u>Consumption Rate / Period</u>
A. Single Family Residential		
Jan-Apr / Sep-Dec	\$ 82.70	\$ 0.61 / m <sup>3</sup> over 40 m <sup>3</sup> to 55 m <sup>3</sup> \$ 1.55 / m <sup>3</sup> over 55 m <sup>3</sup>
May - Aug	\$ 82.70	\$ 0.61 / m <sup>3</sup> over 85 m <sup>3</sup> to 105 m <sup>3</sup> \$ 1.55 / m <sup>3</sup> over 105 m <sup>3</sup>
B. Single Family Residential with Legalized Suite		
Jan-Apr / Sep-Dec	\$ 117.80	\$ 0.61 / m <sup>3</sup> over 65 m <sup>3</sup> to 80 m <sup>3</sup> \$ 1.55 / m <sup>3</sup> over 80 m <sup>3</sup>
May - Aug	\$ 117.80	\$ 0.61 / m <sup>3</sup> over 105 m <sup>3</sup> to 125 m <sup>3</sup> \$ 1.55 / m <sup>3</sup> over 125 m <sup>3</sup>
C. Strata Residential		
Jan-Apr / Sep-Dec	\$ 65.17	\$ 0.61 / m <sup>3</sup> over 30 m <sup>3</sup> to 40 m <sup>3</sup> \$ 1.55 / m <sup>3</sup> over 40 m <sup>3</sup>
May - Aug	\$ 65.17	\$ 0.61 / m <sup>3</sup> over 70 m <sup>3</sup> to 80 m <sup>3</sup> \$ 1.55 / m <sup>3</sup> over 80 m <sup>3</sup>
Irrigation:		
Metered		\$ 1.55 / m <sup>3</sup>
Non-metered		\$ 1.55 / m <sup>3</sup> based on estimated volume
D. Multi Family Residential		
Jan-Apr / Sep-Dec	\$ 65.17	\$ 0.61 / m <sup>3</sup> over 30 m <sup>3</sup> to 40 m <sup>3</sup> \$ 1.55 / m <sup>3</sup> over 40 m <sup>3</sup>
May - Aug	\$ 65.17	\$ 0.61 / m <sup>3</sup> over 70 m <sup>3</sup> to 80 m <sup>3</sup> \$ 1.55 / m <sup>3</sup> over 80 m <sup>3</sup>
E. Business / Industrial	\$ 38.48	\$ 1.52 / m <sup>3</sup> over 24 m <sup>3</sup> to 60 m <sup>3</sup> \$ 0.75 / m <sup>3</sup> over 60 m <sup>3</sup>
F. Business / Industrial with Residential	\$ 57.53	\$ 1.52 / m <sup>3</sup> over 35 m <sup>3</sup> to 60 m <sup>3</sup> \$ 0.75 / m <sup>3</sup> over 60 m <sup>3</sup>
G. Institutional / Civic	\$ 38.48	\$ 1.52 / m <sup>3</sup> over 24 m <sup>3</sup> to 60 m <sup>3</sup> \$ 0.75 / m <sup>3</sup> over 60 m <sup>3</sup>
Irrigation on separate meter		\$ 0.75 / m <sup>3</sup>

#### H. Agricultural\*

Properties with single family residential

Jan-Apr / Sep-Dec	\$ 90.20	\$ 0.61 / m <sup>3</sup> over 45 m <sup>3</sup>
May - Aug	\$ 90.20	\$ 0.61 / m <sup>3</sup> over 90 m <sup>3</sup>
Land only		
Jan-Apr / Sep-Dec		\$ 0.61 / m <sup>3</sup>
May - Aug		\$ 0.61 / m <sup>3</sup> Irrigation

#### I. Home Hemodialysis\*\*

\$ 0.61 / m<sup>3</sup>

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

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

#### **Non-Metered Rates**

- Where metering is not possible, consumption is based on the average usage for the same property class.
- Where metering is possible, but refused, the user fee per period will be based on 475 m<sup>3</sup> of consumption for the Jan - Apr and Sep - Dec periods and 950 m<sup>3</sup> of consumption for the May - Aug period. These consumption amounts will increase by 25 m<sup>3</sup> in the Jan - Apr and Sep - Dec periods and by 50 m<sup>3</sup> in the May - Aug period each year.
- For properties located outside of City limits, an annual flat rate fee will be charged in addition to the User Fee. This flat rate fee will be equivalent to the annual frontage tax rate charged consistent with the City of Enderby Water Frontage Tax Bylaw and will be based on 100 feet of taxable frontage.

#### **Late Penalty**

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

#### **MISC. CHARGES**

##### **Connection Charge**

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

**Failure or Refusal to Have a Water Meter Installed**

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

**Meter Reading Request**

Per request \$25.00.

**Hydrant Use****Water Usage**

Application fee.....	\$50.00
Equipment Rental Fee per day or part thereof .....	\$30.00
Consumption Charge .....	\$ 3.00/m <sup>3</sup>

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

**Turn-On Turn-Off**

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

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

## **SCHEDULE 9**

### **GARBAGE COLLECTION**

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

#### **Garbage Collection:**

- a) Garbage Collection: \$ 108.54 per residential premise per annum
- b) "Residential Garbage Collection" sticker: \$ 3.00 per sticker

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

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

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1814

A BYLAW TO AMEND THE CITY OF ENDERBY INTER-COMMUNITY LICENCE BYLAW NO.  
1430, 2008

---

WHEREAS Council of the City of Enderby has adopted “The City of Enderby Inter-Community Licence Bylaw No. 1430, 2008”;

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 Inter-Community Licence Bylaw No. 1430, 2008 Amendment Bylaw No. 1814, 2025”.
2. Schedule “A” of “The Corporation of the City of Enderby Inter-Community Licence Bylaw No. 1430, 2008” is deleted and Schedule “A” attached to and forming part of this bylaw is substituted therefore.

READ a FIRST time this 22nd day of April, 2025.

READ a SECOND time this 22nd day of April, 2025.

READ a THIRD time this 22nd day of April, 2025.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

## **Schedule A**

The following Business types are Excluded Businesses for the purposes of application for an Inter-Community Mobile Business Licence under the intermunicipal business licensing scheme set out in this Bylaw:

1. Social escort services
2. Special Authorization Licence (for example, taxis, limousines, buses or any other passenger directed transportation)
3. Body-rub services (which includes the manipulating, touching or stimulating by any means, of a Person's body or part thereof, but does not include medical, therapeutic or cosmetic massage treatment given by a Person duly licensed or registered under any statute of the Province of British Columbia governing such activities or a therapeutic touch technique.)
4. Boat rental companies (includes tours, carriers, fishing, parasailing and any other hired/rental boat related activities)



THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1815

A BYLAW TO AUTHORIZE THE BORROWING OF THE ESTIMATED COST OF THE BARNES  
PARK OUTDOOR POOL REPLACEMENT

---

WHEREAS it is deemed desirable and expedient to replace the outdoor pool at Barnes Park;

AND WHEREAS the estimated cost to replace the outdoor pool at Barnes Park including expenses incidental thereto is the sum of Ten Million Five Hundred Seventy Five Thousand Dollars (\$10,575,000), of which the sum of One Million Eight Hundred Thousand Dollars (\$1,800,000) is the amount of debt intended to be borrowed by this bylaw;

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

- 1) Council is hereby empowered and authorized to undertake and carry out or cause to be carried out the replacement of the Barnes Park outdoor pool generally in accordance with general plans on file in the municipal office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
  - a) to borrow upon the credit of the Municipality a sum not exceeding One Million Eight Hundred Thousand Dollars (\$1,800,000).
  - b) to acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the replacement of the Barnes Park outdoor pool.
- 2) The maximum term for which debentures may be issued to secure the debt created by this bylaw is twenty (20) years.
- 3) This bylaw may be cited as "Barnes Park Outdoor Pool Loan Authorization Bylaw No. 1815, 2025".
- 4) Bylaw No. 1781, cited as "Barnes Park Outdoor Pool Loan Authorization Bylaw No. 1781, 2023", is hereby repealed.

READ a FIRST time this 22<sup>nd</sup> day of April, 2025.

READ a SECOND time this 22<sup>nd</sup> day of April, 2025.

READ a THIRD time this 22<sup>nd</sup> day of April, 2025.

RECEIVED the approval of the Inspector of Municipalities this 29<sup>th</sup> day of April, 2025.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

Approval of the electors for the Loan Authorization Bylaw is not required under section 180 of the

*Community Charter* as the liability is within the approval-free liability zone determined in accordance with section 7 of the *Municipal Liabilities Regulation* (BC Reg. 254-2004).

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

Certified a true copy of Bylaw No. 1815 as at third reading.

\_\_\_\_\_  
CORPORATE OFFICER



# ***Statutory Approval***

***Under the provisions of section*** \_\_\_\_\_ **179**

***of the*** \_\_\_\_\_ **Community Charter**

***I hereby approve Bylaw  
No.***

\_\_\_\_\_ **1815**

***of the*** \_\_\_\_\_ **City of Enderby** \_\_\_\_\_ ,

***a copy of which is attached hereto.***

***Dated this 29th day***

***of April , 2025***

A handwritten signature in black ink, appearing to be "J. K.", written over a light gray rectangular background.

\_\_\_\_\_  
**Deputy Inspector of Municipalities**

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1817, 2025

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. 1817, 2025".
2. The first paragraph of Section 9.05 is replaced as follows:

In the event that no regulations have been introduced pursuant to section 9.03, no person shall:

READ a FIRST time this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

READ a SECOND time this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

READ a THIRD time this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, CAO  
From: Jennifer Bellamy, CFO  
Date: April 29, 2025  
Subject: Preauthorized Payment Plans

---

**Recommendation**

THAT Council receives the Preauthorized Payment Plans memorandum dated April 29, 2025 for information;

AND THAT Council gives first, second, and third readings of the bylaw cited as "City of Enderby Property Tax Prepayment Plan Bylaw No. 1400, 2007 Repeal Bylaw No. 1816, 2025".

**Background**

The City currently offers a preauthorized payment program for property taxes based on the attached bylaw.

For the 2026 property tax year, staff have revised the program based on feedback from property owners. The new program will provide:

- Two payment options for property owners:
  - Monthly payment withdraws from August 1<sup>st</sup> to June 1<sup>st</sup> with a final balance withdraw on July 1<sup>st</sup>. This option will automatically renew for applicants at a new rate, which will be calculated based on the year's net taxes plus a 3% increase. Applicants will be notified of their new monthly payment amount each year.
  - Monthly payment withdraws from August 1<sup>st</sup> to June 1<sup>st</sup> with the amount to be determined by the applicant. This option is similar to the current plan; however, the monthly payment will continue each year and be open to property owners with balances still owing on their accounts, rather than only property owners with accounts that are fully paid.

In addition to the payment program for property taxes, a payment program for utility billing will also be offered that will provide for an automatic withdraw of the utility amount on the day of each utility billing due date.

As with the current program, property owners can change their payments or cancel their application by providing sufficient notice to the City and any property tax account with a credit balance will continue to earn interest at the rate set by the Province (prime less 2%).

Under the Municipal Act, a payment plan for property taxes had to be authorized by bylaw. When the Municipal Act was revised and the Community Charter was enacted, the requirement to have a bylaw to authorize a payment plan was removed. As the new payment options will no longer follow the current bylaw, the bylaw needs to either be amended or repealed. As there is no longer a bylaw requirement for the program, and in order to allow staff to efficiently make improvements to the program, it is recommended that the bylaw be repealed.

Respectfully submitted,



Jennifer Bellamy  
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1816

A BYLAW TO REPEAL PROPERTY TAX PREPAYMENT PLAN BYLAW NO. 1400, 2007

WHEREAS Council of the City of Enderby has adopted "City of Enderby Property Tax Prepayment Plan Bylaw No. 1400, 2007";

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

1. This bylaw may be cited as "City of Enderby Property Tax Prepayment Plan Bylaw No. 1400, 2007 Repeal Bylaw No. 1816, 2025".
2. The City of Enderby Property Tax Prepayment Plan Bylaw No. 1400, 2007 and any amendments are hereby repealed.

READ a FIRST time this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

READ a SECOND time this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

READ a THIRD time this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1400, 2007

A BYLAW TO ESTABLISH A PROPERTY TAX PREPAYMENT PLAN

---

**WHEREAS** the Council of the City of Enderby deems it desirable to implement a preauthorized monthly tax payment plan for the taxpayers of the City of Enderby;

**AND WHEREAS** the Council of the City of Enderby deems it desirable to authorize the collector, by bylaw, to receive and hold tax monies, including interest, before the due date, and set the interest rate payable;

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

1. The Council hereby establishes a Property Tax Prepayment Plan for the taxpayers of the City of Enderby.
2. Any person or corporation whose name appears on the City of Enderby property tax roll may apply to the Municipal Collector to pay property taxes by equal monthly payments from the first of August of the year preceding to the first of June of the year in which current taxes are due. Minimum payment is Twenty-Five Dollars (\$25.00).
3. All current and prior year's taxes on a specific property must be fully paid in order to entitle the owner to participate in this plan.
4. The difference between the taxes levied for the current year and the total monthly instalments paid under the Property Tax Prepayment Plan will be payable on the tax due date of the current year, and balance remaining unpaid after the tax due date will be subject to the penalty provisions of the Local Government Act and bylaws authorized thereunder.
5. A monthly payment dishonoured and returned for any reason from any financial institution, shall have the current return charge added and be charged back to the taxpayer's tax account. The Collector may cancel the privilege of continuing in the Property Tax Prepayment Plan if two consecutive monthly payments fail to be honoured.
6. Upon receipt of the said monies, the Collector is empowered and required to credit the account, or accounts, toward which such monies are paid, with the amount thereof together with interest thereon calculated by the City of Enderby at the rate prescribed by the Ministry



of Community Services Circular "Interest Rate on Refunds of Tax Overpayments" for the period from the date of payment to the second day of July following, with both the first and last dates being inclusive.

7. The taxpayers participating in Property Tax Prepayment Plan shall provide the City of Enderby authority to debit their bank account each month by the amount calculated pursuant to Section 2 of this bylaw.
8. A taxpayer participating in the program may withdraw from the program at any time. Notice to withdraw from the Property Tax Prepayment Plan must be received by the Tax Collector in writing by the fifteenth of the month.
9. Monthly tax prepayments are non-refundable. If the property of a taxpayer is sold, the Tax Department will provide a Tax Certificate that will indicate the total of the payments to date including interest earned under Section 6 of this bylaw. This information can be taken into account by the Solicitor or Notary when making the final adjustments to the sales transaction.
10. Participation in the Property Tax Prepayment Plan and the Tax Deferment Program are mutually exclusive.
11. Any interpretation of the monthly Preauthorized Tax Payment Plan regulations is the responsibility of the Municipal Collector.
12. This bylaw shall come into full force and effect on August 1, 2007.
13. This bylaw may be cited for all purposes as **"City of Enderby Property Tax Prepayment Plan Bylaw No. 1400, 2007."**

READ a FIRST time this 18th day of June, 2007.

READ a SECOND time this 18th day of June, 2007.

READ a THIRD time this 18th day of June, 2007.

RECONSIDERED and ADOPTED this 16<sup>th</sup> day of July, 2007.

---

MAYOR

---

ADMINISTRATOR

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

**To:** Tate Bengtson, CAO  
**From:** Jennifer Bellamy, CFO  
**Date:** April 29, 2025  
**Subject:** 2024 Statement of Financial Information

---

**Recommendation:**

THAT Council approves the 2024 Statement of Financial Information.

**Background:**

Attached is the 2024 Statement of Financial Information. This is an annual report that is required under the Financial Information Act and Section 168 of the Community Charter. Once approved, this report is submitted to the Ministry of Municipal Affairs as part of the City's annual reporting requirements.

Respectfully submitted,

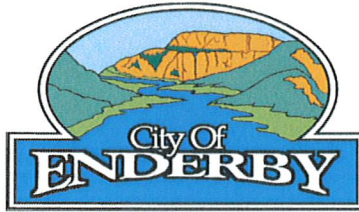
  
Jennifer Bellamy  
Chief Financial Officer

**City of Enderby**

**2024**

**Statement of Financial Information**

---



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

The Corporation of the City of Enderby

Tel: (250) 838-7230  
Fax: (250) 838-6007  
Website: [www.cityofenderby.com](http://www.cityofenderby.com)

*Where the Shuswap Meets the Okanagan*

## Management Report

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

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

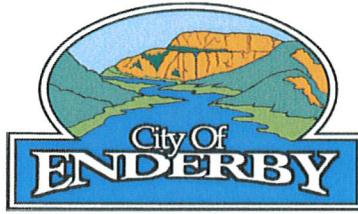
Council is responsible for ensuring that management fulfils its responsibility for financial reporting and internal control.

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

On behalf of the Corporation of the City of Enderby

---

Jennifer Bellamy  
Chief Financial Officer



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

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Tel: (250) 838-7230  
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Website: [www.cityofenderby.com](http://www.cityofenderby.com)

*Where the Shuswap Meets the Okanagan*

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

\_\_\_\_\_  
Jennifer Bellamy  
Chief Financial Officer

\_\_\_\_\_  
Huck Galbraith  
Mayor, City of Enderby

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**THE CORPORATION OF THE CITY  
OF ENDERBY**

**FINANCIAL STATEMENTS**

**For the year ended December 31, 2024**

# THE CORPORATION OF THE CITY OF ENDERBY

December 31, 2024

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## Management's Responsibility for Financial Reporting

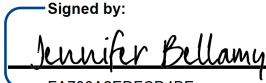
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These financial statements and accompanying schedules of the City of Enderby are the responsibility of management and have been prepared in accordance with generally accepted accounting principles for local governments as established by the Public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

Signed by:



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FA786A2EDFCD4BE...

Chief Financial Officer

April 22, 2025





Tel: 250 545 2136  
Fax: 250 545 3364  
www.bdo.ca

BDO Canada LLP  
2706 - 30th Avenue  
Suite 202  
Vernon BC V1T 2B6 Canada

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## Independent Auditor's Report

---

To the Mayor and Council of the Corporation of the City of Enderby

### Opinion

We have audited the financial statements of the Corporation of the City of Enderby (the City), which comprise the statement of financial position as at December 31, 2024, and the statements of operations, change in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2024, and the statements of operations, change in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

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

### Unaudited Information

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of the information included in Schedule II - Enderby/Area F Services of the City's financial statements. Our audit report is not modified in respect of this.

### 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 23, 2025

**THE CORPORATION OF THE CITY OF ENDERBY****Statement of Financial Position**

As at December 31, 2024

	2024	2023
<b>Financial assets</b>		
Cash	\$ 3,442,874	\$ 4,284,427
Portfolio investments (Note 3)	11,814,347	9,412,016
Accounts receivable (Note 4)	1,533,211	1,098,424
Deposit - Municipal Finance Authority (Note 5)	39,080	37,765
	<b>16,829,512</b>	<b>14,832,632</b>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 6)	718,359	510,053
Deferred revenue (Note 7)	2,577,335	2,234,307
Reserve - Municipal Finance Authority (Note 5)	39,080	37,765
Long-term debt (Note 8)	1,911,248	2,037,132
Asset retirement obligations (Note 9)	1,317,848	1,062,656
	<b>6,563,870</b>	<b>5,881,913</b>
<b>Net financial assets</b>	<b>10,265,642</b>	<b>8,950,719</b>
<b>Non-financial assets</b>		
Prepaid expenses	80,375	95,764
Tangible capital assets (Note 10)	34,797,559	31,054,563
<b>Accumulated surplus (Note 11)</b>	<b>\$ 45,143,576</b>	<b>\$ 40,101,046</b>

Contingent Liabilities (Note 13)

Chief Financial Officer

Signed by: Jennifer Bellamy  
FA786A2EDFCD4BE...

# THE CORPORATION OF THE CITY OF ENDERBY

## Statement of Operations

For the year ended December 31, 2024

	2024 Budget	2024 Actual	2023 Actual
	(Note 19)		
<b>Revenue</b>			
Taxation - net (Note 14)	\$ 2,776,200	\$ 2,742,880	\$ 2,558,390
Grants and subsidies (Note 15)	5,117,920	2,708,278	3,323,472
Sale of services (Note 16)	2,426,263	2,605,841	2,213,943
Other revenue from own sources	104,780	114,627	200,377
Interest and penalties	521,900	704,305	548,643
Developer contributions	-	2,125,862	-
	10,947,063	11,001,793	8,844,825
<b>Expenses (Note 17)</b>			
General government services	1,371,299	1,030,104	921,045
Protective services	624,100	362,641	379,515
Transportation services	723,119	1,003,129	958,087
Solid waste services	122,000	118,239	115,751
Community development services	53,700	26,352	30,887
Recreational and cultural services	204,600	127,828	107,173
Riverside RV Park & tourism services	299,400	255,537	242,668
Enderby / Area F services	1,077,740	1,100,351	1,033,728
Water supply	744,910	1,167,592	914,479
Sewer services	680,828	758,544	789,248
	5,901,696	5,950,317	5,492,581
Excess revenue over expenses	5,045,367	5,051,476	3,352,244
Loss on disposal of tangible capital assets	-	(8,946)	(15,131)
Annual surplus	\$ 5,045,367	\$ 5,042,530	\$ 3,337,113
Accumulated surplus, beginning of year	40,101,046	40,101,046	36,763,933
Accumulated surplus, end of year	\$ 45,146,413	\$ 45,143,576	\$ 40,101,046

# THE CORPORATION OF THE CITY OF ENDERBY

## Statement of Change in Net Financial Assets

For the year ended December 31, 2024

	2024	2023
<b>Annual surplus</b>	<b>\$ 5,042,530</b>	<b>\$ 3,337,113</b>
Amortization of tangible capital assets	1,308,668	1,312,955
Change in prepaid expenses	15,389	(22,144)
Increase in tangible capital assets due to asset retirement obligations	-	(1,018,807)
Disposal of tangible capital assets	27,326	15,131
Acquisition of tangible capital assets	<u>(5,078,990)</u>	<u>(695,582)</u>
Increase in net financial assets	1,314,923	2,928,666
Net financial assets, beginning of year	<u>8,950,719</u>	<u>6,022,053</u>
Net financial assets, end of year	<b>\$ 10,265,642</b>	<b>\$ 8,950,719</b>

# THE CORPORATION OF THE CITY OF ENDERBY

## Statement of Cash Flows

For the year ended December 31, 2024

	2024	2023
<b>Cash flows from operating activities</b>		
Cash received from:		
Taxation	\$ 2,776,696	\$ 2,479,476
Grants and subsidies	2,866,329	3,587,647
Sale of services and other revenues	2,436,842	2,931,288
Interest received	704,305	548,643
Cash paid for:		
Cash payments to suppliers and employees	(3,994,738)	(3,931,766)
Interest paid	(168,021)	(151,387)
	<b>4,621,413</b>	<b>5,463,901</b>
<b>Financing activities</b>		
Debt repayment	(125,887)	(119,208)
<b>Capital activities</b>		
Purchase of tangible capital assets	(2,953,129)	(695,582)
Proceeds on disposition of tangible capital assets	18,381	
<b>Investing activities</b>		
Increase (decrease) in portfolio investments	(2,402,331)	(695,290)
Increase (decrease) in cash	(841,553)	3,953,821
Cash, beginning of year	4,284,427	330,606
Cash, end of year	\$ 3,442,874	\$ 4,284,427

# THE CORPORATION OF THE CITY OF ENDERBY

## Summary of Significant Accounting Policies

For the year ended December 31, 2024

---

### 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% (2023 - 4.9%).

#### 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, 2024 and December 31, 2023. 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, 2024

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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, 2024

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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, 2024

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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. 1788, 2024 adopted May 6, 2024. 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.

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## Notes to Financial Statements

### 3. Portfolio Investments

The term deposits mature between February 3, 2025 and November 16, 2026 with interest rates varying from 3.8% to 5.7%.

	2024	2023
Federal Government	\$ 51,341	\$ 25,005
Trade receivables	1,285,958	853,631
Taxes receivable - current	168,765	188,769
arrears	27,147	31,019
	<u>\$ 1,533,211</u>	<u>\$ 1,098,424</u>

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:

## 6. Accounts Payable and Accrued Liabilities

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# THE CORPORATION OF THE CITY OF ENDERBY

## Notes to Financial Statements

For the year ended December 31, 2024

### 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, 2023	Inflows	Outflows	Interest	December 31, 2024
Development cost charges	\$ 1,016,141	\$ 14,942	\$ -	\$ 51,782	\$ 1,082,865
Refundable deposits	712,266	253,074	(326,159)	37,543	676,724
Conditional grants	196,036	391,837	(58,825)	-	529,048
Prepaid revenues	309,864	253,894	(283,830)	8,770	288,698
	<u>\$ 2,234,307</u>	<u>\$ 913,747</u>	<u>\$ (668,814)</u>	<u>\$ 98,095</u>	<u>\$ 2,577,335</u>

### 8. Long-Term Debt

Bylaw number	Purpose	Term remaining	% Rate	2024	2023
General fund					
1590	Road upgrades	12	2.10	\$ 312,454	\$ 333,828
1544	Road upgrades	11	2.20	285,012	305,965
1525	Road upgrades	10	4.52	186,206	201,119
1494	Storm system upgrade	19	4.52	644,418	668,040
1502	Road upgrades	9	4.52	371,240	405,833
1503	Road upgrades	9	4.52	111,918	122,347
				<u>\$ 1,911,248</u>	<u>\$ 2,037,132</u>

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

	General fund
2025	\$ 130,624
2026	135,085
2027	139,700
2028	144,473
2029	149,409
2030 and subsequent periods	<u>1,211,957</u>
	<u>\$ 1,911,248</u>

# THE CORPORATION OF THE CITY OF ENDERBY

## Notes to Financial Statements

For the year ended December 31, 2024

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### 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 and as such, the liability for asbestos removal has been recognized under *PS280 - Asset Retirement Obligations*. 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 and as such, the liability for the costs of removal have been recognized under *PS280 - Asset Retirement Obligations*. The assets have estimated remaining useful lives ranging from 14 to 78 years.

Estimated future cash flows totaling \$3,894,453 have been discounted using a present value calculation with a discount rate of 4.4% to provide an estimate of the City's current asset retirement obligation. No recoveries on the obligations are expected at this time.

	December 31, 2023	Accretion	December 31, 2024
Asbestos obligations	\$ 260,948	\$ 76,720	\$ 337,668
Lease obligations	801,708	178,472	980,180
	<u>\$ 1,062,656</u>	<u>\$ 255,192</u>	<u>\$ 1,317,848</u>

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# THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2024

## 10. Tangible Capital Assets

	Historical Cost					Accumulated Amortization					Net Book Value
	Opening	Additions	Additions due to ARO	Disposals	Closing	Opening	Additions	Disposal	Closing		
General fund											
Land	\$ 1,648,517	\$ -	\$ -	\$ -	\$ 1,648,517	\$ -	\$ -	\$ -	\$ -	\$ 1,648,517	
Building sites and parks	2,953,287	81,585	-	-	3,034,872	1,999,925	87,549	-	2,087,474	947,398	
Engineering structures	1,039,037	18,001	-	-	1,057,038	396,939	38,905	-	435,844	621,194	
Furniture and equipment	325,767	144,998	-	6,827	463,938	242,976	28,123	6,826	264,273	199,665	
Hydrants	186,643	-	-	-	186,643	160,181	2,460	-	162,641	24,002	
Machinery and equipment	2,519,032	869,053	-	239,131	3,148,954	1,824,884	96,058	217,714	1,703,228	1,445,726	
Planters	118,329	-	-	-	118,329	111,037	1,215	-	112,252	6,077	
Roads	18,060,670	1,777,877	-	36,273	19,802,274	8,247,359	436,734	33,656	8,650,437	11,151,837	
Storm system	9,788,303	784,884	-	49,575	10,523,612	4,475,000	108,509	49,575	4,533,934	5,989,678	
Assets under construction	511,397	687,863	-	389,584	809,676	-	-	-	-	809,676	
	37,150,982	4,364,261	-	721,390	40,793,853	17,458,301	799,553	307,771	17,950,083	22,843,770	
Water fund											
Buildings	1,132,931	-	-	-	1,132,931	750,030	33,049	-	783,079	349,852	
Water mains	12,119,040	488,694	-	34,704	12,573,030	6,908,227	188,091	34,704	7,061,644	5,511,386	
Water system	4,132,248	-	-	-	4,132,248	3,189,930	64,936	-	3,254,866	877,382	
Assets under construction	96,208	123,078	-	-	219,286	-	-	-	-	219,286	
	17,480,427	611,772	-	34,704	18,057,495	10,848,217	286,076	34,704	11,099,589	6,957,906	
Sewer fund											
Buildings	133,966	-	-	-	133,966	66,985	3,349	-	70,334	63,632	
Sanitary sewer system	4,919,328	-	-	-	4,919,328	3,135,614	137,157	-	3,272,771	1,646,557	
Sewer mains and lift stations	5,847,714	492,543	-	9,081	6,331,176	2,984,111	82,534	5,789	3,060,856	3,270,320	
Assets under construction	15,374	-	-	-	15,374	-	-	-	-	15,374	
	10,916,382	492,543	-	9,081	11,399,844	6,186,710	223,040	5,789	6,403,961	4,995,883	
	\$ 65,547,791	\$ 5,468,576	\$ -	\$ 765,175	\$ 70,251,192	\$ 34,493,228	\$ 1,308,669	\$ 348,264	\$ 35,453,633	\$ 34,797,559	

# THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2024

## 10. Tangible Capital Assets - continued

	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, 2024

### 11. Accumulated Surplus

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

Surplus	2024	2023
Invested in tangible capital assets	\$ 31,867,510	\$ 27,998,626
General surplus	3,611,703	3,661,553
Enderby / Area F Joint Services surplus	668,038	655,556
Sewer surplus	1,423,174	1,285,696
Water surplus	452,248	534,891
	<b>38,022,673</b>	<b>34,136,322</b>
Reserve Funds		
Animal Control	32,796	30,358
Asset Management	333,676	278,384
Capacity Building	390,268	186,547
Cemetery	101,517	79,014
Community Works Fund (Gas Tax)	228,965	396,014
Computer Equipment	54,693	48,249
Equipment	774,174	643,665
Fire Department	264,759	456,775
Fortune Parks	1,054,163	626,237
Growing Communities Fund *	1,634,060	1,672,413
Parks	196,984	175,113
Riverside RV Park	97,445	75,614
Sewer System	1,140,313	591,317
Water System	817,090	705,024
	<b>7,120,903</b>	<b>5,964,724</b>
	<b>\$ 45,143,576</b>	<b>\$ 40,101,046</b>

\*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:

	2024	2023
Balance, beginning of year	\$ 1,672,413	\$ -
Funds received in March 2023	-	1,707,000
Interest earned	84,725	46,900
Eligible costs incurred:		
Drinking water supply and distribution	(123,078)	(81,487)
Balance, end of year	<b>\$ 1,634,060</b>	<b>\$ 1,672,413</b>



# THE CORPORATION OF THE CITY OF ENDERBY

## Notes to Financial Statements

For the year ended December 31, 2024

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### 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:

	2024	2023
Balance, beginning of year	\$ 418,239	\$ 546,660
Eligible costs incurred:		
Computer and technology costs	(30,470)	(45,374)
Facility operating costs	(80,548)	(51,700)
Protective services	(65,945)	(31,347)
Total eligible costs incurred	(176,963)	(128,421)
Balance, end of year	\$ 241,276	\$ 418,239

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# THE CORPORATION OF THE CITY OF ENDERBY

## Notes to Financial Statements

For the year ended December 31, 2024

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### 13. Contingent Liabilities

- (a) Regional District of North Okanagan: The City is a member of the Regional District of North Okanagan and is liable for its portion of any operating deficits or long-term debt related to functions in which it participates.
- (b) Municipal Insurance Association of BC: Commencing December 31, 1987, the City of Enderby entered into a self insurance scheme with British Columbia municipalities and regional districts. The City is obliged under the scheme to pay a percentage of its fellow 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 (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2023, the Plan has about 256,000 active members and approximately 129,000 retired members. Active members include approximately 45,000 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 next valuation will be as at December 31, 2024.

The Corporation of the City of Enderby paid \$96,720 (2023 - \$90,983) for employer contributions to the plan in fiscal 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.

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# THE CORPORATION OF THE CITY OF ENDERBY

## Notes to Financial Statements

For the year ended December 31, 2024

### 14. Taxation

Taxation revenue comprises the following amounts raised less transfers:

	Budget	2024	2023
Taxation			
General municipal purposes	\$ 2,080,850	\$ 2,047,157	\$ 1,900,165
1% utility taxes	73,650	73,665	72,634
Water parcel	337,000	337,242	311,919
Sewer parcel	284,700	284,742	273,661
Collections for other governments			
School District	1,308,754	1,319,138	1,234,245
Policing	218,903	220,777	204,830
Regional District	488,154	492,334	465,111
Regional Hospital District	199,845	201,556	197,809
Municipal Finance Authority	174	176	168
B.C. Assessment Authority	31,687	31,961	29,900
Okanagan Regional Library	121,989	123,053	116,492
	5,145,706	5,131,801	4,806,934
Transfers			
School District	1,308,754	1,319,138	1,234,245
Policing	218,903	220,777	204,830
Regional District	488,154	492,300	465,119
Regional Hospital District	199,845	201,536	197,783
Municipal Finance Authority	174	176	168
B.C. Assessment Authority	31,687	31,961	29,900
Okanagan Regional Library	121,989	123,033	116,499
	2,369,506	2,388,921	2,248,544
	\$ 2,776,200	\$ 2,742,880	\$ 2,558,390

# THE CORPORATION OF THE CITY OF ENDERBY

## Notes to Financial Statements

For the year ended December 31, 2024

### 15. Government Grants and Transfers

	Budget	2024	2023
Federal			
Community works fund - Gas tax	\$ 197,500	\$ 201,288	\$ 196,917
Provincial			
Conditional	505,800	56,999	1,689,691
Fortune Parks - conditional	3,056,310	1,011,300	24,672
Sewer - conditional	3,350	3,333	-
Small communities protection	484,000	530,700	484,000
Street lighting	1,400	1,395	1,395
Water - conditional	3,350	3,333	81,487
	4,054,210	1,607,060	2,281,245
Other			
Animal control	6,540	20,890	19,160
Cemetery	34,730	54,100	51,640
Fortune Parks	824,940	824,940	774,510
	866,210	899,930	845,310
	\$ 5,117,920	\$ 2,708,278	\$ 3,323,472

### 16. Sales of Service

	Budget	2024	2023
Animal control	\$ 12,000	\$ 12,741	\$ 12,090
Building permits	53,700	103,295	71,406
Business licenses	16,400	19,025	20,275
Cemetery	23,500	25,057	17,993
Fire protection	400,950	421,590	155,937
Fortune Parks	272,200	247,304	290,867
Garbage collection and disposal	120,375	119,280	115,552
Riverside RV Park & tourism	300,600	300,320	299,824
Sewer user fees	624,978	653,314	616,955
Water user fees	601,560	703,915	613,044
	\$ 2,426,263	\$ 2,605,841	\$ 2,213,943

# THE CORPORATION OF THE CITY OF ENDERBY

## Notes to Financial Statements

For the year ended December 31, 2024

### 17. Expenses by Object

	Budget	2024	2023
Accretion	\$ -	\$ 255,192	\$ 43,849
Advertising and publications	19,700	11,639	16,691
Amortization	-	1,308,668	1,312,955
Contracted services	964,450	557,749	516,481
Council grants	66,840	67,459	66,184
Insurance	81,150	75,113	64,727
Interest and bank charges	166,030	168,021	151,387
Maintenance	1,327,550	1,142,418	1,176,441
Materials and supplies	1,320,510	496,825	346,056
Professional fees	37,850	29,611	22,967
Salaries and benefits	1,841,319	1,785,497	1,686,102
Training, travel and conferences	99,800	73,755	98,255
Transfers	(23,503)	(21,630)	(9,514)
	\$ 5,901,696	\$ 5,950,317	\$ 5,492,581

### 18. Funds Held in Trust

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

#### Cemetery Perpetual Care Fund:

	2024	2023
Balance, beginning of year	\$ 265,947	\$ 250,544
Care fund contributions	4,087	2,595
Interest earned	13,758	12,808
Balance, end of year	\$ 283,792	\$ 265,947

# THE CORPORATION OF THE CITY OF ENDERBY

## Notes to Financial Statements

For the year ended December 31, 2024

### 19. Financial Plan

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

	2024	2023
Budget surplus per Statement of Operations	\$ 5,045,367	\$ 4,279,453
Less:		
Capital expenditures	(7,729,000)	(4,361,500)
Debt principal payments	(93,560)	(88,645)
Transfers to reserve funds	(2,587,130)	(3,373,416)
Add back:		
Borrowing proceeds	-	400,000
Transfers from accumulated surplus and reserve funds	5,364,323	3,144,108
Budget surplus per Financial Plan Bylaw	\$ -	\$ -

### 20. 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, 2024

---

### 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.

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## 21. Comparative Figures

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

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# THE CORPORATION OF THE CITY OF ENDERBY

## Notes to Financial Statements

For the year ended December 31, 2024

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### 22. 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, 2024

---

### 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).

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# THE CORPORATION OF THE CITY OF ENDERBY

Schedule of Segment Disclosure - Service

For the year ended December 31, 2024

Schedule I

	General revenue fund										2024
	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	\$ 2,120,896	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$ 2,742,880
Grants and subsidies	105,790	142,827	532,095		1,911,230	9,670		337,242	284,742		2,708,278
Sales of services	122,320	421,590		119,280	285,102	300,320		703,915	653,314		2,605,841
Other revenue from own sources	114,627										114,627
Interest and penalties	655,709				36,290	12,306					704,305
Developer contributions	1,618,446							241,836	265,580		2,125,862
	4,737,788	564,417	532,095	119,280	2,232,622	322,296	-	1,286,326	1,206,969		11,001,793
Expenses											
Accretion	41,824	16,796	742		8,564			179,908	7,358		255,192
Advertising and publications	2,438				5,330	3,871					11,639
Amortization	101,636	65,019	570,759		62,138			286,076	223,040		1,308,668
Contracted services	89,070	44,729		115,021	116,269	65,069	127,591				557,749
Council grants	10,484				56,975						67,459
Insurance	48,783				24,540	1,790					75,113
Interest and bank charges	158,820				2,522	6,679					168,021
Maintenance	52,344	96,808	319,825		186,033	31,071		252,809	203,528		1,142,418
Material and supplies	87,978	7,656	22,515	105	161,972	132,357		51,599	32,643		496,825
Professional fees	28,597				1,014						29,611
Salaries and benefits	652,644	95,731	252,910	613	404,837	5,200	26,589	198,150	148,823		1,785,497
Training, travel and conferences	29,514	35,902	2,590		2,192			1,866	1,691		73,755
Transfers	(274,028)		(166,212)	2,500	67,965	9,500		197,184	141,461		(21,630)
	1,030,104	362,641	1,003,129	118,239	1,100,351	255,537	154,180	1,167,592	758,544		5,950,317
Excess (deficiency) of revenue over expenses	3,707,684	201,776	(471,034)	1,041	1,132,271	66,759	(154,180)	118,734	448,425		5,051,476
Loss on disposal of tangible capital assets	(8,946)										(8,946)
Annual surplus (deficit)	\$ 3,698,738	\$ 201,776	\$ (471,034)	\$ 1,041	\$ 1,132,271	\$ 66,759	\$ (154,180)	\$ 118,734	448,425	\$	\$ 5,042,530

\*Includes Community Development and Recreational and Cultural Services.

# THE CORPORATION OF THE CITY OF ENDERBY

Schedule of Segment Disclosure - Service

For the year ended December 31, 2023

Schedule I (cont'd)

General revenue fund										
	General Government	Protective Services	Transportation Services	Solid Waste Services	Enderby / Area F Services	Riverside RV Park & Tourism	Other General Services*	Water Services	Sewer Services	2023
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							81,487		3,323,472
Sales of services	91,681	155,937		115,552	320,950	299,824		613,044	616,955	2,213,943
Other revenue from own sources	200,377									200,377
Interest and penalties	515,667				32,976					548,643
	4,514,646	298,764	485,395	115,552	1,223,908	309,494	-	1,006,450	890,616	8,844,825
Expenses										
Accretion	4,556	1,066	28		469			36,955	775	43,849
Advertising and publications	2,946				7,909	5,836				16,691
Amortization	115,708	62,434	564,356		71,031			277,397	222,029	1,312,955
Contracted services	52,259	42,545		113,144	117,097	61,130	113,523	16,783		516,481
Council grants	8,229				57,955					66,184
Insurance	41,658				21,909	1,160				64,727
Interest and bank charges	142,951				2,356	6,080				151,387
Maintenance	64,087	105,216	290,862		191,796	35,435		229,150	259,895	1,176,441
Material and supplies	38,182	32,373	3,773	92	128,479	121,329		3,642	18,186	346,056
Professional fees	22,967									22,967
Salaries and benefits	607,065	106,896	245,474	515	364,825	3,698	24,537	182,809	150,283	1,686,102
Training, travel and conferences	63,507	28,985	2,031		2,132			800	800	98,255
Transfers	(243,070)		(148,437)	2,000	67,770	8,000		166,943	137,280	(9,514)
	921,045	379,515	958,087	115,751	1,033,728	242,668	138,060	914,479	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	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	\$ 3,337,113

\*Includes Community Development and Recreational and Cultural Services.

# THE CORPORATION OF THE CITY OF ENDERBY

Enderby/Area F Services (Unaudited)

For the year ended December 31, 2024

Schedule II

	Fortune Parks	Animal Control	Cemetery	2024	2023
<b>Revenue</b>					
Grants and subsidies	\$ 1,836,240	\$ 20,890	\$ 54,100	\$ 1,911,230	\$ 869,982
Sale of services	247,304	12,741	25,057	285,102	320,950
Interest and penalties	22,574	3,075	10,641	36,290	32,976
	2,106,118	36,706	89,798	2,232,622	1,223,908
<b>Expenses</b>					
Accretion	8,564			8,564	469
Advertising	5,330			5,330	7,909
Amortization	62,138			62,138	71,031
Contracted services	103,244	13,025		116,269	117,097
Grants	49,975		7,000	56,975	57,955
Insurance	24,540			24,540	21,909
Interest and bank charges	2,522			2,522	2,356
Maintenance	160,720	7,735	17,578	186,033	191,796
Materials and supplies	161,972			161,972	128,479
Professional fees	1,014			1,014	-
Salaries and benefits	393,346	1,930	9,561	404,837	364,825
Training, travel and conferences	2,192			2,192	2,132
	975,557	22,690	34,139	1,032,386	965,958
Annual surplus (deficit)	\$1,130,561	\$ 14,016	\$ 55,659	\$ 1,200,236	\$ 257,950
Transfer to/from general fund					
Computer support	\$ 9,250	\$	\$	\$ 9,250	\$ 8,900
Finance overhead charges	24,950	5,230	9,530	39,710	38,190
Insurance allocation	4,035		870	4,905	8,899
Public works equipment allocation			9,240	9,240	7,111
Lease		4,860		4,860	4,670
	38,235	10,090	19,640	67,965	67,770
Net change in financial assets	1,092,326	3,926	36,019	1,132,271	190,180
Opening surplus	408,038	55,642	191,876	655,556	629,673
Amortization	62,138			62,138	71,031
Capital expenditures	(748,326)		(18,001)	(766,327)	(25,791)
Transfer from (to) reserves	(396,200)	(900)	(18,500)	(415,600)	(209,537)
Enderby / Area F accumulated surplus	\$ 417,976	\$ 58,668	\$ 191,394	\$ 668,038	\$ 655,556

**THE CORPORATION OF THE CITY OF ENDERBY**  
**Statement of Remuneration & Expenses**  
**For Year Ended December 2024**

**Elected Officials**

<b>Name</b>	<b>Position</b>	<b>Remuneration</b>	<b>Expenses</b>	<b>Total</b>
Baird, Tundra	Councillor	\$ 13,069	\$ 207	\$ 13,276
Couch, Todd	Electoral Area F Alternate Director	247	-	247
Davyduke, Roxanne	Councillor	13,549	3,744	17,293
Galbraith, Huck	Mayor	23,166	-	23,166
Hopkins, Allysa	Electoral Area F Director	247	-	247
Ramey, David	Councillor	13,309	-	13,309
Schreiner, Brian	Councillor	13,909	5,323	19,231
Shishido, Shawn	Councillor	12,264	-	12,264
Yerhoff, Sarah	Councillor	13,489	3,796	17,285
Total Elected Official Remuneration		\$ 103,246	\$ 13,071	\$ 116,316

**Employees**

Employees with Remuneration Exceeding \$75,000

<b>Name</b>	<b>Position</b>	<b>Remuneration</b>	<b>Expenses</b>	<b>Total</b>
Bellamy, Jennifer	Chief Financial Officer	\$ 114,202	\$ 1,835	\$ 116,037
Bengtson, Tate	Chief Administrative Officer	154,236	309	154,545
Brown, Ray	Public Works Lead Hand II	106,073	1,471	107,544
Inglis, Kurt	Planner	107,502	2,692	110,194
Kipp, Damon	Systems Operator III	103,189	521	103,710
Vetter, Clifford	Utility III Worker	95,433	437	95,870
Total Employee Remuneration Over \$75,000		\$ 680,635	\$ 7,264	\$ 687,900
Total Employee Remuneration Under \$75,000		610,465	40,186	650,651
Total Employee Remuneration		\$ 1,291,100	\$ 47,451	\$ 1,338,551

**Reconciliation of Remuneration**

Elected Official Remuneration	\$ 103,246
Employee Remuneration	1,291,100
Benefits not included in Remuneration	292,935
Other (including accruals)	98,216
Wages and Benefits per Financial Statements	\$ 1,785,497

**THE CORPORATION OF THE CITY OF ENDERBY**  
**Statement of Severance Agreements**  
**for Year Ended December 2024**

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There were no severance agreements made between the City of Enderby and its non-unionized employees during fiscal year 2024.

**THE CORPORATION OF THE CITY OF ENDERBY**  
**Statement of Payments to Suppliers of Goods & Services**  
**for Year Ended December 2024**

Supplier	Amount
A & D ASPHALT SOLUTIONS LTD.	\$ 27,526
AARDVARK PAVEMENT MARKING SERVICES	25,107
ALUMICHEM CANADA INC	63,015
BAIRD BROS. LTD.	37,290
BANNISTER CHEVROLET BUICK GMC VERNON	78,565
BC ASSESSMENT AUTHORITY	31,961
BC HYDRO	299,939
BDO CANADA LLP	35,952
BEE JAY'S EXCAVATING LTD	28,175
CARO ANALYTICAL SERVICES	32,733
ENDERBY & DISTRICT RECREATION SERVICES	195,668
FLOWSYSTEMS DISTRIBUTION INC.	33,537
FORSITE CONSULTANTS LTD	25,279
GROUP SOURCE	62,800
GTI PETROLEUM	43,129
HDR ARCHITECTURE ASSOCIATES INC.	479,087
HUB FIRE ENGINES & EQUIPMENT	407,329
MODERN ENERGY MNGT	48,745
MONAGHAN ENGINEERING & CONSULTING LTD	267,568
MOUNCE CONSTRUCTION	1,323,423
MOUNTAIN VIEW ELECTRIC LTD	107,956
MUNICIPAL INSURANCE ASSOC.	97,380
MUNICIPAL PENSION PLAN	96,275
NORTH OKANAGAN COLUMBIA SHUSWAP REGIONAL HOSPITAL	201,536
OKANAGAN REGIONAL LIBRARY	123,033
PRIORITY CONTRACTING	67,820
PROVINCE OF BC	579,095
RECEIVER GENERAL	75,588
REG. DIST. OF NORTH OKANAGAN	779,436
ROCKY MOUNTAIN PHOENIX	163,003
SA BYLAW SERVICES	26,228
SCV WASTE SOLUTIONS	31,236
THE GROUNDS GUYS OF OKANAGAN & SHUSWAP	74,987
TIP-IT WASTE SOLUTIONS	114,235
WORKSAFE BC	43,920
YETI REFRIGERATION INC.	103,371
Total Payments to Suppliers Exceeding \$25,000	\$ 6,204,403
Payments to Suppliers of \$25,000 or Less	928,895
Payments of Grants & Contributions Exceeding \$25,000:	
ENDERBY & DISTRICT MUSEUM SOCIETY	31,000
ROYAL CANADIAN LEGION BRANCH #98	25,000
Total Payments of Grants & Contributions exceeding \$25,000	56,000
Payments of Grants & Contributions of \$25,000 or Less	39,459
Total Payments made to Suppliers	\$ 7,228,757

**THE CORPORATION OF THE CITY OF ENDERBY**  
**Statement of Payments to Suppliers of Goods & Services**  
**for Year Ended December 2024**

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**Reconciliation of Supplier Payments**

Total Payments made to Suppliers	\$	7,228,757
Wages and Benefits		1,785,497
Included in Wages and Benefits	-	292,935
Capital Purchases	-	2,953,129
Accretion		255,192
Amortization		1,308,668
Requisition Payments	-	1,404,078
Accruals, GST adjustments and other misc. items		<u>22,345</u>
Total Expenditures per Financial Statements	\$	<u><u>5,950,317</u></u>



**THE CORPORATION OF THE CITY OF ENDERBY**  
**Statement of Guarantee and Indemnity Agreements**  
**for Year Ended December 2024**

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The City of Enderby has not given any guarantees or indemnities under the Indemnities and Guarantees Regulation for the year ended December 31, 2024.

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: April 22, 2025  
Subject: Drinking Water Annual Report 2024

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**RECOMMENDATION**

THAT Council receives and files the City of Enderby Drinking Water Annual Report 2024.

**BACKGROUND**

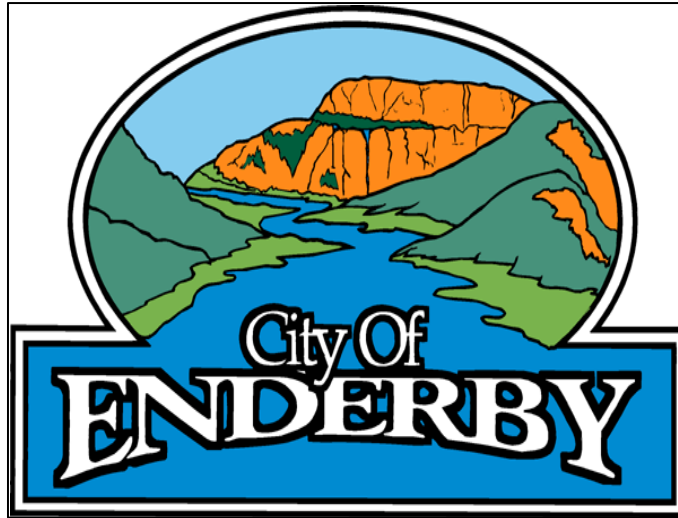
Pursuant to the *British Columbia Drinking Water Protection Act* and Regulation, the City of Enderby is required to publish an annual drinking water report. Following Council's receiving of the report, it will be posted on the City's website.

This report has also been submitted to the Interior Health Drinking Water Officer responsible for the City of Enderby water system.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer



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# CITY OF ENDERBY DRINKING WATER SYSTEM

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ANNUAL REPORT 2024

*April 22, 2025*

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## EXECUTIVE SUMMARY

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The City of Enderby operates and maintains a community drinking water system in accordance with the Drinking Water Protection Act and the *Guidelines for Canadian Drinking Water Quality*.

In 2024, the total water distributed from the Water Treatment Plant was 567,189 m<sup>3</sup>. The maximum one-day demand was 3,074 m<sup>3</sup> on, July 19 2024. By contrast, in 2023, the total water distributed from the Water Treatment Plant was 556,568 m<sup>3</sup> and the maximum one-day demand was on July 22, 2023 at 2,943 m<sup>3</sup>.

In 2024, the City of Enderby spent \$1,071,543 to operate and maintain the community drinking water system. Of that value, capital investment represents 34.5% of the total expended by the City of Enderby in 2024.

The City continues its water quality monitoring program. Nothing of concern was discovered in the drinking water system in 2024.

The City's Public Works staff is certified to meet the legislative requirements of operating the Water Treatment Plant and distribution system.

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

## INTRODUCTION

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The City of Enderby operates and maintains a community drinking water system in accordance with the Drinking Water Protection Act and Regulations, as well as the *Guidelines for Canadian Drinking Water Quality*. Pursuant to Section 15(b) of the British Columbia Drinking Water Protection Act and Section 11 of the British Columbia Drinking Water Protection Regulation, the City of Enderby provides the following Annual Drinking Water Report for 2024.

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

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

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

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

There are a variety of potential hazards to drinking water, most of which involve chemical and microbiological contaminants that may be introduced at the source or intake, during treatment, or during distribution. The City has implemented a water quality monitoring regime and uses multi-barrier treatment to manage the risks to public health. The City has a Drinking Water Emergency Response Plan and a Source Protection Plan for both of its sources.

## WATER SYSTEM OVERVIEW

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The Enderby water system consists of two sources:

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

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

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

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

Under normal operation, water from the Shuswap River is filtered and chlorinated, then pumped from the clearwell through the UV disinfection system and into the distribution system to a water reservoir. Water from the Shuswap Well is chlorinated on-site and pumped to the clearwell, then through the UV disinfection system and to the reservoirs. There is a total of 3,782 m<sup>3</sup> of reservoir capacity. Each system can be isolated and run to the reservoirs alone.

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

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

## ANNUAL CONSUMPTION DATA

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

In 2024, the total water distributed from the Water Treatment Plant was 567,189 m<sup>3</sup>. The maximum one-day demand was 3,074 m<sup>3</sup> on July 19 2024. By contrast, in 2023, the total water distributed from the Water Treatment Plant was 556,568 m<sup>3</sup> and the maximum one-day demand was on July 22, 2023 at 2,943 m<sup>3</sup>.

The following chart shows maximum and average daily demands from the Water Treatment Plant by month for 2023 and 2024.

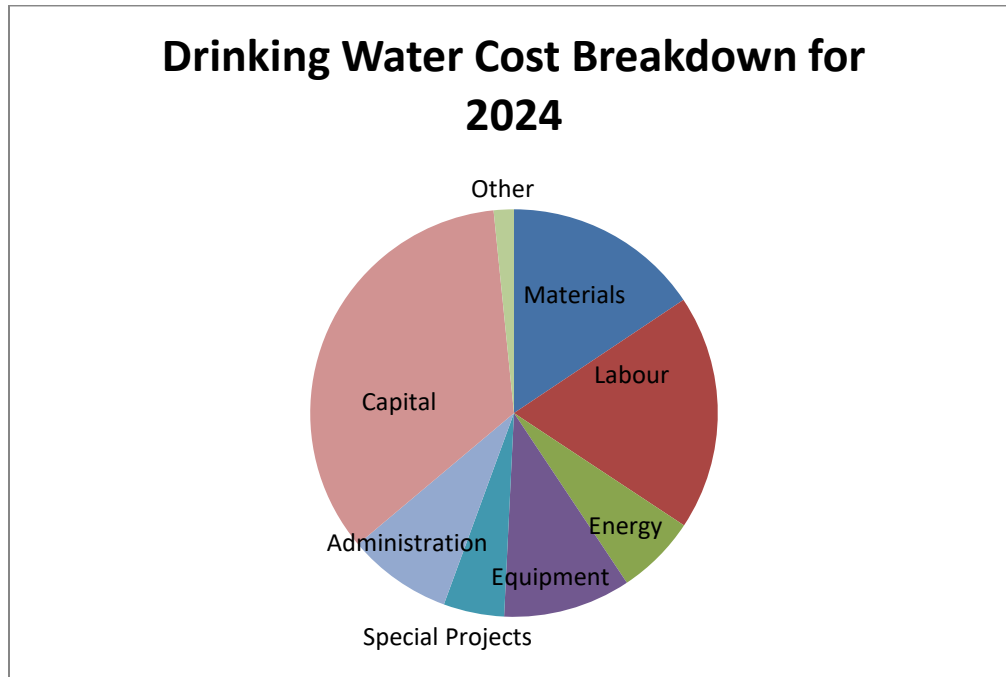
Month	2024 Max. Daily Demand (m <sup>3</sup> )	2024 Avg. Daily Demand (m <sup>3</sup> )	2023 Max. Daily Demand (m <sup>3</sup> )	2023 Avg. Daily Demand (m <sup>3</sup> )
January	1658	1392	1635	1331
February	1929	1336	1403	1222
March	1525	1315	1352	1134
April	1807	1480	1282	1062
May	1963	1489	2258	1615
June	2244	1662	2573	1961
July	3074	2423	2943	2441
August	2874	2283	2935	2364
September	2411	1739	1909	1455
October	1650	1239	1307	1157
November	1419	1110	1296	1175
December	1347	1138	1562	1336

Year-to-year variations in demand tend to be influenced by the impact of weather upon consumption habits, particularly irrigation, while longer-range trends are influenced by population growth and demand management initiatives such as water rates and water conservation programs.



## DRINKING WATER COST BREAKDOWN

In 2024, the City of Enderby spent \$1,071,543 to operate and maintain the community drinking water system. Of that value, capital investment represents 34.5% of the total.



The following chart compares the dollar value associated with each expense category:

Category	2024 Value	2023 Value
Materials	167,441	149,382
Labour	200,016	183,609
Energy	68,210	63,794
Equipment	108,410	94,035
Special Projects	51,599	20,425
Interest	-	-
Administration	88,774	72,908
Capital	369,936	153,951
Other	17,158	15,974
Total	1,071,543	754,077

## WATER SYSTEM ASSESSMENT AND INFRASTRUCTURE DEFICIT

The total replacement value for the water distribution system (such as pipes and pumps) is \$47,716,805. As of December 31, 2024, the total depreciation is \$19,321,267.

The total replacement value for the City of Enderby water treatment system (such as buildings, clarifier, chlorinators, and ultraviolet bank) is \$9,286,363. As of December 31, 2024, the total depreciation is \$4,886,039.

In 2024, \$305,355 was contributed to the City of Enderby water reserve fund and \$229,358 was withdrawn, for a balance at the end of the year of \$817,090.

In order to address its infrastructure deficit, the City has committed to an incremental tax increase of 1% per year to the water utility. This amount is dedicated to asset management. The anticipated 2024 contribution to water reserves is \$287,100.

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## COMPLETED AND FORTHCOMING MAJOR PROJECTS

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There were a number of major water projects completed or forthcoming as of December 31, 2024:

- Russell Avenue water main and service renewal (completed).
- Geographic Information System (GIS) updates and improvements (completed), including roll-out to Public Works work stations (completed).
- Reservoir #1 bypass program testing (completed).
- Reservoir #1 renewal (forthcoming).
- Planning for Water Treatment Plant expansion (in progress).
- Granville Avenue water main and service renewal (forthcoming).
- Preliminary planning for King Avenue water main renewal (forthcoming).
- Preliminary planning for Brickyard Road water main expansion (forthcoming).

---

## MAJOR EVENTS

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There was one relatively short period of elevated turbidity greater than 5 NTU in the Shuswap River during 2024. This lasted between March 21 and March 23, 2024. The seasonal freshet was gradual and did not bring the extended periods of elevated turbidity as seen in previous years. During this event, the water treatment plant was used as backup, and the Shuswap Well was the primary source to supply potable water to consumers.

There were five total breaks or major leaks identified during the year. They were addressed and handled promptly and no major service disruptions were experienced.

Reservoir #1 bypass program testing took place throughout the year to prepare for the reconstruction of Reservoir #1 in 2025. This involved isolating Reservoir #1 and using Booster Station #2 in conjunction with a variable frequency drive on a distribution pump at the Water Treatment Plant to supply water directly to Reservoir #2, and then configure valve works in Booster Station #2 to reduce pressure in order to provide stored water to Pressure Zone 1.

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## WATER QUALITY MONITORING

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Daily samples are collected at the Shuswap Well and River and tested for pH, temperature, and turbidity. Daily samples are also collected at the Water Treatment Plant and tested for pH,

temperature, turbidity, and colour. The clearwell is tested on a daily basis for pH, temperature, turbidity, colour, and free and total chlorine.

Weekly system checks and distribution samples are tested for chlorine residuals to ensure a minimum of 0.20 mg/L of free chlorine is found throughout the distribution system. Chlorine residuals were above the minimum threshold for all sample locations and dates.

At least once per month, samples are collected at 10 monitoring stations within the distribution system for microbiological testing. An total coliform test was found to be positive at City Hall February 21, 2024. In accordance with standard practice, this site was immediately re-sampled and returned negative for total coliforms. The February 21 positive sample was likely a sampling error or laboratory error. There were no other positive total coliform samples in 2024.

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

On a quarterly basis, trihalomethane (THM) samples are collected from the Brash PRV, Booster #1, and Valcain stations. THMs are by-products caused by the chemical reaction between chlorine and organic matter naturally present in water. High levels of THMs can have adverse health effects and, as a result, the *Guidelines for Canadian Drinking Water Quality* set a maximum acceptable concentration of 0.1 mg/L. All THM tests from the above sample stations reported below the maximum acceptable concentration, with concentrations never exceeding 0.0705 mg/L.

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

The Shuswap River is sampled annually for comprehensive testing. The Shuswap Well is sampled every second year for comprehensive testing. The Shuswap River was tested in 2024.

The results are as follows.

Date	Parameter	Result (River)
August 14, 2024	Chloride	0.46
August 14, 2024	Fluoride	<0.10
August 14, 2024	Nitrate (as N)	<0.010
August 14, 2024	Nitrite (as N)	<0.010
August 14, 2024	Sulfate	5.9
August 14, 2024	EPHw10-19	<250
August 14, 2024	EPHw19-32	<250
August 14, 2024	LEPHw	<250
August 14, 2024	HEPHw	<250
August 14, 2024	Langelier Index	-1.9
August 14, 2024	Hardness, Total (as CaCO <sub>3</sub> )	43.7
August 14, 2024	Solids, Total Dissolved (calc)	49.5
August 14, 2024	Temperature, at pH	21.9
August 14, 2024	Colour, True	<5.0
August 14, 2024	Alkalinity, Total (as CaCO <sub>3</sub> )	40.6

August 14, 2024	Alkalinity, Phenolphthalein (as CaCO <sub>3</sub> )	<1.0
August 14, 2024	Alkalinity, Bicarbonate (as CaCO <sub>3</sub> )	40.6
August 14, 2024	Alkalinity, Carbonate (as CaCO <sub>3</sub> )	<1.0
August 14, 2024	Alkalinity, Hydroxide (as CaCO <sub>3</sub> )	<1.0
August 14, 2024	Cyanide, Total	<0.0020
August 14, 2024	Turbidity	0.8
August 14, 2024	pH	6.79
August 14, 2024	Conductivity (EC)	96.4
August 14, 2024	Coliforms, Total (Q-Tray)	1050
August 14, 2024	E. coli	20
August 14, 2024	Acenaphthene	<0.050
August 14, 2024	Acenaphthylene	<0.200
August 14, 2024	Acridine	<0.050
August 14, 2024	Anthracene	<0.010
August 14, 2024	Benz(a)anthracene	<0.010
August 14, 2024	Benzo(a)pyrene	<0.010
August 14, 2024	Benzo(b+j)fluoranthene	<0.050
August 14, 2024	Benzo(g,h,i)perylene	<0.050
August 14, 2024	Benzo(k)fluoranthene	<0.050
August 14, 2024	2-Chloronaphthalene	<0.100
August 14, 2024	Chrysene	<0.050
August 14, 2024	Dibenz(a,h)anthracene	<0.010
August 14, 2024	Fluoranthene	<0.030
August 14, 2024	Fluorene	<0.050
August 14, 2024	Indeno(1,2,3-cd)pyrene	<0.050
August 14, 2024	1-Methylnaphthalene	<0.100
August 14, 2024	2-Methylnaphthalene	<0.100
August 14, 2024	Naphthalene	<0.200
August 14, 2024	Phenanthrene	<0.100
August 14, 2024	Pyrene	<0.020
August 14, 2024	Quinoline	<0.050
August 14, 2024	Aluminum, total	0.0656
August 14, 2024	Antimony, total	<0.00020
August 14, 2024	Arsenic, total	<0.00050
August 14, 2024	Barium, total	0.0097
August 14, 2024	Boron, total	<0.0500
August 14, 2024	Cadmium, total	<0.000010
August 14, 2024	Calcium, total	14.6
August 14, 2024	Chromium, total	<0.00050
August 14, 2024	Cobalt, total	<0.00010
August 14, 2024	Copper, total	0.00252
August 14, 2024	Iron, total	0.099
August 14, 2024	Lead, total	0.00065
August 14, 2024	Magnesium, total	1.72

August 14, 2024	Manganese, total	0.00417
August 14, 2024	Mercury, total	<0.000010
August 14, 2024	Molybdenum, total	0.0006
August 14, 2024	Nickel, total	0.0004
August 14, 2024	Potassium, total	0.81
August 14, 2024	Selenium, total	<0.00050
August 14, 2024	Sodium, total	1.19
August 14, 2024	Strontium, total	0.0651
August 14, 2024	Uranium, total	0.00031
August 14, 2024	Zinc, total	0.008
August 14, 2024	Benzene	<0.5
August 14, 2024	Bromodichloromethane	<1.0
August 14, 2024	Bromoform	<1.0
August 14, 2024	Carbon tetrachloride	<0.5
August 14, 2024	Chlorobenzene	<1.0
August 14, 2024	Chloroethane	<2.0
August 14, 2024	Chloroform	<1.0
August 14, 2024	Dibromochloromethane	<1.0
August 14, 2024	1,2-Dibromoethane	<0.3
August 14, 2024	Dibromomethane	<1.0
August 14, 2024	1,2-Dichlorobenzene	<0.5
August 14, 2024	1,3-Dichlorobenzene	<1.0
August 14, 2024	1,4-Dichlorobenzene	<1.0
August 14, 2024	1,1-Dichloroethane	<1.0
August 14, 2024	1,2-Dichloroethane	<1.0
August 14, 2024	1,1-Dichloroethylene	<1.0
August 14, 2024	cis-1,2-Dichloroethylene	<1.0
August 14, 2024	trans-1,2-Dichloroethylene	<1.0
August 14, 2024	Dichloromethane	<3.0
August 14, 2024	1,2-Dichloropropane	<1.0
August 14, 2024	1,3-Dichloropropene (cis + trans)	<1.0
August 14, 2024	Ethylbenzene	<1.0
August 14, 2024	Methyl tert-butyl ether	<1.0
August 14, 2024	Styrene	<1.0
August 14, 2024	1,1,2,2-Tetrachloroethane	<0.5
August 14, 2024	Tetrachloroethylene	<1.0
August 14, 2024	Toluene	<1.0
August 14, 2024	1,1,1-Trichloroethane	<1.0
August 14, 2024	1,1,2-Trichloroethane	<1.0
August 14, 2024	Trichloroethylene	<1.0
August 14, 2024	Trichlorofluoromethane	<1.0
August 14, 2024	Vinyl chloride	<1.0
August 14, 2024	Xylenes (total)	<2.0

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## ENVIRONMENTAL OPERATORS CERTIFICATION

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The *Drinking Water Protection Regulation* requires a Chief Operator certified by the Environmental Operators Certification Program at a level that matches the facility classification for Water Treatment and Water Distribution.

The Water Treatment Plant is a Class II facility. The Water Distribution system is a Class I facility.

During 2024, City of Enderby employed the following certified operators:

Name	Title	Water Treatment	Water Distribution
Damon Kipp	Systems Operator III	Level II	Level II
Ray Brown	Lead Hand I	Level I	Level II
Mervin Arvay	Utility I	-	Level III

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## WATER CONSERVATION PLAN

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

As of December 31, 2024, the City of Enderby has achieved a number of strategies within its Water Conservation Plan, including:

1. Universal water metering;
2. Water Conservation and Drought Management framework; and
3. Education and compliance initiatives.

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## CROSS CONNECTION CONTROL PROGRAM

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

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

For a number of reasons, including cost and internal capacity limitations, the Cross Connection Control Program has not been fully implemented. The City of Enderby intends to increase compliance with its Cross Connection Control program in 2025 and will follow a risk-based approach focusing on premises isolation.

## SOURCE PROTECTION PLAN

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In February 2017, the City completed its Source Protection Plan for both the surface water intake and the Shuswap Well. The Source Protection Plan characterized the sources, provided an inventory of potential contaminants and threats, characterized risks, and recommended various actions to mitigate risk. As a result of this plan, the City has completed analyses of both sources for herbicides, pesticides, and petroleum in order to characterize the source water better.

The City has also reached out to relevant third parties to inform them of the locations of the City's drinking water sources and request that they notify the City in the event of an accident, spill, fire, or natural disaster. The City has also requested that the Regional District of North Okanagan refer development applications within the designated groundwater protection area.

## EMERGENCY RESPONSE PLAN

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

The Emergency Response Plan was last updated on November 13, 2024.

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: April 22, 2025  
Subject: City of Enderby Wastewater System Annual Report 2025

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**RECOMMENDATION**

THAT Council receives and files the City of Enderby Wastewater System Annual Report 2024.

**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.

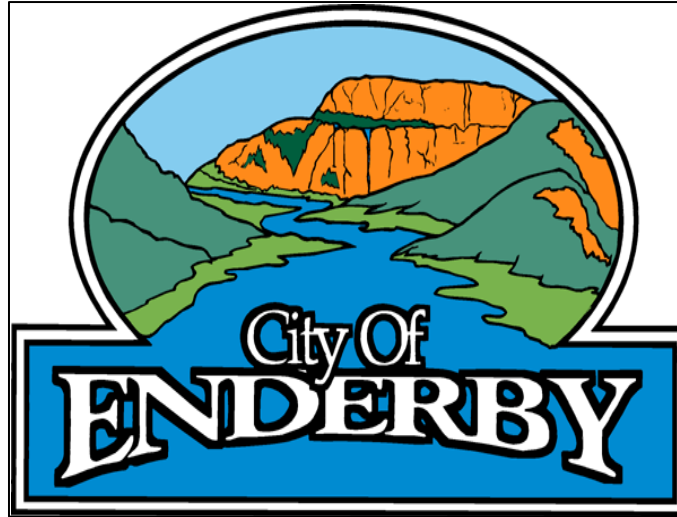
In addition to the submission to the Director, the Wastewater System Annual Report 2024 is being submitted to Council as an information item.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer





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# CITY OF ENDERBY WASTEWATER SYSTEM

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ANNUAL REPORT 2024

*April 22, 2025*

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## EXECUTIVE SUMMARY

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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 I Wastewater Collections 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.

The average daily flow for 2024 was 932 m<sup>3</sup> per day, which is a slight decrease from 973 m<sup>3</sup> per day in 2023. Stable flows from year to year can be attributed to low inflow and infiltration (I&I) in both years. The maximum daily flow was 1,328 m<sup>3</sup> and occurred on December 22, 2024.

There were 0 days in 2024 when the WWRP was over its permitted discharge of 3,400 m<sup>3</sup> per day. There were no spills or overflow events from either the WWRP or the collection system in 2024.

The City of Enderby has operators certified to meet the legislative requirements for oversight of the WWRP and the collection system.

## OVERVIEW

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The City of Enderby is in the North Okanagan region of British Columbia. It is 4.26 km<sup>2</sup> in size and has a population of 3,028 persons (2021 Census).

The City of Enderby possesses a Class I 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 Splitsin 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.

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.

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

## PERMIT

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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 m<sup>3</sup> 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 2024, 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	Lead Hand I	WWC I, WWT I
Mervin Arvay	Utility I	WWC II
WWT – Wastewater Treatment, WWC – Wastewater Collection		

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## MAJOR EVENTS

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### EVENTS

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The Salsnes filter blower failed on July 26, 2024. The blower remained down for repairs until August 14, 2024. During this time, wastewater flowed directly into the aeration basin through a grit settling channel. The Salsnes filter provides primary screening of rags, cloths, and larger solids that can cause equipment issues downstream. Higher volumes of normally screened materials did enter the aeration basin; however, no process upset was observed and no solids would have reached the receiving environment. A back-up filter is planned for installation in 2025.

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### EXCESS DISCHARGES

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There were 0 days in 2024 when the WWRP was over its permitted discharge of 3,400 m<sup>3</sup> per day.

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### OVERFLOWS

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

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### INFLOW AND INFILTRATION

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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.

The recalibration of an influent flow meter in 2023 revealed that influent flows to the WWRP were substantially overstated. As influent flows are a key measure for determining the I/I rate, data is being collected so that a revised report can be generated.

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### INFRASTRUCTURE VALUE, DEFICIT AND RENEWAL

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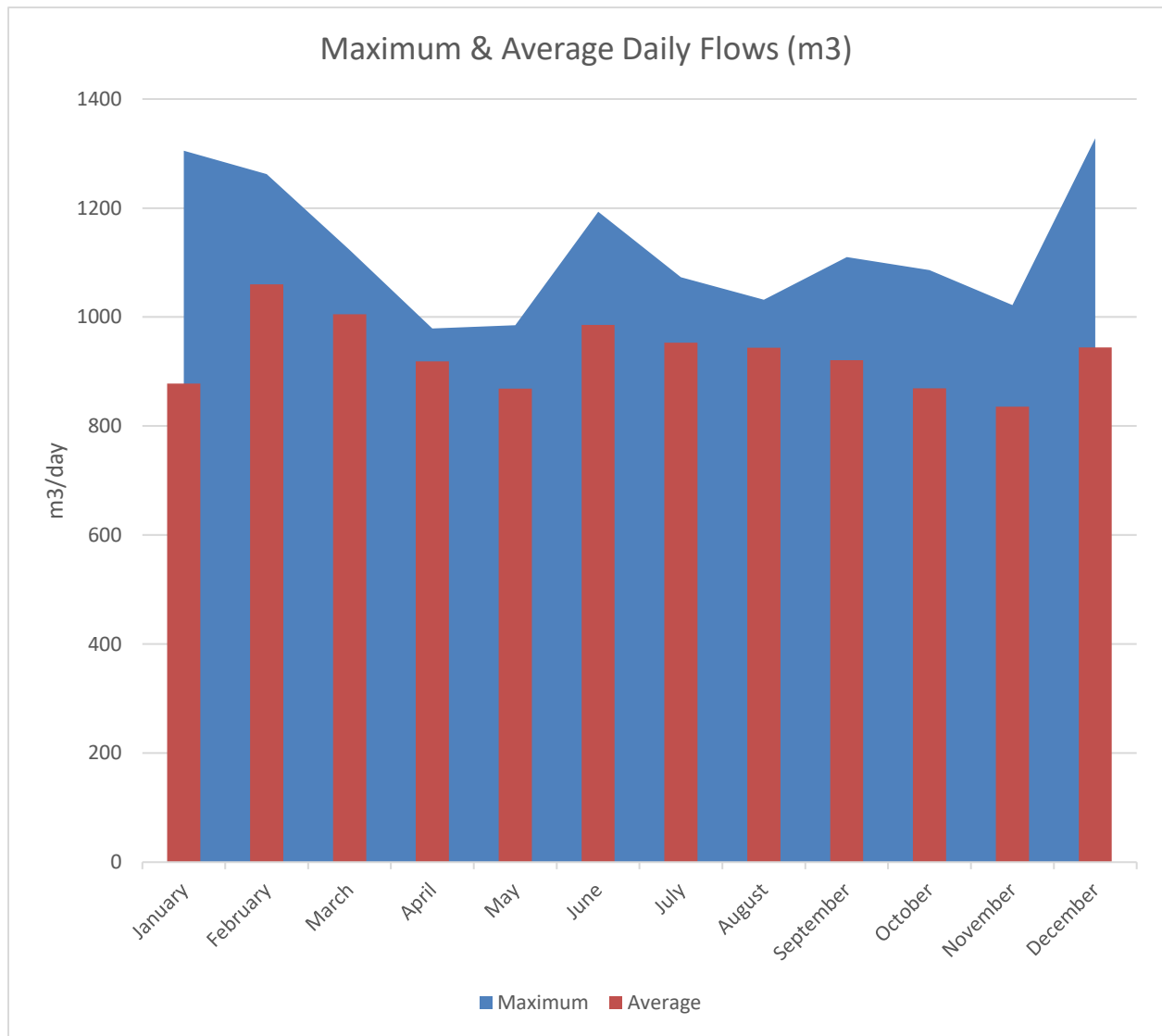
The City of Enderby's wastewater system, inclusive of treatment and collection, has a replacement value of \$29,008,066. The total loss in value to the system, representing the City's infrastructure deficit is \$16,956,566. In 2024, the City contributed \$243,700 to its sewer reserve fund and withdrew \$196,880. After adding interest earned, the balance as of December 31, 2024 was \$1,140,313.

The anticipated 2024 contribution to sewer reserves is \$249,400.

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 2024, as measured at the WWRP discharge:





The historical average and maximum daily flows are as follows:

Year	Average Daily Flow (m3)	Maximum Daily Flow (m3)
<b>2024</b>	932	1328
<b>2023</b>	1436 (973 calculated)	3243 (1946 calculated)
<b>2022</b>	2081	4025
<b>2021</b>	1720	2689
<b>2020</b>	2236	4371
<b>2019</b>	1722	2928
<b>2018</b>	2147	5321
<b>2017</b>	1992	5216
<b>2016</b>	1661	2477
<b>2015</b>	1855	5368
<b>2014</b>	2033	3683

Values with a gray background are known to overstate flows due to the recalibration of the flow meter discussed above and should only be used to understand year-over-year variations in relative flow.

## COMPOSTABLE SLUDGE VOLUME AND LABORATORY ANALYTICS

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The total mass of compostable sludge in 2024 was approximately 224 tonnes. This was slightly less than the 275 tonnes wasted in the previous year.

All compostable sludge must not exceed 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 10	July 10	OMRR
Arsenic	1.08	1.5	75
Cadmium	0.693	1.09	20
Chromium	11.7	15.5	1060
Cobalt	1.92	2.09	150
Copper	205	385	2200
Lead	6.01	9.73	500
Mercury	0.305	0.538	15
Molybdenum	4.07	6.34	20
Nickel	11.4	15.3	180
Selenium	2.58	6.15	14
Zinc	229	523	1850

## INFLUENT LABORATORY ANALYTICS

DATE	TEST	INFLUENT
January 3, 2024	Nitrate (as N)	<0.010
January 3, 2024	Nitrite (as N)	<0.010
January 3, 2024	Phosphate (as P)	3.19
January 3, 2024	Ammonia, Un-Ionized (as N)	0.707
January 3, 2024	Nitrate+Nitrite (as N)	<0.0100
January 3, 2024	Nitrogen, Total	47.2
January 3, 2024	Nitrogen, Organic	8.99
January 3, 2024	Temperature, at pH	23.1
January 3, 2024	Alkalinity, Total (as CaCO3)	264
January 3, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
January 3, 2024	Alkalinity, Bicarbonate (as CaCO3)	264
January 3, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
January 3, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
January 3, 2024	Ammonia, Total (as N)	38.2
January 3, 2024	BOD, 5-day	215
January 3, 2024	Chemical Oxygen Demand	446
January 3, 2024	Nitrogen, Total Kjeldahl	47.2
January 3, 2024	Phosphorus, Total (as P)	5.98
January 3, 2024	Phosphorus, Total Dissolved	3.66
January 3, 2024	Solids, Total Suspended	224
January 3, 2024	Solids, Volatile Suspended	184
January 3, 2024	pH	7.58
February 7, 2024	Nitrate (as N)	0.011
February 7, 2024	Nitrite (as N)	<0.010
February 7, 2024	Phosphate (as P)	3.3
February 7, 2024	Ammonia, Un-Ionized (as N)	1.37
February 7, 2024	Nitrate+Nitrite (as N)	0.011
February 7, 2024	Nitrogen, Total	52.8
February 7, 2024	Temperature, at pH	23.6
February 7, 2024	Alkalinity, Total (as CaCO3)	332
February 7, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
February 7, 2024	Alkalinity, Bicarbonate (as CaCO3)	332
February 7, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
February 7, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
February 7, 2024	Ammonia, Total (as N)	32.1
February 7, 2024	BOD, 5-day	220
February 7, 2024	Chemical Oxygen Demand	461
February 7, 2024	Nitrogen, Total Kjeldahl	52.8
February 7, 2024	Phosphorus, Total Dissolved	3.93
February 7, 2024	Solids, Total Suspended	254
February 7, 2024	Solids, Volatile Suspended	218
February 7, 2024	pH	7.94
March 6, 2024	Nitrate (as N)	0.072
March 6, 2024	Nitrite (as N)	<0.010
March 6, 2024	Phosphate (as P)	3.8
March 6, 2024	Ammonia, Un-Ionized (as N)	1.22
March 6, 2024	Nitrate+Nitrite (as N)	0.0718

March 6, 2024	Nitrogen, Total	57.4
March 6, 2024	Temperature, at pH	22
March 6, 2024	Alkalinity, Total (as CaCO3)	349
March 6, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
March 6, 2024	Alkalinity, Bicarbonate (as CaCO3)	349
March 6, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
March 6, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
March 6, 2024	Ammonia, Total (as N)	35.5
March 6, 2024	BOD, 5-day	242
March 6, 2024	Chemical Oxygen Demand	442
March 6, 2024	Nitrogen, Total Kjeldahl	57.3
March 6, 2024	Phosphorus, Total Dissolved	4.18
March 6, 2024	Solids, Total Suspended	266
March 6, 2024	Solids, Volatile Suspended	224
March 6, 2024	pH	7.89
April 3, 2024	Nitrate (as N)	<0.010
April 3, 2024	Nitrite (as N)	<0.010
April 3, 2024	Phosphate (as P)	3.97
April 3, 2024	Ammonia, Un-Ionized (as N)	1.13
April 3, 2024	Nitrate+Nitrite (as N)	<0.0100
April 3, 2024	Nitrogen, Total	62.4
April 3, 2024	Temperature, at pH	21.7
April 3, 2024	Alkalinity, Total (as CaCO3)	348
April 3, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
April 3, 2024	Alkalinity, Bicarbonate (as CaCO3)	348
April 3, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
April 3, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
April 3, 2024	Ammonia, Total (as N)	35.9
April 3, 2024	BOD, 5-day	191
April 3, 2024	Chemical Oxygen Demand	230
April 3, 2024	Nitrogen, Total Kjeldahl	62.4
April 3, 2024	Phosphorus, Total Dissolved	4.65
April 3, 2024	Solids, Total Suspended	280
April 3, 2024	Solids, Volatile Suspended	232
April 3, 2024	pH	7.86
May 1, 2024	Nitrate (as N)	<0.010
May 1, 2024	Nitrite (as N)	<0.010
May 1, 2024	Phosphate (as P)	3.3
May 1, 2024	Ammonia, Un-Ionized (as N)	1.13
May 1, 2024	Nitrate+Nitrite (as N)	<0.0100
May 1, 2024	Nitrogen, Total	54.4
May 1, 2024	Temperature, at pH	22.5
May 1, 2024	Alkalinity, Total (as CaCO3)	281
May 1, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
May 1, 2024	Alkalinity, Bicarbonate (as CaCO3)	281
May 1, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
May 1, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
May 1, 2024	Ammonia, Total (as N)	35.5
May 1, 2024	BOD, 5-day	236
May 1, 2024	Chemical Oxygen Demand	423
May 1, 2024	Nitrogen, Total Kjeldahl	54.4

May 1, 2024	Phosphorus, Total Dissolved	4.28
May 1, 2024	Solids, Total Suspended	210
May 1, 2024	Solids, Volatile Suspended	176
May 1, 2024	pH	7.84
June 5, 2024	Nitrate (as N)	<0.010
June 5, 2024	Nitrite (as N)	<0.010
June 5, 2024	Ammonia, Un-Ionized (as N)	0.575
June 5, 2024	Nitrate+Nitrite (as N)	<0.0100
June 5, 2024	Nitrogen, Total	57.8
June 5, 2024	Temperature, at pH	20.3
June 5, 2024	Alkalinity, Total (as CaCO3)	307
June 5, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
June 5, 2024	Alkalinity, Bicarbonate (as CaCO3)	307
June 5, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
June 5, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
June 5, 2024	Ammonia, Total (as N)	40.6
June 5, 2024	BOD, 5-day	246
June 5, 2024	Chemical Oxygen Demand	471
June 5, 2024	Nitrogen, Total Kjeldahl	57.8
June 5, 2024	Phosphorus, Total Dissolved	4.09
June 5, 2024	Phosphorus, Dissolved Reactive	4.03
June 5, 2024	Solids, Total Suspended	162
June 5, 2024	Solids, Volatile Suspended	144
June 5, 2024	pH	7.55
July 3, 2024	Nitrate (as N)	<0.010
July 3, 2024	Nitrite (as N)	<0.010
July 3, 2024	Ammonia, Un-Ionized (as N)	0.953
July 3, 2024	Nitrate+Nitrite (as N)	<0.0100
July 3, 2024	Nitrogen, Total	50.9
July 3, 2024	Temperature, at pH	22.5
July 3, 2024	Alkalinity, Total (as CaCO3)	292
July 3, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
July 3, 2024	Alkalinity, Bicarbonate (as CaCO3)	292
July 3, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
July 3, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
July 3, 2024	Ammonia, Total (as N)	36.8
July 3, 2024	BOD, 5-day	202
July 3, 2024	Chemical Oxygen Demand	410
July 3, 2024	Nitrogen, Total Kjeldahl	50.9
July 3, 2024	Phosphorus, Total Dissolved	3.59
July 3, 2024	Phosphorus, Dissolved Reactive	2.98
July 3, 2024	Solids, Total Suspended	166
July 3, 2024	Solids, Volatile Suspended	152
July 3, 2024	pH	7.75
August 7, 2024	Nitrate (as N)	<0.010
August 7, 2024	Nitrite (as N)	<0.010
August 7, 2024	Ammonia, Un-Ionized (as N)	0.049
August 7, 2024	Nitrate+Nitrite (as N)	<0.0100
August 7, 2024	Nitrogen, Total	20.3
August 7, 2024	Nitrogen, Organic	11.3
August 7, 2024	Temperature, at pH	21

August 7, 2024	Alkalinity, Total (as CaCO <sub>3</sub> )	152
August 7, 2024	Alkalinity, Phenolphthalein (as CaCO <sub>3</sub> )	<1.0
August 7, 2024	Alkalinity, Bicarbonate (as CaCO <sub>3</sub> )	152
August 7, 2024	Alkalinity, Carbonate (as CaCO <sub>3</sub> )	<1.0
August 7, 2024	Alkalinity, Hydroxide (as CaCO <sub>3</sub> )	<1.0
August 7, 2024	Ammonia, Total (as N)	9.04
August 7, 2024	BOD, 5-day	463
August 7, 2024	Chemical Oxygen Demand	344
August 7, 2024	Nitrogen, Total Kjeldahl	20.3
August 7, 2024	Phosphorus, Total Dissolved	5.87
August 7, 2024	Phosphorus, Dissolved Reactive	6.26
August 7, 2024	Solids, Total Suspended	800
August 7, 2024	Solids, Volatile Suspended	508
August 7, 2024	pH	7.11
September 4, 2024	Nitrate (as N)	0.029
September 4, 2024	Nitrite (as N)	<0.010
September 4, 2024	Ammonia, Un-Ionized (as N)	0.408
September 4, 2024	Nitrate+Nitrite (as N)	0.029
September 4, 2024	Nitrogen, Total	27.1
September 4, 2024	Nitrogen, Organic	1.42
September 4, 2024	Temperature, at pH	21
September 4, 2024	Alkalinity, Total (as CaCO <sub>3</sub> )	206
September 4, 2024	Alkalinity, Phenolphthalein (as CaCO <sub>3</sub> )	<1.0
September 4, 2024	Alkalinity, Bicarbonate (as CaCO <sub>3</sub> )	206
September 4, 2024	Alkalinity, Carbonate (as CaCO <sub>3</sub> )	<1.0
September 4, 2024	Alkalinity, Hydroxide (as CaCO <sub>3</sub> )	<1.0
September 4, 2024	Ammonia, Total (as N)	25.7
September 4, 2024	BOD, 5-day	66.4
September 4, 2024	Chemical Oxygen Demand	132
September 4, 2024	Nitrogen, Total Kjeldahl	27.1
September 4, 2024	Phosphorus, Total (as P)	3.13
September 4, 2024	Phosphorus, Total Dissolved	2.45
September 4, 2024	Phosphorus, Dissolved Reactive	2.4
September 4, 2024	Solids, Total Suspended	43
September 4, 2024	Solids, Volatile Suspended	42.5
September 4, 2024	pH	7.58
October 2, 2024	Nitrate (as N)	<0.010
October 2, 2024	Nitrite (as N)	<0.010
October 2, 2024	Ammonia, Un-Ionized (as N)	0.442
October 2, 2024	Nitrate+Nitrite (as N)	<0.0100
October 2, 2024	Nitrogen, Total	50.2
October 2, 2024	Nitrogen, Organic	12.1
October 2, 2024	Temperature, at pH	20.7
October 2, 2024	Alkalinity, Total (as CaCO <sub>3</sub> )	214
October 2, 2024	Alkalinity, Phenolphthalein (as CaCO <sub>3</sub> )	<1.0
October 2, 2024	Alkalinity, Bicarbonate (as CaCO <sub>3</sub> )	214
October 2, 2024	Alkalinity, Carbonate (as CaCO <sub>3</sub> )	<1.0
October 2, 2024	Alkalinity, Hydroxide (as CaCO <sub>3</sub> )	<1.0
October 2, 2024	Ammonia, Total (as N)	38.1
October 2, 2024	BOD, 5-day	312
October 2, 2024	Chemical Oxygen Demand	377

October 2, 2024	Nitrogen, Total Kjeldahl	50.2
October 2, 2024	Phosphorus, Total (as P)	5.88
October 2, 2024	Phosphorus, Total Dissolved	4.13
October 2, 2024	Phosphorus, Dissolved Reactive	3.32
October 2, 2024	Solids, Total Suspended	304
October 2, 2024	Solids, Volatile Suspended	270
October 2, 2024	pH	7.45
November 6, 2024	Nitrate (as N)	<0.010
November 6, 2024	Nitrite (as N)	<0.010
November 6, 2024	Ammonia, Un-Ionized (as N)	1.1
November 6, 2024	Nitrate+Nitrite (as N)	<0.0100
November 6, 2024	Nitrogen, Total	58.7
November 6, 2024	Nitrogen, Organic	14.5
November 6, 2024	Temperature, at pH	22.8
November 6, 2024	Alkalinity, Total (as CaCO3)	287
November 6, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
November 6, 2024	Alkalinity, Bicarbonate (as CaCO3)	287
November 6, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
November 6, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
November 6, 2024	Ammonia, Total (as N)	44.2
November 6, 2024	BOD, 5-day	277
November 6, 2024	Chemical Oxygen Demand	509
November 6, 2024	Nitrogen, Total Kjeldahl	58.7
November 6, 2024	Phosphorus, Total (as P)	8.23
November 6, 2024	Phosphorus, Total Dissolved	5.07
November 6, 2024	Phosphorus, Dissolved Reactive	3.49
November 6, 2024	Solids, Total Suspended	270
November 6, 2024	Solids, Volatile Suspended	208
November 6, 2024	pH	7.72
December 4, 2024	Nitrate (as N)	<0.010
December 4, 2024	Nitrite (as N)	<0.010
December 4, 2024	Ammonia, Un-Ionized (as N)	1.03
December 4, 2024	Nitrate+Nitrite (as N)	<0.0100
December 4, 2024	Nitrogen, Total	58.9
December 4, 2024	Nitrogen, Organic	19.2
December 4, 2024	Temperature, at pH	20.8
December 4, 2024	Alkalinity, Total (as CaCO3)	291
December 4, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
December 4, 2024	Alkalinity, Bicarbonate (as CaCO3)	291
December 4, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
December 4, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
December 4, 2024	Ammonia, Total (as N)	39.8
December 4, 2024	BOD, 5-day	292
December 4, 2024	Chemical Oxygen Demand	391
December 4, 2024	Nitrogen, Total Kjeldahl	58.9
December 4, 2024	Phosphorus, Total Dissolved	4.45
December 4, 2024	Phosphorus, Dissolved Reactive	3.48
December 4, 2024	Solids, Total Suspended	258
December 4, 2024	Solids, Volatile Suspended	220
December 4, 2024	pH	7.8

## EFFLUENT LABORATORY ANALYTICS

DATE	TEST	EFFLUENT
January 3, 2024	Nitrate (as N)	0.118
January 3, 2024	Nitrite (as N)	<0.010
January 3, 2024	Phosphate (as P)	2.23
January 3, 2024	Ammonia, Un-Ionized (as N)	0.046
January 3, 2024	Nitrate+Nitrite (as N)	0.118
January 3, 2024	Nitrogen, Total	4.29
January 3, 2024	UV Transmittance @ 254nm	69.6
January 3, 2024	Temperature, at pH	23.1
January 3, 2024	Alkalinity, Total (as CaCO3)	119
January 3, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
January 3, 2024	Alkalinity, Bicarbonate (as CaCO3)	119
January 3, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
January 3, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
January 3, 2024	Ammonia, Total (as N)	2.78
January 3, 2024	BOD, 5-day	<6.3
January 3, 2024	BOD, 5-day Carbonaceous	<5.8
January 3, 2024	Chemical Oxygen Demand	26
January 3, 2024	Nitrogen, Total Kjeldahl	4.17
January 3, 2024	Phosphorus, Total (as P)	2.81
January 3, 2024	Phosphorus, Total Dissolved	2.78
January 3, 2024	Solids, Total Suspended	2
January 3, 2024	Solids, Volatile Suspended	2
January 3, 2024	Turbidity	1.17
January 3, 2024	pH	7.53
January 3, 2024	Conductivity (EC)	445
January 3, 2024	Coliforms, Total	112
January 3, 2024	Coliforms, Fecal	<1
January 3, 2024	E. coli	<1
January 17, 2024	Coliforms, Total	23
January 17, 2024	E. coli	1
February 7, 2024	Nitrate (as N)	0.022
February 7, 2024	Nitrite (as N)	0.011
February 7, 2024	Phosphate (as P)	3.12
February 7, 2024	Ammonia, Un-Ionized (as N)	0.184
February 7, 2024	Nitrate+Nitrite (as N)	0.0325
February 7, 2024	Nitrogen, Total	7.21
February 7, 2024	UV Transmittance @ 254nm	73
February 7, 2024	Temperature, at pH	23.4
February 7, 2024	Alkalinity, Total (as CaCO3)	203
February 7, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
February 7, 2024	Alkalinity, Bicarbonate (as CaCO3)	203
February 7, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
February 7, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
February 7, 2024	Ammonia, Total (as N)	5.96
February 7, 2024	BOD, 5-day	<7.2



February 7, 2024	BOD, 5-day Carbonaceous	<7.0
February 7, 2024	Chemical Oxygen Demand	36
February 7, 2024	Nitrogen, Total Kjeldahl	7.18
February 7, 2024	Phosphorus, Total (as P)	3.64
February 7, 2024	Phosphorus, Total Dissolved	3.3
February 7, 2024	Solids, Total Suspended	3.6
February 7, 2024	Solids, Volatile Suspended	3.6
February 7, 2024	Turbidity	2.26
February 7, 2024	pH	7.8
February 7, 2024	Conductivity (EC)	682
February 7, 2024	Coliforms, Total	17
February 7, 2024	Coliforms, Fecal	2
February 7, 2024	E. coli	2
February 21, 2024	Coliforms, Total	8
February 21, 2024	E. coli	1
March 6, 2024	Nitrate (as N)	0.042
March 6, 2024	Nitrite (as N)	<0.010
March 6, 2024	Phosphate (as P)	3.86
March 6, 2024	Ammonia, Un-Ionized (as N)	0.575
March 6, 2024	Nitrate+Nitrite (as N)	0.0415
March 6, 2024	Nitrogen, Total	21.9
March 6, 2024	Nitrogen, Organic	<0.500
March 6, 2024	UV Transmittance @ 254nm	72.6
March 6, 2024	Temperature, at pH	20.7
March 6, 2024	Alkalinity, Total (as CaCO3)	269
March 6, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
March 6, 2024	Alkalinity, Bicarbonate (as CaCO3)	269
March 6, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
March 6, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
March 6, 2024	Ammonia, Total (as N)	23
March 6, 2024	BOD, 5-day	<6.0
March 6, 2024	BOD, 5-day Carbonaceous	<6.8
March 6, 2024	Chemical Oxygen Demand	24
March 6, 2024	Nitrogen, Total Kjeldahl	21.9
March 6, 2024	Phosphorus, Total (as P)	3.64
March 6, 2024	Phosphorus, Total Dissolved	3.33
March 6, 2024	Solids, Total Suspended	4
March 6, 2024	Solids, Total Volatile	70
March 6, 2024	Turbidity	1.94
March 6, 2024	pH	7.79
March 6, 2024	Conductivity (EC)	817
March 6, 2024	Coliforms, Total	44
March 6, 2024	E. coli	3
March 20, 2024	Coliforms, Total	11
March 20, 2024	Coliforms, Fecal	4
March 20, 2024	E. coli	1
April 3, 2024	Nitrate (as N)	0.032
April 3, 2024	Nitrite (as N)	0.013

April 3, 2024	Ammonia, Un-Ionized (as N)	0.744
April 3, 2024	Nitrate+Nitrite (as N)	0.0448
April 3, 2024	Nitrogen, Total	30.8
April 3, 2024	UV Transmittance @ 254nm	68.5
April 3, 2024	Temperature, at pH	21
April 3, 2024	Alkalinity, Total (as CaCO3)	267
April 3, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
April 3, 2024	Alkalinity, Bicarbonate (as CaCO3)	267
April 3, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
April 3, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
April 3, 2024	Ammonia, Total (as N)	29.7
April 3, 2024	BOD, 5-day	7.2
April 3, 2024	BOD, 5-day Carbonaceous	<6.7
April 3, 2024	Chemical Oxygen Demand	45
April 3, 2024	Nitrogen, Total Kjeldahl	30.8
April 3, 2024	Solids, Total Suspended	6.4
April 3, 2024	Solids, Volatile Suspended	5.6
April 3, 2024	Turbidity	3.23
April 3, 2024	pH	7.78
April 3, 2024	Conductivity (EC)	804
April 3, 2024	Coliforms, Total	50
April 3, 2024	Coliforms, Fecal	7
April 3, 2024	E. coli	7
April 24, 2024	Coliforms, Total	42
April 24, 2024	E. coli	<1
May 1, 2024	Nitrate (as N)	0.042
May 1, 2024	Nitrite (as N)	0.011
May 1, 2024	Phosphate (as P)	3.38
May 1, 2024	Ammonia, Un-Ionized (as N)	0.919
May 1, 2024	Nitrate+Nitrite (as N)	0.0523
May 1, 2024	Nitrogen, Total	31.9
May 1, 2024	Nitrogen, Organic	<0.500
May 1, 2024	UV Transmittance @ 254nm	70.1
May 1, 2024	Temperature, at pH	20.5
May 1, 2024	Alkalinity, Total (as CaCO3)	249
May 1, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
May 1, 2024	Alkalinity, Bicarbonate (as CaCO3)	249
May 1, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
May 1, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
May 1, 2024	Ammonia, Total (as N)	31.8
May 1, 2024	BOD, 5-day	<5.8
May 1, 2024	BOD, 5-day Carbonaceous	<5.1
May 1, 2024	Chemical Oxygen Demand	32
May 1, 2024	Nitrogen, Total Kjeldahl	31.9
May 1, 2024	Phosphorus, Total (as P)	3.74
May 1, 2024	Solids, Total Suspended	3.2
May 1, 2024	Solids, Volatile Suspended	3.5
May 1, 2024	Turbidity	1.37

May 1, 2024	pH	7.86
May 1, 2024	Conductivity (EC)	767
May 1, 2024	Coliforms, Total	172
May 1, 2024	Coliforms, Fecal	1
May 1, 2024	E. coli	1
May 15, 2024	Coliforms, Total	201
May 15, 2024	Coliforms, Fecal	1
May 15, 2024	E. coli	1
June 5, 2024	Nitrate (as N)	0.076
June 5, 2024	Nitrite (as N)	0.03
June 5, 2024	Ammonia, Un-Ionized (as N)	0.269
June 5, 2024	Nitrate+Nitrite (as N)	0.107
June 5, 2024	Nitrogen, Total	13.6
June 5, 2024	Nitrogen, Organic	0.635
June 5, 2024	UV Transmittance @ 254nm	73.1
June 5, 2024	Temperature, at pH	20.4
June 5, 2024	Alkalinity, Total (as CaCO3)	198
June 5, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
June 5, 2024	Alkalinity, Bicarbonate (as CaCO3)	198
June 5, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
June 5, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
June 5, 2024	Ammonia, Total (as N)	12.8
June 5, 2024	BOD, 5-day	4.9
June 5, 2024	BOD, 5-day Carbonaceous	<4.9
June 5, 2024	Chemical Oxygen Demand	<20
June 5, 2024	Nitrogen, Total Kjeldahl	13.4
June 5, 2024	Phosphorus, Total Dissolved	3.72
June 5, 2024	Phosphorus, Dissolved Reactive	3.59
June 5, 2024	Solids, Total Suspended	2
June 5, 2024	Solids, Volatile Suspended	2
June 5, 2024	Turbidity	0.71
June 5, 2024	pH	7.72
June 5, 2024	Conductivity (EC)	634
June 5, 2024	Coliforms, Total	462
June 5, 2024	Coliforms, Fecal	2
June 5, 2024	E. coli	2
June 19, 2024	Coliforms, Total	99
June 19, 2024	Coliforms, Fecal	1
June 19, 2024	E. coli	1
July 3, 2024	Nitrate (as N)	0.095
July 3, 2024	Nitrite (as N)	<0.010
July 3, 2024	Ammonia, Un-Ionized (as N)	0.087
July 3, 2024	Nitrate+Nitrite (as N)	0.095
July 3, 2024	Nitrogen, Total	7.23
July 3, 2024	UV Transmittance @ 254nm	68.3
July 3, 2024	Temperature, at pH	22.7
July 3, 2024	Alkalinity, Total (as CaCO3)	140
July 3, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0

July 3, 2024	Alkalinity, Bicarbonate (as CaCO <sub>3</sub> )	140
July 3, 2024	Alkalinity, Carbonate (as CaCO <sub>3</sub> )	<1.0
July 3, 2024	Alkalinity, Hydroxide (as CaCO <sub>3</sub> )	<1.0
July 3, 2024	Ammonia, Total (as N)	5.4
July 3, 2024	BOD, 5-day	<6.1
July 3, 2024	BOD, 5-day Carbonaceous	<6.7
July 3, 2024	Chemical Oxygen Demand	26
July 3, 2024	Nitrogen, Total Kjeldahl	7.14
July 3, 2024	Phosphorus, Total Dissolved	2.29
July 3, 2024	Phosphorus, Dissolved Reactive	2.33
July 3, 2024	Solids, Total Suspended	2.4
July 3, 2024	Solids, Volatile Suspended	<2.2
July 3, 2024	Turbidity	0.87
July 3, 2024	pH	7.53
July 3, 2024	Conductivity (EC)	513
July 3, 2024	Coliforms, Total	161
July 3, 2024	Coliforms, Fecal	1
July 3, 2024	E. coli	1
July 17, 2024	Coliforms, Total	411
July 17, 2024	E. coli	<1
August 7, 2024	Nitrate (as N)	0.046
August 7, 2024	Nitrite (as N)	<0.010
August 7, 2024	Ammonia, Un-Ionized (as N)	0.006
August 7, 2024	Nitrate+Nitrite (as N)	0.0464
August 7, 2024	Nitrogen, Total	3.17
August 7, 2024	Nitrogen, Organic	2.47
August 7, 2024	UV Transmittance @ 254nm	74.5
August 7, 2024	Temperature, at pH	21.1
August 7, 2024	Alkalinity, Total (as CaCO <sub>3</sub> )	103
August 7, 2024	Alkalinity, Phenolphthalein (as CaCO <sub>3</sub> )	<1.0
August 7, 2024	Alkalinity, Bicarbonate (as CaCO <sub>3</sub> )	103
August 7, 2024	Alkalinity, Carbonate (as CaCO <sub>3</sub> )	<1.0
August 7, 2024	Alkalinity, Hydroxide (as CaCO <sub>3</sub> )	<1.0
August 7, 2024	Ammonia, Total (as N)	0.653
August 7, 2024	BOD, 5-day	<4.6
August 7, 2024	BOD, 5-day Carbonaceous	<7.5
August 7, 2024	Chemical Oxygen Demand	<20
August 7, 2024	Nitrogen, Total Kjeldahl	3.12
August 7, 2024	Phosphorus, Total Dissolved	4.29
August 7, 2024	Phosphorus, Dissolved Reactive	4.19
August 7, 2024	Solids, Total Suspended	2.6
August 7, 2024	Solids, Volatile Suspended	2.4
August 7, 2024	Turbidity	0.88
August 7, 2024	pH	7.34
August 7, 2024	Conductivity (EC)	398
August 7, 2024	Coliforms, Total	365
August 7, 2024	Coliforms, Fecal	3
August 7, 2024	E. coli	3

August 21, 2024	Coliforms, Total	411
August 21, 2024	E. coli	1
September 4, 2024	Nitrate (as N)	14
September 4, 2024	Nitrite (as N)	0.058
September 4, 2024	Ammonia, Un-Ionized (as N)	0.002
September 4, 2024	Nitrate+Nitrite (as N)	14.1
September 4, 2024	Nitrogen, Total	16.8
September 4, 2024	UV Transmittance @ 254nm	74.8
September 4, 2024	Temperature, at pH	21.1
September 4, 2024	Alkalinity, Total (as CaCO3)	38.9
September 4, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
September 4, 2024	Alkalinity, Bicarbonate (as CaCO3)	38.9
September 4, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
September 4, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
September 4, 2024	Ammonia, Total (as N)	0.288
September 4, 2024	BOD, 5-day	<3.6
September 4, 2024	BOD, 5-day Carbonaceous	<6.1
September 4, 2024	Chemical Oxygen Demand	32
September 4, 2024	Nitrogen, Total Kjeldahl	2.7
September 4, 2024	Phosphorus, Total (as P)	2.74
September 4, 2024	Phosphorus, Total Dissolved	2.63
September 4, 2024	Phosphorus, Dissolved Reactive	2.53
September 4, 2024	Solids, Total Suspended	<8.3
September 4, 2024	Solids, Volatile Suspended	<4.0
September 4, 2024	Turbidity	1.21
September 4, 2024	pH	7.26
September 4, 2024	Conductivity (EC)	395
September 4, 2024	Coliforms, Total	1410
September 4, 2024	Coliforms, Fecal	81
September 4, 2024	E. coli	26
September 18, 2024	Nitrate (as N)	17.6
September 18, 2024	Nitrite (as N)	0.102
September 18, 2024	Ammonia, Un-Ionized (as N)	0.003
September 18, 2024	Nitrate+Nitrite (as N)	17.7
September 18, 2024	Nitrogen, Total	19.6
September 18, 2024	UV Transmittance @ 254nm	73.3
September 18, 2024	Temperature, at pH	22.8
September 18, 2024	Alkalinity, Total (as CaCO3)	36.9
September 18, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
September 18, 2024	Alkalinity, Bicarbonate (as CaCO3)	36.9
September 18, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
September 18, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
September 18, 2024	Ammonia, Total (as N)	0.408
September 18, 2024	BOD, 5-day	<5.4
September 18, 2024	BOD, 5-day Carbonaceous	<6.5
September 18, 2024	Chemical Oxygen Demand	30
September 18, 2024	Nitrogen, Total Kjeldahl	1.96
September 18, 2024	Phosphorus, Total (as P)	3.29

September 18, 2024	Phosphorus, Total Dissolved	3.21
September 18, 2024	Phosphorus, Dissolved Reactive	3.17
September 18, 2024	Solids, Total Suspended	<2.5
September 18, 2024	Solids, Volatile Suspended	<2.5
September 18, 2024	Turbidity	1.09
September 18, 2024	pH	7.22
September 18, 2024	Conductivity (EC)	438
September 18, 2024	Coliforms, Total	> 2420
September 18, 2024	Coliforms, Fecal	2
September 18, 2024	E. coli	1
October 2, 2024	Nitrate (as N)	17.9
October 2, 2024	Nitrite (as N)	0.242
October 2, 2024	Ammonia, Un-Ionized (as N)	0.003
October 2, 2024	Nitrate+Nitrite (as N)	18.1
October 2, 2024	Nitrogen, Total	19.8
October 2, 2024	UV Transmittance @ 254nm	73.7
October 2, 2024	Temperature, at pH	21.8
October 2, 2024	Alkalinity, Total (as CaCO3)	47.9
October 2, 2024	Alkalinity, Phenolphthalein (as CaCO3)	<1.0
October 2, 2024	Alkalinity, Bicarbonate (as CaCO3)	47.9
October 2, 2024	Alkalinity, Carbonate (as CaCO3)	<1.0
October 2, 2024	Alkalinity, Hydroxide (as CaCO3)	<1.0
October 2, 2024	Ammonia, Total (as N)	0.454
October 2, 2024	BOD, 5-day	<5.4
October 2, 2024	BOD, 5-day Carbonaceous	<8.3
October 2, 2024	Chemical Oxygen Demand	<20
October 2, 2024	Nitrogen, Total Kjeldahl	1.64
October 2, 2024	Phosphorus, Total (as P)	4.32
October 2, 2024	Phosphorus, Total Dissolved	4.14
October 2, 2024	Phosphorus, Dissolved Reactive	4.01
October 2, 2024	Solids, Total Suspended	2
October 2, 2024	Solids, Volatile Suspended	2
October 2, 2024	Turbidity	1.22
October 2, 2024	pH	7.22
October 2, 2024	Conductivity (EC)	463
October 2, 2024	Coliforms, Total	1730
October 2, 2024	Coliforms, Fecal	<1
October 2, 2024	E. coli	<1
October 16, 2024	Coliforms, Total	876
October 16, 2024	E. coli	1
November 6, 2024	Nitrate (as N)	17.1
November 6, 2024	Nitrite (as N)	0.061
November 6, 2024	Ammonia, Un-Ionized (as N)	0.004
November 6, 2024	Nitrate+Nitrite (as N)	17.2
November 6, 2024	Nitrogen, Total	18.6
November 6, 2024	Nitrogen, Organic	1.07
November 6, 2024	UV Transmittance @ 254nm	67
November 6, 2024	Temperature, at pH	23

November 6, 2024	Alkalinity, Total (as CaCO <sub>3</sub> )	66.8
November 6, 2024	Alkalinity, Phenolphthalein (as CaCO <sub>3</sub> )	<1.0
November 6, 2024	Alkalinity, Bicarbonate (as CaCO <sub>3</sub> )	66.8
November 6, 2024	Alkalinity, Carbonate (as CaCO <sub>3</sub> )	<1.0
November 6, 2024	Alkalinity, Hydroxide (as CaCO <sub>3</sub> )	<1.0
November 6, 2024	Ammonia, Total (as N)	0.341
November 6, 2024	BOD, 5-day	<6.8
November 6, 2024	BOD, 5-day Carbonaceous	<6.9
November 6, 2024	Chemical Oxygen Demand	<20
November 6, 2024	Nitrogen, Total Kjeldahl	1.41
November 6, 2024	Phosphorus, Total (as P)	4.68
November 6, 2024	Phosphorus, Total Dissolved	4.64
November 6, 2024	Phosphorus, Dissolved Reactive	3.93
November 6, 2024	Solids, Total Suspended	3.2
November 6, 2024	Solids, Volatile Suspended	3.6
November 6, 2024	Turbidity	1.84
November 6, 2024	pH	7.37
November 6, 2024	Conductivity (EC)	535
November 6, 2024	Coliforms, Total	921
November 6, 2024	Coliforms, Fecal	<1
November 6, 2024	E. coli	<1
November 20, 2024	Coliforms, Total	515
November 20, 2024	E. coli	1
December 4, 2024	Nitrate (as N)	9.16
December 4, 2024	Nitrite (as N)	0.126
December 4, 2024	Ammonia, Un-Ionized (as N)	0.004
December 4, 2024	Nitrate+Nitrite (as N)	9.29
December 4, 2024	Nitrogen, Total	10.8
December 4, 2024	Nitrogen, Organic	1.28
December 4, 2024	UV Transmittance @ 254nm	74.2
December 4, 2024	Temperature, at pH	21
December 4, 2024	Alkalinity, Total (as CaCO <sub>3</sub> )	95.1
December 4, 2024	Alkalinity, Phenolphthalein (as CaCO <sub>3</sub> )	<1.0
December 4, 2024	Alkalinity, Bicarbonate (as CaCO <sub>3</sub> )	95.1
December 4, 2024	Alkalinity, Carbonate (as CaCO <sub>3</sub> )	<1.0
December 4, 2024	Alkalinity, Hydroxide (as CaCO <sub>3</sub> )	<1.0
December 4, 2024	Ammonia, Total (as N)	0.24
December 4, 2024	BOD, 5-day	<6.1
December 4, 2024	BOD, 5-day Carbonaceous	<7.2
December 4, 2024	Chemical Oxygen Demand	23
December 4, 2024	Nitrogen, Total Kjeldahl	1.52
December 4, 2024	Phosphorus, Total Dissolved	2.95
December 4, 2024	Phosphorus, Dissolved Reactive	2.76
December 4, 2024	Solids, Total Suspended	2.2
December 4, 2024	Solids, Volatile Suspended	2.4
December 4, 2024	Turbidity	1.38
December 4, 2024	pH	7.56
December 4, 2024	Conductivity (EC)	509

December 4, 2024	Coliforms, Total	> 2420
December 4, 2024	Coliforms, Fecal	<1
December 4, 2024	E. coli	<1
December 18, 2024	Coliforms, Total	365
December 18, 2024	E. coli	1



## RECEIVING ENVIRONMENT LABORATORY ANALYTICS

Date	Test	Upstream	Downstream
January 3, 2024	Nitrate (as N)	0.08	0.087
January 3, 2024	Nitrite (as N)	<0.010	<0.010
January 3, 2024	Phosphate (as P)	<0.0050	<0.0050
January 3, 2024	Nitrate+Nitrite (as N)	0.08	0.087
January 3, 2024	Nitrogen, Total	0.174	0.21
January 3, 2024	Ammonia, Total (as N)	<0.050	<0.050
January 3, 2024	Nitrogen, Total Kjeldahl	0.094	0.123
January 3, 2024	Phosphorus, Total (as P)	0.006	0.0089
January 3, 2024	Coliforms, Total	210	313
January 3, 2024	E. coli	1	6
April 17, 2024	Nitrate (as N)	0.048	0.046
April 17, 2024	Nitrite (as N)	<0.010	<0.010
April 17, 2024	Phosphate (as P)	<0.0050	<0.0050
April 17, 2024	Nitrate+Nitrite (as N)	0.0479	0.0461
April 17, 2024	Nitrogen, Total	0.325	0.362
April 17, 2024	Ammonia, Total (as N)	<0.050	0.181
April 17, 2024	Nitrogen, Total Kjeldahl	0.277	0.316
April 17, 2024	Phosphorus, Total (as P)	0.0071	0.0081
April 17, 2024	Coliforms, Total	125	135
April 17, 2024	E. coli	4	2
July 10, 2024	Nitrate (as N)	<0.010	<0.010
July 10, 2024	Nitrite (as N)	<0.010	<0.010
July 10, 2024	Nitrate+Nitrite (as N)	<0.0100	<0.0100
July 10, 2024	Nitrogen, Total	0.28	0.271
July 10, 2024	Ammonia, Total (as N)	<0.050	0.059
July 10, 2024	Nitrogen, Total Kjeldahl	0.28	0.271
July 10, 2024	Phosphorus, Total (as P)	0.0132	0.007
July 10, 2024	Phosphorus, Dissolved Reactive	0.02	0.02
July 10, 2024	Coliforms, Total	1990	1410
July 10, 2024	E. coli	8	23
October 2, 2024	E. coli	0.042	0.055
October 9, 2024	Nitrate (as N)	<0.010	<0.010
October 9, 2024	Nitrite (as N)	0.0417	0.0553
October 9, 2024	Nitrate+Nitrite (as N)	0.194	0.167
October 9, 2024	Nitrogen, Total	<0.050	<0.050
October 9, 2024	Ammonia, Total (as N)	0.152	0.112
October 9, 2024	Nitrogen, Total Kjeldahl	0.0114	0.0198
October 9, 2024	Phosphorus, Total (as P)	<0.0050	0.012
October 9, 2024	Phosphorus, Dissolved Reactive	1730	2420
October 9, 2024	Coliforms, Total	16	14

MEMO

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: April 24, 2025  
Subject: Consent for North Okanagan Fire Dispatch Establishment Amendment Bylaw No. 3040, 2025

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**RECOMMENDATION**

THAT Council provides consent for the adoption of North Okanagan Fire Dispatch Establishment Amendment Bylaw No. 3040, 2025;

AND THAT Council directs staff to notify the Regional District of North Okanagan of its consent for the adoption of North Okanagan Fire Dispatch Establishment Amendment Bylaw No. 3040, 2025.

**BACKGROUND**

Attached to this memorandum is the Regional District of North Okanagan's bylaw to amend the fire dispatch service area to align with a change to a fire protection area. An amendment to this establishment bylaw requires the consent of two-thirds of the participants, pursuant to section 349 of the *Local Government Act*. Council may provide such consent on behalf of its electors pursuant to section 346 of the *Local Government Act*.

The changes to the fire protection area are in Electoral Area "C" of the Regional District of North Okanagan. This amendment will ensure that the newly protected properties are being serviced by, and contributing to, the fire dispatch service.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer

# REGIONAL DISTRICT OF NORTH OKANAGAN

# BYLAW No. 3040

# A bylaw to amend the boundary of the North Okanagan Fire Dispatch Service Area

**WHEREAS** the Board of the Regional District of North Okanagan has, by Bylaw No. 1663, 2000, established the *North Okanagan Fire Dispatch Service*;

**AND WHEREAS** a sufficient petition in accordance with section 337 of the *Local Government Act* has been received to expand the North Okanagan Fire Dispatch Service area to include two properties in the Forsberg Road area of Electoral Area "C";

**AND WHEREAS** the Board has obtained the required consent of the majority of the participants of the service, in accordance with Section 349 of the *Local Government Act*;

**NOW THEREFORE** the Board of the Regional District of North Okanagan in an open meeting assembled, hereby **ENACTS AS FOLLOWS:**

## CITATION

1. This Bylaw may be cited as ***“North Okanagan Fire Dispatch Service Establishment Amendment Bylaw No. 3040, 2025”***.

## AMENDMENTS

2. *North Okanagan Fire Dispatch Service Establishment Bylaw No. 1663, 2000* is amended by replacing Schedule “A” with Schedule “A” attached to and forming part of this Bylaw.

**Read a First, Second and THIRD Time**      this      16th      day of      April, 2025

**Consent provided by the participants** this day of , 2025

**ADOPTED** this day of , 2025

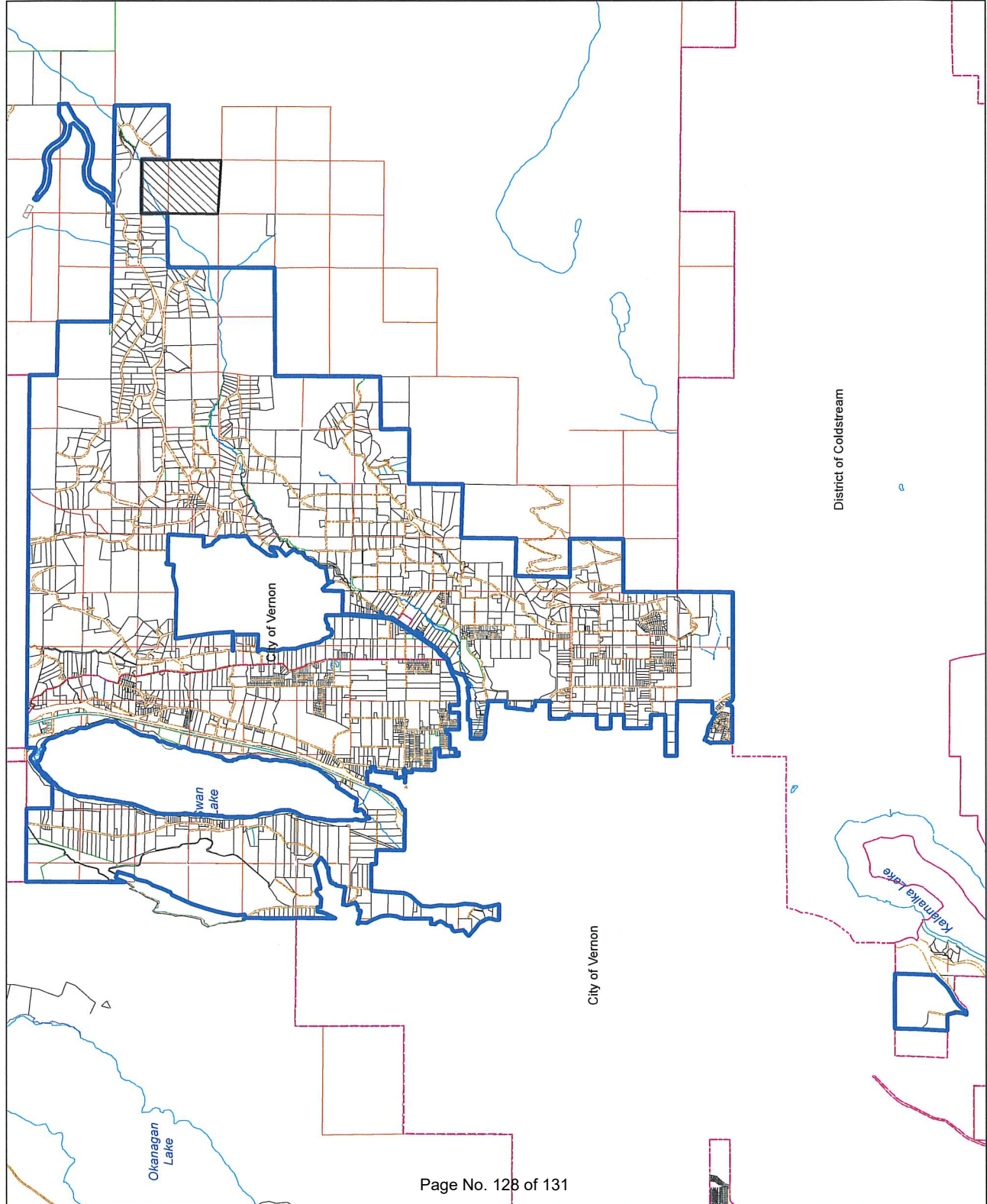
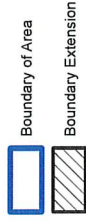
Chair  
Shirley Fowler

Deputy Corporate Officer  
Ashley Bevan



Schedule "A" to North Okanagan Fire  
Dispatch Service Establishment Amendment  
Bylaw No. 3040, 2025

### Legend



I hereby certify this to be a true and correct  
copy of Schedule "A" attached to and forming part of  
"North Okanagan Fire Dispatch Service  
Establishment Amendment Bylaw No. 3040, 2025"  
Dated at Coldstream, B.C. this \_\_\_\_\_ day  
of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Corporate Officer



## REGIONAL DISTRICT OF NORTH OKANAGAN

### CONSENT on behalf of **Insert municipal participating area**

Pursuant to the provisions of Section 346 [*Consent on behalf of municipal participating area*] of the *Local Government Act*, the Council of the **Insert legal name of municipality** does hereby consent, in writing, on behalf of the electors of **Insert legal name of municipality** , to the Board of the Regional District of North Okanagan adopting the following bylaw:

### **North Okanagan Fire Dispatch Service Establishment Amendment Bylaw No. 3040, 2025**

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

**To:** Tate Bengtson, CAO  
**From:** Jennifer Bellamy, CFO  
**Date:** April 28, 2025  
**Subject:** Disclosure of Contracts - Council

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**RECOMMENDATION**

THAT Council receives the Disclosure of Contracts – Council memorandum dated April 28, 2025 for information.

**BACKGROUND**

Section 107 of the *Community Charter* requires that any contract entered into by the City, that would provide a member of Council with a direct or indirect financial interest, be reported at a Council meeting that is open to the public. This is also required for anyone who was a previous member of Council for a six month period after their position has ended.

It is the responsibility of each elected official to inform the Corporate Officer of any contracts that must be reported. Section 107(3) of the *Community Charter* states that a person who does not report their contracts will be disqualified from holding office, unless the contravention was done inadvertently, or an error of judgement was made in good faith. Staff will prepare this disclosure report based on the information provided by the elected official; however, if there any contracts missing from this report that should be included, the elected official is to let the Corporate Officer know as soon as possible so this can be reported correctly.

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

January 1, 2025 to March 31, 2025

Council Member	Supplier	Amount
Councillor Baird	Baird Bros Ltd	\$ 317.51

Respectfully submitted,

  
Jennifer Bellamy  
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: May 1, 2025  
Subject: Ratification of Grant to Splat sin MMIWG2S Event

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**RECOMMENDATION**

THAT Council ratifies its decision to provide a grant of \$500 to the Splat sin Missing and Murdered Indigenous Women, Girls, and 2-Spirit Event of May 1, 2025, to be funded from the grants budget line item.

**BACKGROUND**

The above resolution ratifies a decision that Council made by email poll to provide a grant of \$500 to the Splat sin Missing and Murdered Indigenous Women, Girls, and 2-Spirit Event on May 1, 2025.

The value would be funded from the grants budget line item, which has \$2,000 set aside for miscellaneous, one-off, grant contributions that may arise during the course of the year.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer