

**REGULAR MEETING OF COUNCIL  
AGENDA**

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**DATE:** July 21, 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: 891 1838 6987  
Passcode: 976008*

*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 July 21, 2025 Council Meeting agenda be approved as circulated.*

**3. ADOPTION OF MINUTES**

3.1 Meeting Minutes of June 16, 2025

*THAT the June 16, 2025 Council Meeting minutes be adopted as circulated.*

Page 5

3.1 Special Meeting Minutes of June 23, 2025

*THAT the June 23, 2025 Special Council Meeting minutes be adopted as circulated.*

Page 13

**4. DELEGATIONS**

4.1 Okanagan Regional Library

Presentation by Danielle Hubbard, CEO

Page 16

**5. DEVELOPMENT MATTERS AND RELATED BYLAWS**

5.1 Zoning Text Amendment #0017-25-ZTA-END

Legal: LOT 1 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE  
6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN  
KAP67097

Page 17

Address: 116/118 Salmon Arm Drive, Enderby BC  
Applicants: Prime Building Design  
Owners: Andri and Diana Yuz'vak  
*THAT City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1821, 2025 which proposes to amend the text of City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to accompany a two-family dwelling for the property legally described as LOT 1 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP67097 and located at 116/118 Salmon Arm Drive, Enderby BC, be given Three Readings and Adoption;*

*AND THAT should Council give Three Readings and Adoption to City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1821, 2025, such Adoption shall come into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Bylaw.*

5.2 Housing Agreement Authorization Bylaw No. 1820, 2025 – 612 Cliff Avenue Page 33  
*THAT Council adopts Housing Agreement Authorization Bylaw No. 1820, 2025.*

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

**7. REPORTS**

7.1 Mayor and Council Reports

7.2 Area F Director Report

7.3 Chief Administrative Officer Report

7.3.1 Council Inquiries

7.4 RDNO Building Permit Report – June 2025 Page 34  
*THAT the RDNO Building Permit Report – June 2025 be received and filed.*

7.5 Vernon North Okanagan Detachment: 2<sup>nd</sup> Quarter (April to June) 2025 Page 35  
*THAT Council receives and files the report titled Vernon North Okanagan Detachment: 2<sup>nd</sup> Quarter (April to June) 2025.*

**8. NEW BUSINESS**

8.1 Attendance at UBCM 2025 Convention Page 46  
Memo prepared by Chief Administrative Officer dated July 2, 2025  
*THAT Council authorizes \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, to attend the UBCM 2025 Convention on behalf of the City of Enderby.*

8.2 Whack & Roll Chamber Golf Classic  
Information & Sponsorship Package Page 47  
*THAT Council authorizes \_\_\_\_\_ to attend the Whack & Roll Chamber Golf Classic with the cost funded from the Council sundry budget line item.*

8.3 Super Roller Disco Event  
Memo prepared by Manager of Strategic Priorities & Community Services dated July 10, 2025 Page 49  
*THAT Council directs staff to book a roller skating event for Saturday, August 23,*

*2025 from 7:00-11:00pm at the John Pritchard Memorial Sports Complex, with the City of Enderby being responsible for all costs and retaining all revenue;*

*AND THAT the \$2,500 event fee be funded through event revenue and potential sponsorships, with the balance to be funded through the Community Enhancement Fund;*

*AND FURTHER THAT Council sets an entrance and skate rental fee for \$10 for each adult and \$5 for each child.*

- 8.4 Temporary Road Closure Application – Friday Night Lights 2025 Page 51  
Memo prepared by Manager of Strategic Priorities and Community Services  
*THAT Council receives the City of Enderby Event Coordinator's Temporary Road Closure application (Friday Night Lights 2025) for information.*
- 8.5 Regional District of North Okanagan – Draft Letter to Province on Infrastructure Capacity Challenges Page 54  
Memo prepared by Manager of Planning, Community Safety and Bylaw Compliance Officer dated July 14, 2025  
*THAT Council receives the draft letter from the Regional District of North Okanagan titled 'Regional District of North Okanagan – Infrastructure Capacity Challenges', attached as Schedule 'A', which is intended to be sent to the Honourable Ravi Kahlon, Minister of Housing;*
- AND THAT Council considers whether it wishes to provide the Regional District of North Okanagan with additional feedback on community challenges related to infrastructure capacity;*
- AND FURTHER THAT should Council provide additional feedback on community challenges related to infrastructure capacity, it directs Staff to send correspondence to the Regional District of North Okanagan outlining the feedback.*
- 8.6 Local Government Climate Action Program – Public Reporting Page 66  
Memo prepared by Manager of Planning, Community Safety and Bylaw Compliance dated July 11, 2025  
*THAT Council supports the draft responses to the Local Government Climate Action Program 2024 Survey attached to this memorandum as Schedule 'A'.*
- 8.7 British Columbia Community Forest Association Membership Page 94  
Memo prepared by Manager of Strategic Priorities & Community Services  
*THAT Council directs staff to apply for a British Columbia Community Forest Association Membership.*
- 8.8 Water Treatment Plant Upgrade – Alternative Approval Process Page 95  
Memo prepared by Chief Financial officer dated July 17, 2025  
*THAT subject to the City receiving Inspector Approval for Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2025, Council adopts the following resolutions:*
- THAT Council proceeds with the alternative approval process to obtain elector approval for "Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2025";*
- AND THAT Council establishes the deadline for receiving elector responses to be*

*Tuesday September 2, 2025 at 4:30pm;*

*AND THAT Council approves the attached elector response form;*

*AND FURTHER THAT Council determines that the estimated total number of eligible electors to which the alternative approval process applies to be 2,483.*

**9. CORRESPONDENCE AND INFORMATION ITEMS**

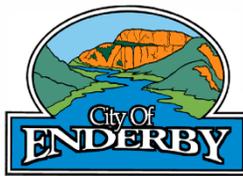
Mayor or Chair will provide an opportunity for any Council member to request that a Correspondence and Information Item be discussed separately.

*THAT Council receives and files all Correspondence and Information Items.*

- 9.1 Modernization of Wastewater Regulations – UBCM Resolution Page 99  
Correspondence from Keri-Ann Austin, MMC, Chief Administrative Officer, District of Coldstream dated June 17<sup>th</sup>, 2025
- 9.2 Cannabis Sales at Events Page 100  
Discussion Paper from Liquor and Cannabis Regulation Branch dated June 2025
- 9.3 Market Controls Page 106  
Discussion Paper from Liquor and Cannabis Regulation Branch dated June 2025

**10. PUBLIC QUESTION PERIOD**

**11. ADJOURNMENT**



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, June 16, 2025 at 4:30 p.m. in Council Chambers.

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

Staff: Chief Administrative Officer – Tate Bengtson  
Chief Financial Officer – Jennifer Bellamy  
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 Shishido  
*THAT the June 16, 2025 Council Meeting agenda be approved as circulated.*

CARRIED

### **ADOPTION OF MINUTES**

Meeting Minutes of June 2, 2025

Moved by Councillor Ramey, seconded by Councillor Yerhoff  
*THAT the June 2, 2025 Council Meeting minutes be adopted as circulated.*

CARRIED

### **DEVELOPMENT MATTERS AND RELATED BYLAWS**

Housing Agreement Authorization Bylaw No. 1820, 2025 – 612 Cliff Avenue

*Councillor Baird declared a conflict of interest because of a business interest and recused from the meeting at 4:39 p.m.*

Councillor Shishido asked if the garage style door has been removed from plans for the front of the building.

Chief Administrative Officer replied that the door has been removed and that the concerns about loading from Cliff Avenue have been addressed separately from this housing agreement.

Moved by Councillor Shishido, seconded by Councillor Ramey  
*THAT Council gives three readings to Housing Agreement Authorization Bylaw No. 1820, 2025;*

*AND THAT the Corporate Officer be authorized to file in the land title office a notice that the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A, and located at 612 Cliff Avenue, Enderby BC is subject to the attached Housing Agreement;*

*AND FURTHER THAT the Corporate Officer be authorized to register a Section 219 Covenant (Housing Agreement) on the title of the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A, and located at 612 Cliff Avenue, Enderby BC.*

CARRIED

*Councillor Baird returned to the meeting at 5:41 p.m.*

### **CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS**

#### **Request for Installation of Crosswalk at Intersection of Brickyard Road and Pleasant Avenue**

Councillor Shishido asked if there is potential liability for placing a crosswalk at this location.

Chief Administrative Officer responded that there is a potential for liability if a crosswalk is placed in an unsafe location. Explained that referring this matter to the Road Safety Engineer Consultant is a good opportunity to see if this is a viable location for a crosswalk, and if not, if there are other ways to make this location safer for pedestrians.

Moved by Councillor Schreiner, seconded by Councillor Baird  
*THAT Council directs Staff to engage with the Road Safety Engineer Consultant associated with the Vision Zero Grant Program in order to discuss the viability of installing a crosswalk at the intersection Brickyard Road and Pleasant Avenue and explore alternative traffic management strategies that may be more appropriate for that particular intersection.*

CARRIED

#### **UBCM 2025 Provincial Meeting Requests and Attendance**

Council discussed requesting meetings with the Ministry of Transportation and Transit regarding an update on Highway 97A planning and various safety concerns, and the Minister of Tourism, Arts, Culture and Sport regarding opportunities for joint recreation programs with Enderby, Splatsin and Area F.

Moved by Councillor Baird, seconded by Councillor Davyduke

*THAT Council requests meetings at the 2025 Union of British Columbia Municipalities (UBCM) convention with the Ministry of Transportation and Transit and the Ministry of Tourism, Arts, Culture and Sport.*

CARRIED

Proclamation of National Drowning Prevention Week 2025

Sheryl Hay of Enderby & District Recreation Services gave a presentation requesting that Council declares July 20-26, 2025 as National Drowning Prevention Week in Enderby.

Explained that 450 people in Canada drown every year and that drownings are preventable. Rivers are the most common location for drownings to occur. This influenced the decision to include a lazy river feature in the new outdoor pool as it will be used in lessons to teach community members how to swim in a current.

Highlighted the School Learn to Swim program that Enderby Recreation puts on each year that gives over 600 students ages kindergarten to grade 7 from nearby schools a week of swimming lessons.

Encouraged community members to come out and participate in the Swim to Survive challenge during Drowning Prevention Week at the pool.

Moved by Councillor Schreiner, seconded by Councillor Baird  
*THAT Council declares July 20-26, 2025 as National Drowning Prevention Week in the City of Enderby;*

*AND THAT Council authorizes the Mayor and Corporate Officer to sign and seal a proclamation to this effect.*

CARRIED

**REPORTS**

Mayor and Council Reports

Councillor Yerhoff

Attended the Enderby Chamber of Commerce Women's Golf Night and reported that the event was well attended. Planning a meeting with the Chamber president next week.

The Harvest Hut has been busy so far this year with lots of community involvement.

Attended the Community Foundation Awards Ceremony where the Enderby & District Community Resource Centre received funding for a new computer.

Councillor Schreiner

Will be attending a Rail Trail meeting on Wednesday.

Will be attending Splatsin Te Secwepemc Day events on June 19<sup>th</sup>.

Councillor Davyduke

Attended an Enderby & District Community Resource Centre board meeting.

Reported that the renovations at the Library look great.

Attended A.L. Fortune Graduation and reported that it was excellent.

Councillor Ramey

Attended A.L. Fortune Graduation and thanked Councillor Davyduke for speaking.

Councillor Shishido

Will be attending an Enderby & District Museum Society meeting on June 23<sup>rd</sup>.

Attended the Splatsin Tsm7aksaltn Society golf tournament and reported that it was a great event.

Councillor Baird

Attended the Enderby Chamber of Commerce Women's Golf Night.

Attended the Splatsin Tsm7aksaltn Society golf tournament.

Reported that there is some foliage near the pedestrian crossing before the bridge that is affecting sightlines.

Will be attending a meeting with the Public Art Select Committee this week to review submissions for the sculpture program.

Planning for Canada Day is ongoing.

Mayor Galbraith

Attended the Splatsin Tsm7aksaltn Society golf tournament.

Attended the Enderby Cadets Annual Ceremonial Review on June 5<sup>th</sup> at the Drill Hall.

Chief Administrative Officer

Construction of the lower reservoir is progressing. The contractor is preparing to pour the second half of the outside walls on Monday, June 23<sup>rd</sup>. The dividing wall will be poured two weeks after that.

Granville construction has officially started. The street was milled on Friday. Work is expected to be completed in mid-September.

Pool construction is continuing. Right now, the focus is on the installation of the deep services and then pouring the footing.

The Water Treatment Plant upgrade analysis is nearing completion. The next steps are to finalize the budget assumptions while preparing a presentation package for the Drinking Water Officer. A special meeting will soon be arranged so that staff can present the proposal, financial strategy, and borrowing bylaws for Council consideration.

The new digital sign is now installed and connected at the John Pritchard Memorial Sports Complex. Staff will start adding programming to it over the course of this week. Photographs of the sign have been shared with the donor, who is very pleased with how it turned out.

Will be volunteering at the Canada Day event.

Council discussed volunteer opportunities for Canada Day.

Councillor Schreiner asked if there will be a groundbreaking ceremony for the new pool.

Chief Administrative Officer responded that there will be an event planned but it will be further into the construction when Council is able to tour the site.

Councillor Shishido gave kudos to the Parks staff for the great condition of the baseball fields.

Annual Municipal Report 2024

There was one written submission from the public:

**David Lancaster**

- Thanked Staff for their work.
- Requested road updates in the north-east quadrant of the community, specifically Kate Street, Brickyard Road, and Evergreen Street.
- Noted that Enderby does not have sidewalks on streets surrounding A.L. Fortune.

Chief Administrative Officer explained that there have been temporary patches placed on Evergreen Street that will be monitored through the summer. In the fall when traffic control is more feasible in this area, a permanent patch will be placed. Construction of Brickyard Road is tentatively planning for 2027/2028 but noted that road updates in the northeast quarter of the community require complex and extensive infrastructure planning.

Moved by Councillor Baird, seconded by Councillor Davyduke  
*THAT Council considers any public input received;*

*AND THAT Council Approves the 2024 Annual Report.*

CARRIED

RDNO Building Permit Report – May 2025

Moved by Councillor Shishido, seconded by Councillor Davyduke  
*THAT the RDNO Building Permit Report – May 2024 be received and filed.*

CARRIED

Bylaw Enforcement Statistics for First Period of 2025 (Jan – Apr)

Moved by Councillor Schreiner, seconded by Councillor Ramey

*THAT Council receives and files the memorandum titled “Bylaw Enforcement Statistics for First Period of 2025 (Jan – Apr)”*

CARRIED

## **NEW BUSINESS**

### **SDC Classic Golf & Cultural Event**

Moved by Councillor Yerhoff, seconded by Councillor Davyduke  
*THAT Council authorizes Councillor Ramey and Councillor Schreiner to attend the SDC Classic Golf & Cultural Event with the cost funded from the relationship building budget line item.*

CARRIED

### **Friday Night Lights Burnout Competition – Letter of Support**

Councillor Yerhoff asked why Autowear Accessories is requesting a letter of support.

Chief Administrative Officer responded that there is mixed community sentiment on the hosting of the burnout competition. The owners would like to know there is support from the City for the event before deciding whether or not to proceed with planning.

Councillor Ramey stated that he believes the event brings the community together and that it should proceed.

Moved by Councillor Baird, seconded by Councillor Shishido  
*THAT Council directs staff to issue a letter or support to Autowear Accessories to host a Burnout Competition, as part of Friday Night Lights on Friday, August 15, 2025.*

CARRIED

### **Portable Dance Floor for Community Events**

Councillor Shishido expressed concern that the proposed dance floor may be too small.

Mayor Galbraith asked if the Dance floor would be used at other events.

The Manager of Strategic Priorities and Community Services responded that the dance floor would be set up at future community events including Friday Night Lights, and would be set up at Canada Day if it arrived in time. It has also been discussed that the dance floor could be offered as an add-on to future rentals of the Lions Gazebo.

Councillor Ramey stated that he does not think the proposed dance floor is large enough, and that there hasn't historically been dancing at the Music by the River events. Noted this could be considered in the future but doesn't believe the dance floor is necessary for this event.

The Manager of Strategic Priorities and Community Services explained that the goal for Boots by the River is to build on and elevate the concept of previous Music by the River events. Explained that one goal is to market the event to a larger demographic and that there will still be plenty of space for those who do not want to dance to set up lawn chairs on the grass. The presence of a dance floor is an invitation to dance, and if more people want to dance than there is room on the dance floor, there will be room on the grass surrounding it.

Councillor Shishido asked if more tiles could be added in the future to increase the size of the dance floor.

The Manager of Strategic Priorities and Community Services responded that the tiles can be purchased individually to create a larger dance floor in the future if so desired.

Councillor Yerhoff expressed support for the idea and explained that country dance nights are very popular and tend to bring many people out.

Councillor Baird asked if relocating the event to the Gazebo has been considered.

The Manager of Strategic Priorities and Community Services responded that this was considered, but that the sound in the Gazebo can echo. Also explained that the Shuswap River can be seen from Belvedere Park and is a better fit for a “by the river” event. Noted that the Gazebo has been secured as an alternate location if weather conditions are poor.

Moved by Councillor Shishido, seconded by Councillor Yerhoff  
*THAT Council directs staff to purchase a 9’ x 9’ portable dance floor kit using available Music by the River sponsorship funds after all other event expenses have been incurred, with the remainder to be funded through prior event surplus.*

CARRIED

OPPOSED Mayor Galbraith, Councillor Ramey

Municipal Security Issuing Resolutions – 2025 Borrowing

Moved by Councillor Baird, seconded by Councillor Ramey  
*THAT subject to the City receiving the Certificate of Approval for Barnes Park Outdoor Pool Loan Authorization Bylaw No. 1815, 2025, Council adopts the following resolution:*

*AND THAT Council approve borrowing from the Municipal Finance Authority of British Columbia, as part of the 2025 Fall Borrowing Session, One Million Eight Hundred Thousand Dollars as authorized through “Barnes Park Outdoor Pool Loan Authorization Bylaw No. 1815, 2025” and that the Regional District of North Okanagan be requested to consent to our borrowing over a twenty year term and include the borrowing in a Security Issuing Bylaw.*

CARRIED

**CORRESPONDENCE AND INFORMATION ITEMS**

Moved by Councillor Baird, seconded by Councillor Shishido  
*THAT Council receives and files the correspondence and information items titled:*

- One-Year Anniversary of Implementation of Small-Scale Multi-Unit Housing Requirements dated May 29, 2025
- Miscellaneous Statutes Amendments Act (Bill 13) dated May 30, 2025
- Funding for Public Education dated June 5, 2025

CARRIED

**PUBLIC QUESTION PERIOD**

There were no questions from the public.

**ADJOURNMENT**

Moved by Councillor Shishido, seconded by Councillor Davyduke  
*THAT the regular meeting of June 16, 2025 adjourn at 6:18 p.m.*

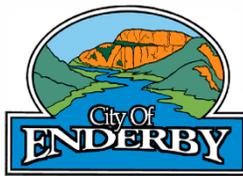
CARRIED

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**MAYOR**

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**CORPORATE OFFICER**



## THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Special Meeting** of Council held on Monday, June 23, 2025 at 10:00 a.m. in Council Chambers.

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Present: Mayor Huck Galbraith  
Councillor Tundra Baird  
Councillor David Ramey  
Councillor Brian Schreiner  
Councillor Sarah Yerhoff

Absent: Councillor Roxanne Davyduke  
Councillor Shawn Shishido

Staff: Chief Administrative Officer – Tate Bengtson  
Chief Financial Officer – Jennifer Bellamy  
Manager of Planning, Community Safety and Bylaw Compliance – Kurt Inglis  
Clerk-Secretary – Andraya Holmes  
Public Works Lead Hand – Ray Brown  
Systems Operator – Damon Kipp

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 Baird, seconded by Councillor Schreiner  
*THAT the June 23, 2025 Council Meeting agenda be approved as circulated.*

CARRIED

### **NEW BUSINESS**

#### **Okanagan Regional Library Request for Letter of Support for UBCM Ministerial Meetings**

Moved by Councillor Ramey, seconded by Councillor Baird  
*THAT Council directs staff to send a letter of support to the Okanagan Regional Library for UBCM Ministerial Meetings substantially the same as the letter attached to the request.*

CARRIED

#### **Water Treatment Plant Upgrade Project Overview**

Councillor Ramey asked what the City will do if this grant application is unsuccessful and when the next grant application intake will be after this one.

Chief Administrative Officer responded that intake for this grant has historically happened about every three years but that this could change at any point. If the City is unsuccessful in its grant application, staff will explore other grant opportunities. If unable to obtain a grant, it may be necessary to implement other measures to manage water demand.

Council discussed the loan and that the City is not committed to borrowing the full value if not needed, only the value that is used, up to the borrowing limit specified in the bylaw.

Mayor Galbraith asked what the cost to the taxpayer will be for this project.

Chief Financial Officer responded that, for the average single-family dwelling with average frontage, the cost will be approximately \$180 per year. This increase can be phased in over 3-4 years and paid for over 30 years.

Councillor Ramey asked if water treatment plant technology changes much over time.

Damon Kipp, Systems Operator, responded that filtration standards and process do not change much over time, but that technology improves so that the system is more efficient and effective to operate.

Chief Administrative Officer added that the new plant is similar in its filtration methods to the system already in place and that this method has proven success in treating the City's source water. The new plant also implements back-up for UV that will decrease the amount of water quality advisories the City has to issue.

Councillor Ramey asked why engineering costs are so high for this project.

Chief Administrative Officer responded that the estimate for engineering costs is conservative and that it is important to have those funds available so that the project does not have to be paused part way through to approve further borrowing. At this time, the design has selected engineered products and provided a proof of concept on their mechanical and electrical integration, as well as other improvements. Should the City be successful in the grant, the project would be tendered as a design-build project at which point the engineering would need to be completed by the engineer of record, who would be responsible for health authority permits.

Moved by Councillor Ramey, seconded by Councillor Baird  
*THAT, subject to an approved financial strategy and elector assent, Council directs staff to proceed with an application to the Canada Community-Building Fund in BC's Strategic Priorities Fund to upgrade the City of Enderby Water Treatment Plant.*

CARRIED

### Loan Authorization Bylaw – Water Treatment Plant Upgrade

A typographical error was noted in section 3.3 of the bylaw.

Moved by Councillor Baird, seconded by Councillor Schreiner

*THAT Council amends section 3.3 of the bylaw cited as “Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2025” to replace the phrase “replacement of the Barnes Park Outdoor Pool” with “upgrade of the water treatment plant”;*

*AND THAT Council gives first, second, and third readings of the bylaw cited as “Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2025”;*

*AND FURTHER THAT Council directs staff to include the water treatment plant upgrade project in the next update to the five-year financial plan.*

CARRIED

**PUBLIC QUESTION PERIOD**

There were no questions from the public.

**CLOSED MEETING RESOLUTION**

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

CARRIED

**ADJOURNMENT**

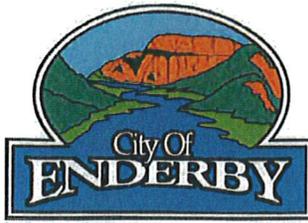
Moved by Councillor Schreiner, seconded by Councillor Ramey  
*THAT the special meeting of June 23, 2025 adjourn at 11:46 a.m.*

CARRIED

\_\_\_\_\_  
MAYOR

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

AGENDA



REQUEST TO APPEAR AS A DELEGATION

On 21 July 2025  
Day Month Year

Date of Request July 21, 2025 @ 4:30 pm

Name of Person Making Request Corinne Boback

Name and Title of Presenter(s) Danielle Hubbard, CEO of the Okanagan Regional Library

Contact Information cboback@orl.bc.ca

Details of Presentation 2025 ORL Initiatives: Summer reading club, e-resources, library of Things, Provincial Enhancement grant facility improvements & Heating and cooling centres

Desired Action from Council (check all that apply)

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

Please describe desired action in detail \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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

**CITY OF ENDERBY  
ZONING TEXT AMENDMENT APPLICATION**



**File No.:** 0017-25-DVP-END

**July 15, 2025**

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**APPLICANT:** Prime Building Design

**OWNER:** Andri and Diana Yuz'vak

**LEGAL DESCRIPTION:** LOT 1 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN  
KAMLOOPS DIVISION YALE DISTRICT PLAN KAP67097

**P.I.D #:** 024-816-001

**CIVIC ADDRESS:** 116/118 Salmon Arm Drive, Enderby BC

**PROPERTY SIZE:** 939.6 m<sup>2</sup> (10,114 square feet)

**ZONING:** Residential Two Family (R.2)

**O.C.P DESIGNATION:** Residential Low Density

**PROPOSAL:** Convert an existing accessory residential building to a detached secondary suite

**PROPOSED TEXT AMENDMENT:** Permit a detached secondary suite to accompany a two-family dwelling on the property

**RECOMMENDATION:**

THAT City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1821, 2025 which proposes to amend the text of City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to accompany a two-family dwelling for the property legally described as LOT 1 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP67097 and located at 116/118 Salmon Arm Drive, Enderby BC, be given Three Readings and Adoption;

AND THAT should Council give Three Readings and Adoption to City of Enderby Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1821, 2025, such Adoption shall come into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Bylaw.

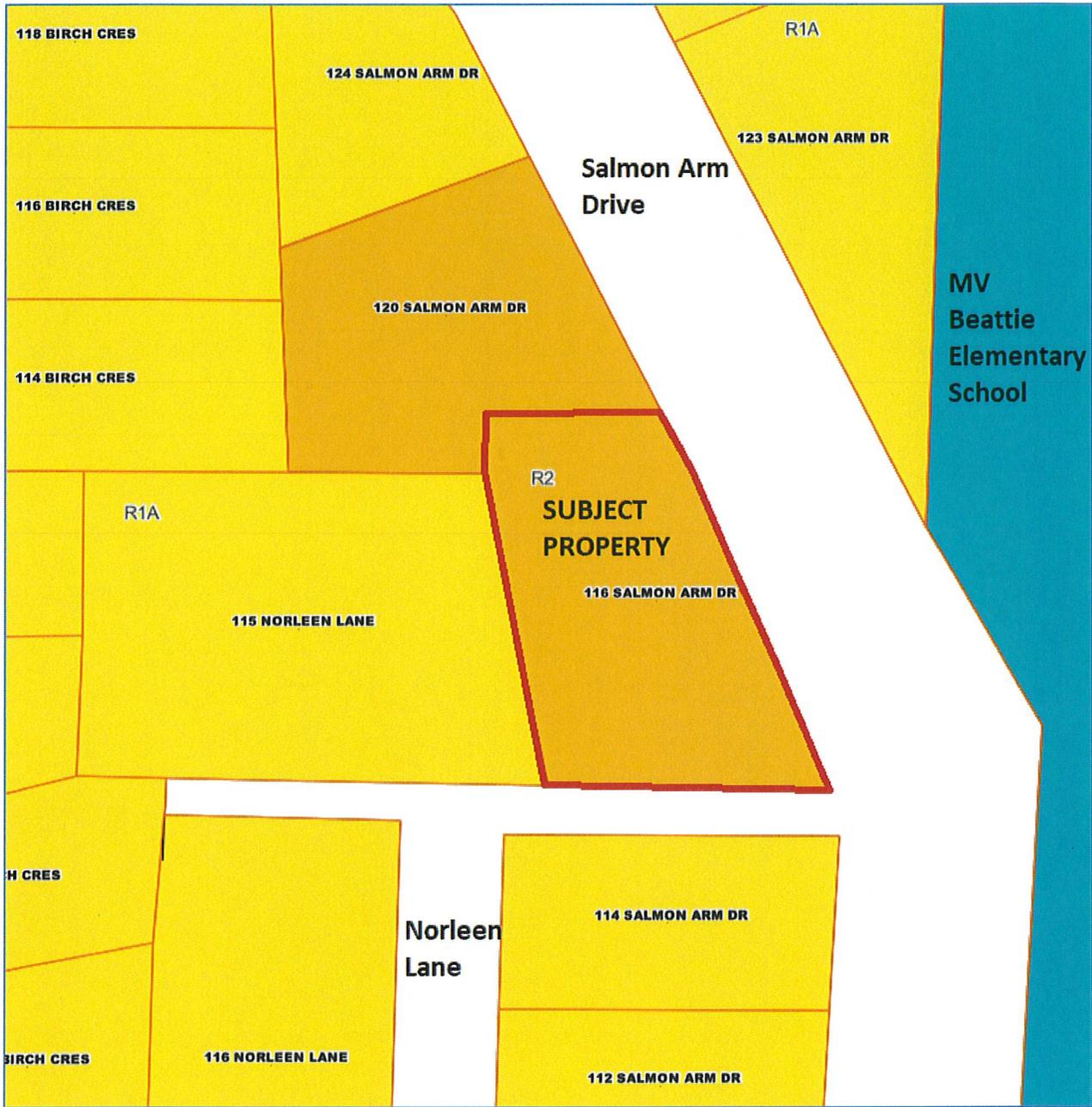
## **BACKGROUND:**

This report relates to a Zoning Text Amendment application for the property located at 116/118 Salmon Arm Drive. The applicant is proposing to convert an existing accessory residential building on the property to a detached secondary suite. Given that the City of Enderby Zoning Bylaw No. 1550, 2014 only permits detached secondary suites to accompany single family dwellings, in order to accommodate the proposed development the applicant is seeking to amend the text of the Zoning Bylaw to permit a detached secondary suite to accompany a two-family dwelling on the property.

### Site Context

The 939.6 m<sup>2</sup> (10,114 square feet) property is located on the west side of Salmon Arm Drive, which is identified in Schedule 'C' of the City's Official Community Plan (OCP) as a 'Municipal Minor Collector' road. A two family dwelling, constructed in 1949, is located in the central portion of the property. To the west of the two family dwelling is an accessory residential building. Access to the property is gained via two separate driveways off of Salmon Arm Drive, one which extends to the north side of the two family dwelling and one which extends to the south side. A site plan is attached to this memorandum as Schedule 'A'.

The subject property and property to the north are zoned Residential Two Family (R.2) and are designated in the OCP as Residential Low Density. The properties to the west and south are zoned Residential Single Family (R.1-A) and are designated in the OCP as Residential Low Density. The property to the east is zoned Assembly, Civic and Public Service (S.1) and is designated in the OCP as School. The following map shows the zoning designation of the subject and surrounding properties:



**Figure 1: Zoning Map**

Yellow – Residential Single Family (R.1-A)  
 Orange – Residential Two Family (R.2)  
 Teal – Assembly, Civic and Public Service (S.1)

The following orthophoto of the subject and surrounding properties was taken in 2024:



Figure 2: Orthophoto

Proposal/History:

The applicant is proposing to convert an existing 402.24 square foot (37.37 square meter) accessory residential building to a detached secondary suite, with the siting of the building shown on the attached Schedule 'A'. Access to the property would be gained via the existing driveway configuration. Two off-street parking spaces for one-half of the duplex are proposed to be located on the south side of the property, while two off-street parking spaces for the other half of the duplex are proposed to be located on the north side of

the property (tandem parking); a single parking space for the detached secondary suite is also proposed to be located on the north side of the property. The applicant has identified the potential for 3 additional off-street parking spaces on the property.

The accessory residential building which is proposed for conversion to a detached secondary suite, has had a history of being unlawfully occupied as a dwelling unit. The City has enforced this unlawful residential use on several occasions dating back to 2001, with the most recent occurrence being in 2015. It should be noted that the City has not received any evidence of the accessory residential building being used unlawfully for residential purposes since the current property owner took possession.

#### **ZONING BYLAW:**

The subject property is zoned Residential Two Family (R.2) and uses within this zone include:

- Accessory residential
- Boarding, lodging, or rooming houses
- Convalescent, nursing, and personal care homes
- Restricted agricultural use
- Single family dwellings
- Two family dwellings
- Three family dwellings
- Four family dwellings
- Attached Secondary Suites
- Detached Secondary Suites
- Bed and breakfasts
- Civic and public service use
- The keeping of backyard hens
- The keeping of backyard bees

Although detached secondary suites are a permitted use in the Residential Two Family (R.2) zone, they are only permitted to accompany a single family dwelling. The key zoning regulations for detached secondary suites are as follows:

- Maximum floor area = 90 square meters (968.8 square feet)
- Must be located entirely to the rear of a principal single family dwelling
- Must be sited equal to or farther from the side lot line than the principal single family dwelling
- Must be accessible by a cleared and constructed pathway from the off-street parking stall(s) to the entrance to the suite
- Must have sufficient access and be appropriately serviced
- Be enclosed on all sides not facing directly upon the principal single family dwelling via solid fencing not less than 1.5 m (4.92 feet) in height and no greater than 2 m (6.56 feet) in height
- Have a floor area not to exceed 75% of the floor area of the principal single family dwelling
- Only permitted on lots that are connected to both community water and community sanitary sewer systems

- Must be accompanied by at least one off-street parking space
- Must not be subdivided or stratified
- Only permitted on lots that have an area of not less than, i) 560 m<sup>2</sup> if there is lane access or second street frontage, or ii) 650 m<sup>2</sup> if there is not lane access or second street frontage
- Minimum setbacks:
  - Front yard = 6 m (19.68 feet)
  - Rear yard = 3 m (9.84 feet)
  - Side yard = 2 m (6.56 feet)
  - Other buildings = 3 m (9.842 feet)

It should be noted that should Council support the Zoning Text Amendment application and permit a detached secondary suite to accompany a two family dwelling, the applicant would still need to obtain variances in order to address non-conformities between the siting of the existing building and the above described zoning regulations for detached secondary suites.

**OFFICIAL COMMUNITY PLAN:**

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

Policy 3.3.c - Council recognizes that development of land has social impacts and will act through the approval process to minimize negative and maximize positive impacts.

Policy 3.3.h - Council will utilize the development approval process, including Phased Development Agreements, to secure an adequate supply of quality affordable, attainable and special needs housing which meets the needs of all residents of the community, regardless of age, mobility, background or socio-economic status.

Policy 4.4.c - Council will encourage and support a spectrum of housing choices throughout the community, including secondary suites, in order to meet the diverse housing needs of residents.

Policy 5.3.f - Council will develop strategies and tools to encourage and facilitate infill and redevelopment within existing developed areas of the community.

Policy 8.3.h - Council will support infill and redevelopment within the community.

Policy 8.3.i - Council will employ Smart Growth principles in future development.

Policy 9.3.f - Council will develop a robust strategy to support infill, redevelopment, and brownfield reclamation that utilizes existing infrastructure, revitalizes the community, and enhances the use of underutilized lands.

Policy 20.3.f - Council will encourage infill, redevelopment and brownfield strategies that focus growth towards areas with existing infrastructure.

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

## REFERRAL COMMENTS:

The subject application was referred for comment to the City of Enderby Public Works Manager, Building Inspector, and Fire Chief. No comments of concern were received.

## PLANNING ANALYSIS:

The City of Enderby Planner raises no objections to the applicant's request to amend the text of City of Enderby Zoning Bylaw No. 1550, 2014 to permit a detached secondary suite to accompany a two family dwelling on the subject property, in order to enable an existing accessory residential building to be converted to a detached secondary suite. It is recommended that Council support the application for the following reasons:

- The proposal would facilitate infill development, which is a key element of Smart Growth development and is supported in the OCP, and provides the following community benefits:
  - More efficient use of land by increasing the ratio of improvement-to-land values;
  - Reducing pressures related to greenfield development and boundary expansion which in turn facilitates urban containment and rural protection;
  - Focusing future growth within developed areas of the community in order to maximize the value of existing infrastructure; and
  - Adding residential capacity without encroaching upon rural or environmentally sensitive areas.
- The proposal would foster additional rental housing within the community, which is identified as a key need in the City's Housing Needs Assessment Report;
- Given that the existing accessory residential building has been sited in its current location for a significant period of time (decades), coupled with the fact that there is significant vertical separation between the accessory residential building and the neighbouring properties to the west, it is not anticipated that the proposed development would result in visual impacts to adjacent properties;
- The property is relatively large at 939.6 m<sup>2</sup> (10,114 square feet) and is of sufficient size to accommodate the demands of having three dwelling units on the property; and
- It is not anticipated that permitting a third dwelling unit on the property would negatively impact the use and enjoyment of the subject or surrounding properties.

The Zoning Bylaw regulates the siting and sizing of detached secondary suites in relation to the accompanying single family dwelling on the property (i.e. detached secondary suites must be located entirely to the rear of the single family dwelling, must be sited equal to or farther from the side lot line than the principal single family dwelling). However, given that the Zoning Bylaw does not permit detached secondary suites to accompany two family dwellings, there are currently no regulations which regulate the siting and sizing of detached secondary suites in relation to an accompanying *two family dwelling*. Given this, Staff have worded the text within the associated Zoning Bylaw Amendment Bylaw such that should Council support the application, any detached secondary suite on the subject property would need to be sited and sized relative to a two family dwelling in the same manner that it would a single family dwelling. Without that wording, there would be no requirement for the subject detached secondary suite to be located entirely to the rear of the two family dwelling, or to be setback equal to or greater than the side yard of the two family dwelling.

\*\*\* The provincial legislature enacted Bill 44 – 2023 *Housing Statutes (Residential Development) Amendment Act, 2023* on November 30, 2023. Bill 44 is aimed at creating more housing throughout the province. The legislation establishes circumstances in which local governments would be prohibited from holding public hearings; this includes prohibiting public hearings for proposed Zoning Bylaw amendments where:

- a) an official community plan is in effect for the area that is the subject of the zoning bylaw,
- b) the bylaw is consistent with the official community plan,
- c) the sole purpose of the bylaw is to permit a development that is, in whole or in part, a residential development, and
- d) the residential component of the development accounts for at least half of the gross floor area of all buildings and other structures proposed as part of the development.

Given that the proposed Zoning Text Amendment Bylaw associated with this development satisfies the conditions described above, the City is prohibited from holding a public hearing for the Bylaw. In accordance with the legislative requirements, notice has been provided, prior to a potential first reading of the bylaw, advising that a public hearing is not being held, in accordance with Section 467 of the *Local Government Act* and the requirements of the City of Enderby Public Notice Bylaw No. 1770, 2023.

#### SUMMARY

This report relates to a Zoning Text Amendment application for the property located at 116/118 Salmon Arm Drive. The applicant is proposing to convert an existing accessory residential building on the property to a detached secondary suite. Given that the City of Enderby Zoning Bylaw No. 1550, 2014 only permits detached secondary suites to accompany single family dwellings, in order to accommodate the proposed development the applicant is seeking to amend the text of the Zoning Bylaw to permit a detached secondary suite to accompany a two-family dwelling on the property.

The City of Enderby Planner is recommending that Council give Three Readings and Adoption to the associated Zoning Text Amendment Bylaw, with Adoption coming into force and effect once the Ministry of Transportation and Infrastructure has endorsed the Bylaw.

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**Prepared By:**



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Kurt Inglis, MCIP, RPP  
Manager of Planning, Community Safety and Bylaw Compliance

**Reviewed By:**

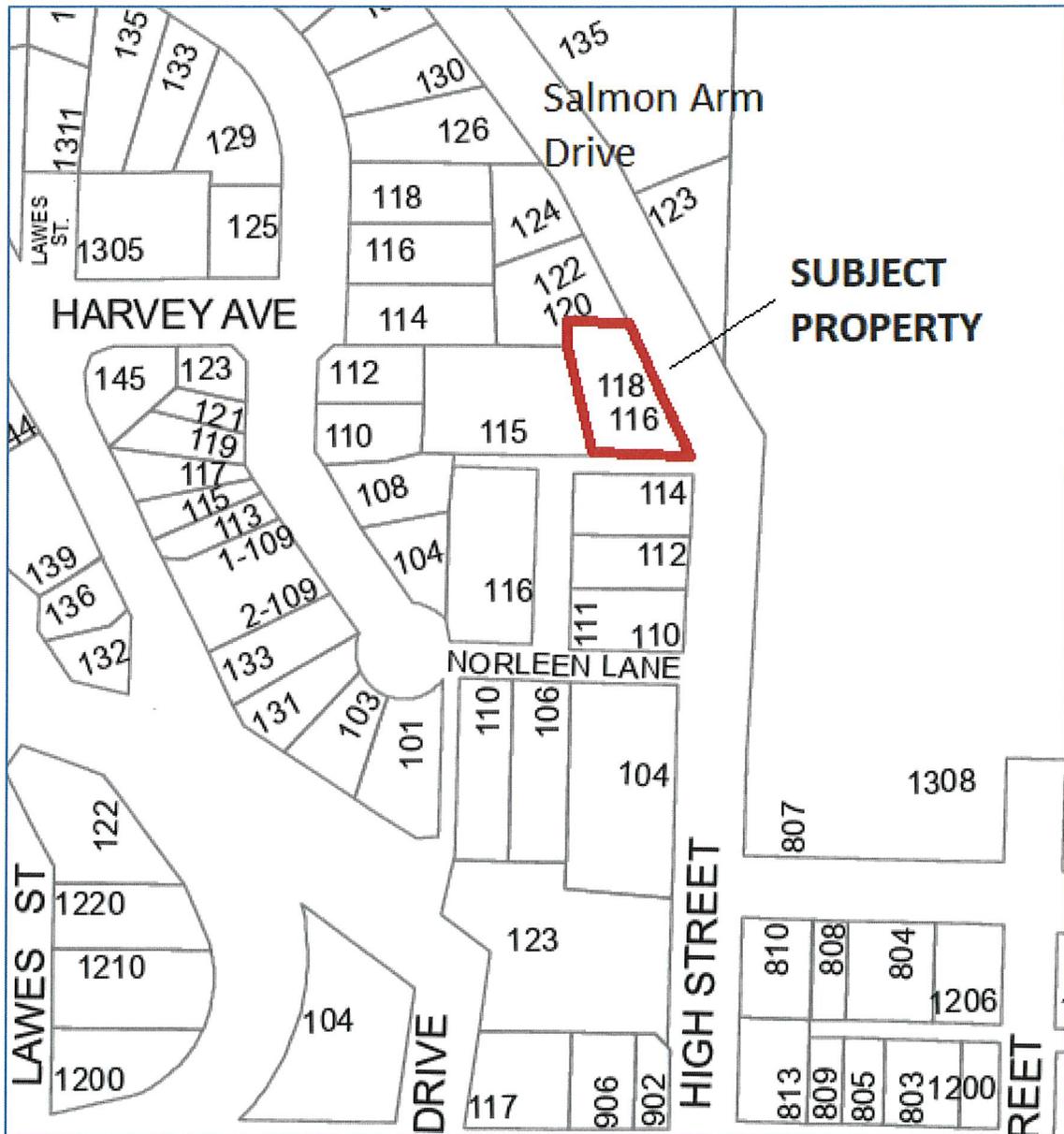


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Tate Bengtson  
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY  
ZONING TEXT AMENDMENT APPLICATION  
SUBJECT PROPERTY MAP

File: 0017-25-ZTA-END  
Applicant: Prime Building Design  
Owners: Andri and Diana Yuz'vak  
Location: 116 Salmon Arm Drive , Enderby BC









**PRIME BUILDING**  
DESIGN

#202 - 3704 32nd St. Vernon, BC  
+1(250) 540-3449  
philipp@primebuildingdesign.com

[primebuildingdesign.com](http://primebuildingdesign.com)

No.	Description Issued for BP	Date
01		2022-05-21

116/118 SALMON ARM  
DRIVE, ENDERBY, B.C.

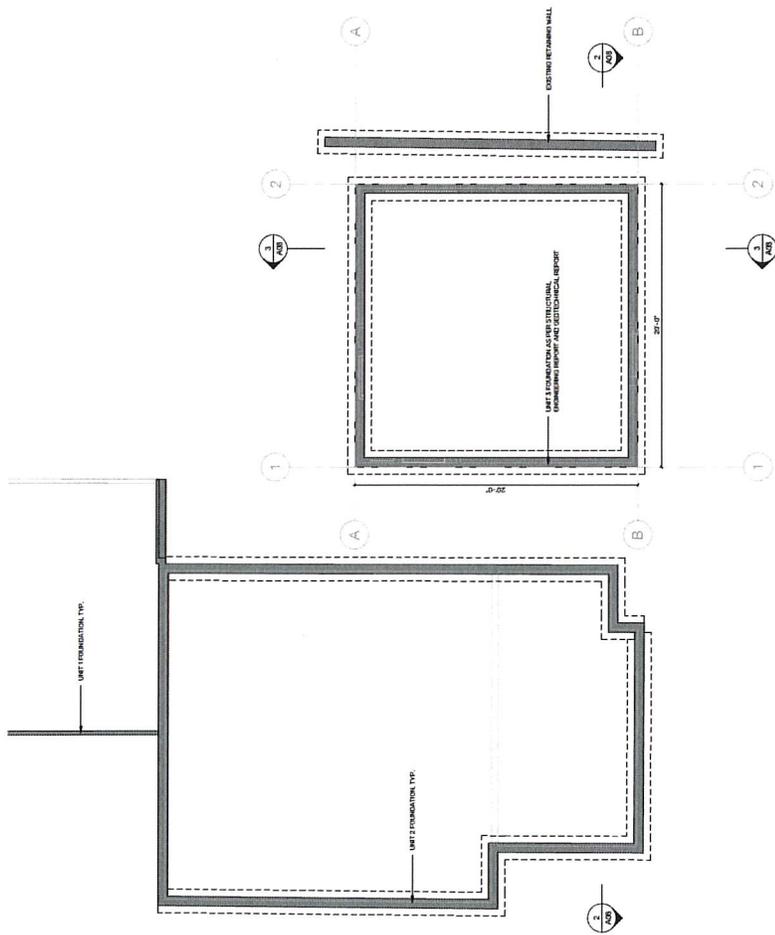
YUZVAK RESIDENCE

FOUNDATION

Project Number	24-069
Date	2024-12-14
Designed By	PW

**A03**

Scale	1/4" = 1'-0"
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THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1821

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

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

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

WHEREAS Council of the City of Enderby has determined to make an amendment to "The Corporation of the City of Enderby Zoning Bylaw No. 1550, 2014";

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 Zoning Bylaw No. 1550, 2014 Amendment Bylaw No. 1821, 2025".
2. DIVISION THREE – GENERAL REGULATIONS is amended by adding Section 317.b.1.xii as follows:

Notwithstanding Section 317.b.1.i above, a detached secondary suite is permitted to accompany a two-family dwelling on the property legally described as LOT 1 SECTION 26 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP67097, and located at 116/118 Salmon Arm Drive, Enderby BC. Any detached secondary suite on the property shall be sited and sized relative to a two family dwelling in the same manner that it would a single family dwelling.

Notice that the local government is prohibited from holding a public hearing provided in an edition of the local/regional print newspaper on the 4<sup>th</sup> day of July, 2025 and posted on the City of Enderby website on the 29<sup>th</sup> day of June, 2025.

READ a FIRST time this day of , 2025.

READ a SECOND time this day of , 2025.

READ a THIRD time this day of , 2025.

Approved pursuant to section 52(3)(a) of the *Transportation Act*  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
for Minister of Transportation & Infrastructure

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

\_\_\_\_\_  
MAYOR

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

THE CORPORATION OF THE CITY OF ENDERBY

BYLAW NO. 1820

A BYLAW TO AUTHORIZE A HOUSING AGREEMENT

---

WHEREAS pursuant to Section 483 of the *Local Government Act*, a local government may, by bylaw, enter into a housing agreement.

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 Housing Agreement Authorization Bylaw No. 1820, 2025”.
2. Council hereby authorizes the City of Enderby to enter into a Housing Agreement for the property legally described as PARCEL B (DD 179916F) BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A, and located at 612 Cliff Avenue, Enderby BC, a true copy of which is attached to and forms part of this bylaw as Schedule “A”.
3. The Mayor and Corporate Officer are hereby authorized to execute the attached agreement as well as any conveyances, deeds, receipts or other documents in connection with the attached agreement.
4. This bylaw shall come into full force and effect and is binding on all persons as and from the date of adoption.

READ a FIRST time this 16th day of June, 2025.

READ a SECOND time this 16th day of June, 2025.

READ a THIRD time this 16th day of June, 2025.

ADOPTED this day of , 2025.

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MAYOR

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CORPORATE OFFICER

**RDNO Building Permits Issued Comparison for Year/Month - Summary**

Area: **CITY OF ENDERBY**

Category: **BUILDING PERMITS**

Year: **2025** Month: **06**

Folder Type	2025 / 06		2024 / 06		2025 to 06		2024 to 06		
	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	Building Value	Permits Issued	Res. Units Created	
ACCESSORY BUILDING	0	0	0	0	0	0	1	0	
AGRICULTURAL BUILDING	0	0	0	0	0	0	0	0	
COMMERCIAL BUILDING	0	0	0	0	0	0	0	0	
DEMOLITION	0	0	0	0	0	0	0	0	
END - ACCESSORY BUILDING	0	0	0	0	4	201,632	1	0	
END - COMMERCIAL BUILDING	0	0	49,000	3	3	1,310,000	2	1	
END - DEMOLITION	0	0	0	1	0	0	2	0	
END - INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	
END - INSTITUTIONAL	0	0	50,000	1	0	0	1	0	
END - MANUFACTURED HOME	0	0	0	0	0	0	1	1	
END - MODULAR HOME	0	0	0	0	0	0	0	0	
END - MULTI FAMILY DWELLING	0	0	0	3	0	372,000	2	4	
END - PLUMBING	0	0	0	0	1	4,000,000	0	0	
END - POOL	0	0	0	0	0	0	0	0	
END - RETAINING WALL	0	0	0	0	0	0	0	0	
END - SFD W/SUITE	0	0	0	1	2	540,000	2	3	
END - SIGN	0	0	6,000	1	0	0	1	0	
END - SINGLE FAMILY DWELLING	0	0	543,022	3	1	240,600	5	3	
INDUSTRIAL BUILDING	0	0	0	0	0	0	0	0	
INSTITUTIONAL	0	0	0	0	0	0	0	0	
MANUFACTURED HOME	0	0	0	0	0	0	0	0	
MODULAR HOME	0	0	0	0	0	0	0	0	
MULTI FAMILY DWELLING	0	0	0	0	0	0	0	0	
OLD PIMS PERMITS	0	0	0	0	0	0	0	0	
PLUMBING	0	0	0	0	0	0	0	0	
POOL	0	0	0	0	0	0	0	0	
RETAINING WALL	0	0	0	0	0	0	0	0	
SIGN	0	0	0	0	0	0	0	0	
SINGLE FAMILY DWELLING	0	0	0	0	0	0	0	0	
SOLID FUEL BURNING APPLIANCE	0	0	0	0	0	0	0	0	
<b>Report Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>1</b>	<b>648,022</b>	<b>16</b>	<b>6</b>	<b>12</b>
						<b>6,664,232</b>			<b>3,369,022</b>



# VERNON NORTH OKANAGAN DETACHMENT

2nd Quarter (April to June) 2025

## QUARTERLY POLICING REPORT

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

Superintendent Blake MacLeod

Officer in Charge

## POLICING ACTIVITY REPORT ~ 2<sup>nd</sup> Quarter 2025

The Vernon North Okanagan Detachment is committed to our four priorities of *Public Safety*, *Vulnerable Victims*, *Community Outreach* and *Employee Excellence* to ensure our communities remain a safe place to live. We are dedicated to providing an outstanding police service by developing strong mental health and resiliency in our members, and building and maintaining trust through timely and accurate communication. We work collaboratively with our partners to assist vulnerable persons in the community. Most importantly, we foster safer communities through evidence based, targeted and collaborative enforcement.

### PRIORITY ONE: PUBLIC SAFETY

The Vernon North Okanagan RCMP's primary focus is on the safety of the public within the communities we police.

#### Operations

The table below highlights the total number of calls for service for the 2<sup>nd</sup> quarter of 2025 as well as previous totals from 2024, 2023 and 2022 for comparison. The percentage changes are compared to the same quarter from the previous year.

<b>Total Calls for Service – Quarter 2</b>							
Area	2022	2023	2024	2025	2022-2023 % change	2023-2024 % change	2024-2025 % change
<b>Vernon</b>	5072	5095	4988	4962	+0.45%	-2.1%	-0.5%
<b>Coldstream</b>	391	356	337	386	-8.9%	-5.3%	+14.5%
<b>Vernon Rural</b>	406	484	467	478	+19.2%	-3.5%	+2.3%
<b>Armstrong</b>	275	259	320	275	-5.8%	+23.5%	-14%
<b>Enderby</b>	544	541	506	540	-0.55%	-6.4%	+6.7%
<b>Falkland</b>	106	229	178	240	+116%	-22.2%	+34.8%
<b>Lumby</b>	271	293	336	276	+8.1%	+14.6%	-17.8%
<b>Spallumcheen</b>	369	368	344	345	-0.27%	-6.5%	+0.2%
<b>Westside</b>	298	333	343	325	+11.7%	+3%	-5.2%
<b>Total</b>	<b>7732</b>	<b>7958</b>	<b>7819</b>	<b>7826</b>	<b>+2.9%</b>	<b>-1.7%</b>	<b>+0.08%</b>

*The number of total calls for service will not equal the values reported below due to the location of where the offence occurred as it may be unknown or outside our policing jurisdiction.*

## Criminal Code Offences

The table below highlights the total number of Criminal Code offences for the 2<sup>nd</sup> quarter as well as previous totals from 2024, 2023 and 2022 for comparison; percentage changes are compared to the same quarter from the previous year. Total Criminal Code offences include persons and property offences.

<b>Criminal Code Offences– Quarter 2</b>							
Area	2022	2023	2024	2025	2022-2023 % change	2023-2024 % change	2024-2025 % change
<b>Vernon</b>	1493	1730	1599	1651	+15.8%	-7.5%	+3.2%
<b>Coldstream</b>	82	46	78	71	-43.9%	+69.5%	-8.9%
<b>Vernon Rural</b>	70	85	70	88	+21.4%	-17.6%	+25.7%
<b>Armstrong</b>	63	63	73	65	0%	+15.8%	-10.9%
<b>Enderby</b>	129	104	105	118	-19.3%	+0.9%	+12.3%
<b>Falkland</b>	29	37	35	42	+27.5%	-5.4%	+20%
<b>Lumby</b>	45	58	63	61	+28.8%	+8.6%	-3.1%
<b>Spallumcheen</b>	50	44	54	55	-12%	+22.7%	+1.8%
<b>Westside</b>	52	90	85	84	+73%	-5.5%	-1.1%
<b>Total</b>	<b>2013</b>	<b>2194</b>	<b>2162</b>	<b>2235</b>	<b>+8.9%</b>	<b>-1.4%</b>	<b>+3.3%</b>

*Criminal Code Offences include founded files only.*

## Violent Offences

The table below highlights the total number of violent crime offences for the 2<sup>nd</sup> quarter as well as previous totals from 2024, 2023 and 2022 for comparison; percentage changes are compared to the same quarter from the previous year. Total violent crime offences include homicides, assaults, sexual assaults, uttering threats and criminal harassment.

<b>Violent Offences – Quarter 2</b>							
Area	2022	2023	2024	2025	2022-2023 % change	2023-2024 % change	2024-2025 % change
<b>Vernon</b>	265	299	280	303	+12.8%	-6.3%	+8.2%
<b>Coldstream</b>	18	22	24	13	+22.2%	+9%	-45.8%
<b>Vernon Rural</b>	16	19	12	20	+18.7%	-36.8%	+66.6%
<b>Armstrong</b>	21	20	18	18	-4.7%	-10%	0%
<b>Enderby</b>	33	41	30	31	+24.2%	-26.8%	+3.3%
<b>Falkland</b>	6	12	11	11	+100%	-8.3%	0%
<b>Lumby</b>	16	21	19	24	+31.2%	-9.5%	+26.3%

<b>Spallumcheen</b>	19	17	14	16	-10.5%	-17.6%	+14.2%
<b>Westside</b>	15	19	25	30	+26.6%	+31.5%	+20%
<b>Total</b>	<b>409</b>	<b>470</b>	<b>433</b>	<b>466</b>	<b>+14.9%</b>	<b>-7.8%</b>	<b>+7.6%</b>

Total Violent Offences (Founded Files Only) Include: (1000 Series UCR - Crimes Against Person) Murder, Robbery, Assault, Harassing Communications, Utter threats against Person.

## Property Crime

The table below highlights the total number of property crime offences for the 2<sup>nd</sup> quarter as well as previous totals from 2024, 2023 and 2022 for comparison; percentage changes are compared to the same quarter from the previous year. Total property crime offences include break and enter, theft, mischief, arson, fraud and possession of stolen property.

<b>Property Crime – Quarter 2</b>							
Area	2022	2023	2024	2025	2022-2023 % change	2023-2024 % change	2024-2025 % change
<b>Vernon</b>	873	975	847	872	+11.6%	-13.1%	+2.9%
<b>Coldstream</b>	51	46	41	34	-9.8%	-10.8%	-17%
<b>Vernon Rural</b>	47	39	46	51	-17%	+17.9%	+10.8%
<b>Armstrong</b>	38	29	41	32	-23.6%	+41.3%	-21.9%
<b>Enderby</b>	54	59	44	50	+9.2%	-25.4%	+13.6%
<b>Falkland</b>	16	22	14	24	+37.5%	-36.3%	+71.4%
<b>Lumby</b>	22	29	25	26	+31.8%	-13.7%	+4%
<b>Spallumcheen</b>	21	23	21	25	-8.6%	-8.6%	+19%
<b>Westside</b>	28	21	35	39	+66%	66.6%	+11.4%
<b>Total</b>	<b>1150</b>	<b>1243</b>	<b>1114</b>	<b>1153</b>	<b>+8%</b>	<b>-10.3%</b>	<b>+3.5%</b>

Total Property Crime (Founded Files Only): Include B&E (Residential, Business, Other, Seasonal Residence), Theft Over \$5000, Theft Under \$5000, Theft of MV, Theft from MV, Possession of Stolen Property, Fraud, Mischief, Arson.

## Targeted Policing

Targeted Policing unit is comprised of a drug investigator and officers assigned to the Crime Reduction Unit. Targeted Policing manages many offender programs including prolific offenders, the Provincial Tactical Enforcement Priority (PTEP) and the Repeat Violent Offending Intervention Initiative (ReVOII). During this quarter, the unit continued current on-going investigations as well as completed disclosure on previous investigations including:

- Crime Reduction addressed community concerns regarding drug trafficking activity in an apartment complex which resulted in the arrest and incarceration of a Prolific Offender for breach of Conditional Sentence Order.

- Crime Reduction assumed investigational conduct of a series of residential break and enters where the suspect stole a variety of items including vehicles from the homes. The investigation resulted in the arrest of a Prolific Offender who remains in custody on possession of stolen property charges while Crown reviews further charges.
- Targeted Policing identified a Prolific Offender suspected in street level drug trafficking. The investigation led to the seizure of fentanyl, methamphetamine, and cocaine. The subject was suspected to be under influence of drugs while operating a motor vehicle, and the investigation continues.

During this reporting period the Crime Reduction Unit conducted enforcement action and executed 42 warrants of arrest and recommended 12 investigations for charge approval including failure to comply with release conditions and driving while prohibited.

### Prolific Offenders

A Prolific Offender is identified as an adult or youth offender with an established pattern of persistent Criminal Code and/or Controlled Drugs and Substances Act offenders, identified by current intelligence to be criminally active and assessed by police and partner agencies as medium to high risk to re-offend. These offenders reside within our detachment area and are capable of causing a disproportionate amount of crime in the community.

At the conclusion of this reporting period, there were 11 Prolific Offenders identified for monitoring in the Vernon North Okanagan. Of those, six (6) are currently in custody and five (5) are not in custody. Of the five (5) not in custody, three (3) reside in, or are known to frequent, the City of Vernon and two (2) reside in the North Rural.

### Repeat Violent Offending Intervention Initiative (ReVOII)

ReVOII is a coordinated multi-agency initiative designed to intervene and address repeat violent offenders in communities across BC. The program is comprised of dedicated Crown prosecutors, probation officers, correctional supervisors and includes enhanced investigation and monitoring of repeat violent offenders by police agencies. There are currently four (4) subjects identified in the VNOD area with all four currently in custody.

### Road Safety

The Vernon North Okanagan frontline officers contribute to safer roads through documented contacts with motorists to enforce the Province of British Columbia Motor Vehicle Act which include disobey traffic control device, distracted driving and speed related offences.

<b>Traffic Contacts– Quarter 2</b>							
Area	2022	2023	2024	2025	2022-2023 % change	2023-2024 % change	2024-2025 % change
<b>Vernon</b>	717	726	797	529	+1.2%	+9.7%	-33.6%
<b>Coldstream</b>	129	161	134	109	+24.8%	-16.7%	-18.6%
<b>Vernon Rural</b>	8	44	8	16	+450%	-81.8%	+100%

<b>Armstrong</b>	66	76	63	58	+15.1%	-17.1%	-7.9%
<b>Enderby</b>	35	45	42	71	+28.5%	-6.6%	+69%
<b>Falkland</b>	27	25	4	15	-7.4%	-84%	+275%
<b>Lumby</b>	157	30	60	95	-80.8%	+100%	+58.3%
<b>Spallumcheen</b>	107	197	91	59	+84.1%	-53.8%	-35.1%
<b>Westside</b>	28	25	88	46	-10.7%	+252%	-47.7%
<b>Total</b>	<b>1274</b>	<b>1329</b>	<b>1287</b>	<b>998</b>	<b>+4.3%</b>	<b>-3.1%</b>	<b>-22.4%</b>

*Total Traffic Contacts include violations tickets and written warnings.*

During this quarter, frontline officers removed 81 impaired drivers from the roadway; 45 within Vernon/Coldstream and 36 from the surrounding areas.

## PRIORITY TWO: VULNERABLE PERSONS

The Vernon North Okanagan RCMP works collaboratively with partner agencies to assist vulnerable persons in the community who are in the greatest need and are at risk of harm or exploitation.

### Special Victim's Unit (SVU)

The Special Victim's Unit is comprised of three investigators within the Serious Crime Unit who are responsible for high-risk intimate partner violence investigations, high-risk missing person's investigations and crimes against children. To assist the frontline, SVU conducts file reviews in these areas and provides investigation guidance.

SVU facilitates the Integrated Case Assessment Team (ICAT) meetings involving many community partners in order to support high-risk victims through the police investigation and criminal court process. During this quarter five (5) new ICAT files were opened and currently there are an additional seven (7) previous ICAT files which require file management, monitoring and victim support.

The BC Integrated Child Exploitation Unit (BC ICE) advised of 14 reports of possession of child pornography within our jurisdiction. Of those, investigators believe four involve the distribution of self-taken images and possible on-line luring. Each investigation requires a significant amount of time to complete production orders, execute search warrants and, where the evidence supports, prepare charge packages for Crown Counsel.

As highly trained interviewers, SVU conduct interviews with vulnerable child victims of crime. From April to June 14 victims were interviewed with regards to sexual assault and sexual interference crimes against children.

During this quarter SVU assumed conduct of several on-going investigations including:

- A historical sexual interference investigation where the suspect is known to the victim;
- A sexual assault investigation where the suspect is not known to the victim; and
- A potentially high-risk criminal harassment with stalking behaviour investigation involving persons with previous intimate partner violence.

## Mental Health Calls

The Integrated Crisis Response Team is comprised of a police officer from the Vernon North Okanagan RCMP partnered with a nurse from the Interior Health Authority who respond to calls for service involving persons in crisis. This quarter ICRT responded to 167 calls for service and assisted frontline officers with follow-up on an additional 34 investigations.

Vernon/ Coldstream	MENTAL HEALTH FILES – Quarter 2						
	2022	2023	2024	2025	2022-2023 % change	2023-2024 % change	2024-2025 % change
<b>Mental Health Files</b>	267	302	488	514	+13.1%	+61.5%	+5.3%
Emergency Apprehension Sec 28 (by Police)	48	43	28	32	-10.4%	-34.8%	+14.2%
Form 21, 10, 4 Apprehension (Issued by a Doctor or Nurse Practitioner)	25	29	39	36	+16%	+34.4%	-7.6%

North Okanagan Rural ( <i>Armstrong, Enderby, Falkland, Lumby &amp; Spallumcheen</i> )	MENTAL HEALTH FILES – Quarter 2						
	2022	2023	2024	2025	2022-2023 % change	2023-2024 % change	2024-2025 % change
<b>Mental Health Files</b>	93	100	90	94	+7.5%	-10%	+4.4%
Emergency Apprehension Sec 28 (by Police)	10	3	13	11	-70%	+333%	-15.3%
Form 21, 10, 4 Apprehension (Issued by a Doctor or Nurse Practitioner)	1	3	4	1	+200%	+33.3%	-75%

## Toxic Drug Crisis Response

Frontline officers in the Vernon North Okanagan work to improve service for people suffering from addiction issues which often lead to an increased involvement in criminal behaviour. Through partnership with Interior Health, Mental Health and Substance Use and the BC Centre for Disease Control, the Vernon North Okanagan RCMP offer Naloxone kits to those at risk of overdose. During

the course of their duties, frontline officers provide referrals to and information regarding local harm reduction services within the community.

## PRIORITY THREE: COMMUNITY OUTREACH

The Vernon North Okanagan RCMP work to build and maintain relationships within our communities to increase public trust and confidence.

### Youth Connection

The Vernon North Okanagan detachment is committed to connecting with youth in the community. The 25<sup>th</sup> annual Constable John Minguy Memorial Youth Academy, so named in memory of a Vernon police officer who lost his life in 2005 during an on-duty boating accident on Okanagan Lake, occurred in May for the students. Throughout the week the ‘cadets’ were exposed to lectures on law, RCMP history and police tactics, and bonded as a troop through their experience. As in the past many of these youth will seek out a career in law enforcement with the RCMP or other police forces within Canada.



### Community Engagement

During this quarter, the Vernon North Okanagan Detachment participated in many community events. Our officers were challenged to a softball game against a talented group of athletes with Special Olympics (top photo), we participated in the senior’s mobility scooter rodeo at the Schubert Center (bottom left photo) and ran in the Constable Sarah Becket Memorial charity race on the rail trail (bottom right photo).



### Community Safety Office (Vernon)

The ten active volunteers of the Community Safety Office (CSO) assisted 1167 members of the public, fielded 135 phone calls and returned over 304 Police Information Checks. The CSO coordinator conducted presentations to the community with regards to frauds, drug awareness & biohazard disposal, bike safety and situational awareness. In addition she attended the Constable Jean Minguy Memorial Youth Academy to speak with the student about community policing and the importance of volunteer work. This quarter the volunteers participated with many community events including the Chamber Expo, Go By the Bike week, Mobility Scooter safety course and bike rodeos at two elementary schools.

### Vernon RCMP Volunteers

Currently, the Vernon RCMP Volunteers has 33 active participants. During this quarter the Vernon RCMP Volunteers completed a total of 907 hours of work through their participation with the program. They drove 2220 kilometers, worked 39 Community Safety Patrol shifts and ran 3298

licence plates on the Stolen Auto Recovery program. The volunteers conducted 28 Speed Watch operations and slowed down 9059 vehicles. As well they conducted 3 Cell Watch operations and observed 943 vehicles which resulted in two warning letters. In addition the volunteers provided a presence at the Vernon Community Expo in April as well as the Sunshine Festival and the Funtastic Slow Pitch and Music Festival in June. The highlight of the quarter was their assistance with the Constable Jean Minguy Memorial Youth Academy where, for three nights, 15 volunteers covered 26 different shifts and participated as actors in real-world scenarios for the cadets.

### Lumby RCMP Volunteers

The Village of Lumby and Electoral Area D supports a small RCMP volunteer program consisting of five (5) operational volunteers and is facilitated by the Village of Lumby Community Safety Officer, Lee Elliott. These dedicated volunteers committed 58 hours of Speed Watch operations in the school zone at JQ Inglis Elementary on Shuswap Avenue, Mable Lake Road, Vernon Street, Hwy 6 and Whitevale Road. Through their efforts the volunteers slowed down 4324 vehicles. As well, the volunteers participated with Lumby Days in June and assisted the RCMP and Bylaw Enforcement by conducting foot patrols and assisted with the reunion of a lost child with his parents.

## PRIORITY FOUR: POLICING EXCELLENCE

The Vernon North Okanagan RCMP is committed to supporting our police officers and support staff to build confidence, resiliency and empower our employees to reach their full potential.

### Detachment Level Training

The Vernon North Okanagan is committed to providing local training opportunities for our police officers in order to enhance their skillset. During this quarter our officers listened to presentations from the 2026 FIFA World Cup security team, the RCMP Livestock unit as well as Police-based victim services. Our frontline officers were trained in the use of body worn cameras. As well they received training from the BC Highway Patrol in the electronic ticketing program. Our officers took advantage of training opportunities in the area and had members attend nearby detachments for alcohol screening device training, the pipeline course, search warrant writing and a human trafficking workshop.

### Pacific Regional Training Centre (PRTC)

During this quarter 12 regular members attended to PRTC for various RCMP courses including operational skills training, standard field sobriety training, operational PRIME, crisis intervention and de-escalation, advanced disclosure, sexual offence investigations, phased interview model for children as well as the risk assessment pre-cursor for the crisis negotiators course.

### Human Resources - Established Levels

Vernon North Okanagan Detachment is currently at 107 Regular Members: 60 City of Vernon; 30 Provincial; 4 City of Armstrong; 7 District of Coldstream; 4 Township of Spallumcheen, 1 Splotsin First Nation and 1 Okanagan Indian Band (OKIB).

## RCMP MISSION, VISION, VALUES

### Our Mission:

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

### Our Vision:

The RCMP is a healthy and inclusive organization trusted by employees, partners and the public that keeps Canada safe by consistently delivering exceptional policing services and continually striving to grow and improve.

### Our Values:

- **Act with integrity:** We conduct ourselves ethically, and do so with honesty, dignity and honour.
- **Show respect:** We treat all people with fairness. We value and promote reconciliation, diversity and inclusion by being considerate of the democratic rights, history and lived experiences of others.
- **Demonstrate compassion:** We care for each other and the communities we serve by approaching each situation with empathy and a genuine desire to help.
- **Take responsibility:** We are transparent about our decisions and actions and hold ourselves accountable for the results and impacts.
- **Serve with excellence:** We commit to continuous learning and work collaboratively with colleagues, communities and partners to provide and support innovative and professional policing services.

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Mayor and Council  
From: Tate Bengtson, CAO  
Date: July 2, 2025  
Subject: Attendance at UBCM 2025 Convention

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**RECOMMENDATION**

THAT Council authorizes \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, to attend the UBCM 2025 Convention on behalf of the City of Enderby.

**ALTERNATE RECOMMENDATION**

THAT Council increases its authorized delegates from 4 to \_\_\_\_ and funds the additional cost from prior-years' surplus;

AND THAT Council authorizes \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, to attend the UBCM 2025 Convention on behalf of the City of Enderby.

**BACKGROUND**

The Union of British Columbia Municipalities (UBCM) conference will be hosted in Victoria, BC from September 22-26, 2025. The theme is *Charting the Course*.

During 2025 budget deliberations, Council set aside funding for four of its members to attend the UBCM conference. Delegates were to be specified by a Council resolution later in the year as its conference business came into sharper relief.

With UBCM registration now open, Council needs to identify its authorized delegates. The recommendation is based upon the budgeted value. Should Council feel that its conference business requires members over and above what was foreseen during budget deliberations, it may fund the additional cost from prior-years' surplus.

Respectfully submitted,



Tate Bengtson  
Chief Administrative Officer

1st ANNUAL

# WHACK & ROLL

## CHAMBER GOLF CLASSIC

Join the Enderby & District Chamber of Commerce "Whack & Roll" Golf Classic on September 10th for an afternoon of birdies and bogeys! Tee it High and let the good times fly!

AGENDA

10 SEP, 2025 | 2:00 PM

50/50 and Amazing Raffle prizes!

\$400.00/team (Includes golf, cart rental, dinner, drink ticket)

Purchase tickets for an opportunity to win return air fare from Kelowna, Vancouver or Victoria to Dawson City Yukon! Sponsored by Air North!

Registration 1:00 PM  
Shotgun Start 2:00 PM  
Birdies & Bogeys  
Social Hour 5-6 PM  
Dinner 6:00 PM



Sponsors:



**Enderby & District**  
CHAMBER OF COMMERCE



Please email to register  
[info@enderbychamber.com](mailto:info@enderbychamber.com)



**Support the 1st Annual “Whack & Roll” Golf Classic – Let’s Tee Up for a Great Cause!**

July 9, 2025.

Dear Members,

The Enderby & District Chamber of Commerce is thrilled to host our **1st Annual “Whack & Roll” Golf Classic** on **Wednesday, September 10th** at **Mabel Lake Golf & Airpark**. This exciting event will bring together local businesses, community leaders, and golf enthusiasts for an afternoon of fun, networking, and fundraising.

We’re reaching out to invite you to be part of this special day by signing up to participate in this fun event. We are also looking for donations either a prize, gift certificate, or item for our **raffle or silent auction**. There are opportunities to become a hole sponsor for \$100.00, sponsor the golf carts for \$ 350.00 or sponsor event for \$500.00. Your generous contribution will help us raise funds to support local business initiatives and future Chamber programming.

**Event Highlights:**

- Best Ball Format Tournament
- 50/50 Draw & Raffle Prizes
- Dinner, Drink Ticket & Social Hour
- Sponsor Recognition Throughout the Event

Your donation will be prominently acknowledged during the event, on signage, and in promotional materials. It’s a great way to showcase your support for the community while gaining visibility among local residents and business owners.

If you’re able to contribute, please contact us at [info@enderbychamber.com](mailto:info@enderbychamber.com).

Thank you for considering our request—we’d love to have you on board as we tee it high and let the good times fly!

Regards,

*Jody Fowler*

President

**MEMO**

To: Tate Bengtson, Chief Administrative Officer  
From: Kelsey Campbell, Manager of Strategic Priorities & Community Services  
Date: July 10, 2025  
Subject: Super Roller Disco Event

---

**RECOMMENDATION**

THAT Council directs staff to book a roller skating event for Saturday, August 23, 2025 from 7:00-11:00pm at the John Pritchard Memorial Sports Complex, with the City of Enderby being responsible for all costs and retaining all revenue;

AND THAT the \$2,500 event fee be funded through event revenue and potential sponsorships, with the balance to be funded through the Community Enhancement Fund;

AND FURTHER THAT Council sets an entrance and skate rental fee of \$10 for each adult and \$5 for each child.

**ALTERNATE RECOMMENDATION**

THAT Council directs staff to book a roller skating event for Saturday, August 23, 2025 from 7:00-11:00pm at the John Pritchard Memorial Sports Complex, with the organizer being responsible for all costs as well as setting the entrance fee and retaining all revenues.

**BACKGROUND**

Council has previously expressed interest in hosting a roller skating event at the John Pritchard Memorial Sports Complex. Super Roller Disco is a company with experience hosting roller skating events at arenas across British Columbia. Their events are four hours in duration and include roller skates, music provided by a disc jockey, a disco ball, and related equipment.

Super Roller Disco typically rents arena space and derives its revenue from entrance fees (\$15 for entry) and roller skate rentals (\$5 per set). Under this model, there is no cost to the City of Enderby, but the fees charged may limit community access to an extent that is inconsistent with Council's event objectives.

An alternate model is available where Council may set the event price to reduce participation barriers. Under this model, the City of Enderby would directly fund the costs of Super Roller Disco's services and retain all entrance and roller skate rental revenues. The fee for the event would be \$2,500, which would be offset by entrance fees and roller skate rental fees. A simple

fee of \$10 per adult and \$5 per child, inclusive of entrance and roller skate rentals, could be offered.

It is not anticipated that there would be full cost recovery on the event at a lower price point; as this is a new event for the community, it is uncertain what the uptake will be, which determines the revenue side of the net cost. Given this, the balance of the costs could be funded through the Community Enhancement Fund.

The Community Enhancement Fund is composed of non-tax revenue sources that Council may use for one-off initiatives that build community.

Should the proposed event proceed, staff will promote it to the community using its media channels, digital billboards, and other forms of communication.

Respectfully submitted,

A handwritten signature in blue ink that reads "K. Campbell". The signature is written in a cursive, flowing style.

Kelsey Campbell  
Manager, Strategic Priorities & Community Services

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kelsey Campbell, Manager of Strategic Priorities & Community Services  
Date: July 10, 2025  
Subject: Temporary Road Closure Application – Friday Night Lights 2025

---

**RECOMMENDATION**

THAT Council receives the City of Enderby Event Coordinator’s Temporary Road Closure application (Friday Night Lights 2025) for information.

**BACKGROUND**

The City of Enderby Event Coordinator has submitted a Temporary Road Closure application (attached) for Friday Night Lights scheduled for Friday, August, 15 2025. The applicant is proposing to close Cliff Avenue (from George Street to Vernon Street), Russell Avenue (from IGA to Vernon Street), Belvedere Street (from Cliff Avenue to Mill Avenue), Maud Street Public Parking lot and Russell Avenue Public Parking Lot between the hours of 12:30 pm -10:00 pm.

The *Temporary Road Closures for Community Events Policy* has delegated authority to Staff to approve a Temporary Road Closure Application on behalf of Council, subject to the applicant meeting all the requirements of the Policy. All first-time events must be approved by Council. As this is not a first-time event and all requirements for a road closure have been met consistent with the *Temporary Road Closures for Community Events* policy, Staff have approved the application.

Respectfully Submitted,



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Kelsey Campbell  
Manager, Strategic Priorities & Community Services

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

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

Name of Sponsoring Organization City of Enderby

Name of Contact Person Valerie Byrne

Telephone or Email 

Name of Event Friday Night Lights

Date(s) of Closure Aug 15, 2025

Start time for Closure 12:30pm End time for Closure 10pm

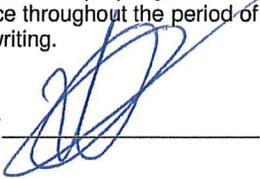
Location of Closure Cliff Ave (from Hwy to Vernon St)

Russel Ave (from IGA to Vernon St) Belvedere (from Cliff Ave to Mill Ave)  
MAUD AVE PUBLIC PARKING / RUSSEL AVE PUBLIC PARKING.

**Required Attachments**

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

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

Authorized Signatory  Date July 7, 2025

Do Not Complete – For Administrative Purposes			
Approved by	<u>K Campbell</u>	Date	<u>July 7, 2025</u>
Certificate of Insurance	Yes	No	<u>N/A</u>
Map	<u>Yes</u>	No	<u>N/A</u>
Petition of Affected Business Owners	Yes	No	<u>N/A</u>



**AGENDA**

**THE CORPORATION OF THE CITY OF ENDERBY**

**MEMO**

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Manager of Planning, Community Safety and Bylaw Compliance  
Date: July 14, 2025  
Subject: Regional District of North Okanagan – Draft Letter to Province on Infrastructure Capacity Challenges

---

**RECOMMENDATION**

THAT Council receives the draft letter from the Regional District of North Okanagan titled ‘Regional District of North Okanagan - Infrastructure Capacity Challenges’, attached as Schedule ‘A’, which is intended to be sent to the Honourable Ravi Kahlon, Minister of Housing;

AND THAT Council considers whether it wishes to provide the Regional District of North Okanagan with additional feedback on community challenges related to infrastructure capacity;

AND FURTHER THAT should Council provide additional feedback on community challenges related to infrastructure capacity, it directs Staff to send correspondence to the Regional District of North Okanagan outlining the feedback.

**BACKGROUND**

In May of 2025, Honourable Ravi Kahlon, the Minister of Housing for the Province, sent a letter to Mayors and Regional District Board Chairs in which he commended progress in many communities towards implementing the small-scale multi-unit housing (SSMUH) legislation and identified ongoing barriers due to inconsistent application and restrictive site standards. The Minister urged communities to align their bylaw with the SSMUH Provincial Policy Manual and warned of potential legislative strengthening if guidelines are not followed to ensure diverse housing options are met across the province.

In response to the letter from the Minister, the Regional District of North Okanagan (RDNO) Board of Directors passed a resolution to, i) draft a response to the letter outlining existing infrastructure capacity challenges, and ii) direct RDNO Staff to send the draft letter to member municipalities and electoral areas to gather any additional feedback on community challenges. The RDNO has now forwarded the City a copy of the draft letter, titled ‘Regional District of North Okanagan - Infrastructure Capacity Challenges’, which is attached to this memorandum as Schedule ‘A’. Attached to the draft letter is a Staff Report which provides an overview on the various studies and carrying capacities throughout the region to accommodate growth, while highlighting key gaps and/or challenges are being faced; this

information was gathered based on feedback provided by staff from the member municipalities and electoral areas. In the Staff Report attached to the draft letter, Enderby's infrastructure challenges are summarized as follows:

*The City of Enderby relies on two 2014 studies to analyze infrastructure capacity and growth. More recently, a water treatment plant capacity study has been undertaken and is nearing completion, but it is not yet publicly available. Based on the 2014 work, the sewer collection and treatment systems are generally adequate to deal with new growth, including the density impacts of the provincial housing legislation.*

*The water distribution and treatment systems are under considerably more pressure, particularly the treatment plant. Currently, the filtration system is being run over its design capacity to keep up with demand. The city plans to double its filtration capacity as part of the aforementioned capacity study. This will involve upsizing the river intake screen, UV, and other items, in addition to adding the second filter. There are also plans to upgrade the lower reservoir, which will improve the city's capacity to store drinking water; this will help buffer demand, but it does not speed up the rate at which water can be treated and supplied.*

It is recommended that Council considers whether it wishes to provide the RDNO with any additional feedback on community challenges with respect to infrastructure capacity, and that should Council provide any additional feedback, Staff be directed to send correspondence to the RDNO outlining this feedback.

Respectfully Submitted,



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Kurt Inglis  
Manager of Planning, Community Safety and Bylaw Compliance

## Kurt Inglis

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**From:** Tate Bengtson <tbengtson@cityofenderby.com>  
**Sent:** July 9, 2025 4:26 PM  
**To:** Kurt Inglis  
**Subject:** FW: For Council Consideration- Letter to the Minister of Housing  
**Attachments:** 250704\_DRAFT\_LTR\_Province\_Infrastructure\_Challenges.pdf; 250629\_LTR\_REC\_MHMA\_KAHLON\_SSMUH Alignment Letter.pdf

---

**From:** Laura Frank <laura.frank@rdno.ca>  
**Sent:** July 8, 2025 1:22 PM  
**To:** Tate Bengtson <tbengtson@cityofenderby.com> <tbengtson@cityofenderby.com>; Doug Allin <doug.allin@spallumcheentwp.bc.ca>; Trevor Seibel <tseibel@cityofarmstrong.bc.ca>; pweeber@vernon.ca; Keri-Ann Austin <kaustin@coldstream.ca>; Tom Kadla <tomk@lumby.ca>  
**Cc:** Rob Smailes <rob.smailes@rdno.ca>; David Sewell <david.sewell@rdno.ca>; Danica Kimberley <danica.kimberley@rdno.ca>  
**Subject:** For Council Consideration- Letter to the Minister of Housing

Good afternoon,

In follow-up to the Board resolution below, please find attached the draft letter to the Honourable Ravi Kahlon, Minister of Housing and Municipal Affairs, that is intended to be sent on behalf of the RDNO Board of Directors in August 2025.

**Small-Scale Multi-Unit Housing / Regional Carrying Capacity Study Update**

- Letter dated May 29, 2025, from the Honourable Ravi Kahlon, Minister of Housing and Municipal Affairs
- Staff report dated May 22, 2025 (attached to the draft letter)

*That staff be directed to draft a response to the letter dated May 29, 2025, from the Minister of Housing and Municipal Affairs, outlining existing infrastructure capacity challenges; and further,*

*That staff be directed to send the draft letter to member municipalities and electoral areas to gather any additional feedback on community challenges; and further,*

*That the final letter be copied to Southern Interior Local Government Association (SILGA) members for consideration and support.*

RDNO staff request that any additional insights, local examples, or challenges related to infrastructure be forwarded to myself at [laura.frank@rdno.ca](mailto:laura.frank@rdno.ca) by July 31, 2025. If no additional feedback is received by that date, staff will assume each community agrees to the letter's content.

Thanks for your attention to this matter,

Regards,

Laura



**Laura Frank, MCIP, RPP**  
*Planning Manager*

P 250.550.3768

E [laura.frank@rdno.ca](mailto:laura.frank@rdno.ca) | [www.rdno.ca](http://www.rdno.ca)  
9848 Aberdeen Road, Coldstream, BC



# REGIONAL DISTRICT NORTH OKANAGAN

MEMBER MUNICIPALITIES:

CITY OF ARMSTRONG

VILLAGE OF LUMBY

CITY OF ENDERBY

CITY OF VERNON

DISTRICT OF COLDSTREAM

TOWNSHIP OF SPALLUMCHEEN

ELECTORAL AREAS:

"B" – SWAN LAKE

"E" – CHERRYVILLE

"C" – BX DISTRICT

"F" – ENDERBY (RURAL)

"D" – LUMBY (RURAL)

OFFICE OF: CHAIR

OUR FILE No.: 3045.01.02

<Date>

Honourable Ravi Kahlon  
Minister of Housing

via email: [HMA.Minister@gov.bc.ca](mailto:HMA.Minister@gov.bc.ca)

Dear Honourable Ravi Kahlon:

**Re: Regional District of North Okanagan - Infrastructure Capacity Challenges**

At the June 18, 2025, Regular Meeting of the Board of Directors, the following resolution was passed:

*That staff be directed to draft a response to the letter dated May 29, 2025, from the Minister of Housing and Municipal Affairs, outlining existing infrastructure capacity challenges.*

All six member municipalities and the electoral areas within the RDNO have amended their bylaws to meet the legislative requirements of Bill 44. Communities within the region support increasing the total number and diversity in housing stock, acknowledging that affordability and availability have been outstanding challenges for the region, as experienced by most communities across the country. What is missing from the conversation is the cost of upgrading and expanding the water and sewer infrastructure required to accommodate that mandated growth. Streamlining development approvals has a limited impact on increasing development when the most significant challenge is the cost of connecting and/or upgrading systems to enable growth.

Staff at the RDNO surveyed the member municipalities to better understand the current capacity of existing water and sewer infrastructure within the region. The report is attached for your information, but most systems are at or over their design capacity. In communities where capacity exists, there are still problems with blanket-mandated growth, as there are localized geographic areas lacking the level of investment required (reservoirs, pump stations, trunklines, and pressure zones) to accommodate that growth. We request that the province take a leadership role in identifying where growth beyond the capacity of existing systems should go. There needs to be a focused effort to fund system expansion, as smaller communities and even mid-sized cities do not have the tax base or financial means to make these necessary system expansions and upgrades financially feasible. For example, the community of Kingfisher, which has both RDNO sewer and water infrastructure, has reached full buildout and requires over \$5 million for the sewer system upgrades and \$15 million for the water treatment system. These systems serve a small rural population (currently 300 connections). The cost for new developments to connect to these systems is around \$40,000 (\$20,000 per utility) per single-family dwelling. From a high-level planning perspective, small-scale, multi-unit housing densification should not occur in these communities but rather be focused in larger urban centres where water and sewer systems have been designed to accommodate higher populations.

Having said that, there are still significant financial hurdles that these larger systems face because of increased water quality treatment requirements from Provincial Health Authorities that push projects into the \$80-\$100 million range. Greater Vernon Water (GVW) is in the process of

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expanding the Mission Hill Water Treatment Plant to include filtration (a requirement of the Interior Health Authority). This \$85 million project is being funded as follows:

- ICIP Grant: \$30 million
- RDNO Reserves: \$37 million
- Borrowing: \$18 million with debt repayment over twenty years

The original \$30 million grant approval was based on a two-thirds senior government funding model with costs determined many years ago prior to significant construction cost inflation. The RDNO's share of project funding has increased 267%, from \$15 million to \$55 million. While successful in securing the original \$30 million grant, the Regional District has been seeking and lobbying senior governments for additional grant funding. To date, the Regional District has been unsuccessful in securing additional grant funding.

If the province is mandating significant densification, then grants and strategic direction on where these large infrastructure projects should occur needs to be provided. Additionally, senior levels of government need to coordinate with their various Ministries to ensure priorities are adequately conveyed at the provincial and federal levels. We have the Ministry of Housing legislating significant densification, and we have the Ministry of Environment actively looking to repeal and remove water licenses from water purveyors who are trying to ensure adequate supply for existing and future residential, commercial and agricultural needs. In addition, the province continues to amend the BC Building Code, establishing energy efficiency standards that continue to drive up the cost of construction.

Municipalities and electoral areas have zero influence on immigration; therefore, the province and federal government need to plan for the anticipated growth with a strong mind towards the financial costs associated with that growth. The immigration rates should be directly connected to the number of housing starts; otherwise, the housing crisis will only be exacerbated.

It is a complete fallacy to continue to imply that the slowdown in development and holdup of housing approvals within this province are due to municipal and local government processes; the real challenge is market conditions, financing and the costs associated with development.

Local governments have done their part in identifying lands to accommodate growth through community planning processes; now, it falls on the province and federal government to tackle the real financial challenges. These challenges are beyond the reach of municipalities due to limited tax bases and jurisdiction.

<Insert Any Additional Municipal and Electoral Area Feedback>

If you have any questions or wish to discuss this further, please get in touch with David Sewell, Chief Administrative Officer, at (250) 550-3760 or [David.sewell@rdno.ca](mailto:David.sewell@rdno.ca)

Yours truly,

Shirley Fowler  
Chair, Board of Directors  
/lf

Enc: RDNO Staff report dated May 22, 2025, titled Regional Carrying Capacity Study Update

cc: Southern Interior Local Government Association



# STAFF REPORT

**TO:** Regional Growth Management  
Advisory Committee

**FROM:** Planning Department

**SUBJECT:** Regional Carrying Capacity Study Update

**File No:** 3045.01.04

**Date:** May 22, 2025

## RECOMMENDATION:

That the Regional Growth Management Advisory Committee provide staff with direction on next steps for the Regional Carrying Capacity Study.

## SUMMARY:

At the February 12, 2025, regular meeting of the Regional Growth Management Advisory Committee, feedback on 2025 implementation priorities was provided. A summary highlighting each community's understanding of its sewer and water infrastructure capacity was requested to be a good starting point in determining the region's carrying capacity.

## DISCUSSION:

Over the past three years, several provincial legislative changes have impacted local government planning processes and mandated significant increases in population density throughout the region, including the electoral areas and member municipalities.

These legislative changes have "enabled" population growth; however, the region's carrying capacity related to infrastructure and natural assets has not been assessed or reviewed. This report provides a high-level update on the various studies and/or capacities within the region to accommodate growth and highlights some of the gaps and/or challenges that may be faced.

### 1) Communities where the full provisions of Bill 44 apply

By June 30, 2024, in municipalities of more than 5,000 people or located within a growth area of a Regional Growth Strategy, Zoning Bylaws needed to be amended to permit small-scale multi-family housing in all single-family zones. This includes potentially up to four units per lot, comprised of: Single Family Dwellings, Duplexes, Suites, Row Housing, and Carriage or Laneway Houses.



In addition to the housing units identified above, a minimum of six dwelling units must be permitted in areas zoned for larger single-family residential lots or duplex residential lots within 400 m of a transit stop with frequent service (15-minute bus stop intervals).

Small-scale multi-family housing is not permitted on land under 1 ha in size and not connected to a water and sewer system provided as a service by a municipality or regional district. Not all communities within the region have both public water and sewer systems, and therefore, the density provisions of the Small-scale multi-family housing legislation are not triggered in every community except the outright permitted secondary suite. Multiple units are allowed in rural areas where the property exceeds 1 ha and the zoning permits.

### ***Enderby***

The City of Enderby relies on two 2014 studies to analyze infrastructure capacity and growth. More recently, a water treatment plant capacity study has been undertaken and is nearing completion, but it is not yet publicly available. Based on the 2014 work, the sewer collection and treatment systems are generally adequate to deal with new growth, including the density impacts of the provincial housing legislation.

The water distribution and treatment systems are under considerably more pressure, particularly the treatment plant. Currently, the filtration system is being run over its design capacity to keep up with demand. The city plans to double its filtration capacity as part of the aforementioned capacity study. This will involve upsizing the river intake screen, UV, and other items, in addition to adding the second filter. There are also plans to upgrade the lower reservoir, which will improve the city's capacity to store drinking water; this will help buffer demand, but it does not speed up the rate at which water can be treated and supplied.

### ***Armstrong***

The City of Armstrong has recently undertaken several infrastructure capacity studies, including:

- Sanitary system CCTV inspection and condition assessment for the entire sanitary system.
- Sanitary modelling for current capacity, growth identified in the Regional Housing Needs Assessment and new provincial legislation.
- Stormwater modelling for current capacity, growth identified in the Regional Housing Needs Assessment and new provincial legislation.
- Stormwater system CCTV inspection and condition assessment underway in 2025.
- Water modelling for current capacity, growth identified in the Regional Housing Needs Assessment and new provincial legislation.

Once complete, it is anticipated that the results of this work will be made public.

### ***Vernon***

The majority of residents within the City of Vernon receive water from Greater Vernon Water (GVW). In 2023, the City of Vernon completed a sanitary sewer study to plan for infrastructure upgrades and accommodate growth. This study revealed approximately \$13.5 million of upgrades over a 10-20 year horizon. It developed a model for the sanitary network that allowed the City to plan around a few key growth horizons. While the modelling scenarios that informed the study pre-dated the significant legislative changes to zoning, the city is currently in the process of updating the modelling to incorporate both the Bill 44 changes, as well as the new growth scenarios being proposed in the draft Official Community Plan rewrite that is currently underway. The city isn't anticipating drastic changes to the 20-year sanitary system outlook as a result of the updated modelling. However, this can't be confirmed until the third quarter of 2025, when the modelling update is estimated to be completed.

As treated water in the city comes from Greater Vernon Water, a subsequent section of this report provides a further description of capacity.

### ***Coldstream***

The majority of residents within Coldstream receive water from Greater Vernon Water (GVW). Properties serviced with sewer are tied into the City of Vernon system. The District of Coldstream has no utilities that aren't a part of a shared service; therefore, servicing capacity is based on what Vernon and GVW can deliver. Staff have indicated that if Vernon can expand its sewage plant capacity, Coldstream may not be required to build and staff its own facility. However, given the current servicing levels and land use densities, Coldstream planning staff have indicated that hitting the 17,000 population threshold is unlikely unless a significant change in employment within the region occurs.

### ***Lumby***

The Village of Lumby has completed all analyses required for its existing and future proposed infrastructure, along with the input flows obtained from the Subdivision Servicing Bylaw. These inputs have been modelled for the water, sanitary, and stormwater systems.

Village staff are now at the point of further refining the model with actual flows to secure better models, identifying the extent to which the existing piping may be undersized. This will enable the village to identify where future upgrades are required to accommodate new development. The Village anticipates that the updated model will be available in the spring of 2025, with draft reports on the findings by the end of the second quarter.

The Village recently passed a council resolution to undertake a Neighbourhood Development Plan for the growth area in the northwest portion of the village, the undeveloped lands in the Cedar Ridge area. This plan is intended to set out a vision for the area and create the policy framework for future developments, including appropriate densities and necessary infrastructure (e.g. water reservoir, roads, etc.).

### ***Greater Vernon Water Utility***

The Greater Vernon Water Utility is a subregional service that supplies water to the City of Vernon, District of Coldstream, and portions within Electoral Areas B, C, D and the Township of Spallumcheen. At the May 7 Greater Vernon Advisory Committee meeting, the Utilities Department provided a detailed report on Greater Vernon Water and reviewed water licenses and long-term water capacity concerns.

In 2024, two scenarios for total annual water demand at full build-out were carried out as follows:

1. The GVW full build-out annual water demand estimate using 2023 existing agricultural allocation levels is 46,141 ML/year when Unaccounted for Water (UFW) and Climate Change Impact (CCI) is not included or 56,523 ML/year when it is. This represents 75% and 92% of GVW water licences, respectively.
2. The GVW full build-out annual water demand estimate using full build-out of agricultural allocation potential 58,753 ML/year identified in the GVW Master Water Plan when UFW and CCI is not included or 72,295 ML/year when it is. This represents 95% and 118% of GVW water licences, respectively.

This analysis was simplified, with many limitations identified in the report. While it seemingly provided some assurances of water security, staff have been reviewing this issue in more detail since providing the updated results and are concerned that the long-term water security for GVW is not reflected.

Key issues not included in the analysis that could significantly impact future development potential include:

- water required for operational needs and Environmental Flow Needs (EFN),
- access to water licences,
- feasibility of infrastructure required and land requirements,
- impacts of climate change,
- changes in customer water demand, and
- changes in the permitting environment that could have an impact on future development within the current service area.

At the May 7, 2025, Greater Vernon Advisory Committee meeting, a resolution was passed to include a detailed water capacity study for GVW in the 2026 budget, which will assess the concerns identified above.

### ***Mabel Lake Water and Sewer Capacity Studies***

To prepare staff for future servicing and continued development in the Kingfisher area, the RDNO received a Rural Economic Diversification Infrastructure Program grant and retained Carollo Engineers Canada, Ltd. to complete a capacity assessment for the Mabel Lake Water and Sewer systems. The goal of these assessments was to identify any existing deficiencies that could limit growth and ensure compliance with regulations into the future. The final assessments were complete in January of 2025.

#### *Mabel Lake Water Assessment*

- Reviewed current infrastructure and water use patterns
- Reviewed MLW capacity remaining before upgrades or increased treatment is required, and concluded there is limited capacity remaining before upgrades are necessary.
- Made recommendations for improvements and provided methods to control peak flow and associated costs:
  - Universal metering is highly recommended
  - Continue with No Outdoor Watering during summer long weekends
  - When upgrades to increase capacity and/or treatment are needed
    - A pump upgrade is required in the near future to meet short-term increases in water use demand,
    - A requirement to apply for additional water licencing to support future demand
- Provided a cost estimate of what new connections and development should pay for future upgrades, with a proposed cost per lot to fund the necessary upgrades required, and different options for applying the fees.

#### *Mabel Lake Sewer Assessment*

- Reviewed MLS capacity remaining before upgrades or increased treatment is required. Concluded that winter effluent discharge could trigger increased treatment by 2030. The increase in winter effluent discharge is mostly a result of an increase in property owners living in Kingfisher full-time and not fully attributed to development.
- Reviewed future treatment requirements and identified the need for a wastewater treatment plant and discussed treatment options
- Concluded that upgrades to increase capacity could be as early as 2030 based on current winter use trends
- Provided a cost estimate for treatment and proposed per lot costs for new connections and development, with options on applying these fees.

## 2) Communities which only permit a Secondary Suite

As mentioned above, the full density provisions of the small-scale multi-family housing legislation are only permitted in fully serviced areas (publicly owned water and sewer systems). The communities below only operate water systems, of which several of the services appear to be reaching or are at their maximum capacity/design.

### ***Township of Spallumcheen***

The Township of Spallumcheen has three water service areas:

- North: the North Local Area Service properties are comprised of those formerly belonging to the following historic Water Improvement Districts: Hankey, Highland Park, Lansdowne, Pleasant Valley, Round Prairie, Silver Star, and Stardel.
- South: the South Local Area Service properties are comprised of those formerly belonging to the following historic Water Improvement Districts: Eagle Rock and Larkin
- Stepping Stones: Because of the unique arrangement with Greater Vernon Water to oversee and manage this local area water service, Stepping Stones remains a stand-alone water service area.

Most of the new growth capacity related to water is located in the Larkin/Eagle Rock local area service (South service area). There is capacity within the existing water licenses for this area, with approximately 18.9 l/sec of capacity. Properties within the North system are subject to the terms of the settlement and cost-sharing agreement for the provision of bulk water between the City of Armstrong and the Township of Spallumcheen. Capacity for growth within this area is contemplated, but within the parameters of that agreement.

### ***Electoral Areas: Small Utilities***

#### *Grindrod Water Utility*

Grindrod Water is experiencing significantly higher summer water use than historic levels, resulting in a critical strain on the treatment plant's capacity and threatening the continued availability of water to the community. This has included high residential water use and significant development for a community the size of Grindrod due to infill of existing smaller lots. In addition, it appears the treatment plant capacity was designed for the number of folios that existed at construction, and each folio generally contains more lots. Hence, the treatment plant does not have the capacity to accommodate full build out of lots based on the current summer water use in Grindrod.

To address these issues, the RDNO has limited connection to the water system to the original folios that have contributed to the water treatment plant and will not accept applications for additional lots until they undertake a capacity study to review the servicing capabilities of the water utility and provide a plan to ensure a sustainable water supply to the community.

#### *Whitevale Water Utility*

The supply well plant is stressed during the summer, when water demand is at its peak use. A capacity study to determine any existing deficiencies and upgrades required to accommodate additional growth is recommended, but it is not yet a funded project.

#### *Silver Star Water Utility*

The Silver Star water system has a Master Water plan budgeted to assess capacity, development potential, and future treatment requirements. This study has yet to be commissioned but is imminent.

### 3) Future Infrastructure

#### ***North Okanagan Wastewater Recovery Project (NOWRP)***

Development in the Swan Lake Corridor has been historically constrained by a lack of sewer. While the NOWRP is intended to address this challenge, current Ministry of Environment requirements will still include significant infrastructure upgrades to achieve growth.

#### **NEXT STEPS:**

Based on the conversations and information provided by staff throughout the region, it has become evident that several water systems and sewer infrastructure within the member municipalities and the electoral areas are nearing or at full capacity. The committee may wish to discuss the next steps, including:

- The possibility of sending a letter to the province indicating little growth potential without significant investment and water and sewer systems upgrades.
- Greater analysis provincially is needed to identify where growth beyond the capacity of existing systems should go. A focused effort is required to fund system expansion, as smaller communities and even mid-sized cities do not have the tax base or financial means to make these system expansions financially feasible.
- Communities appear to be dealing with this matter individually, and the Regional Growth Management Advisory Committee could identify another RGS implementation priority project for the short term.

Submitted by:



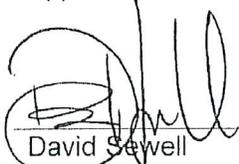
Laura Frank, MCIP, RPP  
Planning Manager

Reviewed and endorsed by:



Rob Smailes, MCIP, RPP  
General Manager, Planning and Building

Approved for Inclusion:



David Seywell  
Chief Administrative Officer

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kurt Inglis, Manager of Planning, Community Safety and Bylaw Compliance  
Date: July 11, 2025  
Subject: Local Government Climate Action Program – Public Reporting

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**RECOMMENDATION**

THAT Council supports the draft responses to the *Local Government Climate Action Program 2024 Survey* attached to this memorandum as Schedule 'A'.

**BACKGROUND**

The Local Government Climate Action Program (LGCAP) is a provincial program that is intended to provide predictable, annual, and long-term funding for local governments and Modern Treaty Nations to take climate action aligned with provincial and local climate objectives. This program has replaced the previous Climate Action Revenue Incentive Program (CARIP).

As part of the program, funding recipients are required to report on their actions.

To be eligible for the annual LGCAP funding, the City is required to:

1. Be a signatory to the B.C. Climate Action Charter;
2. Measure and report on corporate greenhouse gas (GHG) emissions;
3. Report on projects linked to one or more objectives from the CleanBC Roadmap to 2030 and/or Climate Preparedness and Adaptation Strategy (CPAS);
4. Complete the *Local Government Climate Action Program Survey*;
5. Have the Chief Financial Officer, or equivalent position, sign the attestation form (at the end of the survey) to confirm all funds were, or will be, used towards climate action; and
6. Post a completed PDF version of the program survey and attestation form publicly.

Staff are advancing the draft responses to the *Local Government Climate Action Program 2024 Survey* to Council for review. Should Council support the draft responses, Staff will proceed with completing items #4-6 above. The City has \$114,710.80 in LGCAP funding available from previous years that have been committed to the reconstruction of Reservoir 1. An additional \$187,765 in LGCAP funding is available that the City can commit to projects between now and March 31, 2028.

Respectfully Submitted,



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Kurt Inglis  
Manager of Planning, Community Safety and Bylaw Compliance

# LGCAP 2024

## The Survey

Question 1: How many staff in full time equivalents (FTEs) are dedicated to working specifically on climate action?\*

Please estimate FTE(s) for climate-related work (e.g. 100% time = 1.0; 50% time = 0.5; 25% time = 0.25).

0.15

Question 2: Does your local government or Nation have a community-wide climate action plan or other guiding document(s)? \*

Yes

No

Please select the type of plan(s) from the list.\*

In the textbox, indicate the date the plan was adopted/approved in format YYYY-MM. If you don't remember the month, you can enter "01" for January.

Integrated climate plan (addressing mitigation, adaptation and/or energy use)

Integrated climate plan (addressing mitigation and adaptation)

Integrated climate plan (addressing mitigation and energy)

Integrated climate plan (addressing adaptation and energy)

Standalone mitigation plan

Standalone adaptation plan

Standalone energy-related plan

Don't know

Please include a link to the document or webpage if available.

If not, please select one or more options from the list.\*

No, but we are currently undertaking one and it will be completed in the next two years.

No, we are not intending to undertake one due to lack of financial capacity.

No, we are not intending to undertake one due to lack of expertise or technical capacity.

Question 3: Does your local government or Nation have a corporate climate action plan or other guiding document(s)? \*

Yes

No

Please select the type of plan(s) from the list.\*

In the textbox, indicate the date the plan was adopted/approved in format YYYY-MM. If you don't remember the month, you can enter "01" for January.

Integrated climate plan (addressing mitigation, adaptation and/or energy use)

Integrated climate plan (addressing mitigation and adaptation)

Integrated climate plan (addressing mitigation and energy)

- Integrated climate plan (addressing adaptation and energy)
- Standalone mitigation plan
- Standalone adaptation plan
- Standalone energy-related plan
- Don't know

Please include a link to the document or webpage if available.

If not, please select one or more options from the list.\*

- No, but we are currently undertaking one and it will be completed in the next two years.
- No, we are not intending to undertake one due to lack of financial capacity.
- No, we are not intending to undertake one due to lack of expertise or technical capacity.

Question 4: Please select up to 3 challenges impeding the advancement of climate action in your community.\*

- Lack of jurisdiction.
- Lack of staff capacity or expertise.
- Lack of financial resources.
- Lack of data or information.
- Lack of provincial or federal government support or collaboration.
- Competing priorities.
- Other.

Question 5: For the 2024 calendar year, has your local government or Nation measured and reported associated traditional services GHG emissions?\*

If your local government or Nation is only reporting traditional services inventory through this LGCAP survey, please select "Yes".

- Yes
- No
- No, but for a past year. (Please enter most recent year completed: YYYY)

If your local government or Nation measured 2024 traditional services GHG emissions, please report the GHG emissions from services delivered directly (in tonnes of carbon dioxide equivalent) from your scope 1 and 2 sources.\*

Format: Up to two decimal places and no commas (e.g. 1250.47)

176.5

If your local government or Nation measured 2024 traditional services GHG emissions, please report the GHG emissions from contracted services (in tonnes of carbon dioxide equivalent) from scope 1 and scope 2 sources.\*

Format: Up to two decimal places and no commas (e.g. 1250.47)

33.5

If your local government or Nation measured 2024 traditional services GHG emissions, please report the total GHG emissions from both directly delivered and contracted services (in tonnes of carbon dioxide equivalent) from scope 1 and scope 2 sources.\*

This would be the sum of the two questions above.

Format: Up to two decimal places and no commas (e.g. 1250.47)

210.0

Optional: If your local government or Nation estimated fuel consumption and emissions from contracted services (because you were unable to obtain fuel consumption data directly from all contractors), please report the average percentage you applied to all contracts that was associated with fuel consumption (calculated from a sample of contracts and entered in the Contracted Services Calculator in the field 'Fuel % cost of overall contracted service cost').

This information will allow us to modify our Contracted Emissions Calculator to provide default percentages for small, medium and large communities.

Format: Numbers, no percentage sign (e.g. 45)

If your local government or Nation measured 2024 traditional services GHG emissions, please report what protocol you used to measure emissions.\*

- LGCAP methodology (our guidance documents such as the BC Best Practices Methodology for Quantifying GHG Emissions and the LGCAP Traditional Services Boundaries and Scope Guidance)
- CDP
- Greenhouse Gas Protocol
- Other (please specify):

Optional: Please indicate how many tonnes of CO2e are associated with facilities.

Format: Up to two decimal places and no commas (e.g. 1250.47)

109.5

Optional: Please indicate how many tonnes of CO2e are associated with mobile sources.

Format: Up to two decimal places and no commas (e.g. 1250.47)

100.5

Please provide the link to the public report if available.

Optional

If not, please select all that apply.\*

- No, due to lack of staff and technical capacity.
- No, due to lack of financial resources.
- No, due to lack of awareness regarding which GHG accounting tools are available.
- No, traditional services emissions are measured but not reported.
- Measurement is in-progress.
- Traditional services inventory is not developed annually.

Optional: Please provide any further comments you wish to share on traditional services emissions measurement and reporting here (e.g. system or approach used to measure traditional services emissions).

Question 6: For the 2024 calendar year, have community-wide GHG emissions been measured for your local government or Nation?\*

- Yes
- In-progress
- No

If your local government or Nation measured 2024 community-wide GHG emissions, please report your community-wide on-road transportation sector emissions in tonnes of CO2e for 2024.\*

Format: Up to two decimal places and no commas (e.g. 1250.47)

If your local government or Nation measured 2024 community-wide GHG emissions, please report your community-wide buildings sector emissions in tonnes of CO2e for 2024.\*

Format: Up to two decimal places and no commas (e.g. 1250.47)

If your local government or Nation measured 2024 community-wide GHG emissions, please report your community-wide municipal solid waste sector emissions in tonnes of CO2e for 2024.\*

Format: Up to two decimal places and no commas (e.g. 1250.47)

If your local government or Nation measured 2024 community-wide GHG emissions, please report the total for the buildings, solid waste and on-road transportation sectors.\*

This would be the sum of the three questions above.  
Please note: No commas are to be used in numerical fields.

If your local government or Nation measured your community-wide emissions, please report the protocol(s) you used to measure emissions.\*

- Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories (GPC).
- GCoM Common Reporting Framework (CRF).
- 2006 IPCC Guidelines for National Greenhouse Gas Inventories.
- U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions (ICLEI USA).
- Regional specific methodology (CEEI).
- Jurisdiction specific methodology.
- Other.

If your local government or Nation is measuring community-wide emissions, please report the protocol(s) being used to measure emissions.\*

- Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories (GPC).
- GCoM Common Reporting Framework (CRF).
- 2006 IPCC Guidelines for National Greenhouse Gas Inventories.
- U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions (ICLEI USA).
- Regional specific methodology (CEEI).
- Jurisdiction specific methodology.
- Other.

If not, please select all that apply from the list.\*

- No, community GHG emissions were not reported because the 2024 Provincial Community Energy and Emissions Inventory data has not been released.
- No, we do not measure and report community-wide emissions data due to lack of financial capacity.
- No, we do not measure and report community-wide emissions data due to lack of staff and technical capacity.
- No, we do not measure and report community-wide emissions annually. (Please indicate most recent year completed: YYYY)

If not, has your community or Nation measured and reported community-wide emissions in the past?\*

- Yes
- No

When was the last year your community or Nation reported its community-wide emissions and what is the interval for reporting (e.g. 2022, every 5 years)?\*

Please report your community-wide on-road transportation sector emissions in tonnes of CO2e for the most recent year available.\*  
Format: Up to two decimal places and no commas (e.g. 1250.47)

Please report your community-wide buildings sector emissions in tonnes of CO2e for the most recent year available.\*  
Format: Up to two decimal places and no commas (e.g. 1250.47)

Please report your community-wide municipal solid waste sector emissions in tonnes of CO2e for the most recent year available.\*  
Format: Up to two decimal places and no commas (e.g. 1250.47)

If your local government or Nation measured your community-wide emissions, please report the protocol(s) you used to measure emissions.\*

- Global Protocol for Community-Scale Greenhouse Gas Emissions Inventories (GPC).
- GCoM Common Reporting Framework (CRF).
- 2006 IPCC Guidelines for National Greenhouse Gas Inventories.
- U.S. Community Protocol for Accounting and Reporting of Greenhouse Gas Emissions (ICLEI USA).
- Regional specific methodology (CEEI).
- Jurisdiction specific methodology.
- Other.

When was the last year your community or Nation reported its community-wide emissions and what is the interval for reporting (ex. 2022, every 5 years)?\*

Please report your community-wide transportation sector emissions in tonnes of CO2e for the most recent year available.\*

Please report your community-wide buildings sector emissions in tonnes of CO2e for the most recent year available.\*

Please report your community-wide solid waste sector emissions in tonnes of CO2e for the most recent year available.\*

For the 2024 calendar year, did your community use raw data from the Community Energy and Emissions Inventory initiative to calculate community-wide emissions?\*

- Yes
- No
- Not sure

Question 7: Currently, the Province's legislated GHG emission reduction targets are 40% by 2030, 60% by 2040 and 80% by 2050, relative to 2007. Please state your local government or Nation's target(s).\*

Please enter "0" if no targets or baseline are established for the years given in the table.

	Reduction Percentage (format: e.g., 40)	Baseline Year (format: e.g., 2007)
2030	13	2007
2040		
2050		

If your local government or Nation's targets don't conform to the target years noted above, please enter them here.

Format e.g.: target 2035 50% baseline 2010, target 2060 70% baseline 2010, ...

Question 8: Does your local government or Nation have net-zero or carbon-neutral emissions target(s)?\*

For the purposes of our reporting, we're only asking about net-zero and carbon neutrality, but acknowledge that there are a variety of corporate targets.

Net-zero refers to a jurisdiction or organization achieving a balance between greenhouse gas emissions produced and removed from the atmosphere (e.g. planting trees or using carbon capture technologies)

Carbon neutral refers to an organization reducing emissions as much as practicable and then offsetting the remainder by purchasing offsets or other similar mechanisms. Please select all that apply.

- Yes: Community-wide net-zero target
- Yes: Corporate carbon neutrality
- Yes: Corporate net-zero target
- No

Question 9: Please select up to three supporting indicators that would be most valuable to your local government or Nation to advance climate action.\*

Previously, the Province reported these indicators through the Community Energy and Emissions Inventory initiative. The Province could prioritize publishing these indicators again in the future.

- Housing type: Private dwellings by structural type
- Floor area: Average floor area by building category and era
- Residential density: Population and dwelling units per square land area (km<sup>2</sup>)
- Commute by mode: Employed labour force by mode of commute
- Greenspace: Land area that is parks and protected greenspace
- Walk score: Proximity to services
- Proximity to transit: Persons, dwelling units and employment within walking distance of a transit stop/line
- Other \_\_\_\_\_

Optional: Please provide any further comments you wish to share on community-wide emissions measurement and reporting here.

Question 10: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to the buildings sector.\*

This should not be limited to what your LGCAP funding supported.

- Corporate
- Community
- Not applicable

Corporate buildings policies, programs and actions.\*

- Highest efficiency standards for new space and water heating equipment.
- BC Energy Step Code adoption (Step 4 or higher).
- Zero Carbon Step Code adoption.
- Efficiency upgrades/retrofits.
- Requirement to use mass timber in new buildings.
- Requirement to measure embodied carbon.
- Other \_\_\_\_\_

Please enter the step for Part 3 buildings (Energy Step Code).

Optional

Please enter the step for Part 9 buildings (Energy Step Code).

Optional

Please enter the Emissions Level required for Part 3 buildings (Zero Carbon Step Code).

Optional

Please enter the Emissions Level required for Part 9 buildings (Zero Carbon Step Code).

Optional

Community-wide buildings policies, programs and actions.\*

- Topping up Provincial energy efficiency incentive programs.
- Bylaw changes to facilitate heat pump installations or electrical upgrades (please explain): \_\_\_\_\_
- BC Energy Step Code adoption (Step 4 or higher).
- Zero Carbon Step Code adoption.
- Requirement to use mass timber in new buildings.

Requirement to measure embodied carbon.

Other.

Please enter the step for Part 3 buildings (Energy Step Code).

Optional

Please enter the step for Part 9 buildings (Energy Step Code).

Optional

Please enter the Emissions Level required for Part 3 buildings (Zero Carbon Step Code).

Optional

Please enter the Emissions Level required for Part 9 buildings (Zero Carbon Step Code).

Optional

Please enter the Emissions Level required for Part 3 buildings (Zero Carbon Step Code).

Optional

Please enter the Emissions Level required for Part 9 buildings (Zero Carbon Step Code).

Optional

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2024 calendar year related to buildings.\*

Please enter NA if your community reported no buildings initiatives ongoing, completed or in-progress for 2024.

*Upgraded the hot water heaters at the Arena and City Hall to high-efficiency units, which will improve the energy efficiency of these facilities.*

*Began the design of a new outdoor pool, which will be connected to a biomass heating system, include water efficient fixtures and be constructed with a stainless steel basin rather than a concrete basin, which reduces embodied carbon emissions.*

*Continued to heat the City's Public Works building and dog pound through a biomass heating system.*

Question 11: Please indicate all climate initiatives your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to the transportation sector.\*

This should not be limited to what your LGCAP funding supported.

Corporate

Community

Not applicable

Corporate transportation policies, programs and actions.\*

Programs to increase high-occupancy (2 or more people) vehicle trips (i.e. carpooling).

Established personal (passenger) transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for active transportation and zero-emission vehicles.

Established commercial transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for energy efficient commercial transportation and zero-emission vehicles.

Implemented zero-emission vehicle first procurement policy for all local government on and off-road vehicles purchases.

Implemented a zero-emission vehicle preference or requirement for contracted work from a service provider.

Active transportation infrastructure investments.

Active transportation education and encouragement programs.

Expanded micromobility access, bylaws and/or infrastructure (e.g. introduced or expanded bike/e-bike/e-scooter sharing programs, built new bike/scooter lanes, updated bylaws for use of bikes/scooters).

- Installation of secure bike parking (i.e. bike valet).
- Electric vehicle charging studies/planning.
- Electric vehicle charging infrastructure investments.
- Electric vehicle purchases and electric equipment/machinery purchases (i.e. electric zambonis)
- Required new and/or existing gasoline and card lock fuel stations to include zero-emission vehicle infrastructure development.
- Other.

Community-wide transportation policies, programs and actions.\*

- Programs to increase high-occupancy (2 or more people) vehicle trips (i.e. carpooling).
- Improving or expanding public transportation.
- Mode shift targets for passenger and/or commercial transportation (shifting from private vehicles to sustainable modes like walking, cycling and public transit) in Official Community Plan, Regional Growth Strategy or other guiding documents.
- Established personal (passenger) transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for active transportation and zero-emission vehicles.
- Established commercial transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for energy efficient commercial transportation and zero-emission vehicles.
- Bylaws updated to prioritize energy efficient transportation hierarchy (i.e. pedestrians first).
- Revising existing bylaws or implementing new ones to support active transportation.
- Active transportation planning.
- Active transportation infrastructure investments.
- Active transportation education and encouragement programs.
- Expanded micromobility access, bylaws and/or infrastructure (e.g. introduced or expanded bike/e-bike/e-scooter sharing programs, built new bike/scooter lanes, updated bylaws for bikes/scooter uses).
- Bylaws that reduce or eliminate off street parking requirements.
- Implement pedestrian plazas, car-free streets (temporary or permanent) or limited-access automobile streets.
- Installation of secure public bike parking (i.e. bike valet).
- Neighbourhood or community-wide speed limit reductions.
- Electric vehicle charging studies/planning.
- Mandatory EV infrastructure in new construction.
- Established electric vehicle charging ready bylaws.
- Electric vehicle charging infrastructure investments.
- Streamlined hydrogen fueling station permitting process.
- Required new and/or existing gasoline and card lock fuel stations to include zero-emission vehicle infrastructure development.
- Required green roads certification for any new or significantly modified existing roads.
- Other.

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2024 calendar year related to transportation.\*

Please enter NA if your community reported no transportation initiatives ongoing, completed or in-progress for 2024.

*Applied for a grant through the Vision Zero program to install a separated, pedestrian path along the unpaved portion of Waterwheel Street in order to enhance pedestrian safety.*

*Purchased a speed display sign to inform motorists when they need to slow down, which was installed in a school zone. Purchased a radar unit for the collection of critical traffic data, for deployment throughout the community where there are potential road safety issues.*

Question 12: Please indicate all other climate initiatives (excluding buildings, transportation, and adaptation and resilience) your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to community-wide and corporate action.\*

This section includes initiatives such as land-use planning, renewable energy projects, waste diversion, etc. This should not be limited to what your LGCAP funding supported.

- Corporate
- Community
- Not applicable

Corporate climate policies, programs and actions\*

- Circular economy or zero waste strategy.
- Sustainable procurement policy.
- Renewable energy investments (e.g. district energy, waste heat recovery, biomass).
- Supporting green/blue carbon sequestration.
- Developing compliance carbon offset projects.
- Developing voluntary carbon offset projects.
- Other.

*Continued to include 'Proximity of Service' as a key scoring criteria when evaluating proposals/tenders.*

Community-wide climate policies, programs and actions.\*

- Complete, compact communities
- Organics diversion
- Circular economy or zero waste strategy
- Renewable energy investments (e.g. district energy, waste heat recovery, biomass)
- Supporting green/blue carbon sequestration
- Climate engagement
- Other

Complete, Compact Communities - Please select all that apply.\*

See Complete Communities Guide and Program for supports advancing identified community goals through the creation of more complete, compact and energy efficient communities.

- Rezoning
- Smaller lots
- Density bonuses
- Infill development
- Urban containment boundaries
- Regional Growth Strategies
- Community Development Plans

Please highlight a community project(s) that was in-progress, ongoing or completed in the 2024 calendar year related to community-wide or corporate action.\*

Please enter NA if your community reported no community-wide or corporate initiatives ongoing, completed or in-progress for 2024.

*Updated the City of Enderby Zoning Bylaw to permit up to four dwelling units in single-family zones, consistent with provincial housing legislation.*

*Replaced a significant portion of the Public Works Department's gas-powered tool fleet (chain saw, line trimmer, etc.) with battery-powered tools.*

Question 13 a): Please indicate all initiatives your local government or Nation had completed, ongoing or in-progress in the 2024 calendar year to adapt to and build resilience to climate impacts.\*

This should not be limited to what your LGCAP funding supported.

- Corporate
- Community
- Not applicable

Corporate resilience and adaptation policies, programs and actions.\*

- Undertaking or completing a risk assessment at the asset or project level.
- Undertaking or completing a Hazard Risk Vulnerability Analysis (HRVA) at the asset or project level.
- Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.
- Collaboration with other communities on resilience planning/initiatives.
- Monitoring climate risks or impacts (floods, wildfire, etc.).
- Providing training (adaptation and mitigation skills).
- Creation of policy/procedures to affect change (climate considerations into decision-making processes).
- Creating data systems to support climate action.
- Utilizing natural assets/nature-based solutions.
- Developing emergency/hazard response plans.
- Developing business continuity or similar plan(s)
- Other.

Community-wide resilience and adaptation policies, programs and actions.\*

- Undertaking or completing a risk assessment at the community level.
- Undertaking or completing a Hazard Risk Vulnerability Analysis (HRVA) at the community level.
- Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.
- Collaboration with other communities on resilience planning/initiatives.
- Hydro climatological data collection.
- Monitoring climate risks or impacts (floods, wildfire, etc.).
- Public engagement on climate risks and actions.
- Providing training (adaptation and mitigation skills).
- Creation of policy/procedures to affect change (climate considerations into decision-making processes).
- Creating data systems to support climate action.
- Developing, acquiring, or already have hazard or climate risk mapping (e.g., floodplains), data or similar information.
- Utilizing natural assets/nature-based solutions.
- Developing emergency/hazard response plans.
- Other.

Please highlight one or more climate adaptation project(s) that were completed, ongoing or in-progress in the 2024 calendar year to reduce risk and increase resilience.\*

Please enter NA if your community reported no initiatives to reduce risk and increase resilience that were ongoing, completed or in-progress for 2024.

Please note that highlights for resilience actions may be shared with the Ministry of Emergency Management and Climate Readiness (EMCR) for them to use on ClimateReadyBC as part of their work on sharing info on climate resilience in BC. EMCR may follow up for more details if needed.

*The City began the process of constructing a new reservoir, which has been designed to be better protected from extreme weather events, while providing enhanced circulation and higher insulation values, which is critical for maintaining disinfection of stored water in response to global warming.*

*The City initiated the development of a Community Wildfire Resiliency Plan to help the community prepare for, respond to, and recover from wildfires.*

*The City continued to implement its local FireSmart Program in order to build community resiliency to the threat of wildfires.*

Question 13 b): Staff time for developing plans and assessments

How many full-time equivalent (FTE) staff are dedicated to developing the plans and assessments listed below? This includes plans and assessments done collaboratively with other local or Indigenous government partners. \*  
Please estimate e.g., 100% time = 1.0; 50% time = 0.5; 25% time = 0.25.

- Emergency management plans that address preparedness, response and/or recovery; also includes hazard specific response plans such as an extreme heat response plan  
0.1
- Business continuity plans  
0.05
- Hazard and climate risk assessments (e.g., Hazard, Risk and Vulnerability Assessment (HRVA), floodplain mapping, sea level rise risk assessment)  
0.05
- Hazard and climate risk reduction / adaptation plans (e.g., flood risk management plan, community wildfire protection plan, water supply management plans)
- Not applicable

Question 13 c): Funding for developing plans and assessments

What is the annual budget allocated for the plans and assessments listed below? This includes plans and assessments done collaboratively with other local or Indigenous government partners. \*  
Please estimate and round to the nearest thousand and enter numbers with no dollar sign or comma.

- Emergency management plans that address preparedness, response and/or recovery; also includes hazard specific response plans such as an extreme heat response plan)
- Business continuity plans
- Hazard and climate risk assessments (e.g., Hazard, Risk and Vulnerability Assessment (HRVA), flood plain mapping, sea level rise risk assessment)
- Hazard and climate risk mitigation/adaptation plans (e.g., flood risk management plan, community wildfire protection plan, water supply management plans)
- Not applicable

Question 14 a): Has a climate risk and vulnerability or similar assessment been undertaken for your local government or Nation?\*

Please select all that apply.  
If completed, please provide the year of completion in the textbox (YYYY).

- Yes at the community level
- Yes at the asset or project level
- No

If available, please provide a link to the document:

If not, please select one or more options from the list.\*

- No, but we are currently undertaking one and it will be complete in the next two years.
- No, we are not intending to undertake due to lack of financial capacity.
- No, we are not intending to undertake due to lack of staff and technical capacity.
- No, we are waiting for directions from the Provincial Government before undertaking an assessment.

Question 14 b): Are you integrating climate risk into asset management, budgeting and climate action plans?\*

- Yes, in asset management
- Yes, in budgeting

- Yes, in climate action plans
- No

Question 15: Please select the most significant climate hazards and impacts faced by your jurisdiction and please specify the associated adaptation measures completed or in-progress in the 2024 calendar year, if any.\*

If entering a hazard under "Other", please also write the hazard in the textbox.  
 Textbox limit: 998 characters

- Extreme heat and heat stress  
*Adopted a Extreme Heat Preparedness Plan*
- Extreme cold, snow and ice
- Water shortages  
*Implemented staged watering restrictions; constructing a new water reservoir in order to address community water needs*
- Wildfire  
*Developed a Community Wildfire Resiliency Plan; continue to implement a local FireSmart program*
- Wildfire smoke
- Overland flooding  
*Participated in the Province's Floodplain Mapping Study, which is being coordinated by the Fraser Basin Council*
- Coastal flooding, storm surge events and/or other coastal hazards
- Wind, rain, and other storm events
- Ecological impacts (examples of ecological impacts include biodiversity loss and erosion)
- Cultural impacts (examples of cultural impacts include threats to identities, languages, and livelihoods)  
*Participating in the Regional District of North Okanagan's planning process for indigenous engagement in emergency management.*
- Human health impacts
- Power outages
- Landslides
- Not applicable/no hazards
- Not sure
- Other

Question 16: What information do you need to know to be able to plan effectively for the future of your community, with respect to the hazards and impacts identified in Question 15?\*

Please select one or more of what you consider the most valuable types of information for planning.

- Local knowledge
- Localized climate modelling and projected scenarios
- Assessment of potential community impacts
- Assessment of community vulnerabilities
- Risk assessment of hazards
- Mapping of climate change impacts and hazards

- Demographic information
- Projected development
- Adaptation planning information
- Technical expertise to implement solutions
- Community/partner engagement and support
- Information on partnership opportunities
- Examples of actions taken by other communities
- Not sure
- Other

Optional: What climate resilience indicators are of the most value to your local government or Nation?

E.g., Percentage of buildings retrofitted for energy efficiency and climate resilience; Percentage of urban tree canopy cover to mitigate heat island effects; Number of households with access to cooling centers during extreme heat events

Question 17: Please indicate all initiatives your local government or Nation had in-progress, ongoing or completed in the 2024 calendar year related to collaborating with their neighbouring communities, businesses or community organizations, critical infrastructure providers and/or other partners.\*

Please select all that apply.

- Emergency Management and Disaster Climate Risk Management related activities such as preparing, reviewing or revising hazard risk assessments, emergency/hazard response and/or hazard risks plans.
- Entering into agreements with other jurisdictions related to emergency management, hazard and climate risk reduction, etc. (This request would exclude information on mutual aid type of agreements in relation to (e.g.) fire protection services.)
- Preparing, reviewing or revising a risk assessment or an emergency management plan.
- Not applicable

Question 18: Has your local government or Nation completed a natural asset inventory (an assessment of natural resources like forests, wetlands, and waterways for their ecosystem services and value)?\*

- Yes
- No
- Currently in progress

If no, what are the primary barriers preventing your local government or Nation from completing a natural asset inventory?

Please select all that apply.

- Lack of awareness
- Lack of funding
- Lack of capacity (staff, expertise, etc.)
- Not a current priority for council, directors, or leadership
- Other (please specify)

Is your local government or Nation actively managing your natural assets based on this inventory?

- Yes
- No
- Planning to start soon

If your local government or Nation is not actively managing natural assets, what are the primary reasons?

Please select all that apply.

- Not required/mandated
- Lack of capacity (staff, expertise, etc.)

- Lack of understanding of the benefits
- Lack of funding
- Not a current priority for council, directors, or leadership
- Cross-jurisdictional challenges (natural assets existing outside your jurisdictional boundary)
- Other (please specify): \_\_\_\_\_

Question 19: How does your local government or Nation ensure equitable access to and distribution of climate action opportunities and benefits?\*

Please select all that apply.

- By collecting and analyzing disaggregated and/or spatial data on the impacts of climate policy and change.
- By engaging with equity seeking groups/frontline communities most impacted by climate policy and change.
- By designing and implementing climate actions that remove barriers to participation in planning and programs faced by equity seeking groups/frontline communities most impacted by climate change.
- There are no specific measures in place to ensure equitable access to and distribution of opportunities and benefits.
- Not sure how to integrate equity into our climate action work.
- Not sure if equity is being integrated into our climate action work.

Optional: Please highlight a climate initiative completed or in-progress in the 2024 calendar year that promotes equity and inclusion.

Question 20 a): How has your local government or Nation spent or committed its LGCAP funding received in March 2024?

This is the 3-years' upfront lump sum totaling: \$187,765\*

Instructions:

Please select all that apply and indicate the total dollar value associated with each initiative.

Please ensure the amount(s) entered below equals your local government or Nation's total LGCAP funding amount received in 2024 (noted above).

For the purposes of this question, "committed" funding refers to money that has been officially allocated or earmarked for specific projects with certainty, even if it has not yet been spent.

Please select "funds on hold" for any funding that was not spent or committed during the 2024 calendar year.

Format: no dollar sign, no comma and up to two decimal places.

- Corporate
- Community
- Funds on hold \_\_\_\_\_  
187765

Corporate Initiatives

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Staffing \_\_\_\_\_
- Energy study \_\_\_\_\_
- Climate study \_\_\_\_\_
- Traditional services emissions reporting \_\_\_\_\_
- Asset management \_\_\_\_\_
- Climate finance planning \_\_\_\_\_
- Leveraging funds from other sources/ grant stacking \_\_\_\_\_
- Buildings initiatives \_\_\_\_\_

- Transportation initiatives
- Corporate-wide initiatives
- Resilience and adaptation initiatives
- Other

Corporate buildings policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Highest efficiency standards for new space and water heating equipment.
- BC Energy Step Code adoption (Step 4 or higher).
- Zero Carbon Step Code adoption.
- Efficiency upgrades/retrofits.
- Requirement to use mass timber in buildings construction.
- Requirement to measure embodied carbon.
- Other.

Corporate transportation policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Programs to increase high-occupancy (2 or more people) vehicle trips (i.e. carpooling).
- Established personal (passenger) transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for active transportation and zero-emission vehicles.
- Established commercial transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for energy efficient commercial transportation and zero-emission vehicles.
- Implemented zero-emission vehicle first procurement policy for all local government on and off-road vehicles purchases.
- Implemented a zero-emission vehicle preference or requirement for contracted work from a service provider.
- Active transportation infrastructure investments.
- Active transportation education and encouragement programs.
- Expanded micromobility access, bylaws and/or infrastructure (e.g. introduced or expanded bike/e-bike/e-scooter sharing programs, built new bike/scooter lanes, updated bylaws for use of bikes/scooters).
- Installation of secure bike parking (i.e. bike valet).
- Electric vehicle charging studies/planning.
- Electric vehicle charging infrastructure investments.

- Electric vehicle purchases and electric equipment/machinery purchases (i.e. electric zambonis)
- Required new and/or existing gasoline and card lock fuel stations to include zero-emission vehicle infrastructure development.
- Other.

Corporate climate policies, programs and actions\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Circular economy or zero waste strategy.
- Sustainable procurement policy.
- Renewable energy investments (e.g. district energy, waste heat recovery, biomass).
- Supporting green/blue carbon sequestration.
- Developing compliance carbon offset projects.
- Developing voluntary carbon offset projects.
- Other.

Corporate resilience and adaptation policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Undertaking or completing a risk assessment at the asset or project level.
- Undertaking or completing a Hazard Risk Vulnerability Analysis (HRVA) at the asset or project level.
- Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.
- Collaboration with other communities on resilience planning/initiatives.
- Monitoring climate risks or impacts (floods, wildfire, etc.).
- Providing training (adaptation and mitigation skills).
- Creation of policy/procedures to affect change (climate considerations into decision-making processes).
- Creating data systems to support climate action.
- Utilizing natural assets/nature-based solutions.
- Developing emergency/hazard response plans.
- Other.

Community-wide Initiatives

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Climate engagement
- Climate study
- Energy study
- Asset management
- Buildings initiatives
- Transportation initiatives
- Community-wide initiatives
- Resilience and adaptation initiatives
- Topping up programs/incentives
- Other

Community-wide buildings policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Topping up Provincial energy efficiency incentive programs.
- BC Energy Step Code adoption (Step 4 or higher).
- Zero Carbon Step Code adoption.
- Requirement to use mass timber in buildings construction.
- Requirement to measure embodied carbon.
- Other.

Community-wide transportation policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Programs to increase high-occupancy (2 or more people) vehicle trips (i.e. carpooling).
- Improving or expanding public transportation.
- Mode shift targets for passenger and/or commercial transportation (shifting from private vehicles to sustainable modes like walking, cycling and public transit) in Official Community Plan, Regional Growth Strategy or other guiding documents.
- Established personal (passenger) transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for active transportation and zero-emission vehicles.
- Established commercial transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for energy efficient commercial transportation and zero-emission vehicles.
- Bylaws updated to prioritize energy efficient transportation hierarchy (i.e. pedestrians first).

- Revising existing bylaws or implementing new ones to support active transportation.
- Active transportation planning.
- Active transportation infrastructure investments.
- Active transportation education and encouragement programs.
- Expanded micromobility access, bylaws and/or infrastructure (e.g. introduced or expanded bike/e-bike/e-scooter sharing programs, built new bike/scooter lanes, updated bylaws for use of bikes/scooters).
- Bylaws that reduce or eliminate off street parking requirements.
- Implement pedestrian plazas, car-free streets (temporary or permanent) or limited-access automobile streets.
- Installation of public secure bike parking (i.e. bike valet).
- Neighbourhood or community-wide speed limit reductions.
- Electric vehicle charging studies/planning.
- Mandatory EV infrastructure in new construction.
- Established electric vehicle charging ready bylaws.
- Electric vehicle charging infrastructure investments.
- Streamlined hydrogen fueling station permitting process.
- Required new and/or existing gasoline and card lock fuel stations to include zero-emission vehicle infrastructure development.
- Required green roads certification for any new or significantly modified existing roads.
- Other.

Community-wide climate policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Complete, compact communities
- Organics diversion
- Circular economy or zero waste strategy
- Renewable energy investments (e.g. district energy, waste heat recovery, biomass)
- Supporting green/blue carbon sequestration
- Other

Complete, compact communities.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Rezoning
- Smaller lots
- Density bonuses
- Infill development
- Urban containment boundaries
- Official Community Plans
- Regional Growth Strategies
- Community Development Plans
- Other

Community-wide resilience and adaptation policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Undertaking or completing a risk assessment at the community level.
- Undertaking or completing a Hazard Risk Vulnerability Analysis (HRVA) at the community level.
- Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.
- Collaboration with other communities on resilience planning/initiatives.
- Hydroclimatological data collection.
- Monitoring climate risks or impacts (floods, wildfire, etc.).
- Public engagement on climate risks and actions.
- Creation of policy/procedures to affect change (climate considerations into decision-making processes).
- Creating data systems to support climate action.
- Developing, acquiring, or already have hazard or climate risk mapping (e.g., floodplains), data or similar information.
- Utilizing natural assets/nature-based solutions.
- Developing emergency/hazard response plans.
- Other.

Funds on hold - How will funds be allocated?

Please indicate the project(s) and the amount of funding allocated to each of them, if known.

No decision has been made.

To expand upon your selection(s), please highlight the initiative(s) your local government or Nation's LGCAP funding received in March 2024 has gone towards\*

*No decision on projects for the 2024 funding provided has yet been made.*

Question 20 b): How has your local government or Nation spent or committed its remaining LGCAP funding received in 2022 and 2023?

Based on our records, for your community, these funds total: \$117,225. (This is your community's total LGCAP funding received in 2022 and 2023 minus what was reported as spent in the last two LGCAP surveys.)\*

Your community needs to report on this whether or not you've submitted an LGCAP Spending Forecast Form.

You can see what your community has previously reported for LGCAP funding in the LGCAP Raw Survey Data. Instructions: Please select all that apply and indicate the total dollar value associated with each initiative.

Please ensure the amount(s) entered below equals your local government or Nation's total LGCAP funding amount that was previously reported as in reserve (noted above).

It doesn't matter which year the previously reserved funds received in 2022 and 2023 were spent or committed in.

Format: no dollar sign, no comma and up to two decimal places.

Corporate

Community

Not applicable (Amount above is \$0 as funds were reported as spent in the last two LGCAP surveys)

#### Corporate Initiatives

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

Staffing

Energy study

Climate study

Traditional services emissions reporting

Asset management

Climate finance planning

Leveraging funds from other sources/ grant stacking

Buildings initiatives

Transportation initiatives

Corporate-wide initiatives

Resilience and adaptation initiatives

Other

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#### Corporate buildings policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

Highest efficiency standards for new space and water heating equipment.

BC Energy Step Code adoption (Step 4 or higher).

- Zero Carbon Step Code adoption.
- Efficiency upgrades/retrofits.
- Requirement to use mass timber in buildings construction.
- Requirement to measure embodied carbon.
- Other.

Corporate transportation policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Programs to increase high-occupancy (2 or more people) vehicle trips (i.e. carpooling).
- Established personal (passenger) transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for active transportation and zero-emission vehicles.
- Established commercial transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for energy efficient commercial transportation and zero-emission vehicles.
- Implemented zero-emission vehicle first procurement policy for all local government on and off-road vehicles purchases.
- Implemented a zero-emission vehicle preference or requirement for contracted work from a service provider.
- Active transportation infrastructure investments.
- Active transportation education and encouragement programs.
- Expanded micromobility access, bylaws and/or infrastructure (e.g. introduced or expanded bike/e-bike/e-scooter sharing programs, built new bike/scooter lanes, updated bylaws for use of bikes/scooters).
- Installation of secure bike parking (i.e. bike valet).
- Electric vehicle charging studies/planning.
- Electric vehicle charging infrastructure investments.
- Electric vehicle purchases and electric equipment/machinery purchases (i.e. electric zambonis)
- Required new and/or existing gasoline and card lock fuel stations to include zero-emission vehicle infrastructure development.
- Other.

Corporate climate policies, programs and actions\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Circular economy or zero waste strategy.
- Sustainable procurement policy.

- Renewable energy investments (e.g. district energy, waste heat recovery, biomass).
- Supporting green/blue carbon sequestration.
- Developing compliance carbon offset projects.
- Developing voluntary carbon offset projects.
- Other.

Corporate resilience and adaptation policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Undertaking or completing a risk assessment at the asset or project level.
- Undertaking or completing a Hazard Risk Vulnerability Analysis (HRVA) at the asset or project level.
- Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.
- Collaboration with other communities on resilience planning/initiatives.
- Monitoring climate risks or impacts (floods, wildfire, etc.).
- Providing training (adaptation and mitigation skills).
- Creation of policy/procedures to affect change (climate considerations into decision-making processes).
- Creating data systems to support climate action.
- Utilizing natural assets/nature-based solutions.
- Developing emergency/hazard response plans.
- Other.

Community-wide Initiatives

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Climate engagement
- Climate study
- Energy study
- Asset management
- Buildings initiatives
- Transportation initiatives
- Community-wide initiatives

- Resilience and adaptation initiatives
- Topping up programs/incentives
- Other

Community-wide buildings policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Topping up Provincial energy efficiency incentive programs.
- BC Energy Step Code adoption (Step 4 or higher).
- Zero Carbon Step Code adoption.
- Requirement to use mass timber in buildings construction.
- Requirement to measure embodied carbon.
- Other.

Community-wide transportation policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Programs to increase high-occupancy (2 or more people) vehicle trips (i.e. carpooling).
- Improving or expanding public transportation.
- Mode shift targets for passenger and/or commercial transportation (shifting from private vehicles to sustainable modes like walking, cycling and public transit) in Official Community Plan, Regional Growth Strategy or other guiding documents.
- Established personal (passenger) transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for active transportation and zero-emission vehicles.
- Established commercial transportation target goals, and measures to reach them, in annual reports – may include target goals for vehicle kilometre reduction, mode share for energy efficient commercial transportation and zero-emission vehicles.
- Bylaws updated to prioritize energy efficient transportation hierarchy (i.e. pedestrians first).
- Revising existing bylaws or implementing new ones to support active transportation.
- Active transportation planning.
- Active transportation infrastructure investments.
- Active transportation education and encouragement programs.
- Expanded micromobility access, bylaws and/or infrastructure (e.g. introduced or expanded bike/e-bike/e-scooter sharing programs, built new bike/scooter lanes, updated bylaws for use of bikes/scooters).
- Bylaws that reduce or eliminate off street parking requirements.

- Implement pedestrian plazas, car-free streets (temporary or permanent) or limited-access automobile streets.
- Installation of public secure bike parking (i.e. bike valet).
- Neighbourhood or community-wide speed limit reductions.
- Electric vehicle charging studies/planning.
- Mandatory EV infrastructure in new construction.
- Established electric vehicle charging ready bylaws.
- Electric vehicle charging infrastructure investments.
- Streamlined hydrogen fueling station permitting process.
- Required new and/or existing gasoline and card lock fuel stations to include zero-emission vehicle infrastructure development.
- Required green roads certification for any new or significantly modified existing roads.
- Other.

Community-wide climate policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Complete, compact communities
- Organics diversion
- Circular economy or zero waste strategy
- Renewable energy investments (e.g. district energy, waste heat recovery, biomass)
- Supporting green/blue carbon sequestration
- Other

Complete, compact communities.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

- Rezoning
- Smaller lots
- Density bonuses
- Infill development
- Urban containment boundaries
- Official Community Plans

Regional Growth Strategies

Community Development Plans

Other

Community-wide resilience and adaptation policies, programs and actions.\*

Textbox format: no dollar sign and up to two decimal points (i.e. 2500 or 657.25).

If selecting "Other", please write both the item and the amount of funding in the textbox.

Undertaking or completing a risk assessment at the community level.

Undertaking or completing a Hazard Risk Vulnerability Analysis (HRVA) at the community level.

Addressing current and future climate risks through plans, adaptation measure implementation, programs, service delivery, asset management and/or other functions.

Collaboration with other communities on resilience planning/initiatives.

Hydroclimatological data collection.

Monitoring climate risks or impacts (floods, wildfire, etc.).

Public engagement on climate risks and actions.

Creation of policy/procedures to affect change (climate considerations into decision-making processes).

Creating data systems to support climate action.

Developing, acquiring, or already have hazard or climate risk mapping (e.g., floodplains), data or similar information.

Utilizing natural assets/nature-based solutions.

Developing emergency/hazard response plans.

Other.

To expand upon your selection(s), please highlight the initiative(s) your local government or Nation's LGCAP funding received in 2022 and 2023 has gone towards\*

*Funds were used to purchase electric powered equipment.*

Question 21 a): How much additional external funding for climate action were you able to invest by leveraging your 2024 LGCAP funds? This could include matching grants as well as private investment.\*

Format: no dollar sign, no comma, and up to two decimal places

0

Question 21 b): Please list the funding programs leveraged and associated funders (i.e. Investing in Canada Infrastructure Program, Canada/Province).\*

Please enter "NA" if no funds were leveraged.

0

Question 22: What is your internal decision criteria for spending LGCAP dollars?\*

*Whether the project contributes to meeting the goals under the CleanBC Roadmap or the Climate Preparedness and Adaptation Strategy.*

Question 23: Does your local government or Nation use a formal framework to apply a climate lens on infrastructure planning and decision-making?\*

This could include the Provincial preliminary GHG assessment guidance, the Federal climate lens guidance, or another climate lens framework.

Yes

No

Question 24: What is the value in the Program's continuity for your community and how does it support other priority initiatives for your local government or Nation (e.g. affordability, health, economic growth/resilience, etc.)?

Optional

*The program is highly valued to support our community. As a smaller community made up of a primarily residential tax base, the program helps achieve a variety of climate action initiatives, without a detrimental affect on affordability for our residents. Without the program, the City would not have the resources to prioritize these initiatives.*

**Please note on posting the survey publicly:**

- All information from the required questions must be included.
- Optional questions and responses can be omitted. The Province will use the information from optional questions for internal purposes only.
- When posting the survey publicly, the design / format of the form can be changed.

Attested by (first name, last name)\*

Professional title\*

Local government or Modern Treaty Nation\*

Date\*

Attestor signature\*

Please note: File upload e-signatures are not enabled as uploaded files do not appear on the final report.

If you require a redo for the digitally-drawn signature, please click the trash can. If that doesn't work, please submit your survey then contact us at [LGCAP@gov.bc.ca](mailto:LGCAP@gov.bc.ca).

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, Chief Administrative Officer  
From: Kelsey Campbell, Manager of Strategic Priorities & Community Services  
Date: July 15, 2025  
Subject: British Columbia Community Forest Association membership

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**RECOMMENDATION**

THAT Council directs staff to apply for a British Columbia Community Forest Association membership.

**BACKGROUND**

The British Columbia Community Forest Association (BCCFA) is a non-profit society with a mandate to serve as the voice and advocate for community forestry in BC.

They provide input on forest policy to facilitate the success of community forest initiatives and work with government to expand community forestry in BC.

They provide educational resources and extension services, and support communities striving to obtain and successfully implement community forest initiatives.

The cost of membership for a municipality is \$250 per year.

Respectfully Submitted,



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Kelsey Campbell  
Manager, Strategic Priorities & Community Services

THE CORPORATION OF THE CITY OF ENDERBY

AGENDA

MEMO

To: Tate Bengtson, CAO  
From: Jennifer Bellamy, CFO  
Date: July 17, 2025  
Subject: Water Treatment Plant Upgrade – Alternative Approval Process

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**Recommendation:**

That subject to the City receiving Inspector Approval for *Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2025*, Council adopts the following resolutions:

THAT Council proceeds with the alternative approval process to obtain elector approval for “Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2015”;

AND THAT Council establishes the deadline for receiving elector responses to be Tuesday September 2, 2025 at 4:30pm;

AND THAT Council approves the attached elector response form;

AND FURTHER THAT Council determines that the estimated total number of eligible electors to which the alternative approval process applies to be 2,483.

**Background:**

At the June 23, 2025 meeting, Council gave three readings to “Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2025”. This bylaw, along with the project background, was submitted to the Ministry of Housing and Municipal Affairs for Inspector Approval. The borrowing is needed to fund the local share of the project, with the remaining funds to be obtained through grants.

The next step in the borrowing process is to obtain elector approval. This can be done through assent voting or through the alternative approval process (AAP). As this project is for critical infrastructure and has tight time considerations for the grant application, it is recommended that the AAP be used for elector approval.

Under section 86(3) of the *Community Charter*, Council must:

1. Establish the deadline for receiving elector responses, which must be at least 30 days after the second notice of the AAP;
2. Establish elector response forms; and
3. Make a fair determination of the total number of electors for which the AAP applies.

### **Elector Response Deadline**

Notice of the AAP will be provided in accordance with the City's public notice bylaw. The 30-day timeframe will begin once the notice is published in the local paper on August 1, 2025. This would make the deadline for receiving elector responses to be September 2, 2025, at the earliest.

### **Elector Response Forms**

Attached is the Elector Response Form. This form will be available for eligible electors who are opposed to the adoption of the bylaw. The form meets the requirements of the *Community Charter*.

### **Estimated Eligible Electors**

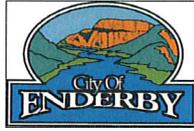
Attached is a report that estimates the total number of eligible electors in the City. The total number of electors is estimated to be 2,483. In an AAP, if 10% of eligible electors submit an elector response form, Council may not adopt the loan authorization bylaw, unless the elector approval is subsequently obtained through assent voting. Only those who are eligible to vote in a local election and are within the are to which the AAP applies (in this case, the City of Enderby) may complete an elector response form.

The deadline to apply for funding under the Strategic Priorities Fund is September 12, 2025. As a requirement of the grant application, evidence must be provided that the funding required, over and above the grant amount, has been secured. Obtaining elector approval by the established deadline will be critical to meeting this requirement.

Respectfully submitted,



Jennifer Bellamy  
Chief Financial Officer



## Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2025

### ELECTOR RESPONSE FORM

I am **OPPOSED** to the City of Enderby adopting *Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2025* which authorizes the borrowing of up to \$4,100,000 to be repaid over a period not exceeding 30 years in order to finance a portion of the costs for upgrades to the water treatment plant, unless a vote is held.

**The deadline for submitting this Elector Response Form is 4:30pm, Tuesday September 2, 2025** and must be submitted to the City – 619 Cliff Avenue, Box 400, Enderby, B.C. V0E 1V0, Email: [info@cityofenderby.com](mailto:info@cityofenderby.com), Fax: 250-838-6007. If you are submitting your form by mail, be advised that postmarks **WILL NOT** be accepted as the date of submission.

Only those who meet the eligibility requirements to vote in a local election in the City of Enderby may complete an elector response form.

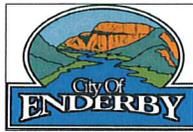
I, the undersigned, hereby certify that:

- I am eighteen years of age or older;
- I am a Canadian Citizen;
- I have resided in British Columbia for at least six months;
- I reside in the City of Enderby, OR I have been the registered owner of real property (and have been designated as the elector in regard to that property) in the City of Enderby for at least thirty days; and
- I am not disqualified by the *Local Government Act* or any other enactment or otherwise disqualified by law from voting in local elections.

ELECTOR'S FULL NAME (print – NO initials)	RESIDENTIAL ADDRESS (or address of real property in City of Enderby owned by elector if non-resident)	SIGNATURE OF ELECTOR

NOTE: A person must not sign more than one Elector Response Form and may not withdraw their name from the alternative approval process elector form after the deadline for submission of the petition has passed.

**The number of eligible electors of the City of Enderby is estimated to be 2,483. If 10% (248) of the estimated number of eligible electors of the City of Enderby sign an Elector Response Form, Council will not be able to proceed with the adoption of the Loan Authorization Bylaw unless elector approval is obtained through a vote.**



## REPORT FOR DETERMINING THE TOTAL NUMBER OF ELIGIBLE ELECTORS

### ALTERNATIVE APPROVAL PROCESS

The purpose of this report is to show the basis for determining the total number of electors in relation to *Water Treatment Plant Upgrade Loan Authorization Bylaw No. 1818, 2025* that is the subject of an alternative approval process.

Section 86(3)(c) of the *Community Charter* requires Council to make a fair determination of the total number of electors of the area to which the approval process applies. In addition, Council must make available to the public, on request, a report respecting the basis on which the determination was made.

The number of people eligible to be a *resident property elector* or a *non-resident property elector* is determined based on those individuals who when signing the elector response form:

- are 18 years of age or older;
- are a Canadian citizen;
- have been a resident of British Columbia for at least six months;
- be a resident of the City of Enderby or a registered owner of real property in the City of Enderby for at least 30 days;
- are not disqualified under the *Local Government Act*, or any other enactment from voting in a local election or be otherwise disqualified by law.

The estimated number of eligible electors within the City of Enderby is based on information from various sources as indicated below, and is calculated as follows:

1. Estimated population	3,028
2. Estimated number of people 18 years of age or older	2,508
3. <b>Minus</b> number of people estimated as not being Canadian citizens	(13)
4. <b>Minus</b> number of people who are estimated not to be residents of British Columbia for the past six months	(13)
5. <b>Add</b> estimated number of eligible non-resident property electors	<u>1</u>
Estimated total number of eligible electors	2,483

**Ten percent of the total number of eligible electors is estimated to be: 248**

1. The total estimated population of the City of Enderby was derived from information obtained from Statistics Canada 2021 Census of Population.
2. The estimated number of people 18 years of age is based on information from the same source.
3. The number of people estimated as not being Canadian citizens is estimated to be 0.5%.
4. The number of people who are estimated not to be residents of British Columbia for the past six months is estimated to be 0.5%.
5. The number of non-resident property electors is based on actual electors registered for the October 15, 2022 election.



# DISTRICT OF COLDSTREAM

9901 KALAMALKA ROAD, COLDSTREAM, BC V1B 1L6

Phone 250-545-5304 Fax 250-545-4733

Email: info@coldstream.ca Website: www.coldstream.ca

*"Rural Living At Its Best"*

**AGENDA**

June 17, 2025  
0230-30-12 (Resolutions)

UBCM Member Municipalities  
Via Email

Dear Mayors and Councillors,

**Re: Modernization of Wastewater Regulations – UBCM Resolution**

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At their meeting held May 26, 2026, the District of Coldstream Council passed the following resolution:

*"THAT Council direct Administration to forward the following resolution to the Union of British Columbia Municipalities Annual Convention for consideration:*

***Whereas** the oversight of wastewater management in British Columbia is divided between two provincial ministries, resulting in split jurisdiction over two key regulations — the Municipal Wastewater Regulation (MWR) (2001) and the Sewerage System Regulation (SSR) (2005);*

***And whereas** these regulations have not undergone significant updates since their enactment, despite evolving environmental standards, increasing concerns regarding the professional oversight of these systems, emerging technologies, and increasing community and ecological demands;*

***And whereas** the Province has established priorities to support housing development, infrastructure expansion, improved cumulative effects assessment in natural resource decision-making, and stronger integration of source water and drinking water protection;*

***Therefore, be it resolved** that UBCM requests the Province of British Columbia to undertake a comprehensive review and modernization of the Municipal Wastewater Regulation and Sewerage System Regulation to ensure alignment with current environmental pressures, technological advancements, and land use planning needs.*

*AND THAT Administration be directed to copy the correspondence to Lake Country, Columbia-Shuswap Regional District and the City of Vernon;*

*AND FURTHER THAT Administration be directed to copy the correspondence to all UBCM member municipalities for information and request for support."*

This resolution was co-sponsored by the City of Vernon, District of Lake Country and the Columbia Shuswap Regional District and submitted to UBCM for consideration at the 2025 Convention. We encourage you to consider supporting this resolution at the 2025 UBCM Convention.

Yours truly,

Keri-Ann Austin, MMC  
Chief Administrative Officer

cc Coldstream Council



# DISCUSSION PAPER

## Cannabis Sales at Events

June 2025

### Purpose

The Liquor and Cannabis Regulation Branch, Ministry of Public Safety and Solicitor General, invites Indigenous partners and interested parties to comment on enabling cannabis sales at events. This discussion paper provides a brief background and discussion questions.

Responses will be accepted until **September 1, 2025**

### Contact

Sarah Gosman  
Director, Legislation and Policy  
[LCRB.Outreach@gov.bc.ca](mailto:LCRB.Outreach@gov.bc.ca)

## Introduction

In Spring 2022, the Government of British Columbia completed a broad engagement to support a strong, diverse and safe legal cannabis sector across the province. This engagement identified an interest in expanding opportunities for cannabis hospitality.

In January 2024, the Government of British Columbia took its first step in gradually enabling cannabis hospitality and tourism by allowing the promotion of cannabis-friendly spaces and consumption of cannabis on public patios where smoking and vaping tobacco is already allowed, subject to Indigenous nation or local government bylaws and other rules.

As a next step, the Liquor and Cannabis Regulation Branch (LCRB) is exploring how to enable cannabis sales at events. The LCRB is seeking input on the potential options for enabling cannabis sales at events.

## Who can give feedback?

The LCRB wants to hear from:

- Section 119 agreement holders and Indigenous partners
- Cannabis retail licensees
- Federally licensed producers
- First Nations, Modern Treaty Nations and local governments
- Cannabis industry organizations
- Other partners

## What Have People Said So Far?

Between August and September 2024, the LCRB held initial engagement sessions with cannabis industry leads and Indigenous partners to better understand the impacts of enabling cannabis sales at events.

The key messages the LCRB heard from these sessions include:

- Cannabis sales at events can improve public safety by bringing legal sources into event spaces where illicit sales and consumption are likely already occurring.
- There are opportunities to:
  - Educate consumers about legal sources at events,

- Use retailer experience in detecting intoxication and age-gating at events,
- Market B.C. products, and
- Increase community partnerships and presence at local events.
- The process to apply should be simple and not too expensive.

## Proposed Options

Based on input and analysis, there are two potential options to enable temporary cannabis sales at events:

1. Develop a new licence class, or
2. Create an event sale 'add-on' for current licensees and authorization holders.

### Option 1: Create a new licence class

- This option would create a new licence class for selling cannabis at events.
- Provincial retail licensees, section 119 authorizations holders, and federally licensed producers could apply.
- This option aims to streamline licence application and requirements by using current processes where possible, such as considering past security screenings and financial integrity checks.
- Requires a one-time fee around \$1000-\$2000, plus a small yearly fee.
- Key Considerations:
  - Available to provincial retail licensees, s. 119 authorization holders and federally licensed producers;
  - Likely available in 2026;
  - Will have upfront administrative requirements (e.g., applying for a new licence);
  - Fees would likely be higher than option 2.

### Option 2: Create an event sale add-on for licensees and authorizations holders

- This option would create an event sale add-on for current provincial retail licensees (including PRS licensees) and section 119 authorization holders.
- This option would work similar to event sales processes in the liquor framework, such as endorsements and authorizations.

- In addition to standard fees associated with provincial cannabis licensing, a small, one-time fee, around \$500, would likely apply to endorsement applications.
- Key Considerations:
  - Less administrative requirements upfront;
  - Fees would likely be lower than option 1;
  - Federally licensed producers would not be eligible unless they hold a PRS licence;
  - Likely available in late 2026 or 2027.

## What's not Changing?

Cannabis framework will continue to balance economic development opportunities with public health and safety. For example, possession limits and restrictions around cannabis advertising and promotions will continue to apply.

Cannabis consumption at events will have to follow the current rules in the *Cannabis Control and Licensing and Act* and its regulations and applicable Indigenous nation and local government bylaws. The current cannabis framework also allows First Nations and local governments to set cannabis retail rules for their communities and the LCRB is committed to maintaining local authority.

For adults 19+, consuming cannabis is legal anywhere except where it is explicitly restricted. Smoking and vaping cannabis are not allowed in the following public places:

- Playgrounds, sports fields, skate parks, swimming pools and spray pools, or any decks or seating areas associated these places
- Public buildings, workplaces, or common areas of apartments, condos, or dormitories, and within six metres of air intakes, windows, and doorways attached to these places
- Within six metres of bus stops, transit shelters, train stations, ferry docks and similar places
- Regional and municipal parks, except for designated campsites
- Provincial parks, except for areas identified or designated
- Health board properties, except in designated smoking areas

Events with cannabis sales must consider cannabis consumption laws during planning for an event.

Read the [Public Consumption Fact Sheet \[626KB,PDF\]](#) to learn more about public consumption restrictions in B.C.

## Discussion Questions

The LCRB wants to hear your feedback on the proposed options for enabling cannabis sales at events.

Please share your thoughts on the questions below. Comments not related to the questions will not be considered at this time. Your comments are confidential and will not be shared in a manner that identifies you.

1. Which option do you prefer for enabling cannabis sales at events and why?
2. What are the risks and opportunities for allowing cannabis sales at events?
3. What type of events should cannabis be sold at (e.g., festivals, farmer's markets, etc.)?
4. Are there events where cannabis sales should not occur (e.g., all-ages events, specific locations like next to a playground)?
5. What public safety limitations and restrictions should be placed on cannabis sales at events (e.g., how much you can buy per purchase, type of product you can buy)?
6. Is there anything else we should consider about enabling cannabis sales at events?

## Submitting your Comments

Send your comments to [LCRB.Outreach@gov.bc.ca](mailto:LCRB.Outreach@gov.bc.ca) with the subject "Cannabis Sales at Events Engagement." Email submissions are preferred.

**Submission deadline:** September 1, 2025

When submitting your comments, please include:

- Full name of the person submitting
- Name of the business/organization and licence number, if applicable
- Municipality or regional district in which your store or production facility is located
- Municipality, regional district or Indigenous nation in which you are

- submitting a response on behalf of, if applicable
- Phone number, including area code and reply email address

If you wish to provide comments by mail, you can send to:

Liquor and Cannabis Regulation Branch  
PO Box 9292 Stn Prov Govt  
Victoria, BC V8W 9J8

## Collection Notice

By submitting a response to this consultation paper, I understand that my personal information is being collected pursuant to sections 26(c) and 26(e) of the *Freedom of Information and Protection of Privacy Act* for the purposes of sharing my views or the views of my organization in response to the questions outlined in the discussion paper. Any questions about the collection, use, disclosure and storage of my Personal Information pursuant to this engagement should be directed to the Communications Director, Liquor and Cannabis Regulation Branch at PO Box 9292 STN PROV GOVT, Victoria, B.C., V8W 9J8, or by phone at 236-478-0348.



# DISCUSSION PAPER

Market Controls

June 2025

## Purpose

The Liquor and Cannabis Regulation Branch, Ministry of Public Safety and Solicitor General invites Indigenous partners and interested parties to comment on B.C.'s cannabis market controls. This discussion paper provides a brief background and discussion questions.

Responses will be accepted until **September 1, 2025**

## Contact

Sarah Gosman  
Director, Legislation and Policy  
LCRB.Outreach@gov.bc.ca

## Introduction

When cannabis became legal in 2018, the Province created rules to govern the legal cannabis market. These rules are referred to as market controls and include:

- **Licence Cap:** limits the number of cannabis retail store licences a company, person or group can hold to eight;
- **Tied House:** prohibits financial or other arrangements between cannabis retail store licensees and federally licensed producers;
- **Vertical Integration:** restricts federally licensed producers' ownership of cannabis retail stores.

The Liquor and Cannabis Regulation Branch (LCRB) is reviewing these cannabis market controls and considering whether setting a minimum required distance between cannabis retail stores (CRS) and allowing the sale of retail branded cannabis products (also called “white label” or “private label” products) would support the cannabis industry in B.C.

## Who can give feedback?

The LCRB wants to hear from:

- Section 119 agreement holders and Indigenous partners
- Cannabis retail licensees
- Federally licensed producers
- First Nations, Modern Treaty Nations and local governments
- Cannabis industry organizations
- Other Partners

## What's This About?

Market controls are intended to:

- Support diversity in the legal market,
- Prevent well-capitalized companies from dominating the retail market,
- Foster a competitive marketplace, and
- Create economic opportunities for local entrepreneurs and Indigenous people.

Current market controls apply to all CRSs in B.C.; however, exceptions, such as vertical integration and tied house exemptions, have been part of government-to-government section 119 agreements between First Nations and the Province.

### Previous Licence Cap Engagement:

In 2023, the LCRB engaged, on the licence cap, with cannabis store licensees, Section 119 agreement holders, First Nations and Modern Treaty Nations, local governments and cannabis industry associations. The LCRB received 61 responses and most responses either supported no change to the licence cap or wanted to raise the licence cap. Now, with the broader review of market controls we are seeking updated input.

### Provincial Distance Criteria:

The LCRB has heard the cannabis industry advocating for a minimum distance between CRSs similar to the distancing requirement in B.C.'s liquor framework. This would potentially require CRSs to be a set distance from another CRS. The distance between CRSs can be based on different criteria, such as a specific measurement or limiting the number of stores allowed in a specific area based on population. The current cannabis framework allows First Nations and local governments to set distancing rules for their communities. In acknowledgement of the role that First Nations and local governments play in shaping B.C. communities, the LCRB is committed to maintaining local authority.

### Retail Branded Cannabis Products:

The LCRB has heard that CRSs want to sell cannabis products with their own retail branding. Retail branded cannabis products are commonly known as "white label" or "private label" cannabis products.

We understand "white label" to mean a product that is produced by a Producer and then packaged and sold by retailers using their own branding. The specific product could be sold by multiple companies, and the labeling or branding would be specific to the retailer where the product is sold.

On the other hand, "private label" means a product that is produced by a Producer and packaged and sold using a specific company or retailer's branding, opposed to multiple companies selling the same product under their brand.

## What's not Changing

The LCRB will continue to require a local government or Indigenous nation's recommendation on a proposed retail store location before approving or changing a cannabis store licence in their community.

Any potential changes to B.C.'s market controls must align with federal cannabis rules under the *Cannabis Act* and its regulations.

## Discussion Questions

The LCRB wants to hear your feedback on the following:

- the licence cap,
- minimum distancing rules between CRSs, and
- the sale of retail branded cannabis products in CRSs.

Feedback received will inform policy development for this project.

Please share your thoughts on the questions below. All questions may not be relevant to all participants. Comments not related to the questions will not be considered at this time. Your comments are confidential and will not be shared in a manner that identifies you.

### Licence Cap:

- How does the licence cap affect the cannabis industry in B.C.?
- Which of the following options do you most agree with (and why):
  - a) Keep the licence cap at 8.
  - b) Increase the licence cap to 12.
  - c) Increase the licence cap to 16.
  - d) Remove the licence cap.
  - e) Other (please specify).

### Retail Branded Cannabis Products:

If you are a provincially licensed retail store or a federally licensed producer:

- Is this something that would benefit your business as a cannabis retailer or federally licensed producer and why?
- Are you interested in partnerships to develop and sell retail branded cannabis products?
- Are there any restrictions or limitations that should be placed on retail branded cannabis products?

### Provincial Distance Criteria:

- In addition to any rules or requirements from First Nations or local governments, do you think the province should introduce a minimum distance rule between CRSs and why?
- Is there criteria that should be considered, such as:
  - a. CRSs must be a set distance (in meters or kilometers) from each other,
  - b. The distance between CRSs is based on population (e.g., no requirement for low-density areas and distance rules for high-density areas), and/or
  - c. The number of stores allowed in an area is based on population (e.g., the number of CRSs in high-density areas are limited to a specific number).
- If you are a community or municipality, what do you see as the benefits and challenges of a provincial distancing rule and why?

### Other Ideas:

- Given the existing market controls, are there any additional measures that could further support the cannabis industry in B.C.? Please provide specific suggestions or ideas that have not yet been considered.

## Submitting your Comments

Send your comments to [LCRB.Outreach@gov.bc.ca](mailto:LCRB.Outreach@gov.bc.ca) with the subject "Cannabis Market Controls Engagement." Email submissions are preferred.

**Submission deadline:** September 1, 2025

When submitting your comments, please include:

- Full name of the person submitting
- Name of the business/organization and licence number, if applicable
- Municipality, regional district or Indigenous nation in which your store or production facility is located
- Municipality, regional district or Indigenous nation in which you are submitting a response on behalf of, if applicable
- Phone number, including area code and reply email address

If you wish to provide comments by mail, you can send to:

Liquor and Cannabis Regulation Branch  
PO Box 9292 Stn Prov Govt

Victoria, BC V8W 9J8

## Collection Notice

By submitting a response to this consultation paper, I understand that my personal information is being collected pursuant to sections 26(c) and 26(e) of the *Freedom of Information and Protection of Privacy Act* for the purposes of sharing my views or the views of my organization in response to the questions outlined in the consultation paper. Any questions about the collection, use, disclosure and storage of my Personal Information pursuant to this engagement should be directed to the Communications Director, Liquor and Cannabis Regulation Branch at PO Box 9292 STN PROV GOVT, Victoria, B.C., V8W 9J8, or by phone at 236-478-0348.