

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: January 19, 2026
TIME: 4:30 p.m.
LOCATION: Council Chambers, Enderby City Hall

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

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

The access codes for this meeting are:

*Meeting ID: 870 1285 4640
Passcode: 878555*

If you would like to attend this meeting by means of electronic facilities and do not have a computer or mobile phone capable of using Zoom, please let us know and we can provide you with a number that you can call in from a regular telephone.

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

1. LAND ACKNOWLEDGEMENT

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

2. APPROVAL OF AGENDA

THAT the January 19, 2026 Council Meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Meeting Minutes of December 15, 2025

Page 4

THAT the December 15, 2025 Council Meeting minutes be adopted as circulated.

4. DELEGATIONS

4.1 Chris Simms, Executive Director Clinical Operations NOK & Directors Overseeing Interior Health Services in Enderby

Page 10

5. DEVELOPMENT MATTERS AND RELATED BYLAWS

5.1 Development Variance Permit #0087-25-DVP-END

Page 11

Legal: LOT 10 BLOCK 11 DISTRICT LOTS 149 AND 150 KAMLOOPS
(FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A

and

LOT 11 BLOCK 11 DISTRICT LOTS 149 AND 150 KAMLOOPS
(FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A

Address: 607 Vernon Street, Enderby BC
Applicants: International Polycraft MFG Ltd.
Owners: Her Majesty the Queen in Right of the Province of British
Columbia

5.1.1 Public Input – Development Variance Permit #0087-25-DVP-END

5.1.2 Permit Issuance – Development Variance Permit #0087-25-DVP-END
THAT Council authorizes the issuance of a Development Variance Permit for the properties legally described as i) LOT 10 BLOCK 11 DISTRICT LOTS 149 AND 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and ii) LOT 11 BLOCK 11 DISTRICT LOTS 149 AND 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A, and located at 607 Vernon Street, Enderby BC, to permit variances to the following sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- *Section 501.1.5 by increasing the maximum lot coverage from 60% to 61.1%, as shown on the attached Schedule 'A';*
- *Section 901.2(a) by increasing the maximum allowable percentage of small-car spaces from 40% to 44%, as shown on the attached Schedule 'A';*
- *Section 901.2(b) by reducing the minimum width of an unobstructed maneuvering aisle from 8 m (26.25 feet) to 6.71 m (22 feet), as shown on the attached Schedule 'A';*
- *Section 901.3 by reducing the minimum number of off-street parking spaces from 12 to 9, as shown on the attached Schedule 'A'; and*
- *Section 1001.4(a)(ii) by reducing the minimum number of off-street loading spaces from 2 to 1, as shown on the attached Schedule 'A'.*

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 Fire Department 2025 Call Volume & Incident Summary
Report from Fire Chief, Enderby and District Fire Department
THAT Council receives and files the report titled 2025 Call Volume & Incident Summary. Page 24

7.5 RDNO Building Permit Report – December 2025
THAT the RDNO Building Permit Report – November 2025 be received and filed. Page 25

8. NEW BUSINESS

8.1 Code of Conduct 2026 Reaffirmation Page 26

Staff report prepared by Chief Administrative Officer dated January 2, 2026
THAT Council reaffirms the code of conduct for elected officials for 2026.

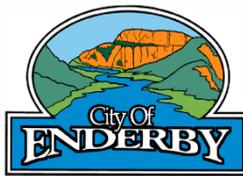
- 8.2 Strategic Plan 2023-26 – Update 2026 Page 37
Staff report prepared by Manager of Strategic Priorities and Community Services dated January 15, 2026
THAT Council adopts the City of Enderby Strategic Plan 2023-2026 – Update 2026.
- 8.3 Community Digital Billboard Sponsorship Renewal for 2026 Page 47
Staff report prepared by Manager of Strategic Priorities and Community Services dated January 13, 2026
THAT Council renews the annual community digital billboard sponsorships for the year 2026.
- 8.4 Proposed Dates for 2026 Community Events Page 52
Staff report prepared by Manager of Strategic Priorities and Community Services dated January 15, 2026
THAT Council approves the proposed dates and locations for the City-organized community events for 2026.

9. PUBLIC QUESTION PERIOD

10. CLOSED MEETING RESOLUTION

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

11. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, December 15, 2025 at 4:30 p.m. in Council Chambers.

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

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Manager of Planning, Community Safety and Bylaw Compliance – Kurt Inglis
Clerk-Secretary – Andraya Imrich

Other: Press and Public

LAND ACKNOWLEDGEMENT

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

APPROVAL OF AGENDA

Moved by Councillor Ramey, seconded by Councillor Baird
THAT the December 15, 2025 Council Meeting agenda be approved as circulated.

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of December 1, 2025

Moved by Councillor Shishido, seconded by Councillor Schreiner
THAT the December 1, 2025 Council Meeting minutes be adopted as circulated.

CARRIED

REPORTS

Mayor and Council Reports

Councillor Schreiner

Attended a Rail Trail meeting and reported that construction is proceeding.

Attended the Christmas Party.

Councillor Shishido asked if there is further landscaping to come on the Enderby test section of the Rail Trail.

Councillor Schreiner responded that maintenance is an ongoing work in progress along the Rail Trail.

Chief Administrative Officer noted that it's important to make sure the Rail Trail committee understands that landscaping continues to be a priority in Enderby as it will help to resolve ongoing issues with weeds along the trail corridor.

Councillor Yerhoff

Attended Enderby's Traditional Christmas event and reported that the parade was great.

Attended the Meat Draw at the Legion and handed out Christmas cards to businesses around town.

Looking forward to the Pancake Breakfast at M.V. Beattie.

Councillor Ramey

Attended the Christmas festivities. Noted that he was glad that the decision was made to keep the parade direction moving towards downtown.

Councillor Davyduke

Attended Christmas events including Christmas plays at A.L. Fortune and the Chapel and reported that they were very well done.

Looking forward to the pancake breakfast at M.V. Beattie.

Reported that the Enterprize Challenge hosted by Community Futures is returning and that the deadline for applications is January 31st.

Councillor Baird

Attended the Meat Draw at the Legion.

Reported that Enderby's Traditional Christmas weekend went great.

Attended the A.L. Fortune play.

Has spoken with members of the film production team in Enderby and reported that they are very pleased with City Staff and the reception from the community.

Looking forward to the pancake breakfast at M.V. Beattie.

Councillor Shishido

Councillor Shishido agreed that having the Christmas parade move toward downtown was the right choice.

Attended some Christmas festivities in Fort St. John and reported that they have lights strung across their main street. Noted that the new lights wrapped around light standard on Cliff Avenue look great and that there should be more lights added in the future.

Attended the Christmas Party.

Mayor Galbraith

Reported that the Christmas parade was great and that it seemed the staging went smoothly at the new location.

Would like to see more lights downtown for Christmas in the future.

Attended an A.L. Fortune Governance meeting.

Attended the Tplaqín / Enderby Cliffs Name Change Celebration on December 11th.

Chief Administrative Officer

Pool construction continues. Work is continuing on the roof structure and plumbing, as well as basin damp-proofing.

Lower reservoir construction is nearing completion. Backfilling is done and the grade will now be finished with topsoil and seeded. The recirculation line will be installed this week, and the instrumentation is getting programmed. A coordination meeting was had by the relevant parties this morning to ensure that all are aligned on the process for commissioning the reservoir and bringing it into service. This is likely to occur in early January but could be earlier if certain conditions are met.

Thanked the staff and volunteers who were involved in the community Christmas celebration. It was well attended and great to see so many people out as a community and joining in on the festivities.

The Barnes Park Public Engagement Survey has been launched. Public interest has been strong, and many responses have already been received. The Manager of Strategic Priorities and Community Services is leading targeted engagement sessions with certain individual stakeholder groups. Early in 2026, Council can expect to see a Request for Proposals or similar document be issued, to retain a landscape architect.

Further to the regulatory changes to the Fire Safety Act, the new training and prior learning assessment have now been released by the Office of the Fire Commissioner. Prior learning assessments have been completed for Manager of Planning, Community Safety and Bylaw Compliance as a fire inspector and the Fire Chief as a fire investigator. In addition, the Manager of Planning, Community Safety and Bylaw Compliance has taken the lead on hiring and onboarding new fire inspectors, who will be drawn from firefighter ranks.

Thanked staff for helping to organize the Christmas Party, as well as the trivia quiz master.

City Hall will be closed beginning December 25th, reopening on Monday, January 5th. During this time, Parks staff will be working their regularly scheduled days, and Public Works will be on their normal shift schedule except for statutory holidays when the on-call worker will perform daily duties. Staff will be available to assist with cemetery and dog control matters as needed.

Councillor Ramey asked if there are provisions in contracts for large projects like the pool and reservoir, saying that no extra cost can be added on later and if there are provisions for penalties for a project being completed late. Expressed that sometimes a contractor might bid low to win a project, then charge extras later.

Chief Administrative Officer responded that the City's large value contracts are typically based on Master Municipal Construction Documents or Canadian Construction Documents Committee documents and include provisions for when a project is late at the fault of a contractor and how extra work is handled. The City has recently moved towards a request for proposal model for capital road projects, so that bids can be scored based on a number of factors and not just on the lowest bid.

Councillor Baird requested that garbage can lids in the breezeway and in front of the library be cleaned or repainted.

Councillor Shishido asked why the arena is not run year-round.

Chief Administrative Officer explained that the arena in Enderby is not as well insulated as newer arenas and that it relies on ambient air temperatures to help maintain our ice. Explained that this year, when the arena system was first started in September, the heat outside made it very difficult to build the ice surface. Running in hot temperatures also causes a serious strain on equipment.

Councillor Shishido reported that there is a shower head in dressing room 4 of the arena that shoots water onto the ceiling.

Chief Administrative Officer replied that he would arrange for Parks staff to inspect and repair the shower head.

Councillor Schreiner noted that the ceiling over the curling rink is low compared to other curling facilities and may contribute to issues with humidity. Asked if raising it would ever be considered.

Chief Administrative Officer responded that raising the ceiling would likely be very cost prohibitive. If the ceiling had to be raised it would likely make more sense to build a new facility given its age.

Mayor Galbraith reported that there is a storm drain at the corner of Brickyard Road and Regent Avenue that is plugged.

Chief Administrative Officer indicated that it would be inspected and cleared.

RDNO Building Permit Report – November 2025

Moved by Councillor Ramey, seconded by Councillor Shishido

THAT the RDNO Building Permit Report – November 2025 be received and filed.

CARRIED

Council Strategic Plan Scorecard 2025

Moved by Councillor Schreiner, seconded by Councillor Baird

THAT Council receives and files the memorandum, “Council Strategic Plan Scorecard 2025”.

CARRIED

NEW BUSINESS

Early Budget Approval for King Avenue Renewal

Councillor Ramey asked if this project would be going out to tender.

Chief Administrative Officer explained that in the contract for Granville Avenue reconstruction, there was wording that allowed for the same contractor to undertake work of the same nature for the City in 2026 if agreed upon by both parties, using the same terms and conditions. This is a common practice and allows work on King Avenue to go ahead in the spring to realize cost savings by timing it with pool construction.

Moved by Councillor Baird, seconded by Councillor Shishido

THAT Council grants early budget approval to proceed with the renewal of King Avenue between George Street and Vernon Street in 2026, with an estimated value of \$1,342,525, to be funded through a combination of reserves, Community Works funds, and annual contributions from taxation to asset management.

CARRIED

CORRESPONDENCE AND INFORMATION ITEMS

Moved by Councillor Shishido, seconded by Councillor Baird

THAT Council receives and files the correspondence and information items titled:

- *Feedback on Bill M216 – 2025 Professional Reliance Act, correspondence from Stuart Horn, Chair, Board of Directors, Municipal Insurance Association of British Columbia dated November 27, 2025.*

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

ADJOURNMENT

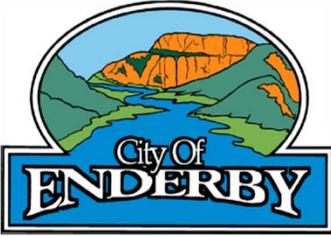
Moved by Councillor Schreiner, seconded by Councillor Shishido

THAT the regular meeting of December 15, 2025 adjourn at 5:21 p.m.

CARRIED

MAYOR

CORPORATE OFFICER



REQUEST TO APPEAR AS A DELEGATION

On ~~01 - December - 2025~~ 19 - January - 2026
Day Month Year

Date of Request 16 - October - 2025

Name of Person Making Request Megan Griffin on behalf of Chris Simms

Name and Title of Presenter(s) Chris Simms, Executive Director Clinical Operations NOK
& Directors overseeing Interior Health services in Enderby

Contact Information megan.griffin@interiorhealth.ca

Details of Presentation Request to make a presentation outlining the health services
operated by Interior Health in Enderby. To establish connection with the leaders of
these services to improve communication and transparency between health authority
and council.

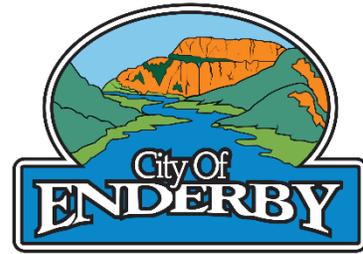
Desired Action from Council (check all that apply)

- 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.

Staff Report



Date: January 12, 2026
To: Chief Administrative Officer
From: Kurt Inglis, Manager of Planning, Community Safety and Bylaw Compliance
Subject: Development Variance Permit Application – 0087-25-DVP-END (International Polycraft MFG Ltd.)

RECOMMENDATION

THAT Council authorizes the issuance of a Development Variance Permit for the properties legally described as i) LOT 10 BLOCK 11 DISTRICT LOTS 149 AND 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and ii) LOT 11 BLOCK 11 DISTRICT LOTS 149 AND 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A, and located at 607 Vernon Street, Enderby BC, to permit variances to the following sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 501.1.5 by increasing the maximum lot coverage from 60% to 61.1%, as shown on the attached Schedule 'A';
- Section 901.2(a) by increasing the maximum allowable percentage of small-car spaces from 40% to 44%, as shown on the attached Schedule 'A';
- Section 901.2(b) by reducing the minimum width of an unobstructed maneuvering aisle from 8 m (26.25 feet) to 6.71 m (22 feet), as shown on the attached Schedule 'A';
- Section 901.3 by reducing the minimum number of off-street parking spaces from 12 to 9, as shown on the attached Schedule 'A'; and
- Section 1001.4(a)(ii) by reducing the minimum number of off-street loading spaces from 2 to 1, as shown on the attached Schedule 'A'.

DISCUSSION

Background

This report relates to a Development Variance Permit application for the property located at 607 Vernon Street, Enderby (double lot). The applicant is proposing to add an exterior covered storage area to an existing industrial building on the property, as shown on the attached Schedule 'A'. As part of the proposed development, the applicant is proposing to vary the following sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 501.1.5 by increasing the maximum lot coverage from 60% to 61.1%;
- Section 901.2(a) by increasing the maximum allowable percentage of small-car spaces from 40% to 44%;
- Section 901.2(b) by reducing the minimum width of an unobstructed maneuvering aisle from 8 m (26.25 feet) to 6.71 m (22 feet);
- Section 901.3 by reducing the minimum number of off-street parking spaces from 12 to 9; and
- Section 1001.4(a)(ii) by reducing the minimum number of off-street loading spaces from 2 to 1.

Property Information

Applicant	International Polycraft MFG Ltd.
Owner	Her Majesty the Queen in Right of the Province of British Columbia
Civic Address	607 Vernon Street, Enderby
Legal Description	LOT 10 BLOCK 11 DISTRICT LOTS 149 AND 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A and LOT 11 BLOCK 11 DISTRICT LOTS 149 AND 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A
P.I.D. #	012-453-498 012-503-649
Property Size	1,410 square meters (15,177 square feet)
Zoning Designation	Light Industrial (I.1)
Official Community Plan Designation	Light Industrial

Site Context

The 1,410 square meters (15,177 square feet) property is located on the east side of Vernon Street, which is identified as a ‘Municipal Major Collector’ road in the Official Community Plan (OCP). The eastern portion of the property backs on to the Shuswap North Okanagan Rail Trail

corridor. The property is relatively flat and access to the property is gained via a paved access off of Vernon Street. An industrial building, constructed in 1979, encompasses the entirety of the property except for the access/parking area to the west; the building is used for manufacturing purposes.

The zoning and OCP designations of the subject and surrounding properties is as follows:

Property	Zoning Designation	OCP Designation
Subject Property	Light Industrial (I.1)	Light Industrial
Property to the West	Light Industrial (I.1)	Light Industrial
Property to the Northwest	General Commercial (C.1)	General Commercial
Property to the North	Light Industrial (I.1)	Service Commercial
Property to the East	Transportation Corridor (S.2)	Transportation Corridor
Property to the South	General Industrial (I.2)	Light Industrial

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

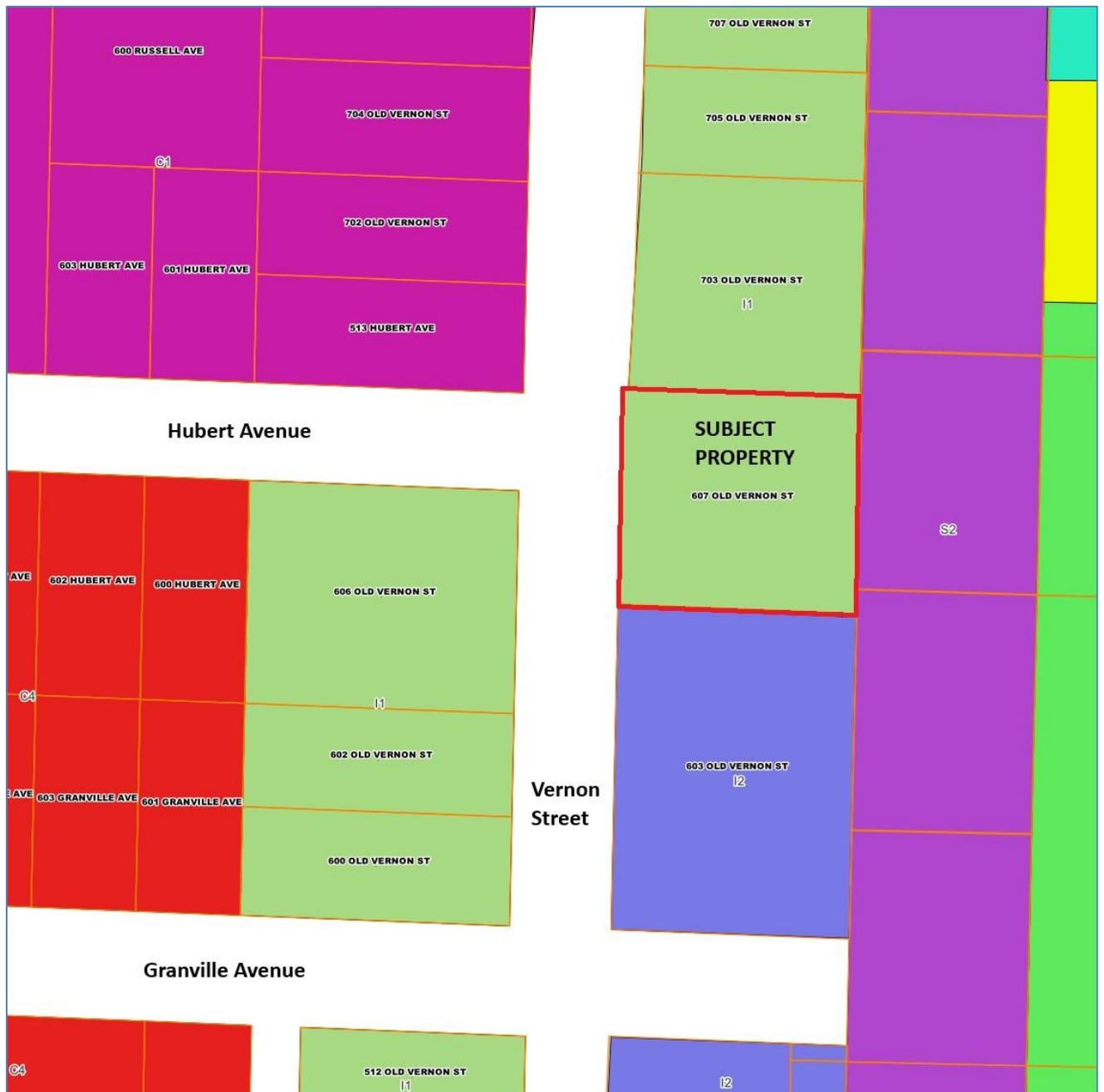


Figure 1 – Zoning Map

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

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



Figure 2 – Orthophoto

Proposal

The applicant is proposing to add an exterior covered storage area to an existing industrial building on the property, as shown on the attached Schedule 'A'. The proposed construction is a 'lean-to' structure that would attach to the northern face of the building and extend into the fenced area in the northwest corner of the property.

To accommodate the proposed siting of the construction, the applicant is proposing to vary the following sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 501.1.5 by increasing the maximum lot coverage from 60% to 61.1%;
- Section 901.2(a) by increasing the maximum allowable percentage of small-car spaces from 40% to 44%;
- Section 901.2(b) by reducing the minimum width of an unobstructed maneuvering aisle from 8 m (26.25 feet) to 6.71 m (22 feet);
- Section 901.3 by reducing the minimum number of off-street parking spaces from 12 to 9; and
- Section 1001.4(a)(ii) by reducing the minimum number of off-street loading spaces from 2 to 1.

Zoning Bylaw

The subject property is zoned Light Industrial (I.1) and uses within this zone include:

- Accessory buildings and structures
- One dwelling unit for the owner, operator or employee of the principal and permitted use
- Civic use
- Food service
- Limited agricultural use
- Public service use
- Retail sales
- Service and repair
- Transportation facilities
- Manufacturing, processing and storage (note the exemptions)

The proposal as compared to the Zoning Bylaw regulations for the I.1 zone is as follows (highlighted items require a variance):

CRITERIA	ZONING REQUIREMENT	PROPOSAL
Lot coverage (max.)	60%	61.1%
Front yard setback (min.)	6 m (19.68 feet)	> 6 m (19.68 feet)
Rear yard setback (min.)	0 m	> 0 m
Side yard setback (min.)	0 m	> 0 m
Height of building/structures (max.)	12 m (39.37 feet)	< 12 m (39.37 feet)
Allowable percentage of small-car spaces	40%	44 %
Dimensions for off-street parking spaces (min.)	Regular = 6 m (19.68 feet) x 2.8 m (9.186 feet) Small-car = 5.2 m (17.06 feet) x 2.3 m (7.546 feet)	Regular = 6 m (19.68 feet) x 2.8 m (9.186 feet) Small-car = 5.2 m (17.06 feet) x 2.3 m (7.546 feet)
Number of off-street parking spaces (min.)	12	9
Width of an unobstructed maneuvering aisle	8 m (26.25 feet)	6.71 m (22 feet)
Surfacing requirements for off-street parking and loading areas	Paved and curbed	Paved and curbed
Dimensions for off-street loading spaces	9 m (29.53 feet) x 2.4 m (7.874 feet)	9 m (29.53 feet) x 2.4 m (7.874 feet)
Number of off-street loading spaces (min.)	2	1

Official Community Plan

The following policies from the City of Enderby Official Community Plan relate to this development:

- *Policy 2.2.b* - To maintain and enhance the City of Enderby as a sustainable, diverse, vibrant, unique and attractive community.
- *Policy 2.2.c* - To maintain and enhance the social well-being, development, and the quality of life for all citizens of Enderby.
- *Policy 2.2.f* - To respect and preserve a process of open, flexible and participatory decision making in the ongoing planning and day-to-day decisions of the City.
- *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 8.3.1* - Council will support alternative infrastructure standards and urban design principles which promote environmental, economic, and social sustainability.

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

Lot Coverage

The City of Enderby Planner raises no concerns with respect to the applicant's request to vary Section 501.1.5 of the Zoning Bylaw by increasing the maximum lot coverage from 60% to 61.1%, and is recommending that Council support the variance request for the following reasons:

- The proposed 1.1% increase to the lot coverage is negligible in scale and will not result in a perceptible difference in the massing or character of the site.
- The portion of the lot that will now be covered by the proposed construction is currently comprised of existing paved, non-permeable surfaces. As this portion of the lot is already developed with hardscaping, the additional building footprint will not result in an incremental increase in stormwater runoff or impact the existing drainage characteristics of the property.

Small Car Parking

The City of Enderby Planner raises no concerns with respect to the applicant's request to vary Section 901.2(a) of the Zoning Bylaw by increasing the maximum allowable percentage of small-car spaces from 40% to 44%, and is recommending that Council support the variance request for the following reasons:

- The requested 4% increase represents a minor adjustment, and in practice only represents allowing one additional small-car parking space on the site.
- The inclusion of one additional small-car space allows for a more efficient site layout, which improves the internal vehicle circulation and maneuverability while maximizing the total number of off-street parking spaces that can be accommodated.

Maneuvering Aisle

The City of Enderby Planner raises no concerns with respect to the applicant's request to vary Section 901.2(b) of the Zoning Bylaw by reducing the minimum width of an unobstructed maneuvering aisle from 8 m (26.25 feet) to 6.71 m (22 feet), and is recommending that Council support the variance request for the following reasons:

- While the Zoning Bylaw requires a generous 8 m (26.25 foot) aisle for right-angle parking, a 6.7 m (22 ft) width is sufficient to allow for standard vehicle movements without compromising safety.
- The reduction in maneuvering aisle width is mitigated by the concurrent request to increase the percentage of small-car parking stalls. Because smaller vehicles require a shorter turning radius, the 6.71 m width remains sufficient to provide safe and functional maneuverability for the specific vehicle mix proposed for this site.

Number of Off-Street Parking Spaces

The City of Enderby Planner raises no concerns with respect to the applicant's request to vary Section 901.3 of the Zoning Bylaw by reducing the minimum number of off-street parking spaces from 12 to 9, and is recommending that Council support the variance request for the following reasons:

- The applicant has demonstrated that the proposed layout maximizes the available off-street parking opportunities while balancing other site requirements. The provision of 9 stalls represents the highest density of parking achievable on the parcel without compromising safe vehicle movement or building functionality.
- Given the specific scale and intended use of the development, a supply of 9 stalls is anticipated to be sufficient to meet the parking demands of the site without resulting in parking spillover to adjacent streets or public parking lots.

Number of Off-Street Loading Spaces

The City of Enderby Planner raises no concerns with respect to the applicant’s request to vary Section 1001.4(a)(ii) of the Zoning Bylaw by reducing the minimum number of off-street loading spaces from 2 to 1 and is recommending that Council support the variance request. The provision of a second loading space would necessitate the removal of additional off-street parking stalls. Staff support the prioritization of off-street parking spaces over an additional loading space, as this trade-off results in a more functional site plan that minimizes potential impacts.

CONCLUSION

This report relates to a Development Variance Permit application for the property located at 607 Vernon Street (double lot). The applicant is proposing to add an exterior covered storage area to an existing industrial building on the property, as shown on the attached Schedule ‘A’. As part of the proposed development, the applicant is proposing to vary the following sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- Section 501.1.5 by increasing the maximum lot coverage from 60% to 61.1%;
- Section 901.2(a) by increasing the maximum allowable percentage of small-car spaces from 40% to 44%;
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- Section 901.3 by reducing the minimum number of off-street parking spaces from 12 to 9; and
- Section 1001.4(a)(ii) by reducing the minimum number of off-street loading spaces from 2 to 1.

The City of Enderby Planner recommends that Council support the variance requests.

ATTACHMENTS

- Subject Property Map
- Schedule ‘A’ – Site Plan

Approved for Inclusion by..... Tate Bengtson, Chief Administrative Officer
Agenda Council, Regular, January 19, 2026

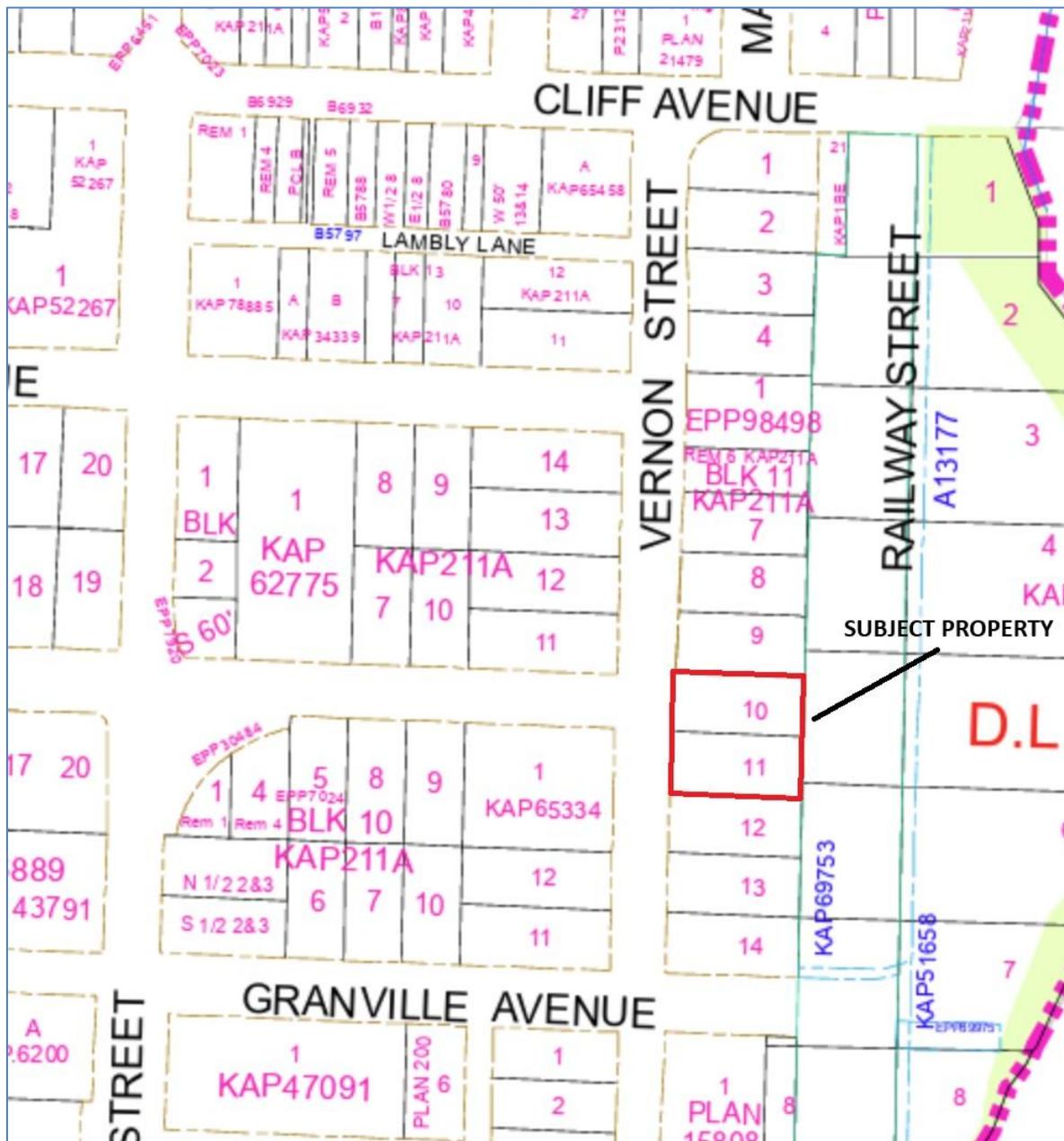
THE CORPORATION OF THE CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION
SUBJECT PROPERTY MAP

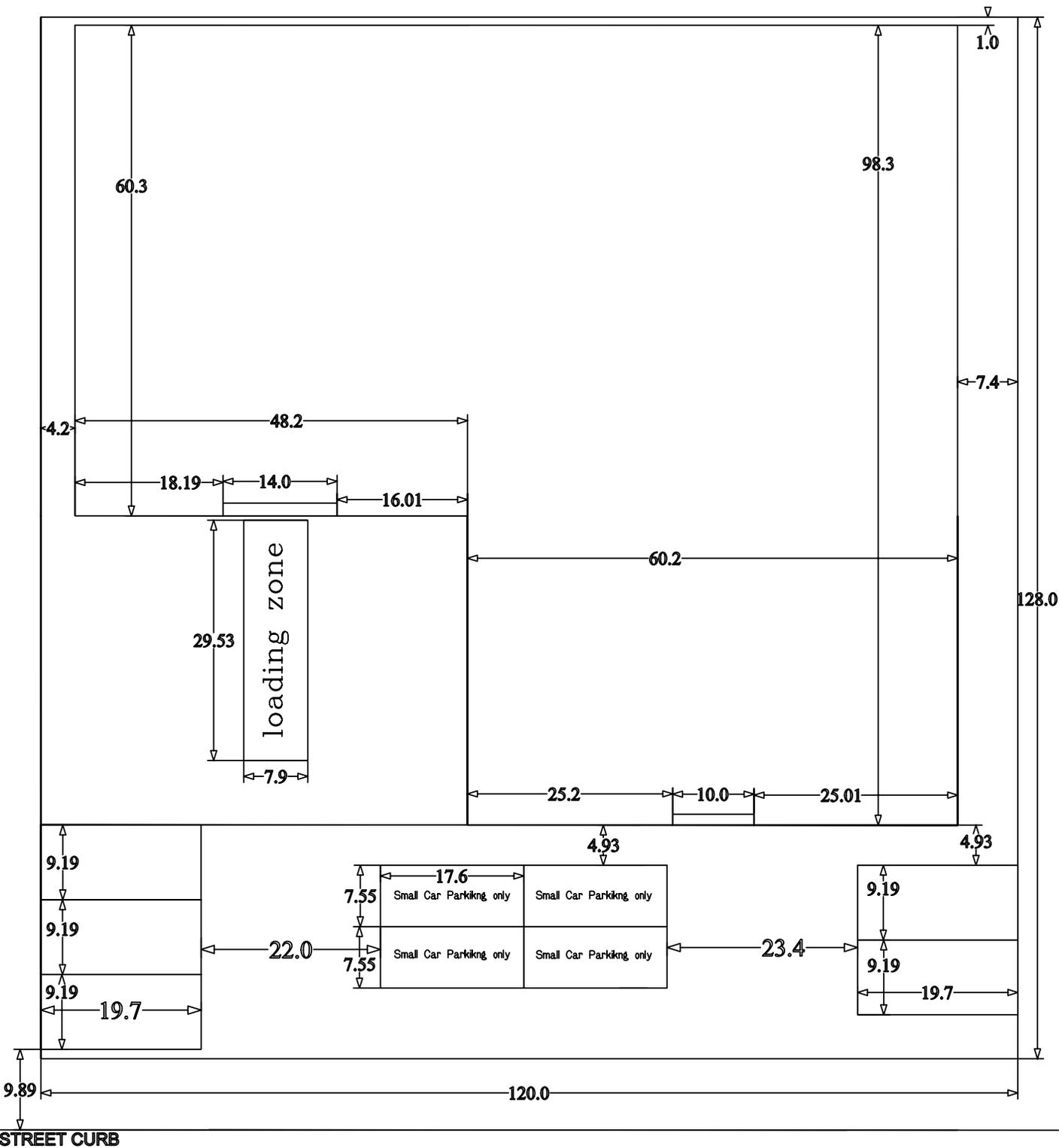
File: 0087-25-DVP-END

Applicant: International Polycraft Mfg. Ltd.

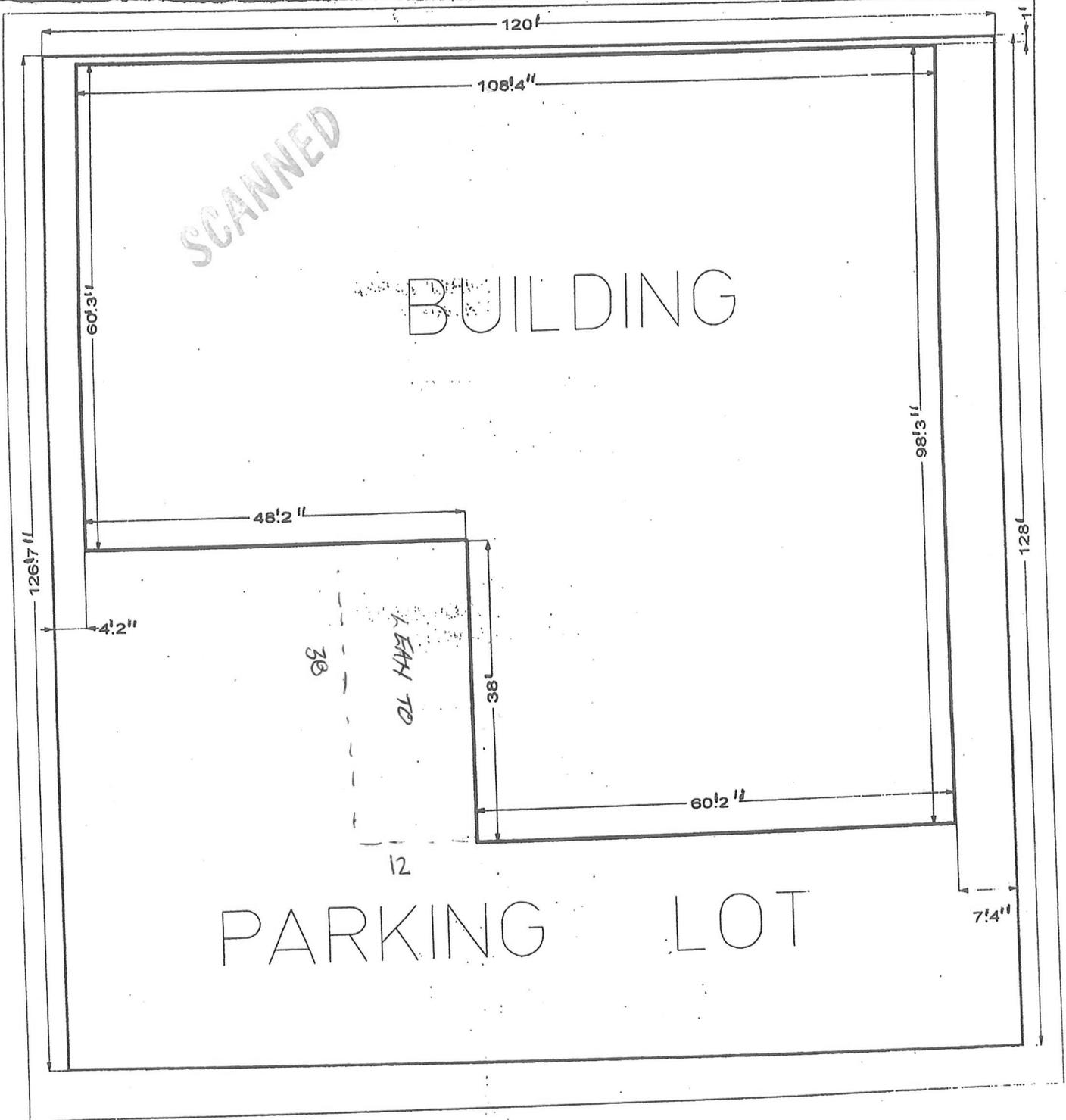
Owners: Her Majesty the Queen in Right of the Province of British Columbia

Location: 607 Vernon Street, Enderby BC





SCANNED



607 VERNON ST.
ENDERBY, BC.



ENDERBY AND DISTRICT FIRE DEPARTMENT

Hall Address: 1500 Evergreen St, Enderby, BC V0E 1V0

Mailing Address: PO Box 400, Enderby, BC V0E 1V0

Email: enderbyfire@shaw.ca

Phone: (250) 838-6950

2025 Call Volume & Incident Summary

Dear Community Members,

On behalf of the Enderby and District Fire Department, we are proud to present our 2025 Call Volume and Incident Summary, and to recognize the extraordinary dedication of our volunteer firefighters. In 2025, our department responded to **211 calls for service**, making it our busiest year on record. This continues a steady upward trend in emergency demand within our district:

- **2022:** 165 calls
- **2023:** 176 calls
- **2024:** 188 calls
- **2025:** 211 calls

This growth reflects not only changes within our community, but also the expanding role of today's fire service. In 2025, our responses included **motor vehicle incidents, ambulance assists, alarms, false alarms, electrical issues, minor fires, and public assistance**. We also handled **structure fires, vehicle fires, wildland and brush fires, hazardous materials and gas leaks, chimney fires, and mutual aid responses**. Each call required training, readiness, and rapid response—often under challenging conditions.

Volunteering is more than responding to emergencies. It means **leaving work, stepping away from family, walking away from the dinner table, and missing holidays, birthdays, and personal time**. It means responding in the middle of the night, in difficult weather, and in moments when most people are with their loved ones. Our members give their time freely because they care deeply about this community. They train countless hours, maintain equipment, and place themselves in demanding and sometimes dangerous situations to ensure that help is there when it is needed most.

The increase from **165 calls in 2022 to 211 in 2025** represents nearly a **30% rise in just four years**. This trend highlights the increasing demands on emergency services and underscores the essential role volunteer firefighters play in protecting our community. With more calls comes a greater commitment, more training, more response hours, and more time away from home, work, and family life. Yet time and again, our volunteers continue to step forward with professionalism and dedication.

We extend our sincere gratitude to every member of the Enderby and District Fire Department, and to their families who share in these sacrifices.

Respectfully,

Fire Chief Bastiaansen

RDNO Building Permits Issued Comparison for Year/Month - Summary

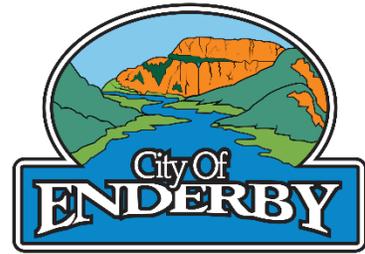
Area: CITY OF ENDERBY

Category: BUILDING PERMITS

Year: 2025 Month: 12

Folder Type	2025 / 12		2024 / 12		2025 to 12		2024 to 12	
	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	0	201,632	1	0
END - COMMERCIAL BUILDING	0	0	0	0	3	1,385,000	5	5
END - DEMOLITION	0	0	0	0	1	0	2	0
END - INDUSTRIAL BUILDING	0	0	0	0	1	700	0	0
END - INSTITUTIONAL	0	0	0	0	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	0	5	386,682	3	8
END - PLUMBING	0	0	0	0	0	0	0	0
END - POOL	0	0	0	0	1	4,000,000	0	0
END - RETAINING WALL	0	0	0	0	0	0	0	0
END - SFD W/SUITE	0	0	0	0	1	540,000	3	5
END - SIGN	0	0	0	0	2	2,000	1	0
END - SINGLE FAMILY DWELLING	0	0	0	0	6	835,596	7	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	4	1
SOLID FUEL BURNING APPLIANC	0	0	0	0	0	0	0	0
Report Totals	0	0	0	0	25	7,351,610	29	23
								5,521,776

Staff Report



Date: January 2, 2026
To: Mayor and Council
From: Tate Bengtson, Chief Administrative Officer
Subject: Code of Conduct 2026 Reaffirmation

RECOMMENDATION

THAT Council reaffirms the code of conduct for elected officials for 2026.

DISCUSSION

During its 2025 strategic planning session, Council directed staff to bring forward annually the code of conduct for elected officials for reaffirmation.

The *Community Charter* requires a municipal council, within six months of its first regular meeting following a general election, to decide whether to establish or review a code of conduct for elected officials. Council adopted its code of conduct in 2023, in accordance with the *Community Charter* and the related *Principles for Codes of Conduct Regulation*.

Council's desire to reaffirm its code of conduct annually exceeds the minimum requirements of the *Community Charter* but is aligned with the spirit of the legislation.

Alternate Recommendation

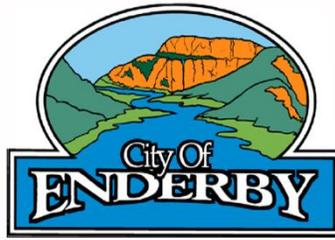
THAT Council provides direction to staff on changes that it wishes to make to the code of conduct for elected officials;

AND THAT staff reports back to Council with proposed amendments to the code of conduct for elected officials.

ATTACHMENTS

- City of Enderby Elected Official Code of Conduct adopted June 5 2023

Approved for Inclusion by..... Tate Bengtson
Agenda Council, Regular, January 19, 2026



ELECTED OFFICIAL CODE OF CONDUCT

Table of Contents

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Introduction

As local elected representatives serving the City of Enderby (“members”), we recognize that responsible conduct is essential to providing good governance for the City of Enderby.

We further recognize that responsible conduct is based on the following principles:

- (a) members must carry out their duties with integrity;
- (b) members are accountable for the decisions that they make, and the actions that they take, in the course of their duties;
- (c) members must be respectful of others;
- (d) members must demonstrate leadership and collaboration.

In order to fulfill our obligations and discharge our duties, we are required to conduct ourselves in accordance with the highest ethical standards by ensuring that these principles, and the standards of conduct set out below, are followed in all of our decisions and interactions with every person, including other members, staff, and the public.

APPLICATION AND INTERPRETATION

This Code of Conduct applies to the members. It is each member’s individual responsibility to uphold both the letter and the spirit of this Code of Conduct in their dealings with other members, staff, and the public.

Members must conduct themselves in accordance with the law. This Code of Conduct is intended to be applied by members in a manner that is consistent with all applicable federal and provincial laws, as well as the bylaws and policies of the local government, the common law, and any other legal obligations which apply to members individually or as a council.

To the extent that there is a conflict between this Code of Conduct and other legal obligations, the other legal obligations shall prevail.

Principles

1. Integrity – means conducting oneself honestly and ethically.
2. Respect – means valuing the perspectives, wishes, and rights of others.
3. Accountability – means an obligation and willingness to accept responsibility or to account for one's actions.
4. Leadership and Collaboration – means an ability to lead, listen to, and positively influence others; it also means coming together to create or meet a common goal through collective efforts.

Standards of Conduct

INTEGRITY

Integrity is demonstrated by the following conduct:

- Members will be open and truthful in all local government dealings, while protecting confidentiality where necessary.
- Members will behave in a manner that promotes public confidence, including actively avoiding any perceptions of conflicts of interest, improper use of office, or unethical conduct.
- Members will act in the best interest of the public and community.
- Members will ensure actions are consistent with the shared principles, values, policies, and bylaws collectively agreed to by the council.
- Members will demonstrate the same ethical principles during both meetings that are open and closed to the public.
- Members will express sincerity when correcting or apologizing for any errors or mistakes made while carrying out official duties.
- Members will not use local government resources for their personal benefit.
- Members will behave in a manner that promotes public confidence in all of their dealings, which includes making fair and impartial decisions and abiding by Division 6 of Part 4 [*Conflict of Interest*] of the *Community Charter*.
- Members will not retaliate against a complainant or other members and staff who are involved in a complaint or co-operate in a resolution or investigation of an alleged breach of this Code of Conduct.
- Members will not make complaints under this Code of Conduct that are vexatious, frivolous, or in bad faith.

RESPECT

Respect is demonstrated through the following conduct:

- Members will treat elected officials, staff, and the public with dignity, understanding, and respect.
- Members will acknowledge that people's beliefs, values, ideas, and contributions add diverse perspectives.
- Members will create an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as offensive or derogatory.
- Members will refrain from any form of discriminatory conduct against another elected official, staff, or the public.
- Members will honour the offices of local government and fulfill the obligations of Mayor and Councillor dutifully.
- Members will recognize and value the distinct roles and responsibilities of local government staff and adhere to the one-employee governance model.
- Members will call for and expect respect from the community towards elected officials and staff.
- Members will ensure that public statements and social media posts that concern other elected officials, staff, and the public are respectful.

ACCOUNTABILITY

Accountability is demonstrated through the following conduct:

- Members will be transparent about how elected officials carry out their duties and how council conducts business.
- Members will ensure any information and decision-making processes are accessible to the public while protecting confidentiality where necessary.
- Members will correct any mistakes or errors in a timely and transparent manner.
- Members will accept and uphold that the council is collectively accountable for local government decisions, and that individual elected officials are responsible and accountable for their behaviour and individual decisions.
- Members will listen to and consider the opinions and needs of the community in all decision-making and allow for public discourse and feedback.
- Members will act in accordance with the law, which includes, but is not limited to, the statutes, bylaws, and policies that govern local government.

LEADERSHIP AND COLLABORATION

Leadership and collaboration is demonstrated through the following conduct:

- Members will demonstrate behaviour that builds public confidence and trust in local government.
- Members will provide considered direction on municipal policies and support colleagues and staff to do the same.
- Members will educate colleagues and staff on the harmful impacts of discriminatory conduct, and take action to prevent this type of conduct from reoccurring if necessary.
- Members will create space for open expression by others, take responsibility for one's own actions and reactions, and accept the decisions of the majority.
- Members will advocate for shared decision-making and actively work with other elected officials, staff, the public, and other stakeholders to achieve common goals.
- Members will foster positive working relationships between elected officials, staff, and the public.
- Members will commit to building mutually beneficial working relationships with indigenous persons and communities to further advance reconciliation efforts.
- Members will positively influence others to adhere to the foundational principles of responsible conduct in all local government dealings.
- While communicating on behalf of the City or Council, members will endeavour to communicate the corporate or council position accurately.
- Members will clearly indicate when a statement made to the public or media is individual or personal in nature.

Complaint Handling and Remedies

Any member who has identified or witnessed conduct by another member that they reasonably and in good faith believe to have breached this Code of Conduct may address the breach by:

- Seeking an informal resolution to the matter by discussing the breach with the other member, or
- Referring the matter in writing to the Chief Administrative Officer (or Deputy Chief Administrative Officer, if it involves the Chief Administrative Officer) and the Mayor (or Acting Mayor, if it involves the Mayor).

In the event that a complaint or allegation is referred, the following steps will be taken:

- The Chief Administrative Officer and Mayor (or their respective alternates) will attempt to remedy the matter within thirty (30) days of the referral. Remedies may include:
 - An informal resolution;
 - A consent agreement with the respondent member; and/or
 - A report to Council, with or without a recommended action, or set of actions, that Council may take in order to advance or remedy the complaint or allegation.
- If the matter requires further investigation, an independent third party will be retained by the Chief Administrative Officer (or Deputy Chief Administrative Officer, if it involves the Chief Administrative Officer) to investigate the complaint or allegation and provide a written report to Council summarizing the facts, findings, and available remedies.
- Decisions authorizing specific remedies are made by Council, and should always consider fairness, proportionality, and reasonableness. Remedies may include, but are not limited to:
 - Dismissing the complaint or allegation;
 - A request for a written apology by the respondent member to Council and/or the complainant;
 - Removal from committee or commission memberships;
 - Removal of portfolio or external liaison appointments;
 - Prohibition from representing the City or Council publicly, including at events, conventions, and conferences, and a corresponding restriction placed upon travel, registration, and other incidental expenses;
 - Restrictions on how the member may access confidential or private information;
 - Public censure; and/or
 - Such other recommendations as proposed by the third-party investigator.
- Confidentiality, but not anonymity, will be maintained while the complaint or allegation is being handled to the extent that is reasonably possible while still furthering the purposes of

this Code of Conduct. While the confidentiality of the complaint, report, and remedies will be held in confidence when possible, certain remedies are necessarily or unavoidably public.

- At all times, the right to procedural fairness will be maintained for both the complainant and the respondent. This includes the right of the respondent to know of the complaint or allegation and to be provided with a reasonable opportunity to prepare and provide a response to the complaint or allegation, a summary of the findings of any report related to the complaint, as well as any proposed disciplinary remedy, prior to Council making a decision.
- The disciplinary remedies described above may be applied by Council for reasons other than a breach of this Code of Conduct, and their inclusion above in no way abrogates Council's general authority to govern itself outside of the scope of this Code of Conduct nor replace other remedies available through statute or common law.

Affirmation

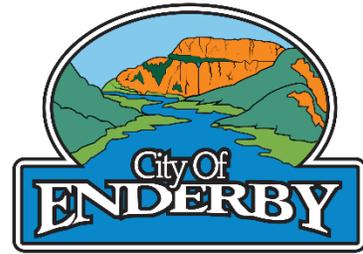
I hereby affirm that I will apply the principles of the City of Enderby Elected Official Code of Conduct in the discharge of my obligations, duties, and responsibilities.

Signature _____

Name _____

Date _____

Staff Report



Date: January 15, 2026
To: Tate Bengtson
From: Kelsey Campbell, Manager of Strategic Priorities and Community Services
Subject: Strategic Plan 2023-2026 – Update 2026

RECOMMENDATION

THAT Council adopts the City of Enderby Strategic Plan 2023-2026 – Update 2026.

DISCUSSION

Further to receiving its Strategic Plan 2025 Scorecard in December, Council convened a strategic planning workshop on January 12, 2026 to review progress and update its strategic plan.

Attached to this report is the City of Enderby Strategic Plan 2023-26 – Update 2026. Completed objectives are indicated with a green check mark. Following adoption by Council, the City of Enderby Strategic Plan 2023-26 – Update 2026 will be posted on the City’s website.

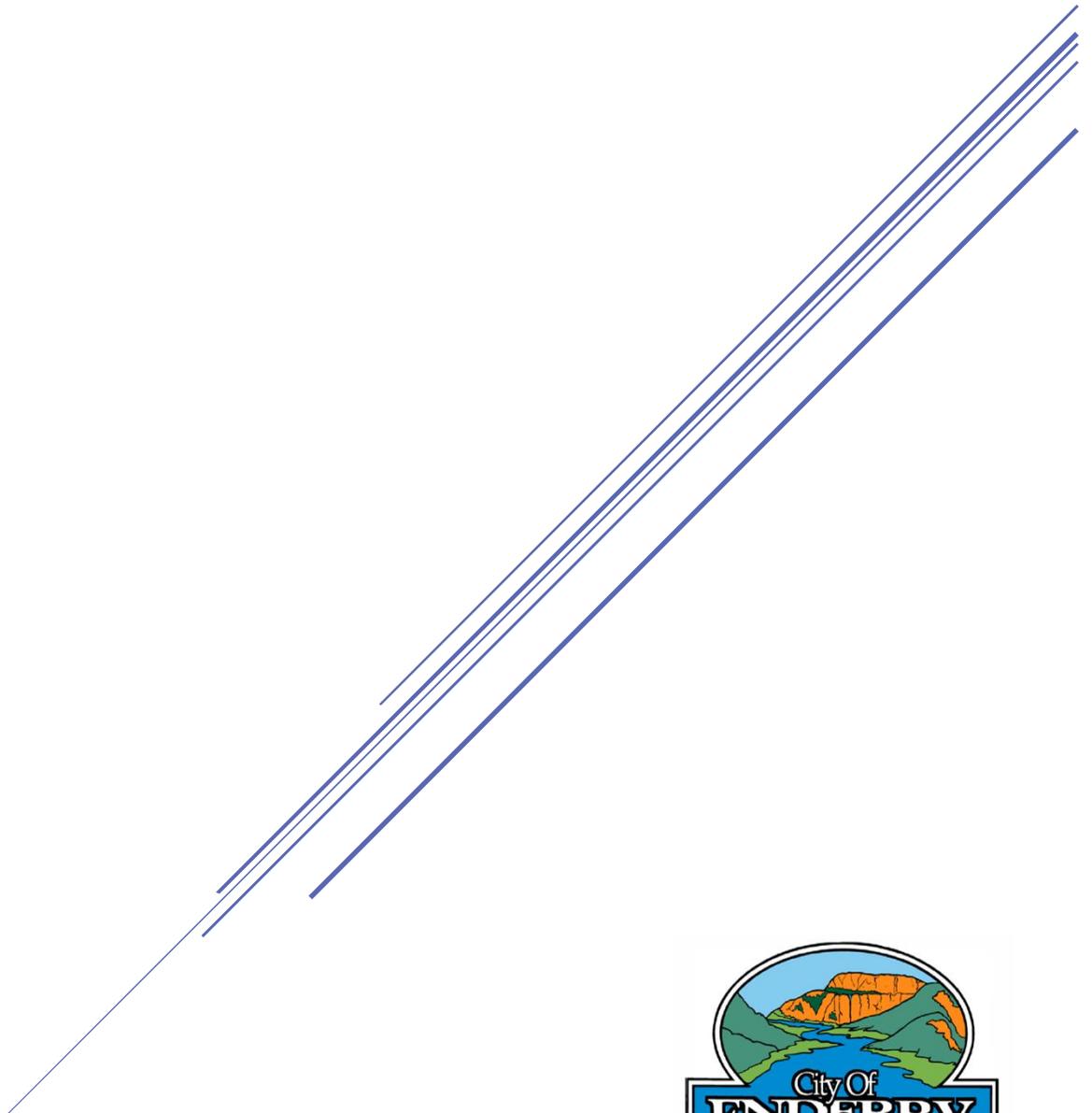
ATTACHMENTS

- City of Enderby Strategic Plan 2023-26 Update 2026

Approved for Inclusion by..... Tate Bengtson, Chief Administrative Officer
Agenda Council, Regular, January 19, 2026

CITY OF ENDERBY STRATEGIC PLAN 2023-26

UPDATE 2026



ABOUT THIS STRATEGIC PLAN

As municipal services are funded largely through taxes, a strategic plan provides direction so that the resources are spent on the right objectives at the right time. A strategic plan creates efficiency and effectiveness by providing clarity and alignment on decision-making and resource allocation throughout the municipal corporation.

A strategic plan is a group of prioritized objectives flowing from the strategic priorities set by Council. The strategic priorities are informed by the Council's values, mission, and vision.

In this plan, Council priorities are classified as **CRITICAL**, **IMPORTANT**, or **DESIRABLE**.

- **CRITICAL** priorities are essential objectives for which it is not possible to change the timeline – meaning that resources may need to be drawn from other objectives in order to complete the task.
- **IMPORTANT** priorities are also objectives that provide significant positive value, but it is acceptable to extend the timeline in order to keep the resource costs fixed.
- **DESIRABLE** priorities also provide positive value, but it is acceptable for both resources and timeline to be adjusted to balance the demands of higher priorities.

Achieving a priority may require a particular type of action from Council. The action types are classified as **PROVIDE**, **PARTNER**, **FACILITATE**, and **ADVOCATE**.

- **PROVIDE** is an action where the City is the lead entity.
- **PARTNER** is an action where the City works with other entities.
- **FACILITATE** is an action where the City brings together other entities.
- **ADVOCATE** is an action where the City encourages other entities to take action.

A green check mark  indicates an objective that has been accomplished or completed.

The City of Enderby Strategic Plan expresses one important part of the total activities of the City, as prioritized by Council. There are other initiatives, department-level strategic plans, and ongoing operational objectives that are outside of the scope of this plan.

A strategic plan is a commitment by Council on behalf of the municipal corporation of the City of Enderby. It is a commitment to the taxpayer, to the public, and, most importantly, to the future of Enderby.

CITY OF ENDERBY

STRATEGIC PLAN 2023-26

UPDATE 2026

VALUES

Our values are:

1. Integrity
2. Respect
3. Accountability
4. Leadership and Collaboration

MISSION

Our mission is to deliver high quality and affordable services to enhance a healthy and sustainable, inclusive community for today and tomorrow.

VISION

Our vision is to be a local government that delivers affordable and sustainable services while considering social, economic, and environmental values.

STRATEGIC PRIORITIES

Our commitments are:

1. Promoting CITIZEN ENGAGEMENT to increase community pride, ownership, and participation.
2. Fostering HEALTH AND WELL-BEING to create a happy, safe, and resilient community.
3. Creating an environment that enhances ECONOMIC PROSPERITY for residents and businesses.
4. Supporting ATTAINABLE AND AFFORDABLE HOUSING that complements our community and supports the aspirations of those who live here.
5. Providing WELL-MANAGED INFRASTRUCTURE that supports the needs of our community in a fiscally responsible way.

STRATEGIC PRIORITY #1 - CITIZEN ENGAGEMENT

WE ARE COMMITTED TO PROMOTING **CITIZEN ENGAGEMENT** TO INCREASE COMMUNITY PRIDE, OWNERSHIP, AND PARTICIPATION.

	OBJECTIVE	PRIORITY	YEAR	ACTION
✓	Enhance public communications on the City of Enderby Mission, Vision, and Values.	Important	2023	Provide
✓	Re-evaluate existing public art in conjunction with the Enderby & District Arts Council.	Important	2024	Partner
✓	Replace and add new banners to City streets and Highway 97A.	Desirable	2024	Provide
✓	Host "Coffee with Mayor & Council" event.	Desirable	2025	Provide
✓	Approve an implementation plan for public art.	Desirable	2025	Provide
	Assess opportunities to implement a volunteer engagement and coordination program that will increase the annual volunteer hours contributed to the community.	Desirable	2026	Partner
	Host one evening or weekend "Coffee with Mayor & Council" event to reach more residents.	Desirable	2026	Provide
	Increase recognition of community volunteers.	Desirable	2026	Provide
	Commission at least one new design for community recognition cards.	Desirable	2026	Provide
	Identify options for improving awareness of local events through a community calendar or similar initiative.	Desirable	2026	Provide

STRATEGIC PRIORITY #2 - HEALTH AND WELL-BEING

WE ARE COMMITTED TO FOSTERING **HEALTH AND WELL-BEING** TO CREATE A HAPPY, SAFE, AND RESILIENT COMMUNITY.

	OBJECTIVE	PRIORITY	YEAR	ACTION
✓	Review and adopt a Council Code of Conduct.	Critical	2023	Provide
✓	Support the establishment of a local or regional Accessibility Committee.	Critical	2023	Partner
✓	Propose to the Ministry of Health a pilot project to create and retain rural health practitioners by investing in local residents.	Important	2023	Advocate
✓	Review available lands for the suitability of establishing a dog park.	Important	2023	Provide
✓	Increase engagement with owners of vacant commercial buildings to address safety concerns.	Important	2024	Provide
✓	Support regional initiatives to create or enhance ball diamond infrastructure.	Important	2024	Partner
✓	Explore enhanced hours for the Enderby branch of the Okanagan Regional Library.	Desirable	2024	Facilitate
	Complete construction of a new pool.	Critical	2026	Partner
	Develop a vision for the future use of Barnes Park.	Important	2026	Partner
	Partner with the Garden Club or another community organization on at least one food security initiative.	Desirable	2026	Partner

STRATEGIC PRIORITY #3 - ECONOMIC PROSPERITY

WE ARE COMMITTED TO CREATING AN ENVIRONMENT THAT ENHANCES ECONOMIC PROSPERITY FOR RESIDENTS AND BUSINESSES.

	OBJECTIVE	PRIORITY	YEAR	ACTION
✓	Support coordination of the Highway 97A and rail-trail planning processes at the technical and policy levels to ensure positive outcomes for Enderby.	Critical	2024	Facilitate
✓	Hold at least one meeting with School District #83 officials to discuss public use of school facilities and joint use agreements.	Important	2025	Partner
✓	Explore with the Area F Director opportunities to enhance collaboration and partnership.	Important	2025	Partner
✓	Hold at least one Community to Community meeting with Splantsin to explore opportunities to enhance collaboration and partnership.	Important	2025	Partner
✓	Continue to enhance holiday lights at City square intersection.	Important	2025	Provide
	Continue to enhance collaboration and partnership with Area F Director in 2026.	Important	2026	Partner
	Hold at least one Community to Community meeting with Splantsin to explore opportunities to enhance collaboration and partnership.	Important	2026	Partner
	Support Community Futures' Rail Trail business readiness initiative.	Important	2026	Partner
	Continue to enhance holiday lights downtown.	Desirable	2026	Provide
	Plant 10 semi-mature trees before 2027.	Desirable	2026	Provide

STRATEGIC PRIORITY #4 - ATTAINABLE AND AFFORDABLE HOUSING

WE ARE COMMITTED TO SUPPORTING **ATTAINABLE AND AFFORDABLE HOUSING** THAT COMPLEMENTS OUR COMMUNITY AND SUPPORTS THE ASPIRATIONS OF THOSE WHO LIVE HERE.

OBJECTIVE	PRIORITY	YEAR	ACTION
Align Official Community Plan and Zoning Bylaw with Interim Housing Needs Report.	Critical	2026	Provide

STRATEGIC PRIORITY #5 - WELL-MANAGED INFRASTRUCTURE

WE ARE COMMITTED TO PROVIDING **WELL-MANAGED INFRASTRUCTURE** THAT SUPPORTS THE NEEDS OF OUR COMMUNITY IN A FISCALLY RESPONSIBLE WAY.

	OBJECTIVE	PRIORITY	YEAR	ACTION
✓	Evaluate need for additional staff and implement plan.	Important	2024	Provide
✓	Continue to invest in asset management annually.	Critical	2025	Provide
✓	Create a grant-ready expansion and upgrade plan for the Water Treatment Plant.	Critical	2025	Provide
✓	Complete construction of a replacement Reservoir #1.	Critical	2025	Provide
✓	Fulfill the requirements for the City to be eligible under the Province's allocation-based FireSmart funding model.	Important	2025	Provide
	Continue to invest in asset management in 2026.	Critical	2026	Provide
	Develop a grant-ready plan for improving community fire flows.	Important	2026	Provide
	Apply for grant funding to complete a fuel prescription for Johnston Park.	Important	2026	Provide
	Complete engineering and financial planning for the paving of the gravel portion of Brickyard Road.	Important	2026	Provide
	Complete a review of Riverwalk property dimensions and constraints to help inform enhancement opportunities.	Desirable	2026	Provide

EVALUATING THE PLAN

WE ARE COMMITTED TO MEASURING OUR PROGRESS AND DEMONSTRATING OUR COMMITMENT TO CREATING POSITIVE OUTCOMES FOR OUR COMMUNITY.

By making the objectives of this strategic plan measurable, we make a commitment to our community to show how our initiatives produce results.

Every December, a Scorecard will be prepared that reports the progress and outcomes of this strategic plan. The Scorecard will be presented on a public Council agenda.

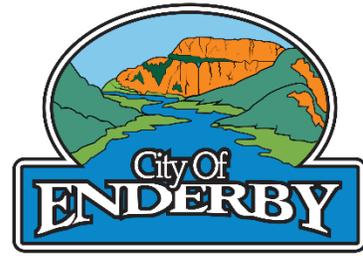
REVIEWING AND AMENDING THE PLAN

WE ARE COMMITTED TO THIS STRATEGIC PLAN BUT WE WILL BE FLEXIBLE WHEN EMERGING ISSUES OR EXTRAORDINARY OPPORTUNITIES ARISE THAT ADVANCE THE VISION.

Every January, this strategic plan will be reviewed to ensure that it continues to meet the evolving and emerging priorities of Council and the broad community.

If an Emergency Issue or Extraordinary Opportunity arises in the meantime, an elected official must provide a notice of motion on a Council agenda describing the proposed objective and requesting that staff prepare a report analyzing the commitments and the impact to existing objectives. After considering the report, Council may vote to amend its strategic plan.

Staff Report



Date: January 13, 2026
To: Chief Administrative Officer
From: Kelsey Campbell, Manager of Strategic Priorities and Community Services
Subject: Community Digital Billboard Sponsorship Renewal for 2026

RECOMMENDATION

THAT Council renews the annual community digital billboard sponsorships for the year 2026.

DISCUSSION

The purpose of the community digital billboard located at George Street and Mill Avenue is to display messages or announcements that improve awareness of civic and community events and programs sponsored by the City of Enderby.

As per the Digital Billboard Policy (attached), local community groups and sports associations that are registered not-for-profit organizations or charities can apply to Council for an in-kind annual sponsorship which will go towards advertising on the digital billboard. Since the installation of the billboard, 41 groups/organizations have received a sponsorship from Council.

It is recommended that Council renew the following groups/organizations' annual sponsorships for the year 2026 (*messaging is valued at \$100/day):

1. Enderby & District Community Resource Centre	\$11,200
2. Enderby & District Recreation Services	\$10,000
3. Alzheimer Society of BC (local branch)	\$8,400
4. Enderby & District Lions Club	\$8,400
5. Royal Canadian Legion Branch #98	\$8,400
6. Enderby & District Cancer Support Group	\$8,400
7. Wheels to Meals	\$8,000
8. Enderby & District Curling Club	\$7,000
9. MV Beattie Elementary PAC	\$7,000
10. Enderby Farmers Market	\$6,750
11. Enderby & District Arts Council	\$6,000
12. Enderby Preschool Society	\$5,600
13. Enderby & Area Early Years Committee	\$5,200

14. St. Andrews United Church	\$5,100
15. AL Fortune Secondary	\$5,000
16. Enderby Fish and Game Association	\$4,900
17. IODE Lambly's Landing Chapter	\$4,900
18. Okanagan Regional Library (Enderby Branch)	\$4,900
19. Enderby & District Museum Society	\$4,900
20. Enderby Artists' Initiative	\$4,200
21. Shuswap Trail Alliance (local functions)	\$3,500
22. Enderby & District Garden Club	\$3,500
23. Enderby Evangelical Chapel	\$2,800
24. Enderby Army Cadets	\$2,800
25. Enderby & District Youth Soccer Association	\$2,800
26. Enderby Minor Baseball Association	\$2,800
27. St. Ann's Catholic Church	\$2,800
28. Church of Jesus Christ of Latter-day Saints (local branch)	\$2,800
29. Anglican Church Women (local branch)	\$2,100
30. NexusBC (local branch)	\$2,100
31. Enderby & Area Junior Air Rifle Program	\$2,100
32. Myeloma Canada (local branch)	\$2,100
33. Santa's Workshop	\$2,100
34. Cliff Notes Community Choir	\$2,100
35. Hunter's Range Snowmobile Association	\$1,400
36. Enderby & District Seniors Complex	\$1,400
37. Shuswap Seed Savers	\$1,400
38. Enderby in Motion	\$700
39. Polar Bear Dip	\$700
40. Okanagan Historical Society (Enderby Branch)	\$700
41. Canadian Cancer Society (local branch)	\$700

TOTAL	\$177,650
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The renewal of the annual digital billboard sponsorships will result in the City of Enderby providing local groups/associations with \$177,650 worth of advertising for the marketing of community events and programming throughout 2026, free of charge.

While some of these groups/associations may currently be inactive, the renewal of the sponsorships ensures immediate access to the digital billboard should they re-establish themselves in the community.

ATTACHMENTS

- Digital Billboard Policy

Approved for Inclusion by..... Tate Bengtson, Chief Administrative Officer
Agenda Council, Regular, January 19, 2026

Policy Title:	DIGITAL BILLBOARD
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<u>Effective Date:</u>	<u>Authorized By:</u>	<u>Revised:</u>
September 2, 2014	Mayor and Council Regular Meeting of September 2, 2014.	March 16, 2015

City of Enderby Digital Billboard Policy

The purpose of the community digital billboard is to display messages or announcements that improve awareness of civic and community events and programs sponsored by the City of Enderby.

Eligible Use

1. Messages issued by the City of Enderby may be posted on the billboard as needed.
2. Council may, at its sole discretion, sponsor the following up to a specified in-kind value for displaying messages on the billboard:
 - a. Enderby-based community groups which are registered not-for-profit organizations or charities which wish to make an announcement related to an event or program open to the community;
 - b. Local sports associations serving Enderby which are registered not-for-profit organizations or charities which wish to make an announcement related to a registration opportunity or an event open to the community; or
 - c. Other community groups or associations which may not be registered not-for-profit organizations or charities, when granted an exemption from Council.
3. For the purposes of calculating a sponsorship value, a single message running for one week shall be given an in-kind value of \$700, inclusive of basic set-up fees, but such message does not need to be displayed in consecutive days.
4. Set-up or coordination required in excess of basic set-up shall be charged to the recipient on a cost recovery basis.
5. For efficiency, Council may develop a list of organizations that it wishes to sponsor on an ongoing basis, with specified annual sponsorship values.
6. An organization seeking to be sponsored by Council must submit a sponsorship request at least 60 days prior to the proposed start date for its initial message but must still submit a message request at least 30 days prior to the desired display date as per #19 of this Policy.
7. Subject to budget allocation, the Enderby & District Services Commission may make recommendations to Council for the sponsoring of particular groups or organizations for the displaying of messages related to events and programming which are related to the Commission. The Commission may purchase advertising at a bulk discount of 75% for marketing of user-pay programs delivered by Recreation Services on behalf of the Commission.
8. The Area "F" Director may sponsor grants on behalf of Area "F" Community Halls which wish to make an announcement of a program or event related to the Community Hall activities, if approved by the Executive of the Community Hall. Area "F" sponsored advertising will be provided at a bulk discount of 50%.

Ineligible Use

9. The use of the electronic billboard is limited to the dissemination of civic information or announcements made by Council-sponsored groups or associations in accordance with Section 2, above.
10. Political or religious messaging will not be accepted.
11. Images or comments of an obscene, hateful, explicit, racial, abusive, defamatory or sexual nature, or that encourages illegal activities, will not be accepted.

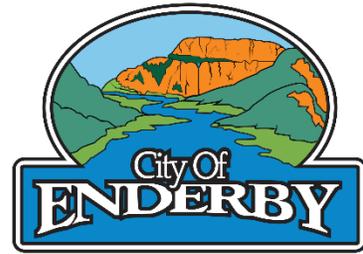
Design, Frequency and Duration of Messages

12. The design, frequency and duration of any message are at the discretion of the City.
13. The City reserves the right to change or reject a message, postpone it to a later date, choose an alternate end date, or substitute any message for another on a temporary or permanent basis.
14. The minimum duration of a displayed message is 1 week, which may be non-consecutive days, and the maximum duration of a displayed message is 3 weeks.
15. The number of civic messages on display in any given sequence is at the discretion of the City.
16. The maximum number of sponsored messages on display in any given sequence is 3.
17. If an event or activity is cancelled before or during the broadcast, the organization must notify the City of Enderby immediately. An announcement of cancellation will not count against the in-kind sponsorship value granted by Council.
18. The City reserves the right to establish an order of priority on messages. City announcements have precedence over other display messages.
19. Unused in-kind sponsorship value cannot be redeemed for cash or carried over to the following calendar year.
20. Message requests must be received at least 30 days before the desired display date and must comply with this usage policy.
21. All requests must be submitted using the required form.
22. As a condition of application, the applicant shall agree that the City is not responsible for liability or damage owing to any error, omission, interruption, refusal, or termination of a message.

Delegation

23. Council delegates to staff operation of the digital billboard.
24. A sponsored applicant may request reconsideration by Council of a message refused or altered by staff.
25. Only Council or the Area "F" Director may sponsor an applicant.

Staff Report



Date: January 15, 2026
To: Chief Administrative Officer
From: Kelsey Campbell, Manager of Strategic Priorities and Community Services
Subject: Proposed Dates for 2026 Community Events

RECOMMENDATION

THAT Council approves the proposed dates and locations for the City-organized community events for 2026.

DISCUSSION

In order to proceed with organizing City-organized community events, staff are seeking Council approval for the proposed dates and locations. With Council approval, locations can be booked, work plans committed, budgets prepared, volunteers and sponsors engaged, and event marketing commenced.

<u>Event</u>	<u>Proposed Date</u>	<u>Proposed Location</u>
Enderby Easter Celebrations	Sunday, April 5, 2026	Riverside Park
Canada Day 2026	Wednesday, July 1, 2026	Riverside Park
First <i>Music by the River</i>	Friday, July 10, 2026	Belvidere Park
Friday Night Lights 2026	Friday, August 21, 2026	Downtown
Second <i>Music by the River</i>	Friday, September 11, 2026	Belvidere Park
Halloween 2026	Saturday, October 31, 2026	Downtown & Riverside Park
Christmas Light Up & Parade	Friday, December 4, 2026	Downtown

By receiving early approval from Council for the entire 2026 calendar year, residents and visitors to Enderby will be able to plan their participation and other event organizers will have a clearer understanding of scheduling opportunities and risks of overlap.

ATTACHMENTS

- None

Approved for Inclusion by..... Tate Bengtson, Chief Administrative Officer
Agenda Council, Regular, January 19, 2026