

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: June 15, 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: 845 4221 5502
Passcode: 409927*

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

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

1. LAND ACKNOWLEDGEMENT

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

2. APPROVAL OF AGENDA

THAT the June 15, 2026 Council Meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Meeting Minutes of June 1, 2026

Page 5

THAT the June 1, 2026 Council Meeting minutes be adopted as circulated.

4. DEVELOPMENT MATTERS AND RELATED BYLAWS

4.1 Development Variance Permit #0092-26-DVP-END

Page 13

Legal: LOT 1 BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A EXCEPT THE SOUTH 8 FEET THEREOF

Address: 809 George Street, Enderby BC

Applicants: Post Tenebras Lux Holdings Ltd.

Owners: Post Tenebras Lux Holdings Ltd.

4.1.1 Public Input – Development Variance Permit #0092-26-DVP-END

4.1.2 Permit Issuance – Development Variance Permit #0092-26-DVP-END

THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT 1 BLOCK 13 DISTRICT LOT

150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A EXCEPT THE SOUTH 8 FEET THEREOF, and located at 809 George Street, Enderby BC, to permit variances to Sections 901.3 and 901.5.a of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum number of required off-street parking spaces for a dwelling unit from 2 to 0, as shown on the attached Schedule 'A', subject to the owner satisfying the following conditions:

- i. registering a housing agreement by covenant on the title of the property, satisfactory to the City, in substantial accordance with the housing agreement template attached as Schedule 'B'; and
- ii. registering a covenant on the title of the property, satisfactory to the City, which releases, indemnifies, and holds harmless the City of Enderby (including litigation costs) from all matters related to or arising from the issuance of Development Variance Permit 0092-26-DVP-END, and which includes an acknowledgement from the owner that, i) the issuance of the Development Variance Permit does not affect the City's right to determine, alter, or discontinue how, where, or whether public parking is provided or managed in the future, and ii) the owner acquires no right, interest, easement, licence, or expectation, whether express, implied, or arising in equity, to any public/on-street parking by virtue of the issuance of the Development Variance Permit or any other act or omission of the City.

5. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

6. REPORTS

6.1 Mayor and Council Reports

6.2 Area F Director Report

6.3 Chief Administrative Officer Report

6.3.1 Council Inquiries

6.4 RDNO Building Permit Report – May 2026 Page 34
THAT the RDNO Building Permit Report – May 2026 be received and filed.

6.5 Annual Municipal Report 2025 Page 35

6.5.1 Meeting on Annual Municipal Report 2025
Submissions and Questions from the Public

6.5.2 Consideration and Acceptance of the Annual Municipal Report 2025
THAT Council considers any public input received;

AND THAT Council Approves the 2025 Annual Report.

6.6 Bylaw Enforcement Statistics for First Period of 2026 (Jan – Apr) Page 74
Staff report prepared by Manager of Planning, Community Safety and Bylaw Compliance

THAT Council receives and files the Staff Report titled “Bylaw Enforcement Statistics for First Period of 2026 (Jan – Apr)”.

7. NEW BUSINESS

7.1 Support for Twin City Partnership Initiative Page 78

Staff report prepared by Chief Administrative Officer dated June 7, 2026
THAT Council expresses support in principle for a twin city partnership initiative;

AND THAT Council sends a letter to School District 83 requesting that it confirms its support for incorporating a twin city initiative into local schools’ curriculum;

AND THAT the School District be invited to engage Enderby students in identifying a twin city that aligns with Enderby’s interests in trade and tourism, recreation and sport, art, and the environment, and recommend the twin city candidate to the City for formal engagement;

AND FURTHER THAT, subject to a positive reception by the twin city candidate, Council directs staff to prepare an agreement to formalize the twin city relationship.

7.2 Mobile Vendor Request – Interior Lunch Box Page 81

Staff report prepared by Manager of Planning, Community Safety and Bylaw Compliance dated June 5, 2026.

THAT Council grants permission for Interior Lunch Box (Wayne Allen) to operate as a mobile vendor in the grassy area on the east side of the Tuey Park parking lot for the 2026 season, subject to the following conditions:

- 1. The operator must obtain a City of Enderby Business License and pay the annual public land rental fee;*
- 2. The operator shall be solely responsible for ensuring their vehicular access to the site;*
- 3. The operator’s use of the land is on an ‘as-is’ basis, and must not be changed from that state without the express written permission of the City;*
- 4. The operator's use of the location must remain consistent with the approved site plan attached as Schedule 'A', and any change to the location, footprint, or layout requires prior written approval from the City;
and*
- 5. The operator must ensure that customer queuing, and the placement of any equipment, supplies, furnishings, or related items, does not obstruct or create safety concerns for vehicles using the adjacent parking lot or maneuvering aisles.*

7.3 Mobile Vendor Request – VikeBikes Enderby Page 94

Staff report prepared by Manager of Planning, Community Safety and Bylaw Compliance dated June 5, 2026

THAT Council grants permission for VikeBikes Enderby (Kylan Vike) to operate as a mobile vendor in the municipally owned lot at 504 Cliff Avenue and along the southern boundary of the Tuey Park parking lot, for the 2026 season, subject to the following conditions:

1. *The operator must obtain a City of Enderby Business License and pay the annual public land rental fee of \$100 per location;*
2. *The operator shall be solely responsible for ensuring their access to the sites;*
3. *The operator's use of the land is on an 'as-is' basis, and must not be changed from that state without the express written permission of the City;*
4. *The operator's use of the locations must remain consistent with the approved site plan attached as Schedule 'A', and any change to the location, footprint, or layout requires prior written approval from the City;*
5. *The operator must explicitly state on their operational materials (route and safety information, rental agreements, liability waivers, etc.) that e-bikes are not permitted on the Jim Watt Heritage Riverwalk; and*
6. *The operator is only permitted to rent pedal-assist e-bikes.*

AND THAT Council grants permission for VikeBikes to park their cargo van in the gravel driveway south of the Water Treatment Plant building for the 2026 season in order to ensure that the operator has a location available to park their vehicle for e-bike loading purposes.

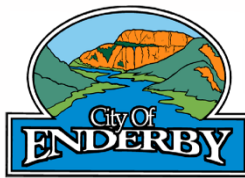
7.4 Ratification of Support for the Enderby & District Chamber of Commerce Women's Golf Night Page 106

Staff report prepared by Chief Financial Officer dated June 5, 2026

THAT Council ratifies its decision to authorize Councillor Baird to attend the Woman's Golf Night hosted by the Enderby & District Chamber of Commerce, to be funded through Council sundry.

8. PUBLIC QUESTION PERIOD

9. ADJOURNMENT



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, June 1, 2026 at 4:30 p.m. in Council Chambers.

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

Absent: Councillor Brian Schreiner

Staff: Chief Administrative Officer – Tate Bengtson
Chief Financial Officer – Jennifer Bellamy
Manager of Planning, Community Safety and Bylaw Compliance – Kurt Inglis
Manager of Strategic Priorities and Community Services – Kelsey Campbell
Clerk-Secretary – Andraya 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 Baird, seconded by Councillor Shishido
THAT the June 1, 2026 Council Meeting agenda be amended by adding Steve Bracker to the list of award recipients in item 4.1.

CARRIED

Moved by Councillor Baird, seconded by Councillor Ramey
THAT the June 1, 2026 Council Meeting agenda be approved as amended.

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of May 19, 2026

Moved by Councillor Shishido, seconded by Councillor Davyduke
THAT the May 19, 2026 Council Meeting minutes be adopted as circulated.

CARRIED

AWARD PRESENTATIONS

Presentation of Civic Appreciation Awards

Mayor Galbraith and Councillor Shishido presented Benjamin Melin with a Civic Appreciation Award for his outstanding dedication to building community through service and volunteerism.

Mayor Galbraith and Councillor Shishido presented Tony Noel with a Civic Appreciation Award for his outstanding dedication to building community through service and volunteerism.

Councillor Davyduke and Councillor Yerhoff presented Steve Bracker with a Civic Appreciation Award for his enduring dedication to food security, sustainability and community.

Councillor Baird and Councillor Ramey presented Dawn Wierzbicki with a Civic Appreciation Award for her extraordinary passion, creativity, and dedication to enriching her community.

DELEGATIONS

S/Sgt. Ivan Lee, Vernon/North Okanagan RCMP Detachment

S/Sgt. Lee presented an overview of crime statistics from the 1st quarter of 2026. Explained that, in the quarterly report, calls from City of Enderby, Rural Enderby, and Splatsin are combined as “Enderby”. Of the 100 criminal code offenses, 45 were from within the City of Enderby. Of the 29 violent offences, 17 were from within the City of Enderby. Of the 49 property offences, 20 were from within the City of Enderby.

Councillor Davyduke asked if we could receive the numbers for the City of Enderby on a regular basis.

S/Sgt. Lee will see if these numbers can be broken down on quarterly reports going forward.

Mayor Galbraith thanked S/Sgt. Lee for his presentation.

Enderby & District Chamber of Commerce

Jody Fowler, Enderby & District Chamber of Commerce President, gave an update of the work the Chamber has been doing in the community.

Explained there has been a focus on engagement with the business community, and that they are up to 85 members with a goal of reaching 100.

The Chamber hosts monthly Business After 5 events with the next one taking place at Cedar Solutions.

Workshops put on in Enderby by Community Futures about Staff Retention and Succession Planning have been very well attended.

The Chamber has also had a table at the Enderby Farmers Market and is working with Mel's Pizza to put Chamber of Commerce stickers on pizza boxes.

There is a Ladies in Business golf tournament scheduled for June 4th.

Reported that the Enderby & District Chamber of Commerce was successful in its application for a grant through the Rural Economic Diversification and Infrastructure Program – Development Funding Stream and has partnered with Community Futures to help deliver projects associated with the grant funding.

Mayor Galbraith thanked Ms. Fowler for her presentation.

DEVELOPMENT MATTERS AND RELATED BYLAWS

Development Variance Permit #0091-26-DVP-END

The Manager of Planning, Community Safety and Bylaw Compliance recused because of his proximity to the subject property.

Chief Administrative Officer gave an overview of the application.

There were no written submissions.

No members of the public wished to make representation.

Moved by Councillor Ramey, seconded by Councillor Baird
THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as THAT PART OF THE SOUTH EAST 1/4 OF SECTION 27 LYING EAST OF THE WEST BOUNDARY OF THE CITY OF ENDERBY AS SHOWN ON PLAN B1956 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT EXCEPT PLAN KAP55286, EPP63512 AND EPP65553 and located at 1450 Johnston Avenue, Enderby BC, to permit variances to the following sections of the City of Enderby Subdivision Servicing and Development Bylaw No. 1278, 2000, as shown on the attached Schedule 'A':

- *Section 2.3.2 of Schedule "A" by reducing the minimum right-of-way width for a local street from 18.0 m (59.1 feet) to 15.0 m (49.2 feet); and*
- *Section 2.3.2 of Schedule "A" by reducing the minimum paved road width for a local street from 9.2 m (30.2 feet) to 7.6 m (24.9 feet).*

CARRIED

The Manager of Planning, Community Safety and Bylaw Compliance returned to the meeting.

BYLAWS

First and Second Readings - City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1834, 2026

Moved by Councillor Shishido, seconded by Councillor Yerhoff
THAT City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1834, 2026 be given First Reading;

AND THAT after First Reading of City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1834, 2026, and in accordance with Sections 473.1 and 477(3)(a)

of the Local Government Act, Bylaw No. 1834 be considered in conjunction with the City of Enderby Interim Housing Needs Report, Financial Plan, and Regional Solid Waste Management Plan;

AND THAT after considering City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1834, 2026 in conjunction with the City's Interim Housing Needs Report, Financial Plan, and Regional Solid Waste Management Plan, Bylaw No. 1834 be given Second Reading;

AND THAT Council refers City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1834, 2026 to the North Okanagan-Shuswap School District #83, and considers this referral as appropriate consultation for the purposes of Sections 475 and 476 of the Local Government Act;

AND FURTHER THAT, should the North Okanagan-Shuswap School District #83 referral response not necessitate any changes to City of Enderby Official Community Plan Bylaw No. 1549, 2014 Amendment Bylaw No. 1834, 2026, that Council directs Staff to advance Bylaw No. 1834 to a Public Hearing.

CARRIED

REPORTS

Mayor and Council Reports

Councillor Baird

Attended the Splatsin Tsm7aksaltn Society golf tournament fundraiser with Councillor Shishido.

Attended the Greater Vernon Chamber of Commerce Golf Tournament.

Attended a presentation by the Enderby Garden Club at Cornerstone Garden and met some of their student gardeners.

Will be attending a Museum meeting with Councillor Shishido to discuss the Muzebo structure at Barnes Park.

Will be attending the Enderby & District Chamber of Commerce Women in Business Golf Tournament this Thursday.

Councillor Ramey

Attending an Okanagan Regional Library meeting where an auditors report was presented.

Attended an Enderby & District Arts Council meeting and reported that things are going well. The new mural on the front of the Art Centre is now complete. The last Coffee House event had a record attendance of 54 people. June 19th will be the final Coffee House event before summer.

Councillor Yerhoff

Attended the presentation by the Enderby Garden Club at Cornerstone Garden. Reported that there is a desire by the Garden Club to have the pathway in the garden paved to make it more accessible.

Councillor Davyduke

Attended the presentation by the Enderby Garden Club at Cornerstone Garden and met the student volunteers.

Will be volunteering at the Chamber's Women in Business golf tournament.

The Senior Service Providers Fair is being held at the Seniors Centre on June 4th.

Attended an inter-agency meeting last week.

Reported that the Okanagan Regional Library is gearing up for summer with teen nights and their summer reading club.

Councillor Shishido

Attended the Splatsin Tsm7aksaltn Society golf tournament fundraiser with Councillor Baird.

Will be attending a Museum meeting to discuss the Muzebo structure at Barnes Park.

Reported that it is nice to see the new signs in the edible garden planters and he would like to see the program further extended by having businesses maintain edible planters and use it as an opportunity to market themselves, making Enderby a "Garden Community".

Mayor Galbraith

Attended the presentation by the Enderby Garden Club at Cornerstone Garden and reported that they are looking for new members.

Was interviewed by Rogers Sportsnet regarding the Enderby Icemen, the new WIJHL team coming to Enderby.

Thanked Councillor Baird and Councillor Shishido for attending the Splatsin Tsm7aksaltn Society golf tournament fundraiser on behalf of Council.

Chief Administrative Officer

Staff are in the process of short-listing for the soon-to-be vacant Recreation Facility Maintenance Worker position due to an upcoming retirement.

As of April 30th, the Riverside RV Park has collected \$160,195 out of its \$265,800 budget, with \$105,605 remaining.

Pool construction is continuing with a soft opening date of June 12th. The slide should will be installed early this week. The pumps are in the process of being commissioned and pool balancing is occurring. On the soft opening date, staff will still be learning systems and processes. The pool will be operational from a life-safety perspective, but there will still be work

to be completed by the contractor over the course of the season and, when necessary, after the operating season if it is not possible to complete the work while the facility is in use. The spray park will be opening on Tuesday.

Flowers and hanging baskets have now been placed throughout the community.

The Barnes Park concept planning process has been hitting the internal milestones necessary to trigger a follow-up workshop with elected officials to present the design options. Staff will be reaching out near the middle of next week to start that conversation.

The backstop netting for Diamond 1 at Riverside Park was replaced today. Thanked Enderby Funtastic for their donation to the project.

Two signs have been installed at Cenotaph Park and two in the breezeway for the edible planters. Thanked local artist, Heather Edwards for lending her artistic touch to these signs.

The Rick Hansen Foundation, RBC and RBC Foundation announced 40 recipients of the RBC Barrier Buster Grant. The City of Enderby has been awarded \$40,000 to invest in Enderby's Barrier-Free Facilities project. There will be automatic doors installed at the arena, curling rink and City Hall. Additionally, this grant funds a barrier-free hot tub lift at the new Enderby Outdoor Pool.

There will be a weed treatment application on the Rail Trail north of Regent Avenue occurring this week via the Columbia Shuswap Invasive Species Society. Council can expect to see some advisory flags in the vicinity after the application.

Councillor Baird asked if the Spray Park opening is late this year.

Chief Administrative Officer responded that the Spray Park opening was slightly delayed compared to past years because of the new pool project and poor weather.

Councillor Baird asked if there has been any update on Rail Trail bathrooms.

Chief Administrative Officer responded that there has been no news since the report at last meeting as there needs to be some work with the Regional District of North Okanagan around possible options.

Councillor Ramey asked who is responsible for maintaining the boulevard area for properties along George Street on the north side of town. Reported that they are in need of some maintenance.

Chief Administrative Officer responded that some of the area in question is maintained by our garden and grounds contractor, and some is maintained by adjacent property owners. Staff will evaluate and address this concern with the persons responsible.

Councillor Baird asked if a set of planters on George Street that are low profile due to their location in a swale could be moved to a more visible location.

Chief Administrative Officer responded that staff will evaluate for more high profile spots to place these planters.

Councillor Davyduke reported that branches from adjacent trees are beginning to encroach on the Riverwalk.

Chief Administrative Officer advised that the garden and grounds contractor would be cutting them.

Councillor Baird reported that the decorative tree closest to the corner of Cliff Avenue and Vernon Street blocks the sight lines of large trucks turning right onto Cliff Avenue.

Chief Administrative Officer advised that staff will look into the issue.

City of Enderby Drinking Water Annual Report 2025

Moved by Councillor Baird, seconded by Councillor Davyduke
THAT Council receives and files the City of Enderby Drinking Water Annual Report 2025.

CARRIED

City of Enderby Wastewater System Annual Report 2025

Moved by Councillor Shishido, seconded by Councillor Davyduke
THAT Council receives and files the City of Enderby Wastewater System Annual Report 2025.

CARRIED

NEW BUSINESS

UBCM 2026 Convention Attendance

Moved by Councillor Baird, seconded by Councillor Shishido
THAT Council authorizes up to six members of Council to attend the UBCM 2026 Convention;

AND THAT the additional cost be funded from prior-year's surplus.

CARRIED

After Hours Hoops Program Report

Moved by Councillor Baird, seconded by Councillor Yerhoff
THAT Council receives and files the update from Legacy North Academy on the After Hours Hoops program, dated May 26, 2026.

CARRIED

CORRESPONDENCE AND INFORMATION ITEMS

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

- BC Local Government Climate Action Program (LGCAP) – Funding Continuation dated May 19, 2026
- Request for Dedicated Provincial Funding to Support Municipalities That Achieve Provincially Mandated Housing Targets dated May 21, 2026

PUBLIC QUESTION PERIOD

There were no questions from the public.

CLOSED MEETING RESOLUTION

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

CARRIED

ADJOURNMENT

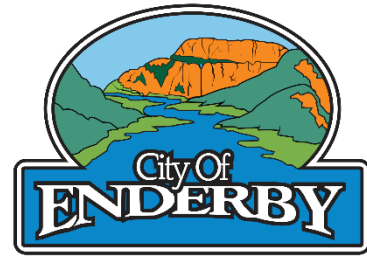
Moved by Councillor Ramey, seconded by Councillor Davyduke
THAT the regular meeting of June 1, 2026 adjourn at 6:09 p.m.

CARRIED

MAYOR

CORPORATE OFFICER

Staff Report



Date: June 10, 2026
To: Chief Administrative Officer
From: Kurt Inglis, Manager of Planning, Community Safety and Bylaw Compliance
Subject: Development Variance Permit Application - 0092-26-DVP-END (Netzelwood)

RECOMMENDATION

THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT 1 BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A EXCEPT THE SOUTH 8 FEET THEREOF, and located at 809 George Street, Enderby BC, to permit variances to Sections 901.3 and 901.5.a of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum number of required off-street parking spaces for a dwelling unit from 2 to 0, as shown on the attached Schedule 'A', subject to the owner satisfying the following conditions:

- i. registering a housing agreement by covenant on the title of the property, satisfactory to the City, in substantial accordance with the housing agreement template attached as Schedule 'B'; and
- ii. registering a covenant on the title of the property, satisfactory to the City, which releases, indemnifies, and holds harmless the City of Enderby (including litigation costs) from all matters related to or arising from the issuance of Development Variance Permit 0092-26-DVP-END, and which includes an acknowledgement from the owner that, i) the issuance of the Development Variance Permit does not affect the City's right to determine, alter, or discontinue how, where, or whether public parking is provided or managed in the future, and ii) the owner acquires no right, interest, easement, licence, or expectation, whether express, implied, or arising in equity, to any public/on-street parking by virtue of the issuance of the Development Variance Permit or any other act or omission of the City.

DISCUSSION

This report relates to a Development Variance Permit application for the property located at 809 George Street, Enderby BC. The applicant is proposing to legalize a second dwelling unit that was constructed on the second storey of the commercial building without a Building Permit. In order to accommodate the proposed development, the applicant is requesting to vary Sections 901.3 and 901.5.a of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum number of required off-street parking spaces for a dwelling unit from 2 to 0, as shown on the attached Schedule 'A'.

Property Information

| | |
|--|--|
| Applicant | Drayson Netzelwood |
| Owner | Post Tenebras Lux Holdings Ltd. |
| Civic Address | 809 George Street, Enderby |
| Legal Description | LOT 1 BLOCK 13 DISTRICT LOT 150 KAMLOOPS (FORMERLY OSOYOOS) DIVISION YALE DISTRICT PLAN 211A EXCEPT THE SOUTH 8 FEET THEREOF |
| P.I.D. # | 003-841-626 |
| Property Size | 624.3 m ² (0.15 acres) |
| Zoning Designation | General Commercial (C.1) |
| Official Community Plan Designation | General Commercial |

Site Context

The 624.3 m² (0.15 acre) property is located on the northwest corner of the intersection of Cliff Avenue and George Street (Highway 97A). A commercial building, constructed in 1965, is located directly on or very near to the northern, eastern and western properties lines and covers approximately 80% of the site. The southern portion of the parcel is paved and is used as an informal parking area, given that there is insufficient space to meet the Zoning Bylaw's minimum dimensions for off-street parking spaces; from a functional standpoint, approximately 3 standard-sized vehicles can park in this informal parking area if it remains unobstructed by sandwich boards and other items. A total of 6 commercial units are located on the ground floor of the building while two residential dwelling units are located on the second storey, one of which is a legal dwelling unit and one of which is an unlawful dwelling unit that was constructed without a Building Permit.

The subject property and properties to the east, south and west are all zoned General Commercial (C.1) and are designated as General Commercial in the Official Community Plan (OCP), while the property to the north (City Hall) is zoned Assembly, Civic and Public Service Use (S.1) and is designated as Institutional in the OCP.

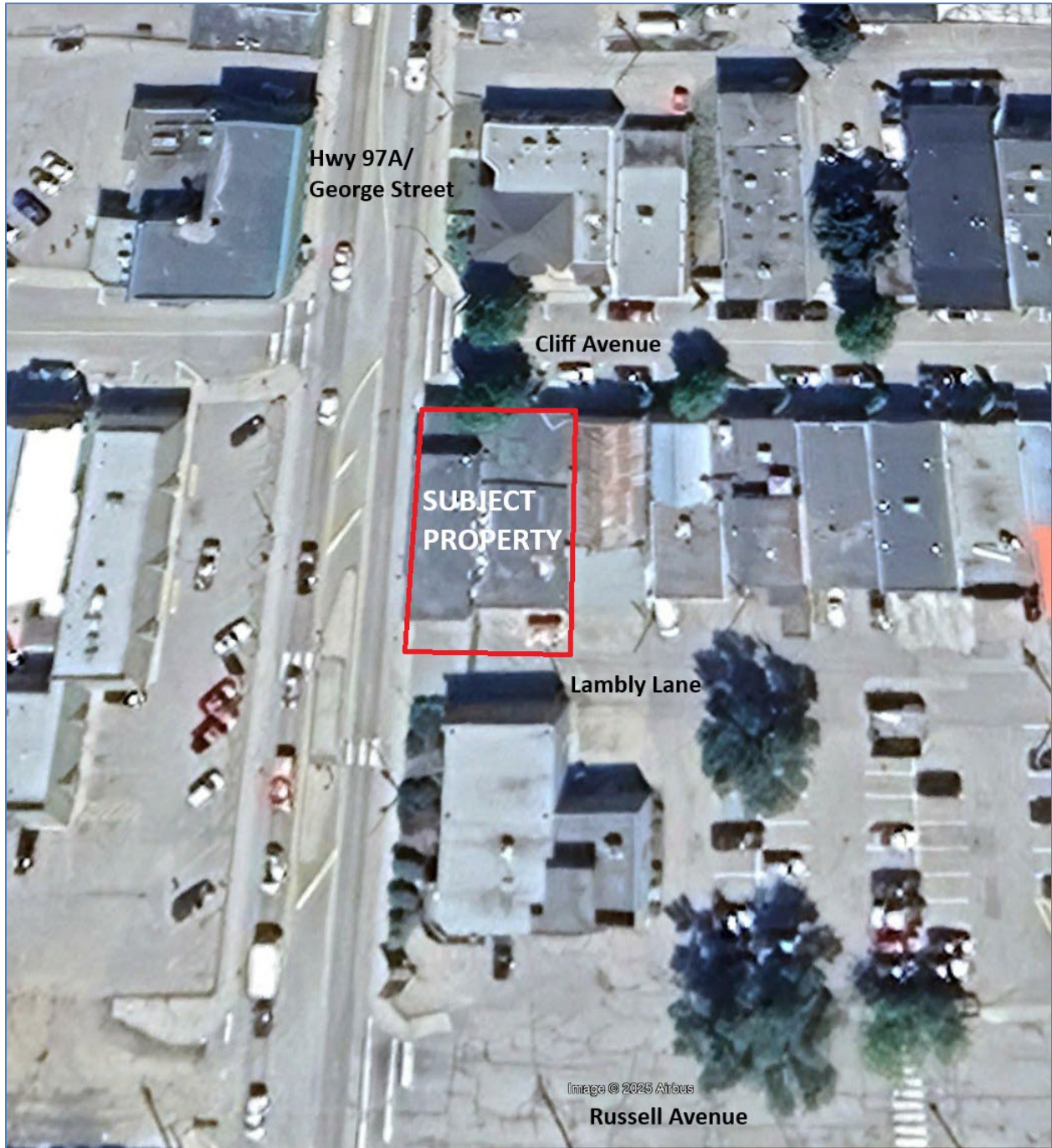
The following map shows the Zoning designation of the subject and surrounding properties:



Purple – General Commercial (C.1)

Teal – Assembly, Civic and Public Service (S.1)

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



Development History

In 2024, the property owner submitted a Building Permit application to construct 6 commercial units on the ground floor along with a second residential dwelling unit on the second storey of the building. Through the Building Permit application process, the Building Inspector identified egress concerns related to the construction of a second dwelling unit on the second storey. The

applicant amended their Building Permit application to remove the second dwelling unit. The construction of the 6 commercial units on the ground floor was completed and an Occupancy Permit was granted on that basis in the summer of 2024.

In the fall of 2024, the City received reports that a second dwelling unit had been constructed on the second storey of the building and was being occupied. Following an inspection of the unit by a City Official, it was determined that a second dwelling unit had been constructed and was being occupied as a residence. Given that this second dwelling unit was constructed without a Building Permit, and is not a legal dwelling unit, the property owner was advised that they must either decommission the dwelling unit or submit a Building Permit application to legalize it. The property owner has now submitted a Building Permit application for the second dwelling unit. It should be noted that the egress concerns originally identified by the Building Inspector as part of the original Building Permit application process will be resolved as part of the new Building Permit.

Proposal

The applicant is proposing to legalize the second dwelling unit that was constructed on the second storey of the commercial building. The second dwelling unit includes one bedroom, one bathroom, and is 556 square feet in size; the unit is proposed to be accessed through an interior stairwell which provides ground level access on the western side of the building. The existing dwelling unit includes 3 bedrooms, 1 bathroom, and is 1,231 square feet in size; the unit is proposed to be accessed through an exterior stairwell which provides ground level access on the southern side of the building.

The applicant is proposing for the paved southern portion of the parcel to continue to be used as an informal parking area for the occupants of the property (i.e. approximately 3 angled parking stalls). Given that this parking area does not meet the Zoning Bylaw's minimum dimensions for off-street parking spaces, they cannot be counted towards the minimum number of off-street parking spaces for the proposed development and thus the applicant is requesting to vary Sections 901.3 and 901.5.a of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum number of required off-street parking spaces for a dwelling unit from 2 to 0, as shown on the attached Schedule 'A'.

Zoning Bylaw

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

- Accessory buildings and structures
- Accommodation including dwelling units, hotels and motels
- Civic use
- Auditoriums, youth centres and social halls
- Educational facilities and professional studios

- Entertainment and recreation facilities
- Cannabis-Related Business
- Food service (excluding drive-through restaurants)
- Office and commerce facilities
- Public service use
- Retail sales
- Service and repair
- Transportation facilities

The property is located within the Downtown Designated Parking Area, as shown on the Schedule 'H' map from the City's Zoning Bylaw. Under Section 901.5 of the Zoning Bylaw, buildings that already existed within the Downtown Designated Parking Area when the bylaw took effect are not required to provide off-street parking, and simply changing the use of one of those buildings does not trigger a new parking requirement. This recognizes the established, compact nature of the downtown, where providing on-site parking is often impractical. However, existing buildings must provide parking in accordance with Schedule "B" if they are expanded by more than 10% of the existing floor area, or if the residential density of the site is increased. In addition, any off-street parking that already exists cannot be reduced below the bylaw's standards. In short, the downtown's existing building stock is grandfathered from parking requirements, but material expansions or the addition of dwelling units cause those parking requirements to apply.

In this case, the proposal adds a second dwelling unit to the building, thus increasing the residential density of the site. That change in density triggers the requirement for the applicant to provide off-street parking relative to the increase in density. Under Schedule 'B' of the Zoning Bylaw, the new dwelling unit requires two off-street parking spaces; however, the site cannot accommodate these spaces to the bylaw's dimensional standard. Faced with this spatial limitation, the applicant has two variance options available. First, they could request a variance to reduce the number of required off-street parking spaces from 2 to 0, which would allow the existing informal parking area to continue to be used largely for the commercial units. Alternatively, they could seek variances to reduce the minimum dimensions of the off-street parking spaces within that informal parking area, with those modified spaces then being dedicated entirely to the second dwelling unit. The applicant chose to pursue the first option.

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 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.a* - Council will work with community stakeholders, including the business community, to create a diverse built environment that draws people into the commercial areas, promotes social interaction and sense of community and incorporates history, heritage, arts and culture.
- *Policy 5.3.b* - Council will review land use bylaws and policy in support of mixed uses in commercial, industrial and growth areas aimed at strengthening the existing business sector and attracting new business and industry.
- *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 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 12.3.c* - Council encourages and supports creative and innovative infilling, development, redevelopment and renovation of existing buildings in order to maintain a strong focus on commercial activity in commercial areas.

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 in response to the referral.

Planning Analysis

The City of Enderby Planner raises no objections to the applicant's request to vary Sections 901.3 and 901.5.a of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum number of required off-street parking spaces for a dwelling unit from 2 to 0, as shown on the attached Schedule 'A'. It is recommended that Council support the variance request for the following reasons:

- i. A second-storey commercial unit here would see little market demand. Alternatively, adding the space to the existing dwelling unit offers limited value given that is already a very spacious unit at 1,231 square feet in size. Given this, using the space to create a new one-bedroom rental unit is the most practical and productive use of the floor space.

- ii. 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.
- iii. The proposal would foster additional rental housing within the community, which is identified as a key need in the City's Interim Housing Needs Report.
- iv. The parking demand associated with a small, one-bedroom dwelling unit is generally low. Notwithstanding this, the lack of on-site parking means that the tenants of the second dwelling unit will almost certainly rely on public parking in order to accommodate their vehicles, as is currently the case for the existing dwelling unit. Having said that, the property sits close to public parking that can absorb any overflow from the site. The site's residential overflow will occupy adjacent public parking areas overnight when those spaces are otherwise vacant due to different peak utilization periods. The proposal would also bring the site to full build-out, leaving little room for additional units or parking demand beyond what is now contemplated. Staff recognize that public parking has finite capacity and that this variance will impact the public parking inventory. Having said that, the impact will be minimal given that the proposal involves a single, one-bedroom dwelling unit. The broader community benefit of securing an additional rental unit outweighs this minor reduction in public parking capacity. The housing agreement requirements described below will ensure that parking demands associated with the proposed second dwelling unit are mitigated.

It is recommended that Council's support be made conditional on the property owner taking measures to ensure that the parking demands from the residential uses of the site are kept to a minimum. Staff therefore recommend that issuance of the Development Variance Permit be subject to the property owner satisfying the following two conditions:

1. Housing agreement covenant

The owner would be required to register a housing agreement on the title of the property by covenant. This agreement must be in substantial accordance with the template attached as Schedule 'B'. A housing agreement runs with the land and binds the current owner and all future owners to its conditions.

The terms of this housing agreement will apply to both dwelling units on the property. Limiting the combined parking demands of both units is the specific scenario that provides staff with the basis to recommend Council's support for this application. Recommending approval of the parking variance would be difficult without a mechanism to ensure the existing dwelling unit's parking demands are being managed effectively alongside the new unit.

This requirement carries a specific legal limitation. The municipality lacks the statutory authority to compel modifications to established residential tenancy agreements; existing tenancies are grandfathered. The conditions established by the housing agreement will apply strictly to future tenancies.

As shown on the attached housing agreement, the property owner would be required to rent the dwelling units on the property only to tenants who have one vehicle or less, with parking of commercial or oversized vehicles on the property being prohibited, with those restrictions being a material term of any future tenancy agreement. Together, these terms cap the number of vehicles the property can generate to no more than one per dwelling unit, giving the City a direct and enforceable means of keeping the site's residential parking demands to a minimum.

2. Release and indemnity covenant

The owner would be required to register a covenant that releases and indemnifies the City, including any litigation costs, from claims arising out of the issuance of the Development Variance Permit. The covenant would also have the owner acknowledge two items: i) that the City keeps full discretion over how, where, and whether public parking is provided or managed in the future, and ii) that neither the owner nor any future owner gains any right or expectation to public or on-street parking as a result of the issuance of the Development Variance Permit.

The purpose of this covenant is to keep the issuance of the Development Variance Permit from being read, now or later, as a commitment by the City to supply parking for the property. The covenant would confirm that issuance of the Permit does not transfer any parking obligation or entitlement onto the City, and the City reserves the right to manage public parking as it sees fit into the future.

Summary

This report relates to a Development Variance Permit application for the property located at 809 George Street, Enderby BC. The applicant is proposing to legalize a second dwelling unit that was constructed on the second storey of the commercial building without a Building Permit. In order to accommodate the proposed development, the applicant is requesting to vary Sections 901.3 and 901.5.a of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum number of required off-street parking spaces for a dwelling unit from 2 to 0, as shown on the attached Schedule 'A'.

The Manager of Planning, Community Safety and Bylaw Compliance recommends that Council support the variance requests subject to the property owner satisfying the above-described conditions.

ATTACHMENTS

- Subject Property Map
- Schedule 'A' – Plans
- Schedule 'B' – Housing Agreement Template

Approved for Inclusion by..... Tate Bengtson, Chief Administrative Officer
Agenda Council, Regular, June 10, 2026

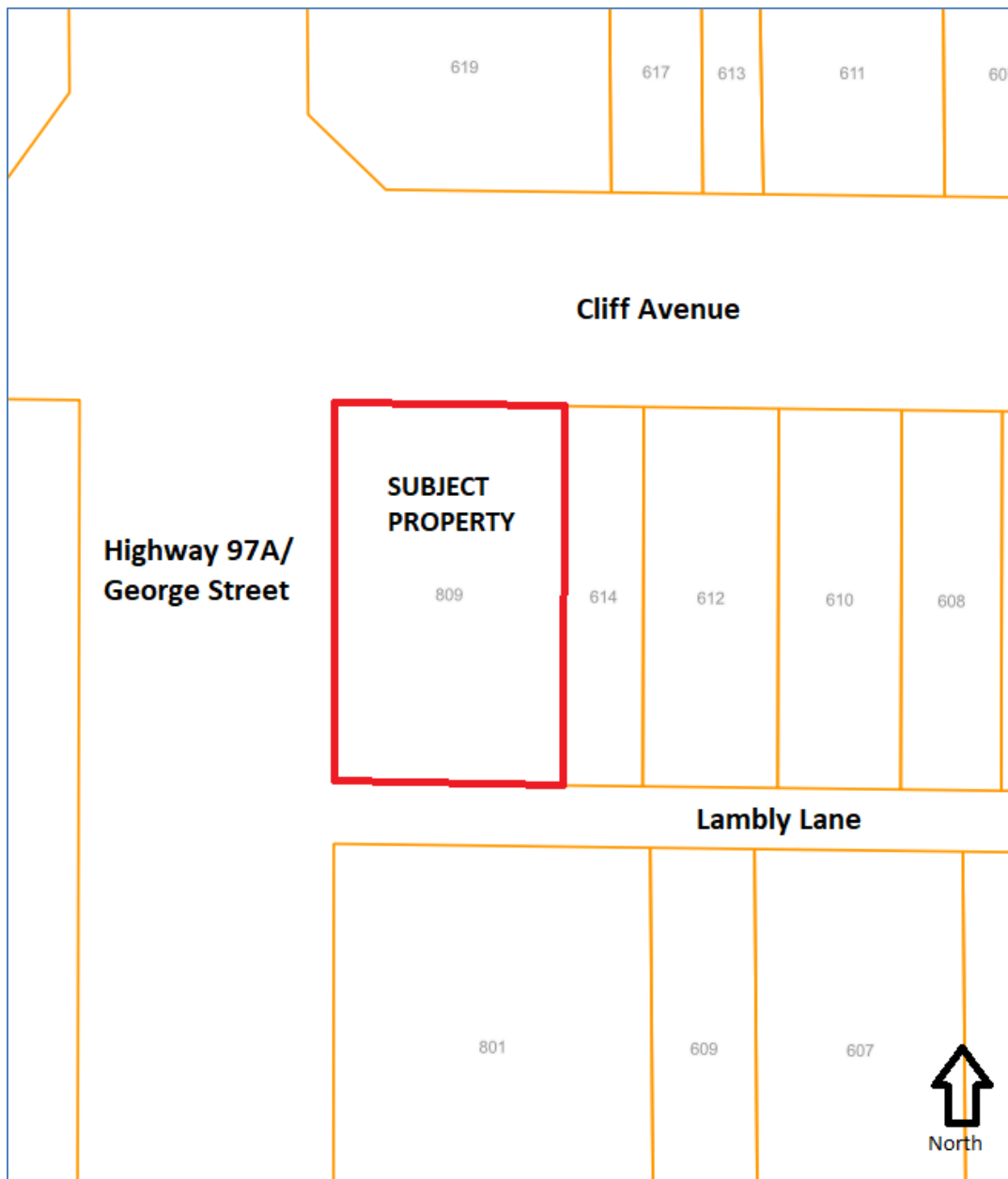
THE CORPORATION OF THE CITY OF ENDERBY
DEVELOPMENT VARIANCE PERMIT APPLICATION
SUBJECT PROPERTY MAP

File: 0092-26-DVP-END (Netzelwood)

Applicant: Drayson Netzelwood

Owner: Post Tenebras Lux Holdings Ltd.

Location: 809 George Street, Enderby BC



Schedule 'B'

PART 2 - TERMS OF INSTRUMENT

HOUSING AGREEMENT AND SECTION 219 COVENANT

(Section 483 of the *Local Government Act* and Section 219 of the *Land Title Act*)

THIS AGREEMENT made this _____ day of _____, 2026.

BETWEEN:

CITY OF ENDERBY
(the **City**)

OF THE FIRST PART

AND:

THE OWNER
(the **Owner**)

OF THE SECOND PART

WHEREAS:

- A. The City may, under Section 483 of the *Local Government Act*, enter into a housing agreement with an owner regarding the occupancy of the housing units identified in the agreement, including but not limited to terms and conditions referred to in Section 483(2) of the *Local Government Act*,
- B. Section 219 of the *Land Title Act* permits the registration of a covenant of a negative or positive nature in favour of the City in respect of the use of land or construction on land;
- C. The Owner is the registered owner in fee simple of the parcel that is the subject of this Agreement (the **Lands**);
- D. The Owner has applied to the City to legalize a second dwelling unit constructed in the commercial building located on the Lands;
- E. This Agreement is a condition of the issuance of a Development Variance Permit by the City of Enderby;
- F. The Owner and the City wish to enter into this Agreement to provide for rental housing on the terms and conditions set out in this Agreement, and agree that this Agreement is a housing agreement under Section 483 of the *Local Government Act* and a covenant under Section 219 of the *Land Title Act*;
- G. The City has, by bylaw, authorized the execution of this Agreement and the Owner has duly authorized the execution of this Agreement;

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of \$1.00 paid by the City to the Owner (the receipt of which is acknowledged by the Owner) and in consideration of the promises exchanged below, the City and the Owner covenant and agree as follows:

1. DEFINITIONS AND INTERPRETATION

- i. In this Agreement, unless otherwise defined, words have the same meanings as in the Zoning Bylaw, and the following words have the following meanings:
 - a) "Agreement" means this agreement and includes all recitals, instruments, schedules, and amendments thereto;
 - b) "Commercial Vehicle" means any type of motor vehicle that is larger than 5.5m (18.04ft.) long, and 2.95m (9.68ft.) wide, and that by its type of construction and equipment is designed for, and capable of transporting goods or paying passengers;
 - c) "Dwelling Unit" means one (1) or more rooms used for the residential accommodation of only one (1) family when such room or rooms contain or provide for sleeping, sanitary, and no more than one (1) set of cooking facilities;
 - d) "LTO" means Kamloops Land Title Office or its successor;
 - e) "Motorhome" means a type of self-propelled recreation vehicle which offers living accommodation combined with a vehicle engine;
 - f) "Oversized Vehicle" means any Vehicle that is larger than 5.5m (18.04ft.) long, and 2.95m (9.68ft.) wide;
 - g) "Street" means a "highway" as defined by the *Transportation Act, SBC 2004* and shall also be deemed to include any private or internal road, driveway, and private or public parking area that is not part of the Lands;
 - h) "Tenant" means a tenant under a Tenancy Agreement;
 - i) "Tenancy Agreement" means a tenancy agreement, lease, license or other agreement granting rights to occupy a Dwelling Unit;
 - j) "Trailer" means any vehicle, coach, house-car, conveyance, or conveyance with an addition, designed to travel often on the highways, constructed or equipped to be used as temporary living or sleeping quarters by holiday makers;
 - k) "Vehicle" means a device in, or by which, a Tenant or Visitor is or may be transported or drawn on a highway, except a device designed to be moved by human power;
 - l) "Visitor" means any guest, visitor or invitee of a Tenant; and
 - m) "Zoning Bylaw" means the City of Enderby Zoning Bylaw No. 1550, 2014, as amended from time to time.
- ii. In this Agreement:
 - a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise;
 - b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
 - c) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the corresponding numbered or lettered article, section or Schedule of this Agreement;

- d) If a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- e) the word “enactment” has the meaning given in the *Interpretation Act* on the reference date of this Agreement;
- f) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- g) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- h) the provisions of Section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- i) all provisions are to be interpreted as always speaking;
- j) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers;
- k) reference to a “day”, “month”, “quarter” or “year” is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- l) any act, decision, determination, consideration, consent or exercise of discretion by a party, or other person, as provided in this Agreement must be performed, made or exercised acting reasonably.

2. TERMS

- i. The Owner covenants and agrees as follows:
 - a) the Lands must be used only in accordance with this Agreement;
 - b) the Tenants of Dwelling Units on the Lands, and their Visitors, are prohibited from parking Commercial Vehicles, Motorhomes, Oversized Vehicles or Trailers on the Lands or on a Street;
 - c) no more than one (1) Vehicle may be kept or used in connection with each Dwelling Unit on the Lands, whether parked on the Lands or on a Street;
 - d) the Owner must include in every Tenancy Agreement entered into after the date of this Agreement for a Dwelling Unit on the Lands, as a material term of the tenancy, provisions that require the tenant to:
 - i. comply with the prohibition in subsection 2(i)(b) on parking Commercial Vehicles, Motorhomes, Oversized Vehicles, and Trailers on the Lands or on a Street; and
 - ii. keep or use no more than one (1) Vehicle in connection with the tenancy, whether parked on the Lands or on a Street.
 - e) notwithstanding subsections 2(i)(b), 2(i)(c), and 2(i)(d), the prohibitions and vehicle limits described therein do not apply to a Tenant occupying a Dwelling Unit under a valid Tenancy Agreement executed prior to the date of this Agreement. Upon the lawful termination or expiration of any such pre-existing

Tenancy Agreement, the terms of this Agreement shall apply in full force to any subsequent Tenancy Agreement and all future Tenants of that Dwelling Unit.

3. TRANSFER RESTRICTIONS

- ii. The Owner and the City hereby covenant and agree that the Owner must not sell or transfer, or agree to sell or transfer, any interest in the Lands or any building thereupon, other than a full interest in the fee simple title to a purchaser that agrees to assume the terms and conditions of this Agreement. This section does not restrict the Owner from granting easements, rights of way and similar interests in land subject to this Housing Agreement and Section 219 Covenant having priority over such interests.

4. NOTICE TO BE REGISTERED IN LAND TITLE OFFICE

- i. The Owner acknowledges and agrees that:
 - a) this Agreement constitutes both a covenant under Section 219 of the *Land Title Act* and a housing agreement entered into under Section 483 of the *Local Government Act*,
 - b) notice of this Agreement shall be registered in the LTO by the City at the cost of the Owner in accordance with Section 483 of the *Local Government Act*, and
 - c) this Agreement shall be binding on all persons who acquire an interest in the Lands after registration of this notice, and unless discharged in accordance with this Agreement, run with and bind the Lands in perpetuity.

5. COMPLIANCE WITH AGREEMENT

- i. The Owner hereby irrevocably authorizes the City to make such inquiries as it considers reasonably necessary in order to confirm that the Owner is complying with this Agreement.
- ii. The Owner agrees that it will provide to the City a report in writing, to the reasonable satisfaction of the City, describing compliance with this Agreement.

6. ENFORCEMENT AND WAIVER

- i. Nothing contained or implied herein shall prejudice or affect the rights and powers of the City in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands as if this Agreement had not been executed and delivered by the Owner. The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement shall not be construed as a waiver of any future or continuing failure, whether similar or dissimilar.
- ii. The parties agree that the City is not obligated to inspect the lands or to otherwise ensure compliance with this Agreement, nor is the City obligated to remedy any default of this Agreement. A failure by the City to enforce this Agreement shall not constitute a waiver of any of the City's rights herein.
- iii. Notwithstanding any provision to the contrary in this Agreement, if the Owner is in default of its obligations in this Agreement then the City may, by written notice to the

Owner, require such default to be corrected within thirty (30) days after receipt of such notice; and

- iv. If within the thirty (30) days after receipt of such notice the default has not been corrected or reasonable steps to correct the default have not been taken, the City, without limiting any other right it might have, may pursue a remedy consistent with the provisions described in Section 6 (v) and (vi) below.
- v. No remedy under this Agreement is deemed to be exclusive but will, where possible, be cumulative with all other remedies available at law or in equity.
- vi. The Owner covenants and agrees that, in addition to any remedies that are available under this Agreement or at law, the City is entitled to all equitable remedies, including specific performance, injunction and declarative relief to enforce its rights under this Agreement. The Owner acknowledges that specific performance, injunctive relief (mandatory or otherwise) or other equitable relief may be the only adequate remedy for a default by the Owner under this Agreement.

7. TERM

- i. Subject to discharge provisions in Section 8, this Agreement shall be in perpetuity.
- ii. If this Agreement is discharged in accordance with Section 8 (i) or Section 11 (i) (c), both parties shall execute the discharge for filing in the LTO.

8. DISCHARGE OR AMENDMENT

- i. This Agreement shall be discharged, amended or affected only by an instrument duly executed by both the Owner and the City. A unilateral discharge is the right of the City under Section 11 (i) (c).
- ii. Pursuant to Section 483 (4) of the *Local Government Act*, this Agreement may be amended only by a bylaw adopted with the consent of the Owner.

9. INDEMNITY AND RELEASE

- i. The Owner hereby releases and indemnifies and saves harmless the City from all loss, damage, costs (including without limitation, legal costs), expenses, actions, suits, debts, accounts, claims and demands, including without limitation, any and all claims of third parties (and including personal injury, death or damage occurring in or on the Lands), which the City may suffer, incur or be put to arising directly or indirectly out of or in connection with this Agreement, including:
 - a) any breach by the Owner of any covenant or agreement contained in or related to this Agreement;
 - b) the exercise of discretion by any City employee or official for any matter relating to this Agreement;
 - c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Dwelling Units;
 - d) the exercise by the City of any of its rights under this Agreement or an enactment; and/or

- e) the City withholding any demolition, building or occupancy agreement in accordance with the terms of this Agreement.
- ii. Indemnity and release shall survive the termination of this Agreement.

10. BENEFIT AND BINDING EFFECT

- i. This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees.
- ii. Once a notice of this Agreement is filed in the LTO, the Agreement and, if applicable, any amendment to it, is binding on all persons who acquire an interest in the land affected by the Agreement, including all amendments thereto.

11. AGREEMENT FOR BENEFIT OF CITY ONLY

- i. The Owner and the City agree that:
 - a) this Agreement is entered into only for the benefit of the City;
 - b) this Agreement is not intended to protect the interests of the Owner, any tenant, or any future owner, lessee, occupier or user of the Land or the building or any portion thereof, including any Dwelling Units; and
 - c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

12. NO COMPENSATION

- i. The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in interest or title which at any time results directly or indirectly from the operation of this Agreement.

13. NO PUBLIC LAW DUTY

- i. Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

14. NOTICE

- i. Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

15. SEVERABILITY

- i. If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

16. SOLE AGREEMENT

- i. This Agreement, and any documents signed by the Owner contemplated by this Agreement, represents the whole agreement between the City and the Owner, and there are no warranties, representations, conditions or collateral agreements made by the City or the Owner except as set forth in this Agreement.

17. COVENANT RUNS WITH THE LAND

- i. This Agreement burdens and runs with the Lands and every parcel into which it is subdivided. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

18. PRIORITY

- i. The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement will be noted and registered against title to the Lands in priority to all financial charges and financial encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City or in favour of the City, and that a notice under Section 483(5) of the *Local Government Act* will be filed on the title on the Lands.

19. LIMITATION ON OWNER'S OBLIGATIONS

- i. The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

20. NO JOINT VENTURE

- i. Nothing in this Agreement constitutes the Owner as the agent, joint venturer, or partner of the City or gives the Owner any authority to bind the City in any way.

21. JOINT AND SEVERAL

- i. If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

22. APPLICABLE LAW

- i. Unless the context otherwise requires, the laws of British Columbia will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia. Without limiting the above, in the event of any conflict between any provision of this Agreement and the *Residential Tenancy Act*, this Agreement is without effect to the extent of the conflict, except that the Owner shall be responsible for ensuring that every Tenancy Agreement fairly reflects the material terms of this Agreement.

23. FURTHER ACTS

- i. The Owner shall do everything reasonably necessary to give effect to the intent of this Agreement, including execution of further instruments.

24. DEED AND CONTRACT

- i. By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by the terms of this instrument, the parties each have executed and delivered this Agreement under seal by executing Part 1 of the *Land Title Act* Form C to which this Agreement is attached and which forms part of this Agreement.

END OF DOCUMENT



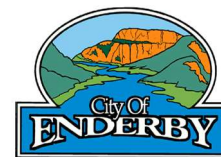
CITY OF ENDERBY

2025 ANNUAL REPORT

MISSION STATEMENT

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

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



City of Enderby

2025 Annual Report

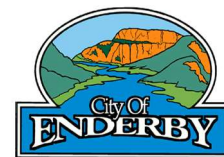
AUDITED FINANCIAL STATEMENTS

- The 2025 Audited Financial Statements were presented and approved by Council on April 20, 2026 and are included at the end of this Annual Report.

PERMISSIVE PROPERTY TAX EXEMPTIONS

- The following properties in the City of Enderby were provided permissive tax exemptions by Council in 2025. The dollar value to the right indicates the amount of property taxes that would have been imposed on the property in that year, had it not been granted a permissive property tax exemption.

| Name | Civic Address | Amount (\$) |
|--|-----------------------|-----------------|
| Turning Points Collaborative Society (Pioneer Place) | 1104 Belvedere Street | 12,308 |
| Enderby & District Senior Citizen's Complex | 606 Stanley Avenue | 2,498 |
| Enderby & District Senior Citizen's Complex | 1011 George Street | 3,580 |
| Enderby Seniors Housing Society (Phase 2) | 708 Granville Avenue | 13,821 |
| Enderby Fraternal Hall Society | 507 Mill Avenue | 1,376 |
| Royal Canadian Legion Branch # 98 | 909 Belvedere Street | 1,640 |
| St. Andrew's United Church | 606 Regent Avenue | 1,298 |
| St. Andrew's United Church | 1110 Belvedere Street | 829 |
| Enderby Evangelical Chapel | 706 Mill Avenue | 1,078 |
| Synod Diocese Kootenay (St. George Anglican Church) | 602 Knight Avenue | 1,335 |
| Synod Diocese Kootenay (St. George Anglican Church) | 608 Knight Avenue | 784 |
| Enderby Congregation of Jehovah's Witnesses | 115 George Street | 3,983 |
| Roman Catholic Bishop of Kamloops | 1406 George Street | 1,533 |
| Seventh-Day Adventist Church | 703 Vernon Street | 2,836 |
| Imperial Oil Ltd. (City Hall parking lot) | 907 George Street | 2,908 |
| City of Enderby (Enderby Drill Hall Committee) | 208 George Street | 3,694 |
| City of Enderby (Enderby Drill Hall Committee) | 206 George Street | 1,159 |
| City of Enderby (Enderby Drill Hall Committee) | 204 George Street | 1,877 |
| City of Enderby (Enderby & District Museum Society) | 903 George Street | 6,410 |
| Total Tax Exemptions provided for 2025 | | \$64,947 |



REPORT ON SERVICES AND OPERATIONS IN 2025

Administration and Governance

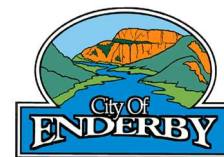
- Continued to build dialogue and foster opportunities for cooperation and collaboration with neighbouring and regional partners.
- Hosted a “coffee with Mayor & Council” event.
- Participated in the regional accessibility committee, including the adoption of the North Okanagan Accessibility Plan.

Economic

- Continued to offer case managed planning services for development.
- Continued to offer perpetual business licenses to cut red tape for businesses.
- Continued to provide office space in City Hall for Community Futures small business advisors.
- Supported Community Futures North Okanagan with the Rail Trail business readiness initiative.
- Conducted a Business Walk to engage with local businesses.

Emergency Management and Community Safety

- Continued to enhance relationships with neighbouring jurisdictions involved in emergency management.
- Installed backup power for the Fire Hall.
- Installed new gear racking in the Fire Hall.
- Bolstered the City’s fire inspection program and aligned it with recent changes related to the new Fire Safety Act.
- Continued to participate in inter-agency meetings of community support and social service groups.
- Purchased a speed board reader for deployment in areas where vehicle speeds are a concern.
- Completed the development of a Community Wildfire Resiliency Plan.
- Participated in the North Okanagan Community FireSmart and Resiliency Committee.
- Continued to implement a local FireSmart program, which included hosting FireSmart events and fostering education and awareness of FireSmart principles.
- Continued to implement the indigenous engagement requirements within the Emergency and Disaster Management Act, including partnering with the Regional District of North Okanagan and member municipalities in the development of a North Okanagan Emergency Management Indigenous Engagement Plan.
- Purchased additional equipment and supplies for the City’s primary Emergency Operations Centre in order to strengthen the resiliency of the facility.
- Continued to work with the RCMP to build a safe community.



Environment

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

Infrastructure and Asset Management

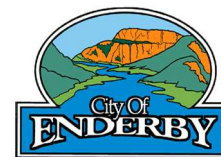
- Completed reconstruction of Granville Avenue, west of George Street.
- Reconstructed Reservoir #1.
- Continued to invest 1% new taxation in asset management.
- Completed the concept design work and financial strategy to support the expansion of the water treatment plant, including obtaining loan authorization.
- Completed the design work for the renewal of King Avenue between Vernon Street and George Street.
- Commenced design work for the reconstruction of Brickyard Road north of Danforth Avenue.

Recreation, Events, and Public Spaces

- Commenced construction of the new outdoor pool.
- Hosted two Music by the River events.
- Hosted the Enderby Super Roller Disco event.
- Provided support to the Shuswap River Ambassadors.
- Provided an annual grant for the Shuswap Trails Roundtable.
- Planted new trees at Barnes Park, Riverside Park, and Cliff Avenue.
- Replaced the dugout roofs at Diamond 1 and Diamond 2 at Riverside Park.
- Purchased a new digital sign for the John Pritchard Memorial Sports Complex.
- Completed the construction of a pedestrian walkway along the unpaved portion of Waterwheel Street to improve pedestrian safety.
- Established a Public Art Select Committee to review existing public art within the community and identify opportunities for new, improved or changed public art.
- Implemented the City of Enderby Public Art Sculpture Program.
- Continued the operational agreement with Shuswap Trail Alliance for trail planning and development services.

Social Health, Food Security, and Housing

- Continued to recognize community volunteers.
- Continued to provide space to the Harvest Hut in the Maud Street parking lot.
- Continued to provide space on Cliff Avenue to support the Enderby Farmers Market.



- Drafted updates to the Zoning Bylaw and Official Community Plan to align with the Housing Needs Report, consistent with provincial housing legislation.

DECLARATION OF DISQUALIFIED COUNCIL MEMBERS

- None.

DEVELOPMENT COST CHARGES

| | <i>Balance Dec 31/24</i> | <i>Received in 2025</i> | <i>Interest Earned in 2025</i> | <i>Expended / Credited in 2025</i> | <i>Balance Dec 31/25</i> |
|--------------------|------------------------------|-----------------------------|--|--|------------------------------|
| Sewer | 294,803 | 13,514 | 12,731 | 0 | 321,048 |
| Water | 556,182 | 12,635 | 23,605 | 221,200 | 371,222 |
| Storm Sewer | 3,024 | 0 | 126 | 0 | 3,150 |
| Roads/Curbs | 228,856 | 0 | 9,545 | 0 | 238,401 |
| Total | 1,082,865 | 26,149 | 46,007 | 221,200 | 933,821 |

OFF-STREET PARKING RESERVE FUND

- There are no funds in this reserve.

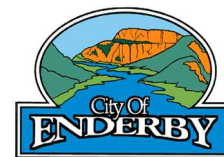
OBJECTIVES AND PROGRESS MEASURES FOR 2026

Administration and Governance

- Continue to build dialogue and foster opportunities for cooperation and collaboration with neighbouring and regional partners, including support for the After-Hours Hoops youth basketball program in conjunction with Splatsin and Area F of the RDNO.
- Host a “coffee with Mayor & Council”.
- Participate in the regional accessibility committee.
- Administer the 2026 Local Government Election.

Economic

- Continue to offer case managed planning services for development.
- Continue to offer perpetual business licenses to cut red tape for businesses.
- Continue to provide office space in City Hall for Community Futures small business advisors.
- Continue to support Community Futures North Okanagan with the Rail Trail business readiness initiative.



- Hold another Business Walk to engage with local businesses.

Emergency Management and Community Safety

- Continue to enhance relationships with neighbouring jurisdictions involved in emergency management.
- Purchase new firefighting equipment through the Community Emergency Preparedness Fund.
- Make improvements to the Fire Hall truck bay.
- Continue to participate in inter-agency meetings of community support and social service groups.
- Deploy the recently purchased speed board reader along Highway 97A in order to support reduced vehicle speeds.
- Continue to implement the recommendations of the Community Wildfire Resiliency Plan.
- Continue to participate in the North Okanagan Community FireSmart and Resiliency Committee.
- Continue to implement a local FireSmart program by offering free FireSmart property assessments, hosting FireSmart events, and fostering education and awareness of FireSmart principles.
- Implement the indigenous engagement requirements within the Emergency and Disaster Management Act.
- Continue to work with the RCMP to sustain and enhance a safe community.
- Complete a fuel prescription for Johnston Park, if the grant application is successful.

Environment

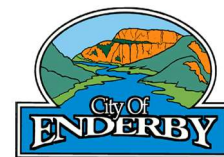
- Continue to reduce emissions by operating a biomass heating system at the City's public works yard, which services the public works shop, sewer treatment plant, and dog pound, and participating in a biomass district heating system for the Enderby Pool.
- Host the annual Our Enderby Cleanup Challenge.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

Infrastructure and Asset Management

- Reconstruct King Avenue.
- Continue to invest 1% new taxation in asset management.
- Complete design work for the reconstruction of Brickyard Road north of Danforth Avenue.
- Purchase and install a coverall structure for Public Works for storage and protection of road maintenance materials.

Recreation, Events, and Public Spaces

- Complete construction of the new outdoor pool.
- Develop a vision for the future use of Barnes Park.



- Provide support to the Shuswap River Ambassadors.
- Provide annual grant for the Shuswap Trails Roundtable.
- Replace the dugout roofs at Diamond 3 and Diamond 4 at Riverside Park.
- Continue the operational agreement with Shuswap Trail Alliance for trail planning and development services.

Social Health, Food Security, and Housing

- Continue to recognize community volunteers.
- Develop a volunteer engagement and coordination program to increase annual volunteer hours to the community.
- Continue to provide space to the Harvest Hut in the Maud Street parking lot.
- Continue to provide space on Cliff Avenue to support the Enderby Farmers Market.
- Complete updates to the Zoning Bylaw and Official Community Plan to align with the Housing Needs Report, consistent with provincial housing legislation.

**THE CORPORATION OF THE CITY
OF ENDERBY**

FINANCIAL STATEMENTS

For the year ended December 31, 2025

THE CORPORATION OF THE CITY OF ENDERBY

December 31, 2025

| CONTENTS | Page |
|---|-------------|
| MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING | 3 |
| INDEPENDENT AUDITOR'S REPORT | 4 - 5 |
| FINANCIAL STATEMENTS | |
| Statement of Financial Position | 6 |
| Statement of Operations | 7 |
| Statement of Change in Net Financial Assets | 8 |
| Statement of Cash Flows | 9 |
| Summary of Significant Accounting Policies | 10 - 13 |
| Notes to Financial Statements | 14 - 29 |
| Schedule I - Schedule of Segment Disclosures | 30 - 31 |
| Schedule II - Area F Services | 32 |

Management's Responsibility for Financial Reporting

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

Management is responsible for implementing and maintaining a system of internal controls that are designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are regularly monitored and evaluated by management.

These financial statements have been audited by BDO Canada LLP, independent external auditors appointed by the City of Enderby. The following Independent Auditor's Report describes their responsibilities, scope of examination and opinion on the City's financial statements. The auditors have full and free access to the accounting records and Council.

Signed by:

Jennifer Bellamy

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Chief Financial Officer
April 20, 2025



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

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

Independent Auditor's Report

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

Opinion

We have audited the financial statements of the Corporation of the City of Enderby (the City), which comprise the statement of financial position as at December 31, 2025, and the statements of operations, change in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2025, and the statements of operations, change in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

Unaudited Information

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

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.



Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BDO Canada LLP

Chartered Professional Accountants

Vernon, British Columbia
April 21, 2026

THE CORPORATION OF THE CITY OF ENDERBY

Statement of Financial Position

As at December 31, 2025

| | 2025 | 2024 |
|---|----------------------|----------------------|
| Financial assets | | |
| Cash | \$ 6,575,847 | \$ 3,442,874 |
| Portfolio investments (Note 3) | 8,432,865 | 11,814,347 |
| Accounts receivable (Note 4) | 1,947,769 | 1,533,211 |
| Deposit - Municipal Finance Authority (Note 5) | 52,517 | 39,080 |
| | <u>17,008,998</u> | <u>16,829,512</u> |
| Liabilities | | |
| Accounts payable and accrued liabilities (Note 6) | 1,877,878 | 718,359 |
| Deferred revenue (Note 7) | 2,388,076 | 2,577,335 |
| Long-term debt (Note 8) | 3,317,302 | 1,950,328 |
| Asset retirement obligations (Note 9) | 1,647,302 | 1,317,848 |
| | <u>9,230,558</u> | <u>6,563,870</u> |
| Net financial assets | <u>7,778,440</u> | <u>10,265,642</u> |
| Non-financial assets | | |
| Prepaid expenses | 72,261 | 80,375 |
| Tangible capital assets (Note 10) | 43,564,983 | 34,797,559 |
| | <u>43,637,244</u> | <u>34,877,934</u> |
| Accumulated surplus (Note 11) | <u>\$ 51,415,684</u> | <u>\$ 45,143,576</u> |

Contingent Liabilities (Note 13)

Chief Financial Officer Signed by:
Jennifer Bellamy
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THE CORPORATION OF THE CITY OF ENDERBY
Statement of Operations

For the year ended December 31, 2025

| | 2025 Budget | 2025 Actual | 2024 Actual |
|---|-------------------|--------------------------|-------------------|
| (Note 19) | | | |
| Revenue | | | |
| Taxation - net (Note 14) | \$ 2,924,816 | \$ 2,895,643 | \$ 2,742,880 |
| Grants and subsidies (Note 15) | 7,459,516 | 6,162,425 | 2,708,278 |
| Sale of services (Note 16) | 2,309,250 | 2,301,751 | 2,605,841 |
| Other revenue from own sources | 100,850 | 144,036 | 114,627 |
| Interest and penalties | 588,500 | 579,590 | 704,305 |
| Developer contributions | - | - | 2,125,862 |
| Recognition of restricted revenues | | 221,200 | - |
| | <u>13,382,932</u> | <u>12,304,645</u> | <u>11,001,793</u> |
| Expenses (Note 17) | | | |
| General government services | 1,338,854 | 1,110,639 | 1,030,104 |
| Protective services | 473,000 | 452,514 | 362,641 |
| Transportation services | 619,261 | 1,089,843 | 1,003,129 |
| Solid waste services | 125,900 | 131,440 | 118,239 |
| Community development services | 54,300 | 31,730 | 26,352 |
| Recreational and cultural services | 168,100 | 137,681 | 127,828 |
| Riverside RV Park & tourism services | 299,960 | 238,406 | 255,537 |
| Enderby / Area F services | 1,115,500 | 1,143,660 | 1,100,351 |
| Water supply | 798,200 | 1,047,655 | 1,167,592 |
| Sewer services | 666,500 | 842,864 | 758,544 |
| | <u>5,659,575</u> | <u>6,226,432</u> | <u>5,950,317</u> |
| Excess revenue over expenses | 7,723,357 | 6,078,213 | 5,051,476 |
| Loss on disposal of tangible capital assets | - | (9,226) | (8,946) |
| Gain on revaluation of ARO | - | 203,121 | - |
| | | <u>6,272,108</u> | <u>5,042,530</u> |
| Annual surplus | \$ 7,723,357 | \$ 6,272,108 | \$ 5,042,530 |
| Accumulated surplus, beginning of year | 45,143,576 | 45,143,576 | 40,101,046 |
| Accumulated surplus, end of year | \$ 52,866,933 | \$ 51,415,684 | \$ 45,143,576 |

THE CORPORATION OF THE CITY OF ENDERBY

Statement of Change in Net Financial Assets

For the year ended December 31, 2025

| | 2025 | 2024 |
|---|---------------------|---------------------|
| Annual surplus | \$ 6,272,108 | \$ 5,042,530 |
| Amortization of tangible capital assets | 1,494,303 | 1,308,668 |
| Change in prepaid expenses | 8,114 | 15,389 |
| Increase in tangible capital assets due to asset retirement obligations | (474,590) | - |
| Disposal of tangible capital assets | 12,164 | 27,326 |
| Acquisition of tangible capital assets | (9,799,301) | (5,078,990) |
| Increase in net financial assets | (2,487,202) | 1,314,923 |
| Net financial assets, beginning of year | 10,265,642 | 8,950,719 |
| Net financial assets, end of year | \$ 7,778,440 | \$ 10,265,642 |

THE CORPORATION OF THE CITY OF ENDERBY

Statement of Cash Flows

For the year ended December 31, 2025

| | 2025 | 2024 |
|--|---------------------|--------------|
| Cash flows from operating activities | | |
| Cash received from: | | |
| Taxation | \$ 2,776,654 | \$ 2,776,696 |
| Grants and subsidies | 6,160,769 | 2,866,329 |
| Sale of services and other revenues | 2,183,815 | 2,436,842 |
| Interest received | 579,590 | 704,305 |
| Cash paid for: | | |
| Cash payments to suppliers and employees | (3,380,169) | (3,994,738) |
| Interest paid | (178,858) | (168,021) |
| | <u>8,141,801</u> | 4,621,413 |
| Financing activities | | |
| Proceeds of long-term debt | 1,800,000 | - |
| Debt repayment | (393,948) | (125,887) |
| Capital activities | | |
| Purchase of tangible capital assets | (9,799,301) | (2,953,129) |
| Proceeds on disposition of tangible capital assets | 2,938 | 18,381 |
| Investing activities | | |
| Increase (decrease) in portfolio investments | <u>3,381,483</u> | (2,402,331) |
| Increase (decrease) in cash | 3,132,973 | (841,553) |
| Cash, beginning of year | <u>3,442,874</u> | 4,284,427 |
| Cash, end of year | <u>\$ 6,575,847</u> | \$ 3,442,874 |

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2025

1. Status of the City of Enderby

The City of Enderby ("the City") is a municipality that was created on March 1, 1905 under the laws of British Columbia. The City provides municipal services such as public works, sewer, water, urban planning, fire protection services, and recreational and cultural services and other general government operations.

2. Significant Accounting Policies

a. Basis of Accounting

These financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles for governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. The financial statements include the accounts of all funds of the City. All interfund transfers have been eliminated. The significant policies are summarized as follows:

b. School Taxes

The City is required by *The School Act* to bill, collect, and remit provincial education support levies for properties on behalf of the Province, and school division special levies on behalf of school divisions. The City has no jurisdiction or control over the school division's operations or their mill rate increases. Therefore, the taxation, other revenues, expenses, assets and liabilities with respect to the operations of school boards are not reflected in these financial statements.

c. Portfolio Investments

Portfolio investments consist of term deposits in Canadian Chartered Banks and Canaccord Genuity, and deposits with the Municipal Finance Authority pooled investment money market fund and are recorded at cost plus earnings reinvested in the funds, which approximates their quoted market value. These investments have an effective average interest rate of 4.3% (2024 - 4.9%).

d. Deferred Revenue

Grants, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used in the conduct of certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or tangible capital assets are acquired or constructed.

e. Financial Instruments

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

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

Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. There are no unrealized changes in fair value as at December 31, 2025 and December 31, 2024. As a result, the City does not have a statement of remeasurement gains and losses.

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

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2025

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

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

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

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

f. Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses provides the Change in Net Financial Assets for the year.

i. Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The City does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset. The cost, less residual value, of the tangible capital assets are amortized on a straight line basis over their estimated useful life as follows:

| | |
|-------------------------------|----------------|
| Buildings | 20 to 50 years |
| Engineering structures | 15 to 65 years |
| Machinery and equipment | 6 to 30 years |
| Hydrants | 40 years |
| Planters | 15 to 25 years |
| Roads | 15 to 75 years |
| Storm system | 25 to 80 years |
| Water mains | 50 to 80 years |
| Water system | 15 to 50 years |
| Sanitary sewer system | 5 to 30 years |
| Sewer mains and lift stations | 30 to 80 years |

Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

g. Asset Retirement Obligations

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

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

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2025

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

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

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

h. Revenue Recognition

Taxation is recognized as revenue in the year it is levied. Sale of services and user fees are recognized when the service or product is provided by the City. Interest and penalties and all other revenue is recognized as it is earned and when it is measurable.

Government grants and transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made. Transfers received for expenditures not yet incurred are included in deferred revenue.

i. Debt Charges

Debt charges, including principal, interest and foreign exchange are charged to current operations. Interest charges are accrued for the period from the date of the latest interest payment to the end of the year.

j. Reserves

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

k. Retirement Benefits

The City participates in a multi-employer defined benefit pension plan, however, sufficient information is not available to use defined benefit accounting. Therefore, the City accounts for the plan as if it were a defined contribution plan. As such, no pension liability is included in the City's financial statements and contributions are recognized as an expense in the year to which they relate. All full-time employees are eligible to participate in the plan. Contributions are defined amounts based upon a set percentage of salary.

Employees are entitled to sick leave benefits, accrued monthly, to a maximum of 120 days. Sick leave benefits are not paid out at retirement and can only be taken during the term of employment.

l. Liability for Contaminated Sites

A contaminated site is a site at which substances occur in concentrations that exceed maximum acceptable amounts under an environmental standard. Sites that are currently in productive use are only considered a contaminated site if an unexpected event results in contamination. A liability for remediation of contaminated sites is recognized when the City is directly responsible or accepts responsibility, it is expected that future economic benefits will be given up and a reasonable estimate of the amount can be made. The liability includes all costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring. The liability is recorded net of any expected recoveries.

m. Government Transfers

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

THE CORPORATION OF THE CITY OF ENDERBY

Summary of Significant Accounting Policies

For the year ended December 31, 2025

transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

n. Budget Figures

The budget figures are from the Financial Plan Bylaw No. 1809, 2025 adopted May 5, 2025. They have been reallocated to conform to PSAB financial statement presentation. Subsequent amendments, if any, have been made by Council to reflect changes in the budget as required by law.

o. Use of Estimates

The financial statements of the City have been prepared by management in accordance with Canadian generally accepted accounting principles as prescribed by the Public Sector Accounting Board. As such, management is required to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. These estimates and assumptions are based on the City's best information and judgment and may differ significantly from actual results. The financial statements have, in the opinion of management, been prepared using careful judgment within the reasonable limits of materiality and within the framework of the accounting policies identified.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

3. Portfolio Investments

| | 2025 | 2024 |
|---|---------------------|----------------------|
| Municipal Finance Authority - Money market fund | \$ 742,887 | \$ 724,377 |
| Credit Union - Term deposits | 1,012,252 | 4,686,771 |
| Canaccord Genuity - Term deposits | 6,677,726 | 6,403,199 |
| | <u>\$ 8,432,865</u> | <u>\$ 11,814,347</u> |

The term deposits mature between February 3, 2026 and March 8, 2027 with interest rates varying from 3.4% to 4.6%.

4. Accounts Receivable

| | 2025 | 2024 |
|----------------------------|---------------------|---------------------|
| Federal Government | \$ 155,584 | \$ 51,341 |
| Trade receivables | 1,497,482 | 1,285,958 |
| Taxes receivable - current | 261,910 | 168,765 |
| arrears | 32,793 | 27,147 |
| | <u>\$ 1,947,769</u> | <u>\$ 1,533,211</u> |

5. Reserve - Municipal Finance Authority

The City issues its debt instruments through the Municipal Finance Authority. As a condition of these borrowings, a portion of the debenture proceeds are withheld by the Municipal Finance Authority as a debt reserve fund. The City also executes demand notes in connection with each debenture whereby the City may be required to loan certain amounts to the Municipal Finance Authority. These demand notes are contingent in nature and are not reflected in the accounts. The details of the cash deposits and demand notes at the year end are as follows:

| | Demand note | Cash deposits | 2025 | 2024 |
|--------------|-------------|---------------|------------|-----------|
| General fund | \$ 95,836 | \$ 52,517 | \$ 148,353 | \$ 96,090 |

6. Accounts Payable and Accrued Liabilities

| | 2025 | 2024 |
|----------------|---------------------|-------------------|
| Trade payables | \$ 1,608,893 | \$ 490,476 |
| Wages payable | 268,985 | 227,883 |
| | <u>\$ 1,877,878</u> | <u>\$ 718,359</u> |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

7. Deferred Revenue

Deferred revenue consists primarily of Development Cost Charges (DCCs), refundable deposits for building permits, conditional grants and prepaid revenues. DCCs are restricted by bylaw in their use for road, drainage, sewer and water expenses and the revenue is deferred until expenses are incurred. Refundable deposits include security deposits and building inspection surcharges that are refundable to the applicant if all conditions of the building permit are completed within 24 months of issuance. Conditional grants are recognized as revenue when all criteria have been met. Prepaid revenues are recognized in the year that the associated fee is levied.

| | December 31, 2024 | Inflows | Outflows | Interest | December 31, 2025 |
|--------------------------|----------------------|-------------------|-----------------------|------------------|----------------------|
| Development cost charges | \$ 1,082,865 | \$ 26,149 | \$ (221,200) | \$ 46,007 | \$ 933,821 |
| Refundable deposits | 676,724 | 635,063 | (479,413) | 24,302 | 856,676 |
| Conditional grants | 529,048 | 42,000 | (240,663) | - | 330,385 |
| Prepaid revenues | 288,698 | 249,261 | (276,366) | 5,601 | 267,194 |
| | \$ 2,577,335 | \$ 952,473 | \$ (1,217,642) | \$ 75,910 | \$ 2,388,076 |

Housing Initiatives Capacity Funding

The City received funding from the Province of British Columbia to fund activities and projects to meet the local government housing initiatives legislative requirements. As there are specific conditions to the funding, the unexpended funds are included in deferred revenue as a conditional grant. The following shows how these funds have been expended and the amount still included in deferred revenue:

| | 2025 | 2024 |
|----------------------------|------------------|-------------------|
| Balance, beginning of year | \$ 164,430 | \$ - |
| Funds received | - | 164,430 |
| Eligible costs incurred | (86,310) | - |
| Balance, end of year | \$ 78,120 | \$ 164,430 |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

8. Long-Term Debt

| Bylaw number | Purpose | Term remaining | % Rate | | |
|--------------|----------------------|----------------|--------|---------------------|---------------------|
| | | | | <u>2025</u> | <u>2024</u> |
| General fund | | | | | |
| 1590 | Road upgrades | 11 | 2.10 | \$ 290,437 | \$ 318,131 |
| 1544 | Road upgrades | | | - | 290,703 |
| 1525 | Road upgrades | 9 | 4.52 | 170,335 | 190,263 |
| 1494 | Storm system upgrade | 18 | 4.52 | 619,970 | 656,007 |
| 1502 | Road upgrades | 8 | 4.52 | 335,435 | 380,511 |
| 1503 | Road upgrades | 8 | 4.52 | 101,125 | 114,713 |
| 1815 | New outdoor pool | 20 | 3.73 | 1,800,000 | - |
| | | | | <u>\$ 3,317,302</u> | <u>\$ 1,950,328</u> |

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

| | <u>General fund</u> |
|-----------------------------|---------------------|
| 2026 | \$ 175,963 |
| 2027 | 182,040 |
| 2028 | 188,327 |
| 2029 | 194,832 |
| 2030 | 201,563 |
| 2031 and subsequent periods | <u>2,374,577</u> |
| | <u>\$ 3,317,302</u> |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

9. Asset Retirement Obligations

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

a) Asbestos obligations

The City owns and operates several buildings and structures that are known to have asbestos, which represents a health hazard upon demolition or renovation of the assets. There is a legal obligation to remove and dispose of the hazardous materials and as such, the liability for asbestos removal has been recognized under *PS280 - Asset Retirement Obligations*. The assets have estimated remaining useful lives ranging from 10 to 40 years.

b) Lease obligations

The City holds several long-term lease properties, which there is a legal obligation to remove improvements on the property upon the termination of the lease and as such, the liability for the costs of removal have been recognized under *PS280 - Asset Retirement Obligations*. The assets have estimated remaining useful lives ranging from 14 to 78 years.

Estimated future cash flows totaling \$4,123,166 have been discounted using a present value calculation with a discount rate of 3.7% to provide an estimate of the City's current asset retirement obligation. No recoveries on the obligations are expected at this time.

| | December 31, 2024 | Change in asset cost | Accretion | Gain on revaluation | December 31, 2025 |
|----------------------|----------------------|-------------------------|------------------|------------------------|----------------------|
| Asbestos obligations | \$ 337,668 | \$ 152,734 | \$ 14,857 | \$ (63,932) | \$ 441,327 |
| Lease obligations | 980,180 | 321,856 | 43,128 | (139,189) | 1,205,975 |
| | \$ 1,317,848 | \$ 474,590 | \$ 57,985 | \$ (203,121) | \$ 1,647,302 |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

10. Tangible Capital Assets

| | Historical Cost | | | | Accumulated Amortization | | | | Net Book Value | |
|-------------------------------|-----------------|---------------|----------------------|------------|--------------------------|---------------|--------------|------------|----------------|---------------|
| | Opening | Additions | Additions due to ARO | Disposals | Closing | Opening | Additions | Disposal | | Closing |
| 2025 | | | | | | | | | | |
| General fund | | | | | | | | | | |
| Land | \$ 1,648,517 | \$ - | \$ - | \$ - | \$ 1,648,517 | \$ - | \$ - | \$ - | \$ - | \$ 1,648,517 |
| Building sites and parks | 3,034,872 | 97,696 | 130,051 | - | 3,262,619 | 2,087,474 | 85,704 | - | 2,173,178 | 1,089,441 |
| Engineering structures | 1,057,038 | 77,690 | 4,887 | - | 1,139,615 | 435,844 | 42,746 | - | 478,590 | 661,025 |
| Furniture and equipment | 463,938 | 88,802 | - | 13,219 | 539,521 | 264,273 | 47,310 | 13,219 | 298,364 | 241,157 |
| Hydrants | 186,643 | - | - | - | 186,643 | 162,641 | 2,460 | - | 165,101 | 21,542 |
| Machinery and equipment | 3,148,954 | 119,622 | - | 25,630 | 3,242,946 | 1,703,228 | 161,479 | 25,630 | 1,839,077 | 1,403,869 |
| Planters | 118,329 | - | - | - | 118,329 | 112,252 | 1,215 | - | 113,467 | 4,862 |
| Roads | 19,802,274 | 489,950 | - | 137,436 | 20,154,788 | 8,650,437 | 448,776 | 125,272 | 8,973,941 | 11,180,847 |
| Storm system | 10,523,612 | 340,453 | 1,481 | 61,972 | 10,803,574 | 4,533,934 | 119,055 | 61,972 | 4,591,017 | 6,212,557 |
| Assets under construction | 809,676 | 5,441,010 | - | 69,174 | 6,181,512 | - | - | - | - | 6,181,512 |
| | 40,793,853 | 6,655,223 | 136,419 | 307,431 | 47,278,064 | 17,950,083 | 908,745 | 226,093 | 18,632,735 | 28,645,329 |
| Water fund | | | | | | | | | | |
| Buildings | 1,132,931 | 3,036,790 | 70,210 | 106,108 | 4,133,823 | 783,079 | 34,672 | 106,108 | 711,643 | 3,422,180 |
| Water mains | 12,573,030 | 206,211 | 254,396 | 28,947 | 13,004,690 | 7,061,644 | 204,170 | 28,947 | 7,236,867 | 5,767,823 |
| Water system | 4,132,248 | - | - | - | 4,132,248 | 3,254,866 | 117,785 | - | 3,372,651 | 759,597 |
| Assets under construction | 219,286 | - | - | 219,286 | - | - | - | - | - | - |
| | 18,057,495 | 3,243,001 | 324,606 | 354,341 | 21,270,761 | 11,099,589 | 356,627 | 135,055 | 11,321,161 | 9,949,600 |
| Sewer fund | | | | | | | | | | |
| Buildings | 133,966 | - | - | - | 133,966 | 70,334 | 3,349 | - | 73,683 | 60,283 |
| Sanitary sewer system | 4,919,328 | - | 6,971 | - | 4,926,299 | 3,272,771 | 137,556 | - | 3,410,327 | 1,515,972 |
| Sewer mains and lift stations | 6,331,176 | 189,536 | 6,594 | 5,111 | 6,522,195 | 3,060,856 | 88,025 | 5,111 | 3,143,770 | 3,378,425 |
| Assets under construction | 15,374 | - | - | - | 15,374 | - | - | - | - | 15,374 |
| | 11,399,844 | 189,536 | 13,565 | 5,111 | 11,597,834 | 6,403,961 | 228,930 | 5,111 | 6,627,780 | 4,970,054 |
| | \$ 70,251,192 | \$ 10,087,760 | \$ 474,590 | \$ 666,883 | \$ 80,146,659 | \$ 35,453,633 | \$ 1,494,302 | \$ 366,259 | \$ 36,581,676 | \$ 43,564,983 |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

10. Tangible Capital Assets - continued

2024

Historical Cost

Accumulated Amortization

| | Historical Cost | | | | Accumulated Amortization | | | | Net Book Value | |
|-------------------------------|-----------------|--------------|----------------------|------------|--------------------------|---------------|--------------|------------|----------------|---------------|
| | Opening | Additions | Additions due to ARO | Disposals | Closing | Opening | Additions | Disposal | | Closing |
| General fund | \$ 1,648,517 | \$ - | \$ - | \$ - | \$ 1,648,517 | \$ - | \$ - | \$ - | \$ - | \$ 1,648,517 |
| Land | 2,953,287 | 81,585 | - | - | 3,034,872 | 1,999,925 | 87,549 | - | 2,087,474 | 947,398 |
| Building sites and parks | 1,039,037 | 18,001 | - | - | 1,057,038 | 396,939 | 38,905 | - | 435,844 | 621,194 |
| Engineering structures | 325,767 | 144,998 | - | 6,827 | 463,938 | 242,976 | 28,123 | 6,826 | 264,273 | 199,665 |
| Furniture and equipment | 186,643 | - | - | - | 186,643 | 160,181 | 2,460 | - | 162,641 | 24,002 |
| Hydrants | 2,519,032 | 869,053 | - | 239,131 | 3,148,954 | 1,824,884 | 96,058 | 217,714 | 1,703,228 | 1,445,726 |
| Machinery and equipment | 118,329 | - | - | - | 118,329 | 111,037 | 1,215 | - | 112,252 | 6,077 |
| Planters | 18,060,670 | 1,777,877 | - | 36,273 | 19,802,274 | 8,247,359 | 436,734 | 33,656 | 8,650,437 | 11,151,837 |
| Roads | 9,788,303 | 784,884 | - | 49,575 | 10,523,612 | 4,475,000 | 108,509 | 49,575 | 4,533,934 | 5,989,678 |
| Storm system | 511,397 | 687,863 | - | 389,584 | 809,676 | - | - | - | - | 809,676 |
| Assets under construction | 37,150,982 | 4,364,261 | - | 721,390 | 40,793,853 | 17,458,301 | 799,553 | 307,771 | 17,950,083 | 22,843,770 |
| Water fund | | | | | | | | | | |
| Buildings | 1,132,931 | - | - | - | 1,132,931 | 750,030 | 33,049 | - | 783,079 | 349,852 |
| Water mains | 12,119,040 | 488,694 | - | 34,704 | 12,573,030 | 6,908,257 | 188,091 | 34,704 | 7,061,644 | 5,511,386 |
| Water system | 4,132,248 | - | - | - | 4,132,248 | 3,189,930 | 64,936 | - | 3,254,866 | 877,382 |
| Assets under construction | 96,208 | 123,078 | - | - | 219,286 | - | - | - | - | 219,286 |
| | 17,480,427 | 611,772 | - | 34,704 | 18,057,495 | 10,848,217 | 286,076 | 34,704 | 11,099,589 | 6,957,906 |
| Sewer fund | | | | | | | | | | |
| Buildings | 133,966 | - | - | - | 133,966 | 66,985 | 3,349 | - | 70,334 | 63,632 |
| Sanitary sewer system | 4,919,328 | - | - | - | 4,919,328 | 3,135,614 | 137,157 | - | 3,272,771 | 1,646,557 |
| Sewer mains and lift stations | 5,847,714 | 492,543 | - | 9,081 | 6,331,176 | 2,984,111 | 82,534 | 5,789 | 3,060,856 | 3,270,320 |
| Assets under construction | 15,374 | - | - | - | 15,374 | - | - | - | - | 15,374 |
| | 10,916,382 | 492,543 | - | 9,081 | 11,399,844 | 6,186,710 | 223,040 | 5,789 | 6,403,961 | 4,995,883 |
| | \$ 65,547,791 | \$ 5,468,576 | \$ - | \$ 765,175 | \$ 70,251,192 | \$ 34,493,228 | \$ 1,308,669 | \$ 348,264 | \$ 35,453,633 | \$ 34,797,559 |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

11. Accumulated Surplus

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

| Surplus | 2025 | 2024 |
|---|----------------------|----------------------|
| Invested in tangible capital assets | \$ 38,754,292 | \$ 31,867,510 |
| General surplus | 3,456,612 | 3,611,703 |
| Enderby / Area F Joint Services surplus | 1,229,621 | 668,038 |
| Sewer surplus | 1,472,467 | 1,423,174 |
| Water surplus | 411,450 | 452,248 |
| | 45,324,442 | 38,022,673 |
| Reserve Funds | | |
| Animal Control | 35,271 | 32,796 |
| Asset Management | 612,265 | 333,676 |
| Capacity Building | 618,826 | 390,268 |
| Cemetery | 124,771 | 101,517 |
| Community Works Fund (Gas Tax) | 41,073 | 228,965 |
| Computer Equipment | 60,985 | 54,693 |
| Equipment | 805,027 | 774,174 |
| Fire Department | 351,450 | 264,759 |
| Fortune Parks | 1,301,181 | 1,054,163 |
| Growing Communities Fund * | 397,601 | 1,634,060 |
| Parks | 260,343 | 196,984 |
| Riverside RV Park | 119,528 | 97,445 |
| Sewer System | 1,286,237 | 1,140,313 |
| Water System | 76,684 | 817,090 |
| | 6,091,242 | 7,120,903 |
| | \$ 51,415,684 | \$ 45,143,576 |

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

| | 2025 | 2024 |
|--|-------------------|---------------------|
| Balance, beginning of year | \$ 1,634,060 | \$ 1,672,413 |
| Interest earned | 68,474 | 84,725 |
| Eligible costs incurred: | | |
| Drinking water supply and distribution | (1,304,933) | (123,078) |
| Balance, end of year | \$ 397,601 | \$ 1,634,060 |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

12. COVID-19 Safe Restart Grant

The City received funding from the Province of British Columbia to fund increased operating costs and revenue shortfalls due to COVID-19. The following shows how these funds were expended and the amount available for future years:

| | 2025 | 2024 |
|-------------------------------|------------|------------|
| Balance, beginning of year | \$ 241,276 | \$ 418,239 |
| Eligible costs incurred: | | |
| Computer and technology costs | (26,404) | (30,470) |
| Facility operating costs | (4,622) | (80,548) |
| Protective services | (201,455) | (65,945) |
| Total eligible costs incurred | (232,481) | (176,963) |
| Balance, end of year | \$ 8,795 | \$ 241,276 |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

13. Contingent Liabilities

- (a) Regional District of North Okanagan: The City is a member of the Regional District of North Okanagan and is liable for its portion of any operating deficits or long-term debt related to functions in which it participates.
- (b) Municipal Insurance Association of BC: Commencing December 31, 1987, the City of Enderby entered into a self insurance scheme with British Columbia municipalities and regional districts. The City is obliged under the scheme to pay a percentage of its fellow insurers' losses. The City pays an annual premium, which is anticipated to be adequate to cover any losses incurred.
- (c) Pension Liabilities: The Municipality and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2024, the Plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2024, indicated a \$2,675 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2027.

The Corporation of the City of Enderby paid \$107,305 (2024 - \$96,720) for employer contributions to the plan in fiscal 2025.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

14. Taxation

Taxation revenue comprises the following amounts raised less transfers:

| | Budget | 2025 | 2024 |
|-----------------------------------|--------------|--------------|--------------|
| Taxation | | | |
| General municipal purposes | \$ 2,195,226 | \$ 2,159,862 | \$ 2,047,157 |
| 1% utility taxes | 72,190 | 72,184 | 73,665 |
| Water parcel | 364,500 | 369,499 | 337,242 |
| Sewer parcel | 292,900 | 294,050 | 284,742 |
| Collections for other governments | | | |
| School District | 1,347,403 | 1,357,025 | 1,319,138 |
| Policing | 222,261 | 223,965 | 220,777 |
| Regional District | 543,543 | 547,711 | 492,334 |
| Regional Hospital District | 201,625 | 203,171 | 201,556 |
| Municipal Finance Authority | 175 | 176 | 176 |
| B.C. Assessment Authority | 32,823 | 33,079 | 31,961 |
| Okanagan Regional Library | 127,654 | 128,666 | 123,053 |
| | 5,400,300 | 5,389,388 | 5,131,801 |
| Transfers | | | |
| School District | 1,347,403 | 1,357,025 | 1,319,138 |
| Policing | 222,261 | 223,965 | 220,777 |
| Regional District | 543,543 | 547,707 | 492,300 |
| Regional Hospital District | 201,625 | 203,140 | 201,536 |
| Municipal Finance Authority | 175 | 176 | 176 |
| B.C. Assessment Authority | 32,823 | 33,079 | 31,961 |
| Okanagan Regional Library | 127,654 | 128,653 | 123,033 |
| | 2,475,484 | 2,493,745 | 2,388,921 |
| | \$ 2,924,816 | \$ 2,895,643 | \$ 2,742,880 |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

15. Government Grants and Transfers

| | Budget | 2025 | 2024 |
|--------------------------------|--------------|--------------|--------------|
| Federal | | | |
| Community works fund - Gas tax | \$ 201,300 | \$ 201,288 | \$ 201,288 |
| Provincial | | | |
| Conditional | 366,380 | 232,106 | 56,999 |
| Fortune Parks - conditional | 5,300,100 | 4,105,925 | 1,011,300 |
| Sewer - conditional | - | - | 3,333 |
| Small communities protection | 480,000 | 476,000 | 530,700 |
| Street lighting | 1,400 | 1,395 | 1,395 |
| Water - conditional | 114,700 | 114,711 | 3,333 |
| | 6,262,580 | 4,930,137 | 1,607,060 |
| Other | | | |
| Animal control | 6,921 | 22,100 | 20,890 |
| Cemetery | 36,415 | 56,600 | 54,100 |
| Fortune Parks | 952,300 | 952,300 | 824,940 |
| | 995,636 | 1,031,000 | 899,930 |
| | \$ 7,459,516 | \$ 6,162,425 | \$ 2,708,278 |

16. Sales of Service

| | Budget | 2025 | 2024 |
|---------------------------------|--------------|--------------|--------------|
| Animal control | \$ 12,100 | \$ 12,169 | \$ 12,741 |
| Building permits | 74,700 | 53,462 | 103,295 |
| Business licenses | 17,500 | 19,825 | 19,025 |
| Cemetery | 23,500 | 30,135 | 25,057 |
| Fire protection | 149,850 | 138,799 | 421,590 |
| Fortune Parks | 298,800 | 343,328 | 247,304 |
| Garbage collection and disposal | 125,900 | 124,097 | 119,280 |
| Riverside RV Park & tourism | 307,200 | 297,272 | 300,320 |
| Sewer user fees | 651,500 | 641,725 | 653,314 |
| Water user fees | 648,200 | 640,939 | 703,915 |
| | \$ 2,309,250 | \$ 2,301,751 | \$ 2,605,841 |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

17. Expenses by Object

| | Budget | 2025 | 2024 |
|----------------------------------|---------------------|---------------------|---------------------|
| Accretion | \$ - | \$ 57,986 | \$ 255,192 |
| Advertising and publications | 18,600 | 11,156 | 11,639 |
| Amortization | - | 1,494,303 | 1,308,668 |
| Contracted services | 875,250 | 524,143 | 456,510 |
| Council grants | 79,900 | 80,605 | 67,459 |
| Insurance | 84,600 | 78,556 | 75,113 |
| Interest and bank charges | 151,350 | 126,341 | 168,021 |
| Maintenance | 1,360,750 | 1,297,591 | 1,243,657 |
| Materials and supplies | 982,714 | 460,545 | 496,825 |
| Professional fees | 35,900 | 30,546 | 29,611 |
| Salaries and benefits | 1,986,341 | 1,987,061 | 1,785,497 |
| Training, travel and conferences | 98,950 | 83,813 | 73,755 |
| Transfers | (14,780) | (6,214) | (21,630) |
| | <u>\$ 5,659,575</u> | <u>\$ 6,226,432</u> | <u>\$ 5,950,317</u> |

18. Funds Held in Trust

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

Cemetery Perpetual Care Fund:

| | 2025 | 2024 |
|----------------------------|-------------------|-------------------|
| Balance, beginning of year | \$ 283,792 | \$ 265,947 |
| Care fund contributions | 4,105 | 4,087 |
| Interest earned | 11,129 | 13,758 |
| Balance, end of year | <u>\$ 299,026</u> | <u>\$ 283,792</u> |

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

19. Financial Plan

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

| | 2025 | 2024 |
|--|--------------|-------------|
| Budget surplus per Statement of Operations | 7,723,357 | 5,045,367 |
| Less: | | |
| Capital expenditures | (15,103,500) | (7,729,000) |
| Debt principal payments | (357,900) | (93,560) |
| Transfers to reserve funds | (2,400,600) | (2,587,130) |
| Add back: | | |
| Borrowing proceeds | 3,885,000 | - |
| Transfers from accumulated surplus and reserve funds | 6,253,643 | 5,364,323 |
| | <hr/> | <hr/> |
| Budget surplus per Financial Plan Bylaw | \$ - | \$ - |

20. Financial Instruments

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

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

Interest Rate Risk

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

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

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

Credit Risk

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

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

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

Financial Instruments - continued

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

Liquidity Risk

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

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

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

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

21. Comparative Figures

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

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

22. Segmented Information

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

General Government

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

Protective Services

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

Transportation Services

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

Solid Waste Services

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

Enderby / Area F Services

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

Riverside RV Park & Tourism

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

Community Development Services

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

Recreational and Cultural Services

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

THE CORPORATION OF THE CITY OF ENDERBY

Notes to Financial Statements

For the year ended December 31, 2025

Segmented Information - continued

Water Services

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

Sewer Services

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

The accounting policies used in these segments are consistent with those followed in preparation of the financial statements as disclosed in Note 2. For additional information see the Schedule of Segment Disclosure - Service (Schedule 1).

THE CORPORATION OF THE CITY OF ENDERBY

Schedule of Segment Disclosure - Service

For the year ended December 31, 2025

Schedule I

| | General revenue fund | | | | | | | | 2025 | |
|---|----------------------|---------------------|-------------------------|----------------------|--------------------------|--------------------------|-------------------------|------------------|---------------------|----------------|
| | General Government | Protective Services | Transportation Services | Solid Waste Services | Enderby/Area F Services* | Riverside Park & Tourism | Other general Services* | Water Services | | Sewer Services |
| Revenues | | | | | | | | | | |
| Taxation | \$ 2,232,094 | \$ 142,827 | \$ 477,395 | \$ 124,097 | \$ 5,136,925 | \$ 10,350 | \$ 369,499 | \$ 294,050 | \$ 2,895,643 | |
| Grants and subsidies | 280,217 | 138,799 | | 124,097 | 385,632 | 297,272 | 114,711 | 641,725 | 6,162,425 | |
| Sales of services | 73,287 | | | | | | 640,939 | | 2,301,751 | |
| Other revenue from own sources | 144,036 | | | | | | | | 144,036 | |
| Interest and penalties | 547,965 | | | | 22,330 | 9,295 | | | 579,590 | |
| Developer contributions | | | | | | | 221,200 | | 221,200 | |
| | 3,277,599 | 281,626 | 477,395 | 124,097 | 5,544,887 | 316,917 | 1,346,349 | 935,775 | 12,304,645 | |
| Expenses | | | | | | | | | | |
| Accretion | 8,317 | 3,113 | 138 | | 1,371 | | 43,421 | 1,626 | 57,986 | |
| Advertising and publications | 1,923 | | | | 5,589 | 3,644 | | | 11,156 | |
| Amortization | 125,664 | 115,801 | 600,948 | | 66,333 | | 356,627 | 228,930 | 1,494,303 | |
| Contracted services | 85,785 | 80,059 | | 127,852 | 127,724 | 70,993 | | | 524,143 | |
| Council grants | 13,348 | | | | 67,257 | | | | 80,605 | |
| Insurance | 43,841 | | | | 31,960 | 2,755 | | | 78,556 | |
| Interest and bank charges | 101,883 | | | | 16,962 | 7,496 | | | 126,341 | |
| Maintenance | 60,402 | 82,315 | 371,407 | | 185,148 | 24,614 | 230,472 | 232,315 | 1,297,591 | |
| Material and supplies | 115,891 | 31,197 | 3,366 | 105 | 133,096 | 113,700 | 3,915 | 59,275 | 460,545 | |
| Professional fees | 30,546 | | | | | | | | 30,546 | |
| Salaries and benefits | 769,197 | 111,631 | 269,293 | 483 | 437,493 | 4,204 | 208,278 | 159,719 | 1,987,061 | |
| Training, travel and conferences | 49,892 | 28,398 | 685 | | 1,793 | | 2,776 | 269 | 83,813 | |
| Transfers | (296,050) | | (155,994) | 3,000 | 68,934 | 11,000 | 202,166 | 160,730 | (6,214) | |
| | 1,110,639 | 452,514 | 1,089,843 | 131,440 | 1,143,660 | 238,406 | 1,047,655 | 842,864 | 6,226,432 | |
| Excess (deficiency) of revenue over expenses | 2,166,960 | (170,888) | (612,448) | (7,343) | 4,401,227 | 78,511 | 298,694 | 92,911 | 6,078,213 | |
| Loss on disposal of tangible capital assets | (9,226) | | | | | | | | (9,226) | |
| Gain on revaluation of ARO | 34,611 | 14,152 | 626 | | 7,457 | | 140,368 | 5,907 | 203,121 | |
| Annual surplus (deficit) | \$ 2,192,345 | \$ (156,736) | \$ (611,822) | \$ (7,343) | \$ 4,408,684 | \$ 78,511 | \$ 439,062 | \$ 98,818 | \$ 6,272,108 | |

*Includes Community Development and Recreational and Cultural Services.

THE CORPORATION OF THE CITY OF ENDERBY

Schedule of Segment Disclosure - Service

For the year ended December 30, 2024

Schedule I (cont'd)

| | General revenue fund | | | | | | | | | |
|--|----------------------|---------------------|-------------------------|----------------------|--------------------------|--------------------------|-------------------------|----------------|----------------|--------------|
| | General Government | Protective Services | Transportation Services | Solid Waste Services | Enderby/ Area F Services | Riverside Park & Tourism | Other General Services* | Water Services | Sewer Services | 2024 |
| Revenues | | | | | | | | | | |
| Taxation | \$ 2,120,896 | \$ 142,827 | \$ 532,095 | \$ 119,280 | \$ 1,911,230 | \$ 9,670 | \$ - | \$ 337,242 | \$ 284,742 | \$ 2,742,880 |
| Grants and subsidies | 105,790 | 421,590 | | | 285,102 | 300,320 | | 3,333 | 3,333 | 2,708,278 |
| Sales of services | 122,320 | | | 119,280 | | | | 703,915 | 653,314 | 2,605,841 |
| Other revenue from own sources | 114,627 | | | | | | | | | 114,627 |
| Interest and penalties | 655,709 | | | | 36,290 | 12,306 | | | | 704,305 |
| Developer contributions | 1,618,446 | | | | | | | 241,836 | 265,580 | 2,125,862 |
| | 4,737,788 | 564,417 | 532,095 | 119,280 | 2,232,622 | 322,296 | - | 1,286,326 | 1,206,969 | 11,001,793 |
| Expenses | | | | | | | | | | |
| Accretion | 41,824 | 16,796 | 742 | | 8,564 | | | 179,908 | 7,358 | 255,192 |
| Advertising and publications | 2,438 | | | | 5,330 | 3,871 | | | | 11,639 |
| Amortization | 101,636 | 65,019 | 570,759 | | 62,138 | | | 286,076 | 223,040 | 1,308,668 |
| Contracted services | 89,070 | 44,729 | | 115,021 | 116,269 | 65,069 | 26,352 | | | 456,510 |
| Council grants | 10,484 | | | | 56,975 | | | | | 67,459 |
| Insurance | 48,783 | | | | 24,540 | 1,790 | | | | 75,113 |
| Interest and bank charges | 158,820 | | | | 2,522 | 6,679 | | | | 168,021 |
| Maintenance | 52,344 | 96,808 | 319,825 | | 186,033 | 31,071 | 101,239 | 252,809 | 203,528 | 1,243,657 |
| Material and supplies | 87,978 | 7,656 | 22,515 | 105 | 161,972 | 132,357 | | 51,599 | 32,643 | 496,825 |
| Professional fees | 28,597 | | | | 1,014 | | | | | 29,611 |
| Salaries and benefits | 652,644 | 95,731 | 252,910 | 613 | 404,837 | 5,200 | 26,589 | 198,150 | 148,823 | 1,785,497 |
| Training, travel and conferences | 29,514 | 35,902 | 2,590 | | 2,192 | | | 1,866 | 1,691 | 73,755 |
| Transfers | (274,028) | | (166,212) | 2,500 | 67,965 | 9,500 | | 197,184 | 141,461 | (21,630) |
| | 1,030,104 | 362,641 | 1,003,129 | 118,239 | 1,100,351 | 255,537 | 154,180 | 1,167,592 | 758,544 | 5,950,317 |
| Excess (deficiency) of revenue over expenses | 3,707,684 | 201,776 | (471,034) | 1,041 | 1,132,271 | 66,759 | (154,180) | 118,734 | 448,425 | 5,051,476 |
| Loss on disposal of tangible capital assets | (8,946) | | | | | | | | | (8,946) |
| Annual surplus (deficit) | \$ 3,698,738 | \$ 201,776 | \$ (471,034) | \$ 1,041 | \$ 1,132,271 | \$ 66,759 | \$ (154,180) | \$ 118,734 | \$ 448,425 | \$ 5,042,530 |

*Includes Community Development and Recreational and Cultural Services.

THE CORPORATION OF THE CITY OF ENDERBY

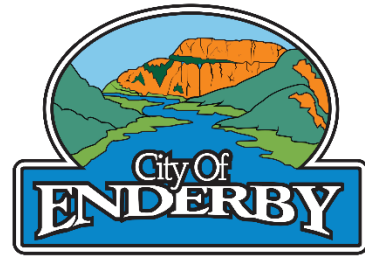
Enderby/Area F Services (Unaudited)

For the year ended December 31, 2025

Schedule II

| | Fortune Parks | Animal Control | Cemetery | 2025 | 2024 |
|--------------------------------------|------------------|-------------------|---------------|------------------|------------------|
| Revenue | | | | | |
| Grants and subsidies | \$ 5,058,225 | \$ 22,100 | \$ 56,600 | \$ 5,136,925 | \$ 1,911,230 |
| Sale of services | 343,328 | 12,169 | 30,135 | 385,632 | 285,102 |
| Interest and penalties | 14,083 | 1,935 | 6,312 | 22,330 | 36,290 |
| | 5,415,636 | 36,204 | 93,047 | 5,544,887 | 2,232,622 |
| Expenses | | | | | |
| Accretion | 1,371 | | | 1,371 | 8,564 |
| Advertising | 5,589 | | | 5,589 | 5,330 |
| Amortization | 66,333 | | | 66,333 | 62,138 |
| Contracted services | 113,844 | 13,880 | | 127,724 | 116,269 |
| Grants | 60,257 | | 7,000 | 67,257 | 56,975 |
| Insurance | 31,960 | | | 31,960 | 24,540 |
| Interest and bank charges | 16,962 | | | 16,962 | 2,522 |
| Maintenance | 153,845 | 8,383 | 22,920 | 185,148 | 186,033 |
| Materials and supplies | 133,096 | | | 133,096 | 161,972 |
| Professional fees | | | | | 1,014 |
| Salaries and benefits | 424,664 | 489 | 12,340 | 437,493 | 404,837 |
| Training, travel and conferences | 1,793 | | | 1,793 | 2,192 |
| | 1,009,714 | 22,752 | 42,260 | 1,074,726 | 1,032,386 |
| Annual surplus (deficit) | \$4,405,922 | \$ 13,452 | \$ 50,787 | \$ 4,470,161 | \$ 1,200,236 |
| Transfer to/from general fund | | | | | |
| Computer support | \$ 9,500 | \$ | \$ | \$ 9,500 | \$ 9,250 |
| Finance overhead charges | 25,650 | 5,310 | 9,810 | 40,770 | 39,710 |
| Insurance allocation | 3,522 | | 790 | 4,312 | 4,905 |
| Lease | | 4,990 | | 4,990 | 4,860 |
| Public works equipment allocation | | | 9,362 | 9,362 | 9,240 |
| Gain on revaluation of ARO | (7,457) | | | (7,457) | - |
| | 31,215 | 10,300 | 19,962 | 61,477 | 67,965 |
| Net change in financial assets | 4,374,707 | 3,152 | 30,825 | 4,408,684 | 1,132,271 |
| Opening surplus | 417,976 | 58,668 | 191,394 | 668,038 | 655,556 |
| Amortization | 66,333 | | | 66,333 | 62,138 |
| Capital expenditures | (5,490,489) | | | (5,490,489) | (766,327) |
| Debt issued | 1,800,000 | | | 1,800,000 | |
| Transfer from (to) reserves | (202,845) | (1,100) | (19,000) | (222,945) | (415,600) |
| Enderby / Area F accumulated surplus | \$ 965,682 | \$ 60,720 | \$ 203,219 | \$ 1,229,621 | \$ 668,038 |

Staff Report



Date: June 3, 2026
To: Chief Administrative Officer
From: Kurt Inglis, Manager of Planning, Community Safety and Bylaw Compliance
Subject: Bylaw Enforcement Statistics for First Period of 2026 (Jan – Apr)

RECOMMENDATION

THAT Council receives and files the Staff Report titled “Bylaw Enforcement Statistics for First Period of 2026 (Jan – Apr)”.

DISCUSSION

The bylaw enforcement statistics for the first period of 2026 (Jan - Apr) are attached to this Staff Report as Appendix "A"; the highlights of these statistics are as follows:

- A total of 37 complaints were received between January 1 to April 30, 2026, which is a reduction from the 44 complaints received for the same period in 2025;
- The most common complaints were related to excessive barking, unlawful parking, and unsightly properties (combined 51.4% of complaints);
- Of the 37 complaints, 19 (51.4%) were resolved through voluntary compliance or were already compliant upon investigation;
- The following enforcement measures were undertaken:
 - 15 warnings issued;
 - 3 Bylaw Notices issued;
 - 1 Order to Comply issued; and
 - 1 vehicle towed.

ATTACHMENTS

- Appendix A – Bylaw Complaint Statistics for First Period of 2026 (Jan - Apr)

Approved for Inclusion by..... Tate Bengtson, Chief Administrative Officer
Agenda Council, Regular, June 15, 2026

APPENDIX "A" - BYLAW COMPLAINT STATISTICS FOR FIRST PERIOD OF 2026 (JAN - APR)

| BREAKDOWN OF COMPLAINTS | | |
|--------------------------------|----------------------------------|---------------------------------|
| Category | No. of Complaints | Percentage of Complaints |
| Dogs | 17 | 45.9% |
| Parking/traffic | 8 | 21.6% |
| Nuisance | 6 | 16.2% |
| Property | 5 | 13.5% |
| Public Spaces | 1 | 2.7% |
| TOTAL | 37 | |
| Identified By | Bylaw Enforcement / Staff | Public |
| | 8 (21.6%) | 29 (78.4%) |

| DOG COMPLAINTS | | |
|---------------------------------------|--------------------------|-------------------------------------|
| Type | No. of Complaints | Percentage of Dog Complaints |
| Excessive barking | 10 | 58.8% |
| Dog at large | 3 | 17.6% |
| Dog approaching in a menacing fashion | 1 | 5.9% |
| Dog on dog attack | 1 | 5.9% |
| Dog on person attack | 1 | 5.9% |
| Failure to remove dog feces | 1 | 5.9% |
| TOTAL | 17 | |
| Complaints Per Jurisdiction | Enderby | Area 'F' |
| | 10 (58.8%) | 7 (41.2%) |

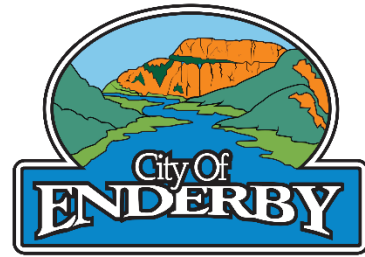
| PARKING/TRAFFIC COMPLAINTS | | |
|-----------------------------------|--------------------------|---|
| Type | No. of Complaints | Percentage of Parking/Traffic Complaints |
| Unlawful parking | 5 | 62.5% |
| Obstructing the flow of traffic | 2 | 25% |
| Prohibited vehicle on pathway | 1 | 12.5% |
| TOTAL | 8 | |

| NUISANCE COMPLAINTS | | |
|---|--------------------------|--|
| Type | No. of Complaints | Percentage of Nuisance Complaints |
| Excessive noise | 2 | 33.3% |
| Offensive odours | 2 | 33.3% |
| Construction outside of permitted hours | 1 | 16.7% |
| Pest infestation | 1 | 16.7% |
| TOTAL | 6 | |

| PROPERTY COMPLAINTS | | |
|----------------------------|--------------------------|--|
| Type | No. of Complaints | Percentage of Property Complaints |
| Unsightly property | 4 | 80.0% |
| Unlawful burning | 1 | 20.0% |
| TOTAL | 5 | |

| PUBLIC SPACES COMPLAINTS | | |
|---------------------------------|--------------------------|---|
| Type | No. of Complaints | Percentage of Public Spaces Complaints |
| Taking abode in a public space | 1 | 100% |
| TOTAL | 1 | |

Staff Report



Date: June 7, 2026
To: Mayor and Council
From: Tate Bengtson, Chief Administrative Officer
Subject: Support for Twin City Partnership Initiative

RECOMMENDATION

THAT Council expresses support in principle for a twin city partnership initiative;

AND THAT Council sends a letter to School District 83 requesting that it confirms its support for incorporating a twin city initiative into local schools' curriculum;

AND THAT the School District be invited to engage Enderby students in identifying a twin city that aligns with Enderby's interests in trade and tourism, recreation and sport, art, and the environment, and recommend the twin city candidate to the City for formal engagement;

AND FURTHER THAT, subject to a positive reception by the twin city candidate, Council directs staff to prepare an agreement to formalize the twin city relationship.

DISCUSSION

The City received a proposal from a student at A.L. Fortune Secondary to start a twin city (also known as a "sister city") program. Twin city agreements are long-term, formal partnerships between two local governments in different parts of the world. While the proposed initiative is, at least initially, driven by student-led educational objectives, a twin city agreement requires the formal commitment of both local governments. A twin city program is intended to foster international good will and understanding through mutual exchange.

A twin city program can provide community value by facilitating educational, economic, and cultural connections that broaden local perspectives and enhance community profiles. Within the North Okanagan-Shuswap, several jurisdictions have twin city agreements, including Salmon Arm (Inashiki, Japan), Vernon (multiple international partners), and Armstrong (Rathfriland, Northern Ireland).

To ensure the twin city relationship secures enduring outcomes, staff recommend that the initiative be undertaken in cooperation with School District 83, as this will provide the best opportunity to sustain the relationship through ongoing student learning.

The suggested process is as follows:

- Request Support: The City will write to School District 83 to request their formal support to integrate the twin city initiative into the local schools’ curriculum.
- Identification: School District 83 will engage students to identify a twin city candidate that is likely to align with Enderby’s interests. The following interests are proposed:
 - Trade and Tourism: Shared economic practices, business exposure, and visitor exchanges.
 - Recreation and Sport: Support for active living and athletic engagement.
 - Art: Cultural and creative exchanges.
 - Environment: Collaboration on sustainability and river health.
- Recommendation and Outreach: Once School District 83 identifies a twin city prospective partner, it will recommend the candidate to the City. The City will then reach out to confirm mutual interest.
- Formalization: Subject to a positive reception from the proposed partner, staff will prepare an agreement to formalize the relationship.

This approach empowers local students and ensures the project is grounded in a supported educational framework, while the City supports the initiative by providing official recognition.

Financial Considerations

There are no direct financial obligations to the City. The program is expected to be self-sustaining through existing educational channels.

Conclusion

A twin city agreement rooted in local schools offers a meaningful way to build global connections while fostering new cultural, economic, and recreational perspectives. By collaborating with School District 83, the twin city relationship will be supported within an educational structure, ensuring that student engagement remains ongoing and the twin city relationship achieves long-term success for both communities.

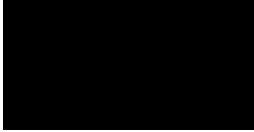
ATTACHMENTS

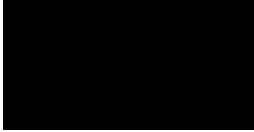
- Correspondence from Preston Freeman, June 4, 2026

Approved for Inclusion by..... Tate Bengtson
 Agenda Council, Regular, June 1, 2026

From: City of Enderby <info@cityofenderby.com>
Sent: June 4, 2026 8:49 PM
To: info@cityofenderby.com
Subject: Ninja Forms Submission

Name: Preston Freeman

Email: 

Telephone (optional): 

Subject: Sister City

Message: Dear Members of Council.

My name is Preston Freeman, and I am a 10th-grade student attending A.L Fortune. I am writing to propose that the City should take a look at creating a sister city (twin town) partnership.

I believe forming a twin town relationship could be incredibly beneficial to Enderby's image and create meaningful awareness of our town, especially for youth-focused activities, and help boost tourism.

I believe a good starting point is creating connections between elementary students in Enderby; this could be in the form of pen pals (digitally), virtual classroom presentations, classroom projects about our communities, and exchanges of local history, artwork, or photographs. These activities would let students learn more about the world around us, and also learn and share our own culture.

Starting with elementary students would make the project educational, affordable, community oriented. If interest grows over time this could lead to more projects in the future.

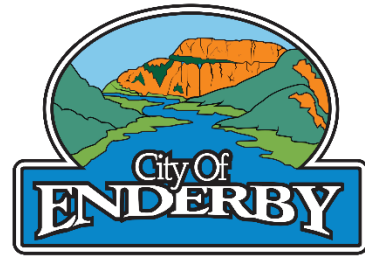
I would be happy to hear from the council and hope to consider discussions over whether this project could benefit our beautiful community.

Thank you for your time.

Sincerely,

Preston Freeman

Staff Report



Date: June 5, 2026
To: Chief Administrative Officer
From: Kurt Inglis, Manager of Planning, Community Safety and Bylaw Compliance
Subject: Mobile Vendor Request – Interior Lunch Box

RECOMMENDATION

THAT Council grants permission for Interior Lunch Box (Wayne Allen) to operate as a mobile vendor in the grassy area on the east side of the Tuey Park parking lot for the 2026 season, subject to the following conditions:

1. The operator must obtain a City of Enderby Business License and pay the annual public land rental fee;
2. The operator shall be solely responsible for ensuring their vehicular access to the site;
3. The operator's use of the land is on an 'as-is' basis, and must not be changed from that state without the express written permission of the City;
4. The operator's use of the location must remain consistent with the approved site plan attached as Schedule 'A', and any change to the location, footprint, or layout requires prior written approval from the City; and
5. The operator must ensure that customer queuing, and the placement of any equipment, supplies, furnishings, or related items, does not obstruct or create safety concerns for vehicles using the adjacent parking lot or maneuvering aisles.

DISCUSSION

Attached is a request received from Interior Lunch Box (Wayne Allen) to operate as a mobile vendor (food trailer) along the grassy area on the east side of the Tuey Park parking lot (see attached Schedule 'A'), for the 2026 season. Photos of Interior Lunch Box's food trailer are attached as Schedule 'B'. The applicant is intending to sell hotdogs, chili dogs, barbecue bacon cheddar dogs, milkshakes, smoothies, and ice cream. The applicant is proposing to place a 10'x10' pop-up tent adjacent to the food trailer, with a 6'x6' picnic table underneath where customers could sit and eat. The food trailer would be powered by a Honda EU7000iS

generator that would be placed within the bed of the truck that would remain attached to the food trailer. Staff note that the proposed Honda EU7000iS is an inverter generator with a relatively low noise output (approximately 52–60 dBA depending on load) and do not anticipate that its operation would create a noise concern within the Tuey Park setting, particularly given that the food trailer and generator will be setback significantly from the main portion of the park. The applicant is seeking to operate Friday through Sunday from 11 am – 7 pm, throughout the summer season. The applicant has advised that they may operate for additional days beyond Friday through Sunday, depending on customer demand. The food trailer and associated equipment/furnishings would be removed at the end of each day and would not be stored in the park.

The City has authorized mobile vendors to operate at Tuey Park on several prior occasions without complaint or operational concern. Furthermore, Council approved Interior Lunch Box to operate as a mobile vendor in the grassy area east of the Water Treatment Plant building for the 2020 and 2021 seasons, also without incident.

A potential approval of the request would be subject to the applicant demonstrating compliance with Section 5 (h) of the City of Enderby Business License and Regulation Bylaw No. 1558, 2014 which requires the following of mobile vendors:

Mobile Vendor: No mobile vendor shall operate within the City without first having obtained a license.

All mobile vending units which sell food which is prepared for immediate consumption by the public, including those which may be covered by a flea market, farmers market, or special event license, must have a valid permit as issued by the Provincial Government authority having jurisdiction.

No mobile vendor shall operate on or from any municipally owned property, boulevards or highways unless and until the applicant has provided evidence of:

- i. Motor Vehicle Liability Insurance with a minimum coverage of \$2,000,000;*
- ii. Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City as named insured.*

Every person who operates a mobile vending unit shall be responsible to provide suitable garbage collection containers, and to keep the area around the vending location free of any waste material originating from the vendor's business.

Mobile vending units must be attended by qualified staff at all times when on a site, and must be removed from the location when not staffed.

No mobile vendor shall operate within the City, except for the following conditions:

- i. when the Zoning Bylaw allows a mobile vendor as a permitted use;*

- ii. *by first obtaining written consent of Council for property, public spaces, boulevards, and highways owned or otherwise controlled by the City;*
- iii. *by first obtaining written consent of the Enderby and District Services Commission for property, public spaces, boulevards, and highways owned or otherwise controlled by the Commission;*
- iv. *by first obtaining written consent from School District #83 for school grounds.*

Given that the grassy area on the east side of the Tuey Park parking lot is not used for parking purposes and therefore the proposed operations would not displace any parking, and there is a precedent to allowing mobile vendors in this portion of Tuey Park without complaint or operational concern, Staff are recommending that Council grants permission for Interior Lunch Box (Wayne Allen) to operate as a mobile vendor in the grassy area on the east side of the Tuey Park parking lot for the 2026 season, subject to the following conditions:

1. The operator must obtain a City of Enderby Business License and pay the annual public land rental fee;
2. The operator shall be solely responsible for ensuring their vehicular access to the site;
3. The operator's use of the land is on an 'as-is' basis, and must not be changed from that state without the express written permission of the City;
4. The operator's use of the location must remain consistent with the approved site plan attached as Schedule 'A', and any change to the location, footprint, or layout requires prior written approval from the City;
5. The operator must ensure that customer queuing, and the placement of any equipment, supplies, furnishings, or related items, does not obstruct or create safety concerns for vehicles using the adjacent parking lot or maneuvering aisles.

With regards to condition #4 above, it should be noted that the site plan attached as Schedule 'A' identifies two portions of the grassy area to the east of the Tuey Park parking lot that must be kept free and clear in order to ensure that:

- i. City and emergency response vehicles have access to the gated portion of Tuey Park;
- ii. larger vehicles heading eastbound down the southern most maneuvering aisle have enough swing width to safely exit the parking lot; and
- iii. the food trailer is set up in the widest portion of the grassy area, as the northernmost portion is too narrow to accommodate it without encroaching on the travelled maneuvering aisle.

With regards to condition #5 above, this is intended to minimize the potential for conflict between the mobile vendor's operation, including customers and any associated equipment or items, and vehicles using the Tuey Park parking lot.

The applicant would also be required to comply with all relevant provisions of the City of Enderby Mobile Vendor Policy (attached as Schedule 'C') as a condition of their Business License.

ATTACHMENTS

- Schedule 'A' – Written Request from Interior Lunch Box and Site Plan
- Schedule 'B' – Photos of Interior Lunch Box Food Trailer
- Schedule 'C' – City of Enderby Mobile Vendor Policy

Approved for Inclusion by..... Tate Bengtson, Chief Administrative Officer
Agenda Council, Regular, June 15, 2026

Schedule 'A'

kinglis@cityofenderby.com

From: wayne allen [REDACTED]
Sent: June 5, 2026 9:58 AM
To: kinglis@cityofenderby.com
Subject: Food truck
Attachments: 1000001576.jpg; 1000001577.jpg; 1000001578.jpg; 1000001579.jpg; 1000001580.jpg; 1000001581.jpg; 1000001582.jpg

Follow Up Flag: Follow up
Flag Status: Flagged

June 5, 2026

To the City of Enderby

Attention: Kurt Inglis

I am requesting a business license to operate a food trailer at Tuey Park in the city of Enderby. I propose parking on the grass on the east side of the parking lot leaving plenty of room for city access through the gate by the washrooms.(attached pictures)

I propose to sell hotdogs, chili dogs, Bbq bacon cheddar dogs, milkshakes, smoothies, and ice cream. I intend to open Friday thru Sunday from 11-7 and possibly all week thru the summer as long as business dictates.

The trailer is a 14x7 run by an ultra quiet honda generator. I would like to have a six foot picnic table with a canopy for shade for the customers. Electrical and fire inspections have passed and am currently working on the health approval which I foresee no issues as I am a red seal chef and have previously operated a food truck in the city of enderby in 2019 - 2020. (pictures of trailer attached, decals coming.)

I spoke with Krista at the RV park and she asked If I would set up there for the Funtastic long weekend. Tate has previously allowed me to park my food truck at the park.

Thank you for your time in this matter and I look forward to doing business in Ederby once again.

Cheers.

Wayne Allen
Interior Lunch box











Schedule 'C'

| | |
|--------------|---------------|
| Policy Title | Mobile Vendor |
|--------------|---------------|

| | | |
|-------------------------------------|-----------------------|-----------------|
| Effective Date February 20, 2017 | Adopted by Council | Replaces N/A |
|-------------------------------------|-----------------------|-----------------|

PURPOSE: To regulate Mobile Vendors within the City of Enderby in order to provide business certainty, neighbourhood harmony, and administrative efficiency.

POLICY: Mobile Vendors operating within the City of Enderby shall be subject to the following conditions:

1. Mobile Vendors shall operate in accordance with the City of Enderby Zoning Bylaw No. 1550, 2016, as amended from time to time.
2. All Mobile Vendors are required to obtain a business license in accordance with the City of Enderby Business License and Regulation Bylaw No. 1558, 2014, as amended from time to time.
3. The sale of food items from a Mobile Vendor is permitted; however, the sale of all other goods (i.e. crafts, clothing, and other merchandise) is not permitted without prior written permission.
4. Mobile Vendors must submit a written request seeking permission to operate in a specific public space.
5. The authority having jurisdiction may decline to permit a Mobile Vendor's request to operate in a specific public space for any reason that it feels appropriate, but must provide the Mobile Vendor with reasons upon request.
6. The intake for Mobile Vendor requests to operate in a specific public space is from January 1 to March 31 of each year.
7. All Mobile Vendors who are approved to operate in a public space must pay an annual rental fee as specified in the City of Enderby Fees and Charges Bylaw No. 1479, 2010, as amended from time to time.
8. All Mobile Vendors shall supply their own power source, water source, and method of sanitary disposal; generators are permitted providing that they do not cause a disturbance.
9. Overhead canopies or doors from Mobile Vendors shall not obstruct or hinder pedestrian traffic.

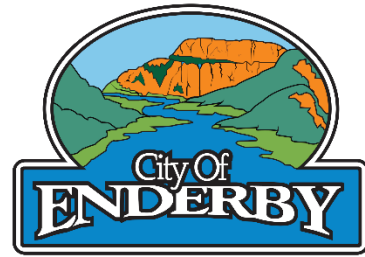
10. Placement of any furniture (i.e. tables, chairs, benches, counters, etc.) associated with Mobile Vendor operations is not permitted without prior written permission.
11. A Mobile Vendor vehicle(s) shall be stored off-site when not in operation; storage of the vehicle on public property is not permitted without prior written permission.
12. All elements associated with the Mobile Vendor and its operations (including line-ups, signs and trash receptacles) shall not cause any obstructions or hazard; a minimum of 1.5 metres (5 feet) of sidewalk as a passageway for pedestrians is required.
13. Mobile Vendors shall not create any disturbance or nuisance in terms of noise, vibration, smoke, dust, odour, air pollution, heat, glare, bright light, hazardous or unacceptable waste. Lights, sounds, or actions which may be a distraction for motorists and/or pedestrians are not permitted.
14. Mobile Vendors may sell their products any time between 7:00 am – 10:00 pm, or at other times with prior written permission.
15. Mobile Vendors shall indemnify and save harmless the City, its officers, employees and elected and appointed officials, from and against all actions, proceedings, claims and demands by any person and to reimburse the City for all damages and expenses caused or contributed to by the negligence or other default of the Mobile Vendor, its servants or agents in respect of anything done pursuant or ostensibly pursuant to the Mobile Vendor's operations.
16. As per the City of Enderby Business License and Regulation Bylaw No. 1558, 2014, Mobile Vendors shall provide evidence of:
 - i. Motor Vehicle Liability Insurance with a minimum coverage of \$2,000,000;
 - ii. Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City of Enderby as named insured.
17. The following are the minimum fire safety requirements related to the design, installation, operation, inspection, and maintenance of all mobile vendor commercial cooking operations:
 - i. As per BC Building Code 2012 0 Part 6.2.2.7, fire protection systems for commercial cooking equipment using vegetable oil or animal fat shall conform to ANSI/UL 300 or ULC/ORD-C1254.6;
 - ii. As per BC Fire Code 2012 0 Part 2.6.1.9, the use, inspection and maintenance of commercial cooking equipment exhaust and fire protection systems shall be in conformance with NFPA 96 (2008 edition - Ventilation Control and Fire Protection of Commercial Cooking Operations);

- iii. Cooking equipment used in processes producing smoke or grease-laden vapour shall be equipped with an exhaust hood that complies with NFPA 96 (2008 edition - Ventilation Control and Fire Protection of Commercial Cooking Operations);
- iv. Cooking that produces grease-laden vapour and that might be a source of ignition of grease in the hood, grease removal device or duct shall be protected by fire extinguishing equipment that conforms to NFPA 10 (2007 edition - Portable Fire Extinguishers) and NFPA 17A (2009 edition - Wet Chemical Extinguishing Systems);
- v. Fire extinguishing equipment shall include both automatic fire extinguishing systems as primary protection and portable fire extinguishers as secondary backup; and
- vi. The cooking equipment shall conform to the components, installation and maintenance as per NFPA 10 (2007 edition - Portable Fire Extinguishers), NFPA 17A (2009 edition - Wet Chemical Extinguishing Systems), and NFPA 96 (2008 edition - Ventilation Control and Fire Protection of Commercial Cooking Operations).

18. The authority having jurisdiction may set other terms and conditions as it deems appropriate.

19. Failure to meet one or more of the requirements outlined in this policy, or any other laws, regulations or Bylaws, may result in suspension or cancellation of the Mobile Vendor's Business License or withdrawing its permission to occupy the public space, which may be done without notice; should this occur, the Mobile Vendor will be reimbursed the annual rental fee on a pro-rated basis, subject to any fines or outstanding fees and charges.

Staff Report



Date: June 5, 2026
To: Chief Administrative Officer
From: Kurt Inglis, Manager of Planning, Community Safety and Bylaw Compliance
Subject: Mobile Vendor Request – VikeBikes Enderby

RECOMMENDATION

THAT Council grants permission for VikeBikes Enderby (Kylan Vike) to operate as a mobile vendor in the municipally owned lot at 504 Cliff Avenue and along the southern boundary of the Tuey Park parking lot, for the 2026 season, subject to the following conditions:

1. The operator must obtain a City of Enderby Business License and pay the annual public land rental fee of \$100 per location;
2. The operator shall be solely responsible for ensuring their access to the sites;
3. The operator's use of the land is on an 'as-is' basis, and must not be changed from that state without the express written permission of the City;
4. The operator's use of the locations must remain consistent with the approved site plan attached as Schedule 'A', and any change to the location, footprint, or layout requires prior written approval from the City;
5. The operator must explicitly state on their operational materials (route and safety information, rental agreements, liability waivers, etc.) that e-bikes are not permitted on the Jim Watt Heritage Riverwalk; and
6. The operator is only permitted to rent pedal-assist e-bikes.

AND THAT Council grants permission for VikeBikes to park their cargo van in the gravel driveway south of the Water Treatment Plant building for the 2026 season in order to ensure that the operator has a location available to park their vehicle for e-bike loading purposes.

DISCUSSION

River users floating the Shuswap River commonly begin at Belvidere Park, launching from the hand launch and leaving their vehicle in the Belvidere Park parking lot or Rail Trail parking lot. The float typically ends downstream at Tuey Park, where users either retrieve a staged vehicle or make the walk back to Belvidere Park on foot.

VikeBikes Enderby (owner Kylan Vike) is requesting permission from Council to operate a seasonal, one-way e-bike transportation service on public property to support river float users returning to Belvidere Park from Tuey Park.

The proposed operations would involve setting up two 10 ft × 10 ft tents, one at Tuey Park (e-bike pick-up location) and one in the municipally owned lot at 504 Cliff Avenue (e-bike drop-off location) which is adjacent to the Rail Trail, the Rail Trail parking lot, and Belvidere Park, as shown on the site plan attached as Schedule 'A'.

Customers would rent one of eight e-bikes for a one-way trip from Tuey Park to 504 Cliff Avenue for a fee of \$10. Customers would be provided with helmets and route/safety information and would be required to sign customer rental agreements and waivers. Customers would need to be at least 16 years of age and would not be permitted to take their tubes on the e-bikes with them; VikeBikes would allow tubes to be stored temporarily under their tent at Tuey Park until customers return to collect them by vehicle. VikeBikes staff would then collect the deposited bikes from the 504 Cliff Avenue tent and return them to Tuey Park by cargo van; no customers would be transported by vehicle. A staff member would be located at Tuey Park while operations are occurring and another staff member would be at 504 Cliff Avenue to receive bikes. The e-bikes are tracked via GPS in order to prevent theft or drop-off in unpermitted locations.

No permanent structures are proposed and the operator has stated that tents and bikes would be kept clear of pathways, river access, emergency routes, and parking areas and would be removed at the end of each day. The operations are proposed to run Fridays to Sundays and statutory holidays, 10:00 a.m. to 6:00 p.m., from June 20 to September 7, 2026.

It should be noted that the City has authorized mobile vendors (food trucks) at both of the requested locations in the past.

A potential approval of the request would be subject to the applicant demonstrating compliance with Section 5 (h) of the City of Enderby Business License and Regulation Bylaw No. 1558, 2014 which requires the following of mobile vendors:

Mobile Vendor: No mobile vendor shall operate within the City without first having obtained a license.

All mobile vending units which sell food which is prepared for immediate consumption by the public, including those which may be covered by a flea market, farmers market, or

special event license, must have a valid permit as issued by the Provincial Government authority having jurisdiction.

No mobile vendor shall operate on or from any municipally owned property, boulevards or highways unless and until the applicant has provided evidence of:

- i. Motor Vehicle Liability Insurance with a minimum coverage of \$2,000,000;*
- ii. Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City as named insured.*

Every person who operates a mobile vending unit shall be responsible to provide suitable garbage collection containers, and to keep the area around the vending location free of any waste material originating from the vendor's business.

Mobile vending units must be attended by qualified staff at all times when on a site, and must be removed from the location when not staffed.

No mobile vendor shall operate within the City, except for the following conditions:

- i. when the Zoning Bylaw allows a mobile vendor as a permitted use;*
- ii. by first obtaining written consent of Council for property, public spaces, boulevards, and highways owned or otherwise controlled by the City;*
- iii. by first obtaining written consent of the Enderby and District Services Commission for property, public spaces, boulevards, and highways owned or otherwise controlled by the Commission;*
- iv. by first obtaining written consent from School District #83 for school grounds.*

Staff are supportive of the request from VikeBikes to operate as a mobile vendor in the municipally owned lot at 504 Cliff Avenue and along the southern boundary of the Tuey Park parking lot, for the 2026 season, for the following reasons:

1. The portion of the Tuey Park parking lot proposed for the e-bike pick-up location is rarely used for vehicle parking. It is generally only occupied when the lot reaches peak capacity, which is a very small number of days each season, typically statutory holidays coinciding with favourable weather. Even on those days, the proposed footprint is small and would displace few, if any, vehicles. More significantly, the service is expected to *reduce* overall vehicle demand at the park by allowing float groups to leave fewer pick-up vehicles at Tuey Park, an offsetting benefit that staff anticipate will outweigh the parking displacement.
2. The municipally owned lot at 504 Cliff Avenue remains undeveloped and no use is occurring on the property. The property is adjacent to the Rail-Trail, but there is no vehicular access to it. As demand for public parking in this area is extremely high during the summer, the operator's ability to continuously access public parking in close proximity to 504 Cliff Avenue is not guaranteed. In order to ensure that the operator

always has access to a secure location for loading purposes, in cases where public parking is not available in close proximity to 504 Cliff Avenue, Staff are recommending that Council grants permission for VikeBikes to park their cargo van in the gravel driveway south of the Water Treatment Plant building for the 2026 season. It should be noted that the operator would be responsible for keeping this area clear for its own use, which would likely involve placing delineators when the cargo van is not on site.

3. The proposed seasonal, one-way e-bike transportation service is anticipated to be a net benefit to the community as it would reduce vehicle congestion at Tuey Park and provide an active transportation alternative for river users, particularly tubers, seeking to return to their vehicles at Belvidere Park after exiting the Shuswap River at Tuey Park.

In light of the above, Staff are recommending that Council grants permission for VikeBikes to operate as a mobile vendor in the grassy area east of the Water Treatment Plant and along the southern boundary of the Tuey Park parking lot, for the 2026 season, subject to the following conditions:

1. The operator must obtain a City of Enderby Business License and pay the annual public land rental fee of \$100 per location;
2. The operator shall be solely responsible for ensuring their access to the sites;
3. The operator's use of the land is on an 'as-is' basis, and must not be changed from that state without the express written permission of the City;
4. The operator's use of the locations must remain consistent with the approved site plan attached as Schedule 'A', and any change to the location, footprint, or layout requires prior written approval from the City;
5. The operator must explicitly state on their operational materials (route and safety information, rental agreements, liability waivers, etc.) that e-bikes are not permitted on the Jim Watt Heritage Riverwalk; and
6. The operator is only permitted to rent pedal-assist e-bikes.

Condition 5 addresses bicycle access on the Jim Watt Heritage Riverwalk. Bicycles, including e-bikes, are not permitted on the Riverwalk due to the pathway's width being insufficient to safely accommodate both pedestrians and cyclists. As the proposed operation will be actively deploying e-bikes within the community, it is important to ensure that VikeBikes customers are clearly informed of this restriction.

Condition 6 limits the operator to renting pedal-assist e-bikes only, consistent with existing Rail Trail regulations which prohibit throttle-assist e-bikes. Pedal-assist systems provide motor power only while the rider is actively pedalling, whereas throttle-assist systems propel the bike

independently of pedalling. Since the majority of VikeBikes' customers will be returning from Tuey Park to Belvidere Park via the Rail Trail, it is important to ensure that the e-bikes available for rent are consistent with the Rail Trail's permitted equipment standards.

The applicant would also be required to comply with all relevant provisions of the City of Enderby Mobile Vendor Policy (attached as Schedule 'B') as a condition of their Business License.

ATTACHMENTS

- Schedule 'A' – Written Request from VikeBikes and Proposed Site Plan
- Schedule 'B' – City of Enderby Mobile Vendor Policy

Approved for Inclusion by..... Tate Bengtson, Chief Administrative Officer
Agenda Council, Regular, June 15, 2026

June 7, 2026

Kurt Inglis, MCIP, RPP
Manager of Planning, Community Safety and Bylaw Compliance
City of Enderby
P.O. Box 400, 619 Cliff Avenue
Enderby, BC V0E 1V0

Re: Request for Council Permission to Operate VikeBikes as a Mobile Vendor on Public Property

Dear Council Members,

I am writing to formally request permission from Enderby City Council to operate a small seasonal bike transportation service between Tuey Park and the Enderby Visitor Information Centre river access area.

VikeBikes is a locally owned bike rental business based in Enderby. The purpose of this proposed service is to support residents and visitors floating the Shuswap River by providing a simple one-way transportation option between the river access points. This service would allow groups to reduce the number of vehicles required, reduce congestion at river access areas, and provide a convenient active-transportation option for river users.

Proposed Locations

VikeBikes is requesting permission to operate at the following locations:

1. **Tuey Park / Tuey River Access Area** – A 10 ft x 10 ft tent would be set up at the location shown on the attached site plan.
2. **Enderby Visitor Information Centre River Access Area** – A second 10 ft x 10 ft tent would be set up at the location shown on the attached site plan.

The attached AutoCAD site plan will show the exact proposed tent locations, operating footprint, bike staging areas, and vehicle access.

Footprint of Operations and Staging

VikeBikes would operate from two 10 ft x 10 ft tents, with one tent located at each approved site. The eight e-bikes used for this service would be staged under the tents when not in use.

No permanent structures are proposed. All equipment would be removed from the sites at the end of each operating day. The tents and bikes would be kept clear of public pathways, river access points, emergency access routes, washrooms, drive aisles, and parking circulation areas.

Service Operations

The service would operate as a one-way transportation option between Tuey Park and the Enderby Visitor Information Centre river access area.

Customers would rent an e-bike for transportation between the two approved locations. Once the bikes are dropped off at the destination tent, VikeBikes staff would collect the bikes and return them to Tuey Park using a cargo van.

This service would not involve transporting customers by van. The cargo van would be used only by VikeBikes staff to return the e-bikes to the starting location.

Number of Bikes on Site

VikeBikes will use eight e-bikes for this service. The bikes will be staged under the approved tents at the two locations as required for daily operations.

Proposed Dates and Hours of Operation

VikeBikes is requesting approval to operate during the 2026 summer recreation season:

- Proposed start date: June 20, 2026
- Proposed end date: September 7, 2026
- Proposed operating days: Friday to Sunday and statutory holidays
- Proposed hours of operation: 10:00 a.m. to 6:00 p.m.

Fee Structure

The transportation fee will start at \$10 for one-way transportation between Tuey Park and the Enderby Visitor Information Centre river access area.

Safety, Insurance, and Site Management

VikeBikes will operate in a manner that prioritizes public safety and minimizes disruption to other park users. This will include:

- Keeping bikes and equipment within the approved footprint;
- Maintaining clear pedestrian, vehicle, river, and emergency access at all times;
- Providing helmets with each e-bike rental;
- Providing basic route and safety information to customers;
- Requiring customers to complete a rental agreement and waiver;
- Carrying appropriate commercial liability insurance;
- Removing all equipment, waste, and temporary signage at the end of each operating day;
- Complying with any conditions established by the City of Enderby.

Community Benefit

This proposed service would provide a practical transportation option for river users, support active transportation, reduce the number of vehicles required by floating groups, and help reduce congestion at

public river access areas. It would also support Enderby's growing recreation opportunities and encourage visitors to spend more time in the community.

I respectfully request that Enderby City Council consider this proposal and grant permission for VikeBikes to operate as a mobile vendor at the proposed public locations, subject to any conditions Council or staff consider appropriate.

Please find attached the proposed site plan showing the requested setup areas and operating footprint. I would be happy to provide any additional information required.

Thank you for your time and consideration.

Sincerely,

Kylan Vike
Owner, VikeBikes Enderby
302 Larsen Avenue
Enderby, BC
Email: info@vikebikes.com
Phone: 778-392-5655

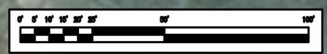


Pick-up Location: W.J. Tuey Regional Park



10'x10' Pick-up Tent

Waterwheel St



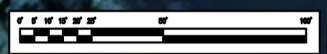
Drop-off Location: Belvidere Park



Cliff Ave

10'x10' Drop-off Tent

Railway St



Schedule 'B'

| | |
|--------------|---------------|
| Policy Title | Mobile Vendor |
|--------------|---------------|

| | | |
|-------------------------------------|-----------------------|-----------------|
| Effective Date February 20, 2017 | Adopted by Council | Replaces N/A |
|-------------------------------------|-----------------------|-----------------|

PURPOSE: To regulate Mobile Vendors within the City of Enderby in order to provide business certainty, neighbourhood harmony, and administrative efficiency.

POLICY: Mobile Vendors operating within the City of Enderby shall be subject to the following conditions:

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4. Mobile Vendors must submit a written request seeking permission to operate in a specific public space.
5. The authority having jurisdiction may decline to permit a Mobile Vendor's request to operate in a specific public space for any reason that it feels appropriate, but must provide the Mobile Vendor with reasons upon request.
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9. Overhead canopies or doors from Mobile Vendors shall not obstruct or hinder pedestrian traffic.

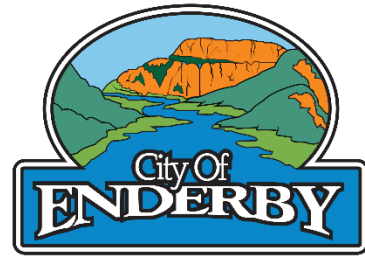
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11. A Mobile Vendor vehicle(s) shall be stored off-site when not in operation; storage of the vehicle on public property is not permitted without prior written permission.
12. All elements associated with the Mobile Vendor and its operations (including line-ups, signs and trash receptacles) shall not cause any obstructions or hazard; a minimum of 1.5 metres (5 feet) of sidewalk as a passageway for pedestrians is required.
13. Mobile Vendors shall not create any disturbance or nuisance in terms of noise, vibration, smoke, dust, odour, air pollution, heat, glare, bright light, hazardous or unacceptable waste. Lights, sounds, or actions which may be a distraction for motorists and/or pedestrians are not permitted.
14. Mobile Vendors may sell their products any time between 7:00 am – 10:00 pm, or at other times with prior written permission.
15. Mobile Vendors shall indemnify and save harmless the City, its officers, employees and elected and appointed officials, from and against all actions, proceedings, claims and demands by any person and to reimburse the City for all damages and expenses caused or contributed to by the negligence or other default of the Mobile Vendor, its servants or agents in respect of anything done pursuant or ostensibly pursuant to the Mobile Vendor's operations.
16. As per the City of Enderby Business License and Regulation Bylaw No. 1558, 2014, Mobile Vendors shall provide evidence of:
 - i. Motor Vehicle Liability Insurance with a minimum coverage of \$2,000,000;
 - ii. Comprehensive Public Liability and Property Damage Insurance for \$2,000,000 inclusive, with the City of Enderby as named insured.
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- iv. Cooking that produces grease-laden vapour and that might be a source of ignition of grease in the hood, grease removal device or duct shall be protected by fire extinguishing equipment that conforms to NFPA 10 (2007 edition - Portable Fire Extinguishers) and NFPA 17A (2009 edition - Wet Chemical Extinguishing Systems);
- v. Fire extinguishing equipment shall include both automatic fire extinguishing systems as primary protection and portable fire extinguishers as secondary backup; and
- vi. The cooking equipment shall conform to the components, installation and maintenance as per NFPA 10 (2007 edition - Portable Fire Extinguishers), NFPA 17A (2009 edition - Wet Chemical Extinguishing Systems), and NFPA 96 (2008 edition - Ventilation Control and Fire Protection of Commercial Cooking Operations).

18. The authority having jurisdiction may set other terms and conditions as it deems appropriate.

19. Failure to meet one or more of the requirements outlined in this policy, or any other laws, regulations or Bylaws, may result in suspension or cancellation of the Mobile Vendor's Business License or withdrawing its permission to occupy the public space, which may be done without notice; should this occur, the Mobile Vendor will be reimbursed the annual rental fee on a pro-rated basis, subject to any fines or outstanding fees and charges.

Staff Report



Date: June 5, 2026
To: Chief Administrative Officer
From: Jennifer Bellamy, Chief Financial Officer
Subject: Ratification of Support for the Enderby & District Chamber of Commerce Women’s Golf Night

RECOMMENDATION

THAT Council ratifies its decision to authorize Councillor Baird to attend the Woman’s Golf Night hosted by the Enderby & District Chamber of Commerce, to be funded through Council sundry.

DISCUSSION

This staff report is to ratify Council’s unanimous support to authorize the attendance of Councillor Baird at the Woman’s Golf Night event by the Enderby & District Chamber of Commerce. The cost of the event will be funded through the Council sundry budget.

ATTACHMENTS

- None
-

Approved for Inclusion by..... Tate Bengtson, Chief Administrative Officer
Agenda Council, Regular, June 15, 2026