

**REGULAR MEETING OF COUNCIL
AGENDA**

DATE: February 3, 2025
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: 811 7081 6774
Passcode: 900294*

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 February 3, 2025 Council Meeting agenda be approved as circulated.

3. ADOPTION OF MINUTES

3.1 Meeting Minutes of January 20, 2025

THAT the January 20, 2025 Council Meeting minutes be adopted as circulated.

Page 3

4. CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

4.1 Enderby & District Chamber of Commerce Funding Request

*Memo prepared by Chief Administrative Officer dated January 29, 2025
THAT Council does not support the Enderby & District Chamber of Commerce's request for an operating grant;*

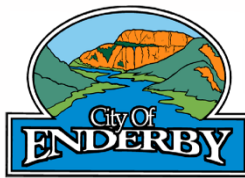
Page 13

AND THAT Council invites further discussion with the Enderby & District Chamber of Commerce on opportunities to collaborate on projects that provide a general or broad public benefit.

5. REPORTS

5.1 Mayor and Council Reports

- 5.2 Area F Director Report
- 5.3 Chief Administrative Officer Report
- 5.3.1 Council Inquiries
- 5.4 Vernon North Okanagan Detachment: 4th Quarter (October to December) 2024 Page 15
THAT Council receives and files the report titled Vernon North Okanagan Detachment: 4th Quarter (October to December) 2024.
- 6. NEW BUSINESS**
- 6.1 Disclosure of Contracts - Council Page 26
Memo prepared by Chief Financial Officer dated January 27, 2025
THAT Council receives the Disclosure of Contracts – Council memorandum dated January 27, 2025 for information.
- 6.2 Strategic Plan 2023-26 – Update 2025 Page 27
Memo prepared by Chief Administrative Officer dated January 28, 2025
THAT Council adopts the City of Enderby Strategic Plan 2026-26 – Update 2025.
- 6.3 Code of Conduct 2025 Reaffirmation Page 37
Memo prepared by Chief Administrative Officer dated January 23, 2025
THAT Council reaffirms the code of conduct for elected officials for 2025.
- 7. PUBLIC QUESTION PERIOD**
- 8. ADJOURNMENT**



THE CORPORATION OF THE CITY OF ENDERBY

Minutes of a **Regular Meeting** of Council held on Monday, January 20, 2025 at 4:30 p.m. in Council Chambers.

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

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

Other: Press and Public

LAND ACKNOWLEDGEMENT

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

APPROVAL OF AGENDA

Moved by Councillor Baird, seconded by Councillor Davyduke
“THAT the January 20, 2025 Council Meeting agenda be approved as circulated.”

CARRIED

ADOPTION OF MINUTES

Meeting Minutes of December 16, 2024

Moved by Councillor Ramey, seconded by Councillor Yerhoff
“THAT the December 16, 2024 Council Meeting minutes be adopted as circulated.”

CARRIED

DELEGATIONS

Highway 97A/B Junction Changes

Maike Schimpf, Project Director, R.W. Bruhn Bridge & Approach Project, gave an overview of the Bruhn Bridge project and the work that has been done so far.

Explained that the closure and 97A/B detour is a necessity at this time because of blasting being done on the project making it unsafe for cars to pass by. Also reported that the closures will not be in effect during daylight hours in the summer months.

Ms. Schimpf summarized the changes that have been made to the Highway 97A/B junction since the detour began to try to optimize the flow of traffic. Noted that the signal timing sensors were defective when the signal was first installed, and have now been repaired. The project team continues to monitor the timing of the signal in case changes are needed.

There has been an increase in signage directing drivers to take the Highway 97A/B detour instead of continuing through Enderby to Vernon.

The merge onto Highway 97A has been changed to a yield for the time being and may be changed to a lengthened merge in the spring once lines can be painted.

Speed readers are also being deployed in the area.

Chief Administrative Officer asked if the closures will be utilized for the entire 3 years of the project.

Ms. Schimpf explained that only certain activities, such as blasting, require a full closure and detour. The contractor must demonstrate a reasonable need to close the highway. Explained that it is unknown at this stage how long the closures will be required but that she is optimistic they won't be needed throughout the entire project.

Councillor Davyduke asked if DriveBC will be updated regularly to reflect the closures.

Ms. Schimpf responded that DriveBC will be updated regularly. Added that this information will also be posted to the project website along with a rolling three-week project schedule.

Mayor Galbraith thanked the Bruhn Bridge Project Team for their presentation.

Enderby & District Chamber of Commerce

Dianne Hutchison, President of the Enderby & District Chamber of Commerce, gave an overview of the activities of the Chamber since its relaunch in April of 2024 including completing bookkeeping for the previous four years, reaching 59 members, re-launching their website, hosting multiple networking events, and re-joining the BC Chamber of Commerce. A part-time consultant was hired and the Chamber has been successful in obtaining a grant from ETSI-BC for \$20,000.

Explained that the Chamber will not be sustainable through 2025 without annual funding and that many chambers in small communities receive funding from their municipality.

The Enderby & District Chamber of Commerce is requesting \$15,000 from the City.

Councillor Schreiner thanked Ms. Hutchison for her presentation and asked what the mandate of the part-time consultant is.

Ms. Hutchison explained the consultant's mandate is to help generate sustainable funding for the Chamber and that the consultant completed two grant applications this year. The Chamber is waiting to hear if the second grant application was successful.

Councillor Ramey asked if there is potential to increase the number of members.

Ms. Hutchison answered that there are currently 59 active members and that the business directory possessed by the Chamber shows over 200 businesses, so there is potential for an increase in membership.

Mayor Galbraith thanked Ms. Hutchison for her presentation.

"Not The Way I Heard It" Mural – Runaway Moon

Dave Crozier, Board Member for Runaway Moon, explained that the community play "Not The Way I Heard It" inspired the founding of Runaway Moon 25 years ago. The organization has since gained a national reputation.

Extended an invitation to Council to attend events celebrating their 25th Anniversary and introduced Cathy Stubington, Artistic Director of Runaway Moon.

Ms. Stubington expressed sadness at the possible removal of the mural and explained that more than 80 community members contributed to the mural between the ages of 8 and 88.

Ms. Stubington explained that the mural commemorates a community play that represented 21 different events in the history of Enderby and was a collaboration with Splatsin that was an act of reconciliation before it was a household term.

Ms. Stubington read excerpts from many of the letters submitted by community members about the mural.

Keith Richards, a builder and son-in-law of the artist of the mural, explained that he has experience with the kind of restoration that would be required for this mural and that he believes it is able to be restored.

Warren Welter, a graphic designer who has been involved in public art projects in Salmon Arm spoke in support of restoring and refreshing the mural.

"Not The Way I Heard It" Mural – Enderby and District Museum

Desiree Roell, Board Member of the Enderby & District Museum expressed the concern of the Museum about the possible removal of the mural. Explained that the Mural is a historical record and an important collaboration between Enderby and Splatsin.

Ms. Roell explained that the Museum has a letter from the artist that describes in detail how each panel was prepared and painted, as well as how the mural was mounted to the wall of City Hall that may be useful for restoration.

The Museum is requesting that Council resolve to keep the mural in its current location, and to form a committee with interested parties to maintain and preserve the mural.

Councillor Baird asked if the Arts Council has copyright of the artwork.

Ms. Roell responded that the Arts Council does own the copyright.

Councillor Baird explained that all of the recommendations of the Public Art Select Committee, including the recommendation regarding the mural, were intended to be a starting point for a conversation with the interested parties and that no final decisions have been made.

DEVELOPMENT MATTERS AND RELATED BYLAWS

Development Variance Permit #0072-25-DVP-END

There were no written submissions.

There were no representations made by the public.

Moved by Councillor Shishido, seconded by Councillor Davyduke

“THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT 9 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP 92074 and located at 26 Preston Drive West, Enderby BC, to permit a variance to Section 602.10.b of the City of Enderby Zoning Bylaw No. 1550, 2014 by reducing the minimum front yard setback for a single family dwelling from 6 m (19.68 feet) to 4 m (13.12 feet).”

CARRIED

Development Variance Permit #0073-25-DVP-END

Councillor Baird declared a conflict of interest because of a business interest and recused from the meeting at 4:42 p.m.

The Planner read one written submission:

Mariia Kuzmenko, 119 Red Rock Crescent

- Has no concerns about the application.

There were no representations made by the Public.

Moved by Councillor Shishido, seconded by Councillor Ramey

“THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT 1 SECTION 27 TOWNSHIP 18 RANGE 9 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP59880 EXCEPT PLAN KAP65977 and located at 123 Red Rock Crescent, Enderby BC, to permit variances to the following sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- *Section 308.4.c by increasing the maximum height of an accessory residential building from 5 m (16.40 feet) to 8 m (26.25 feet); and*
- *Section 317.b.1.vii by waiving the requirement for a Detached Secondary Suite to be enclosed on all sides not facing directly upon the principal single-family dwelling via solid fencing no less than 1.5 m (4.92 feet) in height and no greater than 2 m (6.56 feet) in height.”*

CARRIED

Councillor Baird returned to the meeting at 5:57 p.m.

Development Variance Permit #0074-24-DVP-END

Mayor Galbraith invited members of the public to make representation in regard to the application.

Phil Gallant, 501 Bass Avenue, Enderby

- Concerns about fourplexes on lots sized for a single-family dwelling.
- Concerns about parking and increased traffic in the neighbourhood.
- Concerns about vehicles parking in tandem between buildings.
- Opposed to the application.

The Planner read written submissions:

Leanne and Darwin Dwornik, 409 Bass Avenue, Enderby

- Concerns about the safety of backing out onto the street.
- Concerns about tandem parking.
- Concerns about parking proximity to the building.
- Concerns about snow clearing, placement of garbage and recycling containers.

Jacob and Pia Ypma, 415 Bass Avenue, Enderby

- Concerns about the safety of backing out onto the street and lack of visibility.
- Concerns about increased pollution and noise.
- Concerns about a lack of greenspace in the yard.

Mark and Lesley McGuire, 1-405 Bass Avenue, Enderby

- Concerns about the paving of the front of the property and the absorption of rain water.
- Concerns about this setting a precedent for the remainder of the development.
- Concerns about the difference in elevation of this lot and surrounding lots.
- Requested that letters be sent to more property owners in the neighbourhood.

Deepak Kumar, Applicant

Explained that this parking plan was developed with a goal of coming as close as possible to the City's Zoning Bylaw requirements for parking. Noted access to this property is on a cul-de-sac and would have relatively little traffic.

Council discussed concerns about the parking plan presented and the precedent that this decision would set for other lots in the area. Concerns included sacrificing the livability of the development for increased density, the increased need for bylaw enforcement if parking became a problem, and having vehicles parked without appropriate setbacks from buildings.

Moved by Councillor Schreiner, seconded by Councillor Yerhoff

"THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT 31 DISTRICT LOT 226 KAMLOOPS DIVISION YALE DISTRICT PLAN EPP125705 and located at 2020 Viewmount Court, Enderby BC, to permit variances to the following Sections of the City of Enderby Zoning Bylaw No. 1550, 2014:

- *Section 901.2.c by permitting vehicles to be required to back out on to a highway, when more than four parking spaces are provided, as shown on the attached Schedule 'A';*
and

- *Section 901.2.g by permitting off-street parking spaces to be located less than 1.5 m (4.921 feet) from a dwelling, as shown on the attached Schedule ‘A’.*

AND THAT Council authorizes the issuance of a Development Variance Permit for the property legally described as LOT 31 DISTRICT LOT 226 KAMLOOPS DIVISION YALE DISTRICT PLAN EPP125705 and located at 2020 Viewmount Court, Enderby BC, to permit a variance to Section 901.2.k the City of Enderby Zoning Bylaw No. 1550, 2014 by permitting tandem parking for a four-family dwelling, as shown on the attached Schedule ‘A’, subject to the owner registering a parking management scheme, satisfactory to the City of Enderby, on the title of the property.”

DEFEATED
Opposed unanimously.

CONTINUING BUSINESS AND BUSINESS ARISING FROM COMMITTEES AND DELEGATIONS

Implementation Plan for Public Art Select Committee Recommendations

Council discussed the mural “Not The Way I Heard It” and the desire of some community members to see it remain on City Hall. Council discussed the possibility of the mural being restored and that the costs of a restoration project are currently unknown. Council agreed that it is important to know the condition of the mural, and the wall behind the mural, before making further decisions regarding it.

Council expressed appreciation for input received from the community.

Moved by Councillor Schreiner, seconded by Councillor Shishido
“*THAT Council receives the Implementation Plan for Public Art Select Committee Recommendations memorandum dated January 10, 2025;*

AND THAT a spot inspection is performed on the City Hall mural to assess the condition of the north wall of City Hall and the mural;

AND THAT the results of the spot inspection are reported to Council;

AND FURTHER THAT Council directs Staff to proceed with implementation for all other items as outlined in Schedule ‘A’ of the Implementation Plan for Public Art Select Committee Recommendations memorandum dated January 10, 2025.”

CARRIED

REPORTS

Mayor and Council Reports

Councillor Davyduke

The Early Years Committee is hosting crafts and games at the curling rink on February 12th.

There is a new Prescribed Nature Wellness program being offered by Recreation Services.

There is an Unplug and Play event upcoming at the Library.

Councillor Yerhoff

Received many inquiries about the mural.

Had attended Enderby & District Chamber of Commerce networking events and reported that the AGM is scheduled for January 23, 2025 at the Enderby Legion.

Councillor Schreiner

Will be attending a Hospital Board meeting later this week.

Work is continuing on the Rail Trail south of the City.

Councillor Ramey

Attended an Arts Council Coffee House and reported that there was a good turnout.

Councillor Baird

Had many good discussions with members of the public about the mural.

Will be attending the Enderby & District Chamber of Commerce AGM.

Councillor Shishido

Attended a Museum meeting today and reported that planning is ongoing for Heritage Week. There are two new volunteers at the Museum. Also reported that the bake sale was very successful this year.

Attended a Coffee House event.

Mayor Galbraith

Attended an event with Councillor Davyduke at A.L. Fortune where grade 9 students presented climate action proposals.

Handed out Christmas Cards to businesses before Christmas and reported there was good feedback from business owners.

Chief Administrative Officer

Thanked Council for their input to the strategic planning session last Monday. There will be an update to the Strategic Plan on the next agenda.

The defective light engines on the Salmon Arm Drive streetlights have all been replaced.

Reported that he expects to be converting into the pool construction contract this week and mobilization will start within a few weeks of that. Realignment of the district heating line has been completed. Staff are working on a grant for some new semi-mature trees, some of which

are expected to replace the ones that had to be removed along the western side of Barnes Park.

Closure of the contract with the general contractor for the rebuilding of Reservoir #1 is expected soon, with works starting there shortly after. A spare pump has been refurbished and an additional new pump for Booster #2 has been purchased to increase the City’s resilience, as both pumps will need to operate in tandem to maintain water distribution flows to Reservoir #2 during the bypass.

The GIS program has recently been installed on the Public Works shop, water plant, and wastewater computers, which will give Public Works quick access to this information, should they need it. IT assets at the water plant have been consolidated to reduce asset costs, provide uniform cybersecurity protection, and eliminate an out-of-date computer.

In accordance with changed WorksafeBC requirements around first aid, all departments have received a risk analysis to determine their new requirements. First aid kits all needed an upgrade to meet the new requirements. The existing kits will all be redeployed – either to fleet vehicles or to places in City facilities where the general public can more readily access them.

Public Works completed their Transportation of Dangerous Goods training certification, or recertification, in late December.

Thanked the Chief Financial Officer and Recreation Services for their work in preparing for the rollout of a new online registration system for programs. This will add a lot of convenience for the public and help to manage lineups on registration days.

Budgets are being prepared for dog control, cemetery, and parks and recreation, which the Services Commission will be considering in early February. Staff are also pulling together a list of equipment and a service contract to operationalize the Grindrod Park ball diamond.

RDNO Building Permit Report – December 2024

Moved by Councillor Baird, seconded by Councillor Shishido
“THAT Council receives and files the RDNO Building Permit Report – December 2024.”

CARRIED

Audit Planning Report to the Mayor and Council for the Year Ended December 31, 2024

Moved by Councillor Schreiner, seconded by Councillor Baird
“THAT Council receives and files the Audit Planning Report to Mayor and Council for the Year Ended December 31, 2024.”

CARRIED

Bylaw Enforcement Statistics for Third Period of 2024 (September – December)

Moved by Councillor Schriener, seconded by Councillor Baird
“THAT Council receives for information the memorandum titled Bylaw Enforcement Statistics for Third Period of 2024 (September-December).”

CARRIED

NEW BUSINESS

Designation of Dilip Indukuri and Harmanpreet Singh as Bylaw Enforcement Officers and Animal Control Officers

Moved by Councillor Baird, seconded by Councillor Yerhoff
“*THAT Council designates Dilip Indukuri and Harmanpreet Singh as Bylaw Enforcement Officers and Animal Control Officers for the City of Enderby.*”

CARRIED

Digital Billboard Sponsorship Renewal for 2025

Moved by Councillor Davyduke, seconded by Councillor Yerhoff
“*THAT Council renews the annual digital billboard sponsorships for the year 2025.*”

CARRIED

MFA Early Debt Repayment – Issue 131

Moved by Councillor Schreiner, seconded by Councillor Baird
“*THAT Council directs staff to notify the Municipal Finance Authority that the City of Enderby would like to be considered for the early debt repayment option for Issue 131;*

AND THAT the early debt repayment is included in the 2025 Financial Plan, to be funded out of prior year surplus.”

CARRIED

Fire Department Service Level Policy Statement Amendment

Moved by Councillor Baird, seconded by Councillor Ramey
“*THAT Council authorizes the Enderby & District Fire Department to operate at an Interior Operations service level in accordance with the British Columbia Structure Firefighters Minimum Training Standards;*

AND THAT Council adopts the amended Fire Department Service Level Policy Statement in support of the authorized service level.”

CARRIED

CORRESPONDENCE AND INFORMATION ITEMS

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

- Safety Concerns Baird Hill (Intersection of Hwy 97A and Hwy 97B);
- City Hall Mural items 9.2.1 through 9.2.29.”

CARRIED

PUBLIC QUESTION PERIOD

There were no questions from the public.

CLOSED MEETING RESOLUTION

Moved by Councillor Baird, seconded by Councillor Shishido

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

CARRIED

MATTERS RELEASED FROM IN-CAMERA

Explore North Okanagan Co-Op Marketing Opportunity

Moved by Councillor Shishido, seconded by Councillor Ramey

“THAT Council declines to participate directly in the Explore North Okanagan Co-Op Marketing Opportunity at this time;

AND THAT Council invites the leadership of the Explore North Okanagan Co-Op Marketing Opportunity to keep the City of Enderby informed of future opportunities that it can consider in the context of its forthcoming tourism strategic plan;

AND FUTHER THAT this matter be released from in camera.”

CARRIED

ADJOURNMENT

Moved by Councillor Baird, seconded by Councillor Shishido

“THAT the regular meeting of January 20, 2025 adjourn at 7:54 p.m.”

CARRIED

MAYOR

CORPORATE OFFICER

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: January 29, 2025
Subject: Enderby & District Chamber of Commerce Funding Request

RECOMMENDATION

THAT Council does not support the Enderby & District Chamber of Commerce’s request for an operating grant;

AND THAT Council invites further discussion with the Enderby & District Chamber of Commerce on opportunities to collaborate on projects that provide a general or broad public benefit.

BACKGROUND

At the regular Council meeting of January 20, 2025, a delegation from the Enderby & District Chamber of Commerce (“the Chamber”) asked the City to provide annual funding to support the sustainability of its operations with part-time staff. Accompanying the Chamber’s request were its financial statements and its 2025 work plan. The Chamber’s 2025 budget shows a deficit of \$21,575. The Chamber requested \$15,000 from the City for 2025, with the balance of the deficit to be funded by others. The Chamber’s work plan and budget focus on serving its membership.

The Chamber indicated during its presentation that many local governments provide financial support to their respective chambers of commerce in the form of operating grants. While it is true that some local governments have ongoing financial relationships with their respective chambers of commerce, a distinction needs to be made between an operating agreement and a fee-for-service agreement:

Operating agreement – provides ongoing support for the delivery of an organization’s core services. Typically provided to charitable or not-for-profit organizations in the social service sector in order to provide a broad public benefit.

Fee-for-service agreement – provides an ongoing fee to an organization that delivers services or performs functions that the local government would otherwise deliver directly. A fee-for-service agreement does not directly support the core services of the organization, outside of incremental administrative costs associated with service delivery. Typically entered into with organizations with a primary purpose that does not involve a broad public benefit, such as an organization that provides services to its members.

Historically, the City of Enderby had an agreement with the Chamber that was an “operating agreement” in name only, as it was structured as a fee-for-service agreement.

Staff have researched agreements in several other communities, and note that, of those communities where the local governments do have ongoing financial relationships with their respective chambers, all of those agreements are fee-for-service. Typically, the fee-for-service agreement involves the delivery of tourism services (including visitor centre operations) and occasionally providing community events to the general public.

The request made by the Chamber during its delegation is for an operating agreement. The distinction between an operating agreement and a fee-for-service agreement has been previously communicated to the Chamber, including when the members of the committee exploring the revival of the Chamber or a similar business-supporting organization met with Council-appointed representatives on December 11, 2023 to discuss potential funding support.

The City has contracts and agreements with other entities who currently provide tourism and community event services. As a result, there is not an opportunity at this time for a fee-for-service agreement involving the kinds of services that a chamber of commerce might typically deliver in another community on behalf of the local government. In the meantime, exploring opportunities to collaborate on one-off opportunities of a general or broad public benefit may help to build the Chamber’s profile and capacity on an interim basis so that it has time to develop other revenue streams or restructure out of a deficit position.

With respect to an ongoing fee-for-service agreement involving a new or enhanced service, this will result in a tax increase so that it may be funded sustainably.

With respect to a one-off project, subject to financial resources and Council prioritization, it may be funded through surplus or the non-tax revenues that the City contributes to Council’s Community Enhancement Fund.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



VERNON NORTH OKANAGAN DETACHMENT

4th Quarter (October to December) 2024

QUARTERLY POLICING REPORT

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

Superintendent Blake MacLeod

Officer in Charge

POLICING ACTIVITY REPORT ~ 4th Quarter 2024

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

PRIORITY ONE: PUBLIC SAFETY

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

Operations

The table below highlights the total number of calls for service for the 4th quarter of 2024 as well as previous totals from 2023, 2022 and 2021 for comparison. The percentage changes are compared to the same quarter from the previous year.

Total Calls for Service – Quarter 4							
Area	2021	2022	2023	2024	2021-2022 % change	2022-2023 % change	2023-2024 % change
Vernon	5399	4594	4189	4179	-14.9%	-8.8%	-0.2%
Coldstream	381	321	321	315	-15.7%	0%	-1.8%
Vernon Rural	479	413	381	384	-13.7%	-7.7%	+0.7%
Armstrong	166	254	267	277	+53.0%	+5.1%	+3.7%
Enderby	385	466	406	423	+21.0%	-12.8%	+4.1%
Falkland	214	119	189	185	-44.3%	+58.8%	-2.1%
Lumby	280	239	237	248	-14.6%	-0.8%	+4.6%
Spallumcheen	235	330	282	288	+40.4%	-14.5%	+2.1%
Westside	253	219	232	309	-13.4%	+5.9%	+33.1%
Total	7792	6955	6504	6608	-10.7%	-6.4%	+1.5%

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

Criminal Code Offences

The table below highlights the total number of Criminal Code offences for the 4th quarter as well as previous totals from 2023, 2022 and 2021 for comparison; percentage changes are compared to the same quarter from the previous year. Total Criminal Code offences include persons and property offences.

Criminal Code Offences– Quarter 4							
Area	2021	2022	2023	2024	2021-2022 % change	2022-2023 % change	2023-2024 % change
Vernon	1578	1314	1346	1466	-16.7%	+2.4%	+8.9%
Coldstream	72	50	58	88	-30.5%	+16%	+51.7%
Vernon Rural	87	54	63	84	-37.9%	+16.6%	+33.3%
Armstrong	74	60	69	65	-18.9%	+15%	-5.7%
Enderby	142	124	64	94	-12.6%	-48.3%	+46.8%
Falkland	45	22	24	29	-51.1%	+9.0%	+20.8%
Lumby	69	73	42	60	+5.7%	-42.4%	+42.8%
Spallumcheen	80	69	49	60	-13.7%	-28.9%	+22.4%
Westside	72	69	63	87	-4.1%	-8.69%	+38%
Total	2219	1835	1739	2033	-17.3%	-5.2%	+16.9%

Criminal Code Offences include founded files only.

Violent Offences

The table below highlights the total number of violent crime offences for the 4th quarter as well as previous totals from 2023, 2022 and 2021 for comparison; percentage changes are compared to the same quarter from the previous year. Total violent crime offences include homicides, assaults, sexual assaults, uttering threats and criminal harassment.

Violent Offences – Quarter 4							
Area	2021	2022	2023	2024	2021-2022 % change	2022-2023 % change	2023-2024 % change
Vernon	264	237	229	261	-10.2%	-3.3%	+13.9%
Coldstream	17	11	20	20	-35.2%	+81.8%	0%
Vernon Rural	19	19	20	27	0%	+5.2%	+35%
Armstrong	11	11	11	11	0%	0%	0%
Enderby	14	23	33	32	+64.2%	+43.4%	-3%

Falkland	7	7	5	9	0%	-28.5%	+80%
Lumby	18	9	12	22	-50%	+33.3%	+83.3%
Spallumcheen	11	14	20	8	+27.2%	+42.8%	-60%
Westside	20	22	14	29	+10%	-36.3%	+107.1%
Total	381	353	364	419	-7.3%	+3.1%	+15.1%

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

Files of interest this quarter include an aggravated assault investigation involving an edged weapon, an aggravated assault investigation involving a firearm, and a homicide investigation which occurred in Vernon.

Property Crime

The table below highlights the total number of property crime offences for the 4th quarter as well as previous totals from 2023, 2022 and 2021 for comparison; percentage changes are compared to the same quarter from the previous year. Total property crime offences include break and enter, theft, mischief, arson, fraud, and possession of stolen property.

Property Crime – Quarter 4							
Area	2021	2022	2023	2024	2021-2022 % change	2022-2023 % change	2023-2024 % change
Vernon	938	698	795	846	-25.5%	+13.8%	6.4%
Coldstream	52	28	22	60	-46.1%	-21.4%	+172.7%
Vernon Rural	53	27	36	45	-49.0%	33.3%	+25%
Armstrong	28	28	15	31	0%	-46.4%	+106.6%
Enderby	57	40	27	24	-29.8%	-32.5%	11.1%
Falkland	22	8	9	12	-63.6%	+12.5%	+33.3%
Lumby	27	22	18	33	-18.5%	-18.1%	+83.3%
Spallumcheen	30	31	22	44	+3.3%	-29.0%	+100%
Westside	27	30	34	42	+11.1%	+13.3%	+23.5%
Total	1234	912	978	1157	-26.0%	+7.2%	+18.3%

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

Files of interest this quarter include the arrest of a prohibited driver in a stolen truck, for possession of stolen property in Vernon as well as a break and enter to a business in Coldstream, which resulted in the recovery of the stolen property. During the month of December, police investigated a string of business break and enters in the Vernon area where beauty salons were targeted.

Targeted Policing

During this quarter, Targeted Policing continued to investigate a targeted residential shooting incident that occurred mid-September in Vernon where three subjects were arrested and firearms were seized. In addition, Drug Section continued the investigation of the arrest of four subjects and seizure of drugs in mid-July as well as providing disclosure for a 2023 investigation which resulted in the seizure of large quantities of private manufactured firearms and various drugs.

Prolific Offender Unit

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

At the conclusion of this reporting period, there were 13 Prolific Offenders identified for monitoring in the Vernon North Okanagan. Of those, six are currently in custody and seven are not in custody. Of the seven (7) not in custody, five (5) reside or are known to frequent, the City of Vernon, one (1) resides in the North Rural and one (1) relocated outside of our jurisdiction.

Repeat Violent Offending Intervention Initiative (ReVOII)

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

Downtown Enforcement

During this reporting period the Crime Reduction Unit liaised with the street entrenched population, provided referral information and conducted enforcement action. During the course of their duties DEU executed 17 warrants of arrest and recommended five investigations for charge approval including failure to comply with release conditions and driving while prohibited.

Road Safety

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

Traffic Contacts – Quarter 4							
Area	2021	2022	2023	2024	2021-2022 % change	2022-2023 % change	2023-2024 % change
Vernon	749	583	722	544	-22.1%	+23.8%	-24.6%
Coldstream	184	118	175	146	-35.8%	+48.3%	-16.5%
Vernon Rural	17	28	2	11	+64.7%	-92.8%	+450%
Armstrong	82	143	60	34	+74.3%	-50.0%	-43.3%
Enderby	36	38	55	27	+5.5%	+44.7%	-50.9%
Falkland	15	11	15	12	-26.6%	+36.3%	-20%
Lumby	38	71	11	13	+86.8%	-84.5%	+18.1%
Spallumcheen	120	119	102	46	-0.8%	-14.2%	-54.9%
Westside	68	38	144	42	-44.1%	+278.9%	-70.8%
Total	1241	1149	1286	865	-7.4%	-11.9%	-32.7%

Total Traffic Contacts include violations tickets and written warnings.

During this quarter, frontline officers removed 68 impaired drivers from the roadway; 40 within Vernon/Coldstream and 28 from the surrounding areas.

PRIORITY TWO: VULNERABLE PERSONS

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

Domestic Violence Unit (DVU)

In high-risk intimate partner violence investigations, the Domestic Violence Unit assists frontline investigators, conducts file reviews as well as facilitates Integrated Case Assessment Team (ICAT) meetings to support a high-risk victim through the process. During this quarter DVU opened three (3) new ICAT files and currently has an additional six (6) previous ICAT files requiring file management, monitoring and victim support.

Sex Crimes

During this quarter, the BC Integrated Child Exploitation Unit (BC ICE) advised of 15 reports of possession of child pornography with four of the investigations believed to involve self-taken images and potential victims of on-line luring. Each investigation requires a significant amount of time to complete production orders, execute search warrants and, where the evidence supports, prepare charge packages for Crown Counsel.

As a highly trained interviewer the Sex Crimes investigator conducts interviews with vulnerable child victims of crime. From October to December, Sex Crimes interviewed eight (8) victims with regards to sexual assault and sexual interference crimes against children.

In addition, Sex Crimes submitted a Report to Crown Counsel requesting charges of fail to comply with court ordered conditions for a registered sex offender.

Mental Health Calls

The Integrated Crisis Response Team is comprised of a regular member partnered with a nurse from the Interior Health Authority who responds to calls for service involving persons in crisis. This quarter, ICRT responded to 241 calls for service and assisted frontline officers with follow up on an additional 40 investigations.

Vernon/ Coldstream	MENTAL HEALTH FILES – Quarter 4						
	2021	2022	2023	2024	2021-2022 % change	2022-2023 % change	2023-2024 % change
Mental Health Files	275	292	360	493	+6.1%	+23.28%	+36.9%
Emergency Apprehension Sec 28 (by Police)	34	48	26	29	+41.1%	-45.83%	+11.5%
Form 21, 10, 4 Apprehension (issued by Doctors or Nurse Practitioners)	12	16	19	20	+33.3%	+18.75%	+5.2%

North Okanagan Rural (Armstrong, Enderby, Falkland, Lumby, Spallumcheen)	MENTAL HEALTH FILES – Quarter 4						
	2021	2022	2023	2024	2021-2022 % change	2022-2023 % change	2023-2024 % change

Mental Health Files	78	59	76	79	-24.3%	+28.81%	+3.9%
Emergency Apprehension Sec 28 (by Police)	13	5	10	10	-61.5%	+100%	0%
Form 21, 10, 4 Apprehension (issued by Doctors or Nurse Practitioners)	6	1	3	2	-83.3%	+200%	-33.3%

Toxic Drug Crisis Response

Frontline officers in the Vernon North Okanagan work to improve service for people suffering from addiction issues which often lead to an increased involvement in criminal behaviour. Through partnership with Interior Health, Mental Health and Substance Use and the BC Centre for Disease Control, the Vernon North Okanagan RCMP offer Naloxone kits to those at risk of overdose. During the course of their duties, frontline officers provide referral to and information regarding local harm reduction services within the community.

PRIORITY THREE: COMMUNITY OUTREACH

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

Youth Connection

The Vernon North Okanagan detachment is committed to connecting with youth in the community with frontline officers conducting impromptu visits to the schools and regular patrols of school zones during student drop-off and pick-up times. In addition, our officers assist with lock-down drills, provide school presentations and are currently planning the annual Constable Jean Minguy Memorial RCMP Youth Academy in the spring.



In December, the Vernon North Okanagan RCMP partnered with the Coldstream Fire Department to host a food drive at Kidston Elementary where police engaged with students, offered tours of the police car and handed out candy canes.

Community Engagement



Our officers participated in many community events over this past quarter including the United Way Drive Thru Breakfast handing out goodies and coffee to supporters. As well, we attended to a retirement complex to engage with the residents over coffee and treats to hear first hand the policing issues that are important to them. In October, the Vernon Detachment hosted the Oak Child & Youth Advocacy Centre's chilli fundraiser. In November, VNOD's Senior Management

Team cooked up a taco lunch at the OKIB Elder's luncheon for attendees. In December, we helped serve a Christmas luncheon at the Enderby Senior's Centre and participated in the Elk's Hall pancake breakfast toy drive. Don't worry, Santa was released from cells in time to deliver toys.

Community Safety Office (Vernon)

The nine (9) active volunteers of the Community Safety Office (CSO) assisted 629 members of the public, fielded 114 phone calls and returned over 203 Police Information Checks. The CSO coordinator conducted presentations to the community with regards to Home & Personal Safety, and Frauds & Cons. In addition, a Crime Preventions through Environment Design (CPTED) audit was conducted at a local business. Throughout the quarter, the volunteers were involved in many community events with Safety Bear making an appearance at the United Way Breakfast, the Oak Centre Fundraiser, and during the Trick or Treat trail at Halloween. On November 15th, the Community Safety Office celebrated a milestone anniversary of 25 Years of working with the community and honored two long-term volunteers who were with the program since its' inception.

Vernon RCMP Volunteers

During this past quarter the 29 volunteers provided a total of 561 hours through their participation with the Vernon RCMP Volunteer Program. They drove 2217 kilometers, worked 36 Community Safety Patrol shifts and ran 2708 licence plates on the Stolen Auto Recovery program. Over the past three months, volunteers spent 12 hours conducting 3 Speed Watch operations to slow down 944 vehicles. On December 3rd, the City of Vernon hosted a volunteer appreciation event with 4 volunteers being recognized for 1000 hours of service and others recognized for anywhere between 1-10 years of volunteer service to the program.

Lumby RCMP Volunteers

The Village of Lumby and Electoral Area D supports a small RCMP volunteer program consisting of four (4) operational volunteers and the program is facilitated by the Village of Lumby Community

Safety Officer, Lee Elliott. These dedicated volunteers conducted seven Speed Watch operations throughout the area including in the school zone at JQ Inglis Elementary, 400 block of Mable Lake Road, 500 block of Whitevale Road, Dure Meadow Road, Millar Street and Vernon Street. As well, the volunteers conducted three shifts patrolling the community as eyes and ears for the police.

PRIORITY FOUR: POLICING EXCELLENCE

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

Detachment Level Training

The Vernon North Okanagan is committed to providing local training opportunities for our police officers in order to enhance their skillset. During this quarter, all carbine operators attended mandatory annual re-certification with local Basic Firearms Instructors. As well, the detachment hosted many local subject matter experts including Vernon Fire Rescue who attended to perform fire extinguisher training, the City of Vernon IT Department provided information on battery safety and storage, the RCMP E Division's Polygraph Section facilitated a 4-day workshop on suspect interviewing and Police-Based Victim Services spoke about the support provided to victims under their program. VNOD began rolling out the new model of the Conducted Energy Weapon (CEW) Model T7 with training offered to the frontline officers in the North Rural.

Pacific Regional Training Centre (PRTC)

During this quarter, three (3) regular members attended to PRTC for Operational Skills Training, one (1) member attended a pre-selection course to be considered for the Police Dog Section, and one (1) attended to annual Tactical Team training. In addition, our members benefitted from firearms training, Tire Deflation Device course, specialized computer training, and participated in the Investigator Development Program. As well, one (1) member of the Vernon North Okanagan Detachment's Senior Management Team attended to the Critical Incident Command course at the Justice Institute of BC.

Human Resources - Established Levels

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

RCMP MISSION, VISION, VALUES

Our Mission:

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

Our Vision:

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

Our Values:

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

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

AGENDA

To: Tate Bengtson, CAO
From: Jennifer Bellamy, CFO
Date: January 27, 2025
Subject: Disclosure of Contracts - Council

RECOMMENDATION

THAT Council receives the Disclosure of Contracts – Council memorandum dated January 27, 2025 for information.

BACKGROUND

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

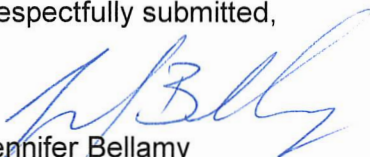
It is the responsibility of each elected official to inform the Corporate Officer of any contracts that must be reported. Section 107(3) of the *Community Charter* states that a person who does not report their contracts will be disqualified from holding office, unless the contravention was done inadvertently,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

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

October 1, 2024 to December 31, 2024

Council Member	Supplier	Amount
Councillor Baird	Baird Bros Ltd	\$ 33,895.88

Respectfully submitted,


Jennifer Bellamy
Chief Financial Officer

THE CORPORATION OF THE CITY OF ENDERBY

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: January 28, 2025
Subject: Strategic Plan 2023-26 - Update 2025

RECOMMENDATION

THAT Council adopts the City of Enderby Strategic Plan 2023-26 – Update 2025.

BACKGROUND

Further to receiving its Strategic Plan 2024 Scorecard in December, Council convened a strategic planning workshop on January 13, 2025 to review progress and update its strategic plan.

Attached to this memorandum is the City of Enderby Strategic Plan 2023-26 – Update 2025. Completed items are indicated in a green font. Following adoption by Council, the City of Enderby Strategic Plan 2023-26 – Update 2025 will be posted on the City's website.

Respectfully submitted,

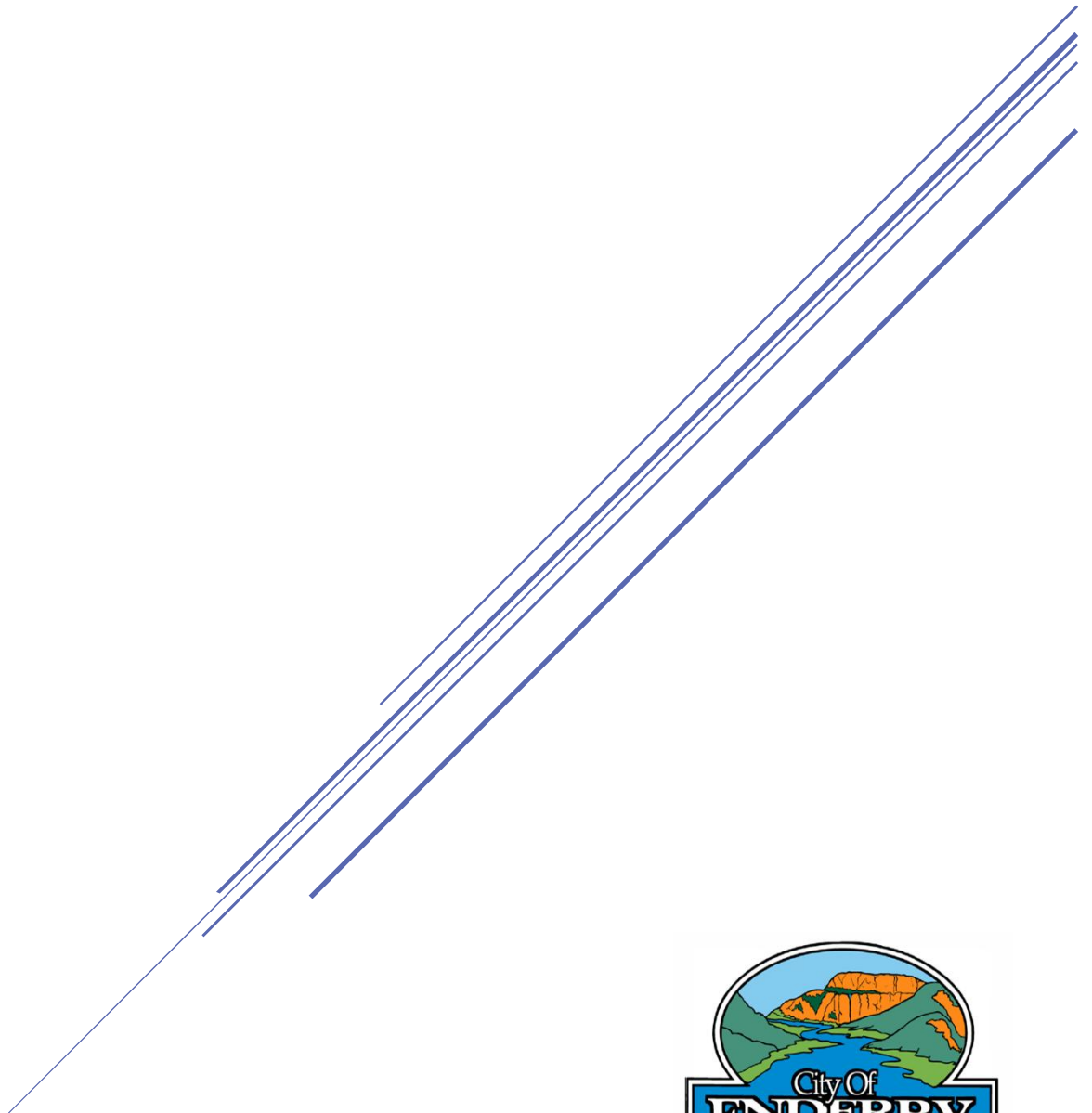


Tate Bengtson
Chief Administrative Officer

CITY OF ENDERBY

STRATEGIC PLAN 2023-26

UPDATE 2025



ABOUT THIS STRATEGIC PLAN

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

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

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

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

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

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

Green text indicates an objective that has been accomplished or completed.

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

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

CITY OF ENDERBY

STRATEGIC PLAN 2023-26

UPDATE 2025

VALUES

Our values are:

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

MISSION

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

VISION

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

STRATEGIC PRIORITIES

Our commitments are:

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

STRATEGIC PRIORITY #1 - CITIZEN ENGAGEMENT

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

OBJECTIVES

COMMITMENT	PRIORITY	YEAR	ACTION
Enhance public communications on the City of Enderby Mission, Vision, and Values.	Important	2023	Provide
Re-evaluate existing public art in conjunction with the Enderby & District Arts Council.	Important	2024	Partner
Replace and add new banners to City streets and Highway 97A.	Desirable	2024	Provide
Assess opportunities to implement a volunteer engagement and coordination program that will increase the annual volunteer hours contributed to the community.	Desirable	2025	Partner
Host "Coffee with Mayor & Council" events.	Desirable	2025	Provide
Increase recognition of community volunteers.	Desirable	2025	Provide
Commission at least one new design for community recognition cards.	Desirable	2025	Provide
Approve an implementation plan for public art.	Important	2025	Provide
Enhance community entrance signs.	Desirable	2026	Provide

STRATEGIC PRIORITY #2 - HEALTH AND WELL-BEING

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

OBJECTIVES

COMMITMENT	PRIORITY	YEAR	ACTION
Propose to the Ministry of Health a pilot project to create and retain rural health practitioners by investing in local residents.	Important	2023	Advocate
Review and adopt a Council Code of Conduct.	Critical	2023	Provide
Review available lands for the suitability of establishing a dog park.	Important	2023	Provide
Support the establishment of a local or regional Accessibility Committee.	Critical	2023	Partner
Explore enhanced hours for the Enderby branch of the Okanagan Regional Library.	Desirable	2024	Facilitate
Increase engagement with owners of vacant commercial buildings to address safety concerns.	Important	2024	Provide
Support regional initiatives to create or enhance ball diamond infrastructure.	Important	2024	Partner
Partner with the Garden Club or another community organization on at least one food security initiative.	Desirable	2025	Partner
Complete construction of a new pool.	Critical	2026	Partner
Develop a vision for the future use of the old pool location.	Important	2026	Partner

STRATEGIC PRIORITY #3 - ECONOMIC PROSPERITY

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

OBJECTIVES

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

STRATEGIC PRIORITY #4 - ATTAINABLE AND AFFORDABLE HOUSING

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

OBJECTIVES

COMMITMENT	PRIORITY	YEAR	ACTION
Align Official Community Plan and Zoning Bylaw with Interim Housing Needs Report.	Critical	2025	Provide

STRATEGIC PRIORITY #5 - WELL-MANAGED INFRASTRUCTURE

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

OBJECTIVES

COMMITMENT	PRIORITY	YEAR	ACTION
Evaluate need for additional staff and implement plan.	Important	2024	Provide
Continue to invest in asset management annually.	Critical	2025	Provide
Create a grant-ready expansion and upgrade plan for the Water Treatment Plant.	Critical	2025	Provide
Complete construction of a replacement Reservoir #1.	Critical	2025	Provide
Develop a grant-ready plan for improving community fire flows.	Important	2025	Provide
Fulfill the requirements for the City to be eligible under the Province's allocation-based FireSmart funding model.	Important	2025	Provide
Evaluate viability and grant opportunity to provide lighting to the Riverwalk.	Desirable	2026	Provide
Commence engineering and financial planning for the paving of the gravel portion of Brickyard Road.	Important	2026	Provide

EVALUATING THE PLAN

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

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

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

REVIEWING AND AMENDING THE PLAN

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

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

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

MEMO

To: Mayor and Council
From: Tate Bengtson, CAO
Date: January 23, 2025
Subject: Code of Conduct 2025 Reaffirmation

RECOMMENDATION

THAT Council reaffirms the code of conduct for elected officials for 2025.

ALTERNATE RECOMMENDATION

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

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

BACKGROUND

During its 2025 strategic planning session, Council expressed its collective interest in bringing forward the code of conduct for elected officials at the start of each year so that it may reaffirm the values, principles, and procedures contained therein.

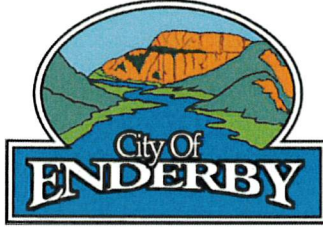
The *Community Charter* was amended in 2021 to require a municipal council, within six months of its first regular meeting following a general election, to decide whether to establish or review a code of conduct for elected officials ("the Code of Conduct"). Council adopted the Code of Conduct in 2023, in accordance with the *Community Charter* and the related *Principles for Codes of Conduct Regulation*.

Council's desire to reaffirm the Code of Conduct annually exceeds the minimum requirements of the *Community Charter* but is entirely consistent with the spirit of the legislation and is a healthy practice.

Respectfully submitted,



Tate Bengtson
Chief Administrative Officer



ELECTED OFFICIAL CODE OF CONDUCT

Table of Contents

Introduction.....	2
Application and Interpretation	2
Principles.....	3
Standards of Conduct	4
Integrity	4
Respect.....	5
Accountability	6
Leadership and Collaboration	7
Complaint Handling and Remedies	8
Affirmation.....	10

Introduction

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

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

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

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

APPLICATION AND INTERPRETATION

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

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

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

Principles

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

Standards of Conduct

INTEGRITY

Integrity is demonstrated by the following conduct:

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

RESPECT

Respect is demonstrated through the following conduct:

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

ACCOUNTABILITY

Accountability is demonstrated through the following conduct:

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

LEADERSHIP AND COLLABORATION

Leadership and collaboration is demonstrated through the following conduct:

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

Complaint Handling and Remedies

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

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

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

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

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

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

Affirmation

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

Signature _____

Name _____

Date _____