

# SUN PEAKS MOUNTAIN RESORT MUNICIPALITY

## REGULAR COUNCIL MEETING

### AGENDA

3:00 PM Tuesday, June 23, 2026

Sun Peaks Centre

[Zoom](#)

	Page
1. CALL TO ORDER AND ACKNOWLEDGEMENT	
2. INTRODUCTION OF LATE ITEMS	
3. ADOPTION OF THE AGENDA	
4. ADOPTION OF MINUTES	
4.1. Regular Council Meeting Minutes - June 9, 2026	3 - 8
THAT, Council adopt the June 9, 2026 Regular Council Minutes as presented. <a href="#">06-09-2026 - Regular Council Minutes</a>	
4.2. Public Hearing Meeting Minutes - June 9, 2026	9 - 11
THAT, Council adopt the June 9, 2026 Public Hearing Minutes as presented. <a href="#">06-09-2026 - Public Hearing Minutes</a>	
5. MAYOR AND COUNCIL REPORTS	
6. ADMINISTRATIVE REPORTS	
6.1. 2025 Annual Report	12 - 67
THAT, Council approve the 2025 Annual Report as presented <a href="#">2025 Annual Report RTC June 23 2026</a> <a href="#">2025 Annual Report Final</a>	
6.2. Fire Department & Emergency Management Update	68 - 70
<a href="#">06-23-2026 - Fire Department Updates</a>	
6.3. 2025 Statement of Financial Position	71 - 85
THAT, Council authorize the 2025 Statement of Financial Information (SOFI), as presented, in accordance with the Financial Information Act; and authorize the Mayor and Director of Finance to execute all necessary documentation. <a href="#">2025 Statement of Financial Position RTC June 23 2026</a> <a href="#">2026-06-23 SPMRM Statement of Financial Information 2025</a>	
7. BYLAWS	
7.1. 2026 Official Community Plan	86 - 145
THAT, Council give first reading to Sun Peaks Mountain Resort Municipality Official Community Plan, Bylaw No. 239, 2026.	

[RTC Bylaw No 239 2026 OCP First Reading](#)  
[2026 Sun Peaks Mountain Resort Municipality Official Community Plan](#)  
[Official Community Plan Bylaw No. 0239, 2026](#)

8. NEW BUSINESS
9. QUESTIONS FROM THE PUBLIC
10. CLOSED MEETING
  - 10.1. THAT, Council close meeting pursuant to Community Charter Section 90(1)(d) security of the property of the Municipality.
11. ADJOURNMENT

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Minutes of the Regular Council meeting of the Sun Peaks Mountain Resort Municipal Council held on Tuesday, June 9, 2026 commencing at 4:01 PM in the Sun Peaks Centre.

Present:	Mayor R. O'Toole Councillor K. Dye Councillor B. Gillespie Councillor L. Hrycan Councillor J. Kimmel
Also:	Members of the public Deanna Campbell, CAO Donna Monteith, Director of Corporate and Legislative Services Clint Burton, Director of Operations Demitri Hofer, Director of Development and Community Services Jenel Melnyk, Corporate Services Assistant

**1. CALL TO ORDER AND ACKNOWLEDGEMENT**

Mayor O'Toole called the meeting to order at 4:01 PM and acknowledged that we live, work, and play on the traditional territory of the Secwepemc people.

**2. INTRODUCTION OF LATE ITEMS - None**

**3. ADOPTION OF THE AGENDA**

Mayor O'Toole requested to address item 8.1 Development Cost Charges Bylaw No. 0238, 2026 immediately before item 5.1

06-09-2026/01 Moved by Councillor Kimmel, seconded by Councillor Gillespie;  
THAT, Council adopt the June 9, 2026 agenda as amended.  
Motion carried

**4. ADOPTION OF MINUTES**

**4.1. Regular Council Meeting Minutes - May 26, 2026**

Council requested amendments for clarity regarding:

- Item 6 intentions for the upcoming community-to-community meeting.
- Item 7.1 Council endorsing administration's recommendation in addition to seeking further meetings at the UBCM Convention.

- Item 7.4 Future TUP reports to include all recommended conditions; spelling correction for Councillor Hrycan.
- Item 9, Sun Peaks Fire Department identified as the primary source for emergency preparedness messaging.

06-09-2026/02 Moved by Councillor Kimmel, seconded by Councillor Hrycan; THAT, Council adopt the May 26, 2026 Regular Council Minutes as amended.

Motion carried

**5. BUSINESS ARISING FROM THE PUBLIC HEARING**

**5.1. Temporary Use Permit Renewal No. TUP-2019-008 - 2442 Fairways Drive.**

Director Hofer gave Council a brief overview of the application, Council requested the suggested motion be amended to add all conditions listed in the staff report, including those under “Sun Peaks Zoning Bylaw General Provisions” prior to reading.

06-09-2026/03 Moved by Councillor Hrycan, seconded by Councillor Kimmel; THAT, Council authorize renewal of Temporary Use Permit No. TUP-2019-008 for 2442 Fairways Drive (Lot 3 DL 6421 KDYD Plan KAP70975) subject to a safety inspection, the following conditions, including conditions A to K brought forward in Council Report TUP-2019-008R in accordance with Sun Peaks Resort Municipality Bylaws and policies:

- Term: Council can approve a term of up to 3 years.
- Manager: An on-mountain manager must be provided.
- Auxiliary Dwelling: The auxiliary dwelling unit cannot be used for Tourist Accommodation.
- Guests: Occupancy of the principal dwelling is limited to 10.
- Inspections: The Resort Municipality may carry out random inspections.
- Fees: The owner must comply with Short-term rental policy No. 15.

Motion carried

**5.2. Temporary Use Permit No. TUP-2026-002 - 2417 Fairways Drive**

Director Hofer gave Council a brief overview of the application, Council requested the suggested motion be amended to add all conditions listed in

the staff report, including those under “Sun Peaks Zoning Bylaw General Provisions” prior to reading.

06-09-2026/04 Moved by Councillor Hrycan, seconded by Councillor Gillespie; That Council authorize issuance of Temporary Use Permit No. TUP-2026-002 for 2417 Fairways Dr (Lot 12 District Lot 6334 Kamloops Division Yale District Plan KAP53475) subject to a safety inspection, the following conditions, including conditions A to J brought forward in Council Report 2417 Fairways Dr in accordance with Sun Peaks Resort Municipality Bylaws and policies:

- Term: Council can approve a term of up to 3 years.
- Manager: An on-mountain manager must be provided.
- Auxiliary Dwelling: The main dwelling unit cannot be used for Tourist Accommodation.
- Guests: Occupancy of the auxiliary dwelling is limited to 6.
- Inspections: The Resort Municipality may carry out random inspections.
- Fees: The owner must comply with Short-term rental policy No. 15.

Motion carried

**5.3. Rezoning Amendment No. RZ-2026-002 at #8-3250 Village Way**

Director Hofer provided Council with an overview of the application and addressed concerns raised by Council.

06-09-2026/05 Moved by Councillor Kimmel, seconded by Councillor Gillespie; THAT, Zoning Amendment Bylaw No. 0235, 2026 be read a third time  
Motion carried

06-09-2026/06 Moved by Councillor Kimmel, seconded by Councillor Gillespie; THAT, Zoning Amendment Bylaw No. 0235, 2026 be adopted.  
Motion carried

06-09-2026/07 Moved by Councillor Kimmel, seconded by Councillor Gillespie; THAT, Council exempt the Flight Deck Enterprises Inc. proposing to locate to #8-3250 Village Way from section 5.3 (c) of the SPMRM Business Licence Bylaw  
Motion carried

06-09-2026/08 Moved by Councillor Kimmel, seconded by Councillor Dye;  
THAT, Council authorize the following resolution of support for new Cannabis Retail Sales Job #123286 (8-3250 Village Way) be forwarded to the BC Liquor and Cannabis Regulation Branch:

WHEREAS Council has considered that:

- the property is located in a zone in which Cannabis Retail Sales is a permitted use and complies with all regulations under the Sun Peaks Mountain Zoning Bylaw
- the retail cannabis sales use at 8-3250 Village Way is not expected to have a negative impact on the community
- retail cannabis sales is considered a compatible land use

AND WHEREAS Council has sought the views of the community by way of:

- requiring the applicant to post a sign on the property soliciting public input by way of written comments for a minimum of 10 days;
- circulating a notice to all properties within 50m of the property regarding a public meeting to consider the application and inviting affected persons to provide input to Council, either in writing or in person; and
- reviewing and considering all public input—all written correspondence received in conjunction with the application is attached to the Council Agenda and the Council Minutes

NOW RESOLVE THAT Council supports proposed Retail Cannabis Sales Licence Application Job #123286 made by Flight Deck Cannabis Co. for 8-3250 Village Way, Sun Peaks.

Motion carried

**6. MAYOR AND COUNCIL REPORTS**

Mayor O’Toole met with the new superintendent and new secretary treasurer from School District 73 in hopes of moving forward with a brick-and-mortar school.

Meetings with the TNRD and the Sun Peaks Skatepark Foundation also occurred.

**7. ADMINISTRATIVE REPORTS**

**7.1. CAO Report**

CAO Campbell reviewed the report submitted to Council.

**8. BYLAWS**

**8.1. Development Cost Charges Bylaw No. 0238, 2026**

Director Burton provided Council with an overview of the proposed Development Cost Charges Bylaw and addressed feedback received after 1<sup>st</sup> reading of the bylaw.

Council requested staff provide further details related to multi family homes, and data related to collection of DCC’s at subdivision. Staff will follow up with Council.

Moved by Councillor Dye, seconded by Councillor Hrycan;  
THAT, Council give second reading to Bylaw No. 0238, 2026  
Development Cost Charges for Water, Sanitary Sewer, Storm Drainage,  
Highway Facilities and Parkland.

Motion carried

**9. NEW BUSINESS- None**

**10. CORRESPONDENCE AND INFORMATION ITEMS**

**10.1. Correspondence Summary**

Council requested staff send a notice of receipt to the recipients.

06-09-2026/09 Moved by Councillor Dye, seconded by Councillor Kimmel;  
THAT, Council receive the correspondence as information.

Motion carried

**11. QUESTIONS FROM THE PUBLIC**

D. Alexander requested Director Burton provide further details on the Municipalities current DCC reserve amount.

D. Alexander requested Director Burton provide further detail on funding for the water line project.

A. Blakeney requested Director Burton provide further clarification in regard to the flexible payment model for DCC's

Legislation permits the collection but Municipalities have to enact it, staff will follow up with further details.

A. Blakeney inquired why Business Licensing Bylaw 203-005 was not reviewed and amended prior to Zoning Amendment Bylaw 235 being presented to Council. Director Hofer responded that staff found this approach to be the most efficient at the time, the Business Licensing Bylaw review is currently underway.

**12. CLOSED MEETING**

06-09-2026/10      Moved by Councillor Dye, seconded by Councillor Gillespie;  
THAT, Council close the meeting under Community Charter section 90(2)(b)(i) the consideration of information received and held in confidence relating to negotiations between the municipality and the provincial and federal government.

Motion carried

**13. ADJOURNMENT**

\_\_\_\_\_  
Mayor

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

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Minutes of the Public Hearing/Presentation meeting of the Sun Peaks Mountain Resort Municipal Council held on Tuesday, June 9, 2026 commencing at 3:00 PM in the Sun Peaks Centre.

Present:	Mayor R. O'Toole Councillor K. Dye Councillor B. Gillespie Councillor L. Hrycan Councillor J. Kimmel
Also:	Members of the public Deanna Campbell, CAO Donna Monteith, Director of Corporate and Legislative Services Clint Burton, Director of Infrastructure Demitri Hofer, Director of Development and Community Services Jenel Melnyk, Corporate Services Assistant

**1. OPEN PUBLIC HEARING**

Mayor O'Toole called the meeting to order at 3:00PM and read the rules of procedure for the three (3) public hearings to be held. He went on to give an explanation of the public hearing process.

**2. TEMPORARY USE PERMIT**

**a. Temporary Use Permit Renewal TUP-2019-008- 2442 Fairways Drive**

Director Monteith noted there were no written submissions received. Mayor O'Toole called three times for submissions from the floor, there being none, the public hearing was closed.

**b. Temporary Use Permit TUP-2026-002 2417 Fairways Drive**

Director Monteith noted there were no written submissions received. Mayor O'Toole called three times for submissions from the floor, there being none, the public hearing was closed.

**3. REZONING AMENDMENT****a. Rezoning Amendment No. RZ-2026-002 at 8-3250 Village Way****b. Comments/Submissions**

Director Monteith noted there were a total of 54 written submissions, 30 in support and 24 in opposition. Mayor O'Toole called for submissions from the floor.

S. Nasilowski and K. Vike, the applicants provided further details on their application including addressing matters related to traffic, security, litter prevention, loitering and staff training.

T. Betts spoke in support of the rezoning application

K. Rose spoke in support of the rezoning application

A. Stewart spoke in support of the rezoning application

N. Duscheneau spoke in support of the rezoning application

C. Kisler spoke in support of the rezoning application

J. Fee spoke in support of the rezoning application

T. Schwanke spoke in support of the rezoning application

A. Summers spoke in support of the rezoning application

S. Ryan spoke in support of the rezoning application

M. Vike spoke in support of the rezoning application

Mayor O'Toole called for a second time for submissions from the floor.

S. Berkley expressed concerns about the rezoning application location but is in support of the business concept.

M. Vike spoke again in support of the rezoning application

V. Cooper expressed concerns strata may have about the rezoning application and his support for the applicants

S. Grant spoke in support of the rezoning application

I. Cakirogullari - spoke in support of the rezoning application

J. Shaw spoke in support of the rezoning application

R. Schmalz spoke in support of the rezoning application

C. Clarke spoke in support of the rezoning application

P. Taylor expressed concerns about the rezoning application related to the lack of strata owners representation at this public hearing.

M. Shaw spoke in support of the rezoning application

S. Berkley reiterated the village is a great place for the rezoning, the lobby of the Residence is his concern

Mayor O’Toole called for a final time for submissions from the floor.

Councillor Hrycan asked the applicant for further information in regard to the voluntary social contract reference and if this had been shared with the Residence strata. The applicant responded that this was simply a part of their presentation that demonstrates the various ways they are going above and beyond the basic requirements. There is not an actual contract between parties.

J. Temple spoke in support of the rezoning application.

J. Keller expressed concern about short notice given to residents to respond

**4. CLOSE PUBLIC HEARING**

Mayor O’Toole called for a third and final time for submissions from the floor, there being none, the public hearing was closed at 4:01 pm.

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Mayor

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Corporate Officer



**COUNCIL REPORT**

**To:** Mayor & Council

**Meeting Date:** June 23, 2026

**From:** D. Monteith, Director of Corporate and Legislative Services

**Re:** 2025 Annual Report

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**RECOMMENDATION(S):**

**THAT, Council approve the 2025 Annual Report as presented.**

A handwritten signature in black ink, appearing to be "D. Monteith", is written above a horizontal line.

**Approved for Council Consideration  
CAO**

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**PURPOSE:**

The purpose of this report is for Council to review and approve the 2025 Annual Report.

**SUMMARY:**

The municipality must prepare an Annual Report each year in accordance with Section 98 of the [Community Charter](#). Section 99 of the *Community Charter* requires Council to consider the report and any submissions and questions from the public at a public meeting held at least 14 days after the report is available for public inspection.

**BACKGROUND:**

The annual report must include items such as audited annual financial statements, tax exemptions, a progress report regarding services and operations for the previous year, and objectives for the next year.

**DISCUSSION:**

The 2025 Annual Report draft report was created in house, with input from the senior management team and reports on the progress of projects, initiatives and priorities from the previous year and outlines goals and actions for the current and upcoming year. It was made available for public inspection on the municipal website on June 9, 2026. In addition to the report being posted on the website, communications about it also occurred on Facebook, Muni Corner published in Sun Peaks Independent News (SPIN), and by announcement at the June 9, 2026 regular council meeting. As noted above Council should provide an opportunity for the

public to comment on the report at this meeting, prior to approving the report. At the time that this report was drafted, the municipality had not received any written submissions from the public.

### **FINANCIAL IMPLICATIONS:**

The 2025 Annual Report was completed in-house by staff, resulting in no extra cost for the taxpayers.

### **ALIGNMENT TO THE 2025-2026 STRATEGIC PLAN:**

This report is consistent with following priorities set out in Council's strategic plan

**Pipes, Pavement & Power** – to strive towards maintaining existing infrastructure while ensuring that there is adequate capacity to accommodate future growth.

**Balancing the Finances** – to balance the tax rate in a fair and sustainable manner and to ensure adequate capital reserves and operational revenues to serve the immediate and long-term needs of the municipality.

**Emergency Management Planning** – to work towards a wildfire resilient community and to address other natural hazards and disasters through emergency management planning and preparedness.

**Strategic Partnerships** – to foster strong and respectful partnerships with our community members, First Nations neighbours, Sun Peaks Resort LLP, Tourism Sun Peaks, the Thompson Nicola Regional District and other levels of government.

### **Attachments(s):**

2025 Annual Report\_Draft



# **2025 Annual Report**

**Our Mission**

“Sustainable Growth for Residents, Guests and Partners.”

**Our Vision** is to work towards becoming

“A Four Season Resort Community for Everyone”.

*We are honoured to work, live, and play on the traditional territory of the Secwépemc people.*





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# MAYOR'S MESSAGE



2025 was a year of new opportunities. We had a by-election in April where we had a wide range of high-quality candidates run for my vacated position on council. Longtime Sun Peaks resident and business owner Brian Gillespie was elected to council. Councillor Gillespie's presence at the council table, his perspective, and his passion for our community have been valuable along with the contributions of the rest of our council members.

Even though the area from Whitecroft to Sun Peaks is not within our municipal boundaries, the paving project led by the Ministry of Transportation and Transit had a major impact on Whitecroft and Sun Peaks. Many thanks from the residents of both communities.

Through our partnership with Tourism Sun Peaks (TSP) the summer of 2025 saw a number of successful events staged at the Sun Peaks Centre and Sun Peaks Centre Stage. TSP continues to expand the type and number of events being held here and we look forward to another exciting summer for 2026.

Council and municipal staff worked on and completed a 1-year strategic plan for Sun Peaks. This document provides direction to staff on the key priorities for Sun Peaks. Our Development &

Community Services department led a much-needed review of our Short-term Nightly Rental procedures and bylaws. The updates and changes will be rolling out later in 2026.

In 2025 we had two major projects see significant progress. Our municipal water pipeline was worked on from late spring until just before the winter season. This has been a complex project with many moving parts. We are very thankful to the team of contractors, our municipal staff and Sun Peaks Resort LLP for collaborating on this project. The final steps are underway to commission the new pipeline. In addition, our new middle-income rental housing project is coming along nicely. The mild weather may not have been everyone's wish for winter, however, it moved construction along. We are looking for completion the fall of 2027.

In September of 2025 I attended Truth and Reconciliation Day in Chase. This event was hosted by the Adams Lake Band. Adams Lake has asked the village of Chase to host the event in 2026 with support from neighbouring communities including Sun Peaks and we will be working with the team from Chase to plan the event. Since last September we have held multiple community to community meetings with our neighbouring First Nations.

In the area of government advocacy we continue to work in collaboration with our provincial government on getting the federal government to remove the Foreign Buyers Ban from Sun Peaks.

2026 will be a busy year with a municipal election in October. We are looking forward to an exciting year.

Rob O'Toole  
Mayor

# **YOUR MAYOR AND COUNCIL**



Councillor Kelly Dye, Councillor Julie Kimmel, Mayor Rob O'Toole,  
Councillor Brian Gillespie, Councillor Len Hrycan

*Council has the dual responsibility of  
balancing the interests of community  
members with the long-term  
wellbeing of the Municipality*

There were no declarations of disqualifications made under *Community Charter* section 111

# CHIEF ADMINISTRATIVE OFFICER MESSAGE



2025 was an exceptional year of change and growth in our organization. Our staff continued to prioritize providing high-quality service to residents and property owners while also making significant progress towards achieving the goals and objectives of Council’s 2025-2026 Strategic Plan. We completed a comprehensive organizational review process which resulted in many important changes to increase effectiveness, efficiency and resource capacity while improving employee retention and recruitment. We remain focused on continuous improvement, strengthening internal systems and fostering a positive workplace culture.

We are proud of many key accomplishments and milestones that will benefit our resort community. We completed a Short-Term Nightly Rental Review with recommendations that balance the economic benefits to our tourism economy with the need to ensure adequate housing supply for long term residents and compliance with municipal and provincial regulations. We invested in addressing the housing needs of our community with the Sun Peaks BC Builds project, a partnership with the Sun Peaks Housing Authority and BC Housing. The project will deliver 110 rental units designed to support the local workforce and their families. Construction started in September 2025, and we are on track for a 2027 occupancy. As recipients of the Federal Housing Accelerator Fund, we successfully achieved all initiatives in our Action Plan as of December 2025. Many of these initiatives have resulted in speeding up development processes and approvals, getting land ready for future employee housing developments, and creating incentives for affordable housing. I would also like to recognize our community partners, as many of our achievements this past year would not be possible without this important collaboration.

Looking ahead I’m excited to maintain the momentum behind all the work being done to advance Council’s strategic priorities in the areas of financial sustainability, infrastructure, emergency management and partnerships. With the upcoming 2026 election, this can bring change, but our team remains committed to serve the community and ensure stability and continuity, while being ready to adapt as our community’s needs evolve.

I encourage you to take the time to read through our Annual Report and learn more about the Municipality’s achievements and accomplishments this past year and the exciting and important work we have planned for 2026.

A handwritten signature in black ink, appearing to read 'Deanna Campbell'. The signature is fluid and cursive.

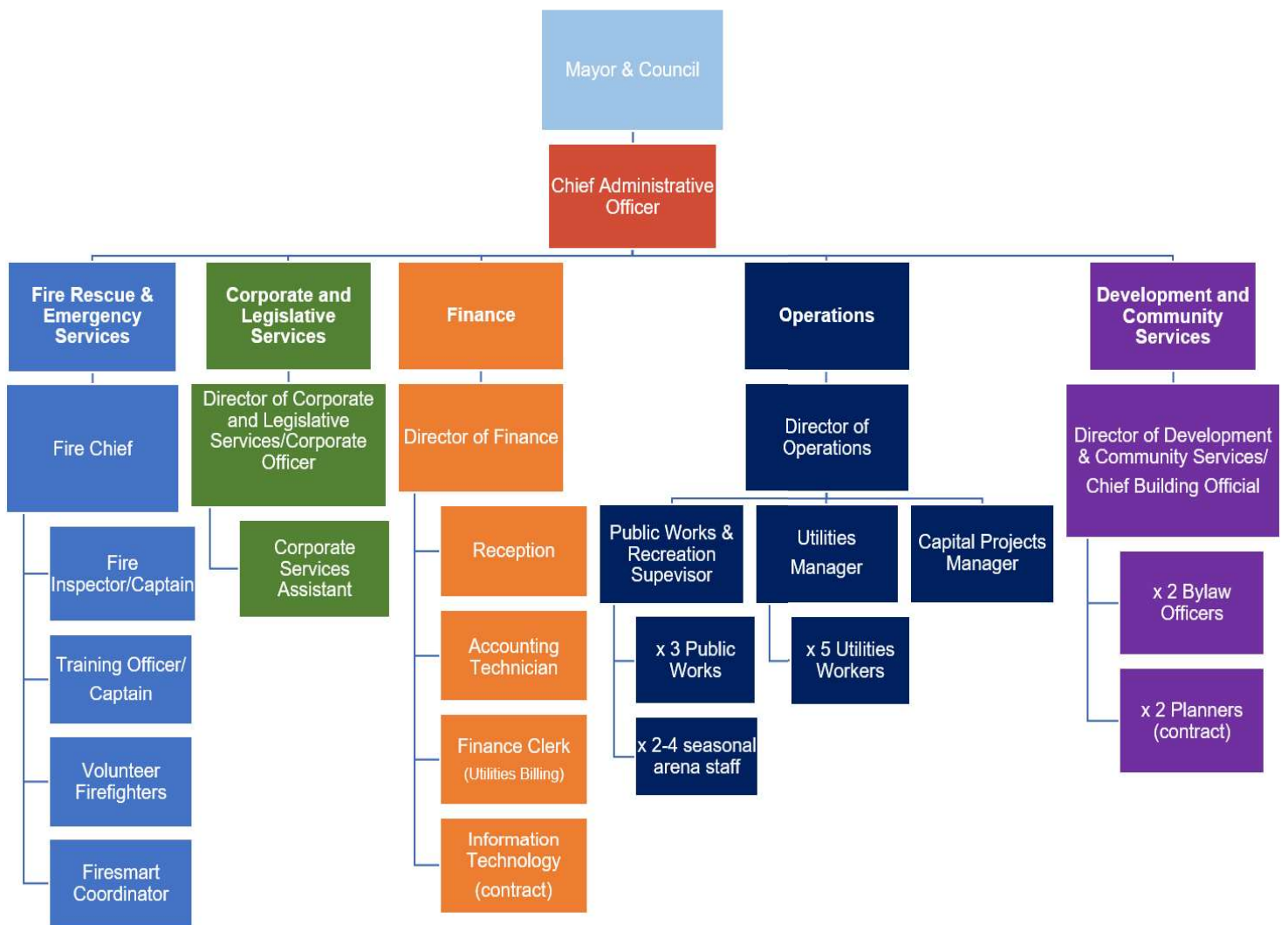
Deanna Campbell  
Chief Administrative Officer

# ORGANIZATIONAL STRUCTURE

Council, as the governing body, has the authority to make collective decisions consistent with the purposes of a municipality and its authority and requirements under legislation, bylaws and policies.

The Chief Administrative Officer (CAO) is responsible for the daily municipal operations, managing staff and resources, and makes recommendations to Council on a broad range of policy and administrative matters. The CAO is also responsible for implementing decisions and strategic priorities of Council.

Sun Peaks Mountain Resort Municipality has a small, but dedicated team, committed to operationalizing the priorities of council that benefit residents and visitors alike.



# MEET THE SENIOR MANAGEMENT TEAM



**Deanna Campbell**, Chief Administrative Officer



**Clint Burton**, Director of Operations



**Demitri Hofer**, Director of Development & Community Services



**Donna Monteith**, Director of Corporate & Legislative Services



**Dean Schiavon**, Fire Chief



**Cheryl Taylor-Gale**, Director of Finance

# 2025-2026 STRATEGIC PLAN

Council recognizes that during its current mandate it cannot tackle all the challenges at once nor can we satisfy all the residents and property owners. However, we are committed to focus on developing a **stable, sustainable, and forward-looking municipality** that:

- ⇒ Ensures appropriate levels of infrastructure maintenance and upgrades.
- ⇒ Builds healthy financial reserves and a broader tax base.
- ⇒ Expands housing options and workforce accommodations.
- ⇒ Strengthens relationships and partnerships with First Nations, Sun Peaks Resort LLP, Tourism Sun Peaks and other levels of government.
- ⇒ Operates with a proactive, strategic focus instead of reactive management.

## SPMRM Strategic Priorities

**Pipes, Pavement & Power** - *To strive towards maintaining existing infrastructure while ensuring that there is adequate capacity to accommodate future growth.*

**Balancing the Finances** - *To balance the tax rate in a fair and sustainable manner and to ensure adequate capital reserves and operational revenues to serve the immediate and long-term needs of the municipality.*

**Emergency Management Planning** - *To work towards a wildfire resilient community and to address other natural hazards and disasters through emergency management planning and preparedness.*

**Strategic Partnerships** - *To foster strong and respectful partnerships with our community members, First Nations neighbours, Sun Peaks Resort LLP, Tourism Sun Peaks, the Thompson Nicola Regional District and other levels of government.*



# **ADMINISTRATION (OFFICE OF THE CAO)**

The Chief Administrative Officer directs the overall planning, management, operation and evaluation of all municipal department and staff. Provides strategic, financial and policy advise to Mayor and Council to aid in their decision making. Implements Mayor and Council direction.

The CAO also oversees the following portfolios:

- Housing initiatives
- Resort Municipality Initiative (RMI funding)
- First Nations Engagement
- Stakeholder Relationships



Sun Peaks Centre

## **2025 Progress:**

- √ Supported Sun Peaks Housing Authority to advance the BC Builds Housing Project to construction
- √ Completed and implemented all initiatives in the Housing Accelerator Fund (HAF) Action Plan  
The Municipality has received \$1,144,348.95 in HAF funding to date
- √ RMI funding continued to contribute to the completion of Sun Peaks Centre (SPC) enhancements in 2025 as well as the completion of trail work at the SPC and East Village trail
- √ Ongoing meetings and advocacy work with the Resort Communities Collaborative (RCC) and Ministry of Tourism, Arts and Culture
- √ Approval of the 2025-2027 Resort Development Strategy (RDS)
- √ Meetings and engagement with Adams Lake Band, Neskonlith Band and Skwlāx te Secwepemcúlecw (Little Shuswap Lake Band) on the OCP, relationship building, reconciliation, and economic development projects
- √ Bi-weekly and monthly meetings with key stakeholders and partners – Sun Peaks Resort LLP, Tourism Sun Peaks, SD 73, Mountain Resorts Branch
- √ Completion of organizational reviews and SWOT analysis (Strengths, Weaknesses, Opportunities and Threats) for all departments

# **ADMINISTRATION (OFFICE OF THE CAO CONT.)**

## **2026 Goals & Actions:**

- ◆ Work with Sun Peaks Housing Authority to develop employee housing policies
- ◆ Support Sun Peaks Housing Authority in the execution of their strategic plan
- ◆ Continue efforts to meet housing supply targets in the Sun Peaks HAF agreement
- ◆ Continue to support the transition of the Sun Peaks Community Health Association and re-opening of the Sun Peaks Community Health Centre
- ◆ Cultural sensitivity and indigenous awareness training for staff and Council
- ◆ Community to Community meetings with Adams Lake Band, Neskonlith Band and Skwlāx te Secwepemcúlecw (Little Shuswap Lake Band)
- ◆ Identify further partnership opportunities (for example medicine trail update)
- ◆ Consult and coordinate with Indigenous Governing Bodies on emergency management plans and risk assessments as required under the Emergency and Disaster Management Act
- ◆ Ongoing meetings and partnerships with key community partners and external stakeholders
- ◆ Continue to explore other service delivery support from the TNRD (for example, emergency management, advocacy and external relations)
- ◆ Work with TSP to complete 2026 RMI funded projects at the Sun Peaks Centre, Sun Peaks Centre Stage/Arena
- ◆ Begin work on the RMI funded medicine trail project



BC Builds Housing Project

# CORPORATE & LEGISLATIVE SERVICES

The Corporate and Legislative Services department provides support to municipal internal operations through legislative services, privacy and records management, contracts and agreements management, liability insurance and legal claims processing, communications and human resources services. The department plays a central role in supporting Council, Committees of Council, and our CAO, helping to ensure the coordinated implementation of Council’s Strategic Plan.

The Director of Corporate and Legislative Services performs the statutory duties of the Corporate Officer as required by s. 148 of the *Community Charter*.

**2025 Progress:**

- √ A draft Accessibility Plan has been created which will come forward to Council for approval
- √ Successful service delivery agreement with the Thompson-Nicola Regional District (TNRD) to provide Human Resources support to the Municipality
- √ Completion of SPMRM compensation review and implementation of new salary scale structure
- √ New Delegation of Authority Bylaw and Procurement Policy
- √ Improvements to council meeting page on the website to increase access to council information and council meetings

**2026 Goals & Actions:**

- ◆ Council procedure bylaw amendment
- ◆ Review of employee handbook and employee policies
- ◆ Fees and Charges Bylaw
- ◆ Video Surveillance Policy
- ◆ Approve Accessibility Plan
- ◆ Supporting departments with the following:
  - Subdivision Bylaw
  - Use of Municipal Park Space Policy
  - Event Permits Bylaw or policy
  - Reserves Policy

**Other goals/actions:**

- ◆ Elections oversight
- ◆ Council orientation
- ◆ Committees review
- ◆ Create a communications strategy
- ◆ Website rebuild planning

2025	TOTAL
Bylaws Adopted/ Amended	11
Council Meetings	22
Special Council Meetings	4
Public Hearings	11
Committee of the Whole	2

# FINANCE

The Finance department provides a variety of financial services including overseeing the budget process, accounts payable and receivables, property taxation, payroll, managing property and fleet insurance, and providing financial reports.

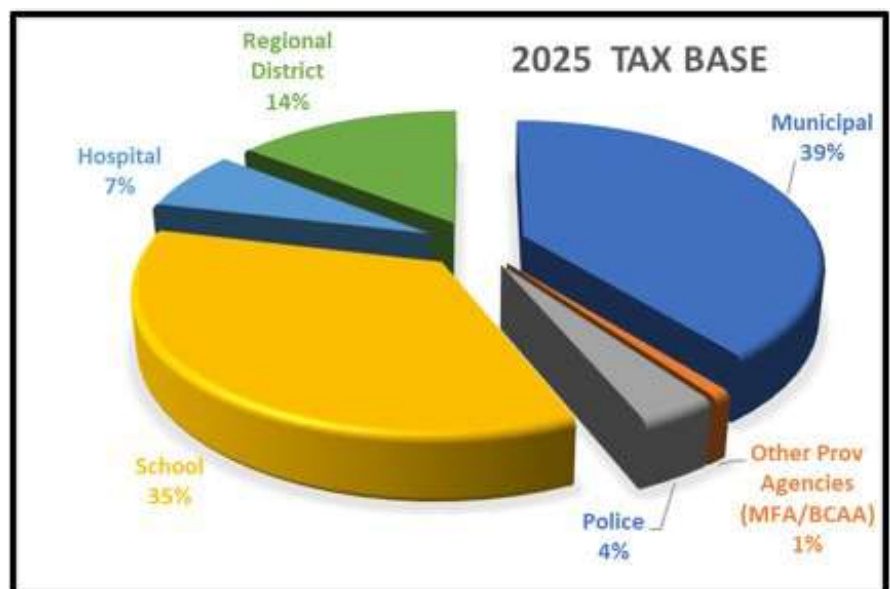
The Director of Finance performs the statutory duties of the Financial Officer as required by s. 149 of the *Community Charter*.

## 2025 Progress:

- √ Received a clean audit opinion
- √ Completed the asset disposal policy
- √ Supported Asset Management review
- √ Ongoing review of and work with BC Assessment on taxation classifications, and split class taxation

## 2026 Goals & Actions:

- ◆ Review, develop and update financial procedures and policies
- ◆ Develop and implement a comprehensive asset management plan as a foundation for long-term strategic planning, ensuring sustainability, efficiency, and informed decision-making
- ◆ Completion of taxation review



# OPERATIONS

The Operations department is responsible for the operations and maintenance of municipal water, wastewater, stormwater, roads, trails, and snow removal. It is also responsible for the upkeep of municipal owned facilities, buildings, the arena, and equipment. The majority of capital projects are managed by the Operations team.

## Public Works

### 2025 Progress:

- √ Road safety changes and signage upgrades  
Traffic Operations Handbook developed and endorsed by Council – to be implemented in 2026
- √ Paving & lighting sidewalk from P5 to Switchback Creek—Complete
- √ Continue major section of road repairs & crack sealing —Complete

### 2026 Goals & Actions:

- ◆ Drainage culvert maintenance
- ◆ Road safety upgrades – implementation
- ◆ Major road repairs
- ◆ Sun Peaks Centre and Arena upgrades
- ◆ Arena energy study
- ◆ Plaza irrigation system install
- ◆ Implement Subdivision & Development Bylaw
- ◆ 311 service request software rollout



## Utilities

### 2025 Progress:

- √ Continue snowfluent pilot project  
Pilot and reporting — completed
- √ Upgrade Fairways Treatment Plant transfer pumps & piping—  
complete
- √ Continue with SCADA & automation upgrades  
VTScada installed and operational
- √ Groundwater Well 2D rehabilitation—complete
- √ Replace Wastewater bioreactor #2 clarifier walls—complete

### 2026 Goals & Actions:

- ◆ 7-Mile Road slope stability study
- ◆ Replace BR4 clarifier walls
- ◆ Well 1B rehabilitation
- ◆ 311 service request software rollout

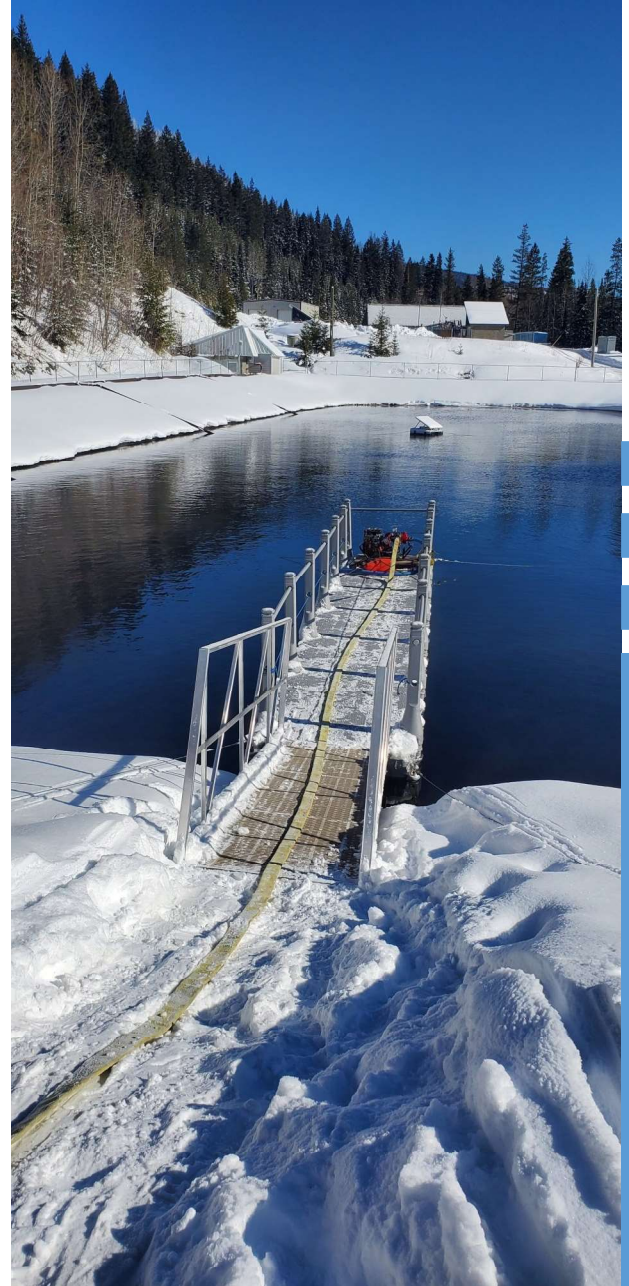
## Capital Projects

### 2025 Progress:

- √ Surface Water Pipeline construction  
Major civil works — completed
- √ Continue to advance options for increased effluent disposal  
capacity  
Additional test pits excavated, with hydro geotechnical  
studies completed
- √ Wastewater centrifuge replacement  
Centrifuge ordered

### 2026 Goals & Actions:

- ◆ Commission surface water pipeline
- ◆ Advance key water project design:  
Permanent Surface Water Treatment Plant  
PZ1 Reservoir Replacement  
Surface Water Reservoir Expansion
- ◆ Advance key wastewater project designs & permitting:  
RI1&2 expansion  
RI4 construction  
Effluent Balancing Pond Expansion  
Influent Pump Tank 2 Expansion (Phase 2)
- ◆ Install new centrifuge



Effluent Balancing Pond

# DEVELOPMENT & COMMUNITY SERVICES

The Development and Community Services department supports the functions of community-wide land-use and site-specific development planning. The department is primarily responsible for managing growth and development through the administration of applicable land use bylaws and policies adopted by Council. This department also provides building services and inspections, business licensing and bylaw enforcement.

## Planning & Development

### 2025 Progress:

- √ Developed First Nations engagement and communication process for the draft OCP
- √ Engaged with local First Nation bands to seek input on the draft OCP preparation

### 2026 Goals & Actions:

- ◆ Sun Peaks community and stakeholder consultation on draft OCP. Sun Peaks community engagement on OCP
- ◆ Review, update and finalize draft SPMRM OCP
- ◆ Work directly with First Nations to review and discuss and seek input on draft OCP
- ◆ Review benefits and costs of creating a Wildfire DP area following OCP adoption
- ◆ Adopt 2026 OCP
- ◆ Zoning Bylaw review and update

## Bylaw Services

### 2025 Progress:

- √ Updated parking regulations and signage
- √ Utilized print & social media for bylaw education & awareness for the public
- √ Completed Short-term nightly rentals review

### 2026 Goals & Actions:

- ◆ Update Short Term Rental bylaws and policies
- ◆ Create a sign bylaw and sign permit procedure
- ◆ Create a business license procedure for large events

## Building Inspection Services

### 2025 Progress:

- √ Implemented digital permitting via the BC Building Permit Hub
- √ Fully digitalized the building permit process including inspection reports

### 2026 Goals & Actions:

- ◆ Implement processes to create an efficient application and plan review process.
- ◆ Create a policy regarding the use of registered professionals for permits and inspections



# FIRE DEPARTMENT

## 2025 Goals & Actions:

- ✓ Hiring of a FireSmart Coordinator funded through CRI Grant funding - Completed
- ✓ Purchase of additional wildland equipment (Phase 2) through CRI Grant funding - Completed
- ✓ Completion of Forest Enhancement of BC funded chipping projects - Ongoing
- ✓ Purchase and delivery of a used fire engine to replace Engine 3 - Completed

## 2026 Goals & Actions:

- ◆ Exterior upgrades to fire hall funded through CRI Grant funding to align with FireSmart Immediate Zone requirements
- ◆ Purchase of additional wildland equipment (Phase 3) through CRI Grant funding
- ◆ Upgrade of Bush Truck 1 from a Type 6 Wildland Engine to a Type 5
- ◆ Prescriptions for an additional 80 hectares of treatment units funded through CRI Grant funding for future fuel management projects
- ◆ Organizational Structure review and initial implementation
- ◆ Updating development policies and bylaws to ensure new developments adhere to FireSmart principles, increasing the wildfire resiliency of our community
- ◆ Undertake the development of a new Emergency Plan



# PERMISSIVE EXEMPTIONS



In accordance with division 7, part 7 of the *Community Charter*, Council may exempt land and/or improvements from taxation for a specific property. Exemptions may be provided to properties owned by a charity, philanthropic or other not for profit corporation, and are used for a purpose that is directly related to the purposes of the organization.

**Permissive exemptions have been approved for the Municipal office located at 106 and 107 3270 Village Way.**



Consolidated Financial Statements of

**SUN PEAKS MOUNTAIN  
RESORT MUNICIPALITY**

And Independent Auditor's Report thereon

Year ended December 31, 2025

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Consolidated Financial Statements

Year ended December 31, 2025

Financial Statements

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**MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS**

The accompanying consolidated financial statements of Sun Peaks Mountain Resort Municipality (the "Municipality") are the responsibility of management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Chartered Professional Accountants of Canada. A summary of the significant accounting policies is described in Note 2 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Municipality's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the Municipality. The accompanying Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Municipality's consolidated financial statements.

  
\_\_\_\_\_  
Chief Administrative Officer

  
\_\_\_\_\_  
Director of Finance



KPMG LLP  
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Kamloops BC V2C 2B2  
Canada  
Tel 250 372 5581  
Fax 250 828 2928

## **INDEPENDENT AUDITOR'S REPORT**

To the Mayor and Council of Sun Peaks Mountain Resort Municipality

### **Opinion**

We have audited the consolidated financial statements of Sun Peaks Mountain Resort Municipality (the "Municipality"), which comprise:

- the consolidated statement of financial position as at December 31, 2025
- the consolidated statement of operations for the year then ended
- the consolidated statement of changes in net debt for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies and other explanatory information

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2025, and its results of operations, its changes in net debt and its 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 auditor's report.

We are independent of the Municipality 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.

KPMG LLP, an Ontario limited liability partnership and member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. KPMG Canada provides services to KPMG LLP.



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

Management is responsible for the preparation and fair presentation of the 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 Municipality'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 Municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality'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 the 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 Municipality'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 Municipality'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 Municipality 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.
- 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.
- Plan and perform the group audit to obtain sufficient appropriate audit evidence regarding the financial information of the entities or business units within the group as a basis for forming an opinion on the group financial statements. We are responsible for the direction, supervision and review of the audit work performed for the purposes of the group audit. We remain solely responsible for our audit opinion.

*KPMG LLP*

Chartered Professional Accountants

Kamloops, Canada

May 5, 2026

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Consolidated Statement of Financial Position

December 31, 2025, with comparative information for 2024

	2025	2024
<b>Financial assets:</b>		
Cash and short-term investments (note 3)	\$ 8,773,122	\$ 9,338,601
Accounts receivable (note 4)	3,458,754	2,158,896
Investment in Sun Peaks Housing Authority Ltd. (note 5)	83,926	-
	<u>12,315,802</u>	<u>11,497,497</u>
<b>Liabilities:</b>		
Accounts payable and accrued liabilities (note 6)	4,054,623	3,478,226
Deferred revenue (note 7)	5,757,911	4,429,308
Term debt (note 8)	12,482,607	13,191,738
	<u>22,295,141</u>	<u>21,099,272</u>
Net debt	(9,979,339)	(9,601,775)
<b>Non-financial assets:</b>		
Tangible capital assets (note 9)	69,817,001	63,394,849
Prepaid expenses	223,134	61,814
	<u>70,040,135</u>	<u>63,456,663</u>
Commitments and contingencies (note 14)		
<b>Accumulated surplus (note 10)</b>	<b>\$ 60,060,796</b>	<b>\$ 53,854,888</b>

The accompanying notes are an integral part of these consolidated financial statements.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Consolidated Statement of Operations

Year ended December 31, 2025, with comparative information for 2024

	Budget (note 15)	2025	2024
<b>Revenue:</b>			
Taxation (note 11)	\$ 3,178,338	\$ 3,176,399	\$ 2,949,462
Interest and penalties	316,000	334,955	424,810
Government transfers (note 12)	1,310,586	5,476,506	1,453,008
Fees, donations and other income	932,900	968,652	1,079,668
Utility revenue (note 13)	3,399,600	5,557,741	4,024,424
<b>Total revenue</b>	<b>9,137,424</b>	<b>15,514,253</b>	<b>9,931,372</b>
<b>Expenses:</b>			
Administration	2,383,484	2,065,895	1,633,830
Fire protection	1,450,807	1,186,660	1,046,612
Health	-	8,136	-
Public works	878,570	1,024,640	1,170,182
Daycare	116,600	225,354	780,465
Sun Peaks Centre	496,027	1,211,633	1,168,668
Utilities	2,575,880	3,669,953	3,597,730
<b>Total expenses</b>	<b>7,901,368</b>	<b>9,392,271</b>	<b>9,397,487</b>
Earnings before the undernoted	1,236,056	6,121,982	533,885
Sun Peaks Housing Authority Ltd. (note 5)	-	83,926	-
<b>Annual surplus</b>	<b>1,236,056</b>	<b>6,205,908</b>	<b>533,885</b>
Accumulated surplus, beginning of year	53,854,888	53,854,888	53,321,003
<b>Accumulated surplus, end of year</b>	<b>\$ 55,090,944</b>	<b>\$ 60,060,796</b>	<b>\$ 53,854,888</b>

The accompanying notes are an integral part of these consolidated financial statements.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Consolidated Statement of Changes in Net Debt

Year ended December 31, 2025, with comparative information for 2024

	Budget (note 15)	2025	2024
Annual surplus	\$ 1,236,056	\$ 6,205,908	\$ 533,885
Acquisition of tangible capital assets	(9,500,862)	(9,227,770)	(3,376,402)
Disposal of tangible capital assets	-	33,397	-
Amortization of tangible capital assets	-	2,772,221	2,700,870
	(9,500,862)	(6,422,152)	(675,532)
Acquisition of prepaid expenses	-	(223,134)	(61,814)
Use of prepaid expenses	-	61,814	42,906
	-	(161,320)	(18,908)
Change in net debt	(8,264,806)	(377,564)	(160,555)
Net debt, beginning of year	(9,601,775)	(9,601,775)	(9,441,220)
Net debt, end of year	\$ (17,866,581)	\$ (9,979,339)	\$ (9,601,775)

The accompanying notes are an integral part of these consolidated financial statements.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Consolidated Statement of Cash Flows

Year ended December 31, 2025, with comparative information for 2024

	2025	2024
Cash provided by (used in):		
<b>Operating activities:</b>		
Annual surplus	\$ 6,205,908	\$ 533,885
Items not involving cash:		
Amortization of tangible capital assets	2,772,221	2,700,870
Transfer of assets from Sun Peaks Health Association	(75,000)	-
Income of Sun Peaks Housing Authority Ltd.	(83,926)	-
Actuarial adjustment on debt	(89,746)	(43,857)
Change in non-cash operating assets and liabilities:		
Accounts receivable	(1,299,858)	1,044,565
Accounts payable and accrued liabilities (note 6)	576,397	1,327,036
Deferred revenue	1,328,603	249,336
Prepaid expenses	(161,319)	(18,908)
	<u>9,173,280</u>	<u>5,792,927</u>
<b>Capital activities:</b>		
Acquisition of tangible capital assets	(9,152,770)	(3,376,402)
	<u>(9,152,770)</u>	<u>(3,376,402)</u>
<b>Investing activities:</b>		
Proceeds on disposal of tangible capital assets	34,035	-
Short-term investments	(5,254)	(5,904)
	<u>28,781</u>	<u>(5,904)</u>
<b>Financing activities:</b>		
Repayments on term debt	(619,385)	(625,802)
	<u>(619,385)</u>	<u>(625,802)</u>
(Decrease) increase in cash	(570,094)	1,784,819
Cash, beginning of year	9,163,141	7,378,322
Cash, end of year	<u>\$ 8,593,047</u>	<u>\$ 9,163,141</u>
Supplemental cash flow information:		
Cash paid for interest	\$ 356,982	\$ 314,929
Cash received for interest	179,913	319,765

The accompanying notes are an integral part of these consolidated financial statements.

## **SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements

Year ended December 31, 2025

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Sun Peaks Mountain Resort Municipality ("the Municipality") is incorporated under the Local Government Act of British Columbia.

The Municipality provides municipal services to residents of the incorporated area. These include fire protection, administration, public works, utilities, health, daycare and recreational facilities.

### **1. Basis of consolidation:**

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of the reporting entity. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the Municipality and which are owned or controlled by the Municipality.

The consolidated entity includes the Sun Peaks Housing Authority Ltd., (the "Housing Authority") which is a 100% owned subsidiary accounted for using the modified equity method and the Sun Peaks Health Association, a 100% controlled not-for-profit association with minimal activity in the year and the operating segments of the Municipality.

Interdepartmental and inter-organizational transactions and balances between the Municipality and the Sun Peaks Health Association have been eliminated during consolidation.

As the Investment in the Housing Authority is accounting for using the modified equity method, the Housing Authority's accounting policies are not adjusted to conform with those of the Municipality and inter-organizational transactions and balances are not eliminated. The Municipality recognizes its equity interest in the annual income or loss in its consolidated statement of operations with a corresponding increase or decrease in the investment asset account.

### **2. Significant accounting policies:**

The financial statements of the Municipality are prepared by management in accordance with Canadian generally accepted accounting principles for governments as prescribed by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada ("CPA"). Significant accounting policies adopted by the Municipality are as follows:

#### **(a) Basis of accounting:**

The Municipality follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned, can be measured, and there is reasonable assurance that they will be collected. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

## **SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

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### **2. Significant accounting policies (continued):**

(b) Revenue recognition:

Property taxes and grants in lieu of taxes are recognized as revenue in the year in which they are assessable. Interest and penalties assessed on taxes are recognized as revenue in the year the related service is provided and when collection is reasonably assured.

Government transfers received or receivable are recognized in the financial statements as revenue in the year that the event giving rise to the transfer occurs, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made. Unless the transfer contains stipulations that create a liability in which case the transfers are recognized in revenue in the periods the liability is extinguished.

Investment income is reported as other income in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

Utility revenue is recognized as the utilities are used within the Municipality. The revenue is recognized once the monthly meter reads are performed, submitted for tabulation and returned with the appropriate billing amount for each residential or commercial property.

User charges, fees and other amounts collected for services rendered are recognized as the service is provided.

(c) Deferred revenue:

Deferred revenue includes grants, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in 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.

(d) Cash and short-term investments:

Cash and short-term investments include cash and highly liquid investments with a term maturity of 90 days or less at acquisition and that are readily convertible to cash.

(e) Reserves:

Reserves for operating and capital purposes represent amounts within accumulated surplus reserved either internally or by statute for specific purposes.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**2. Significant accounting policies (continued):**

(f) Employee future benefits:

The costs of multi-employer defined contribution pension plan benefits, such as the Municipal Pension Plan (the "Plan"), are the employer's accrued contributions to the plan in the period.

(g) 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.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The costs, less residual values, of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Rate
Facilities	15-70 years
Vehicles	15 years
General equipment	5 years
Office equipment	3-5 years
Site improvements	10 years
Roads	10-50 years
Water and Wastewater infrastructure	10-80 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 the fair value at the date of receipt and also are recorded as revenue.

(iii) Natural resources:

Natural resources that have not been purchased are not recorded as assets in these financial statements.

(iv) Works of art and cultural and historic assets:

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

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**2. Significant accounting policies (continued):**

(v) Interest capitalization:

The Municipality does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

(h) Use of estimates:

The preparation of financial statements in conformity with PSAB requires management to make estimates and assumptions based on the current conditions and laws that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

Management reviews these estimates on a periodic basis and, where necessary, makes adjustments prospectively.

(i) Contaminated sites:

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of chemical, organic, or radioactive material or live organism that exceeds an environmental standard.

A liability for remediation of contaminated sites is recognized, net of any expected recoveries, when all of the following criteria are met:

- a) an environmental standard exists
- b) contamination exceeds the environmental standard
- c) the organization is directly responsible or accepts responsibility for the liability
- d) future economic benefits will be given up, and
- e) a reasonable estimate of the liability can be made.

(j) Asset retirement obligations:

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

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- The past transaction or event giving rise to the liability has occurred;
- It is expected that future economic benefits will be given up; and
- A reasonable estimate of the amount can be made.

The estimate of the asset retirement obligation includes costs directly attributable to the asset retirement activities.

## **SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

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### **2. Significant accounting policies (continued):**

(j) Asset retirement obligations (continued):

If the tangible capital asset is in productive use, the estimated obligation is recorded as a liability and increase to the related tangible capital asset. The increase to the tangible capital asset is amortized in accordance with the amortization accounting policy outlined in note 2(g)(i). The carrying value of the liability is reviewed at each financial reporting date with changes to the timing or amount of the original estimate of cash flows recorded as an adjustment to the asset retirement obligations liability and related tangible capital asset.

If the tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed. The carrying value of the liability is reviewed at each financial reporting date with changes to the timing or amount of the original estimate of cash flows recorded as an adjustment to the asset retirement obligations liability and expense.

(k) Financial instruments:

Financial instruments include cash and short-term investments, accounts receivable, accounts payable and accrued liabilities, and term debt.

Financial instruments are recorded at fair value on initial recognition. Equity instruments and derivatives that are quoted in an active market are subsequently recorded at fair value as at the reporting date. All other financial instruments are subsequently recorded at cost or amortized cost unless management elects to carry the instruments at fair value. The Municipality has not elected to carry any other financial instruments at fair value.

Unrealized changes in fair value are recognized on the statement of remeasurement gains and losses. They are recorded in the statement of operations when they are realized. There are no unrealized changes in fair value as at December 31, 2025 and December 31, 2024. As a result, the Municipality does not have a statement of remeasurement gains and losses.

Transaction costs incurred on the acquisition of financial instruments subsequently measured at fair value are expensed as incurred.

All financial assets are assessed for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of loss is reported in the statement of operations.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**3. Cash and short-term investments:**

Cash and short-term investments reported on the statement of financial position have costs that approximate market value. Cash and short-term investments consist of the following:

	2025	2024
Cash	\$ 8,592,408	\$ 9,163,141
Municipal Finance Authority debt reserve fund	180,714	175,460
	<b>\$ 8,773,122</b>	<b>\$ 9,338,601</b>

**4. Accounts receivable:**

	2025	2024
Grants receivable	\$ 1,771,163	\$ 432,328
GST recoverable	121,248	60,916
Insurance claim	35,944	73,905
Motor fuel tax	71,080	70,627
Other	180,239	206,618
Property tax	185,068	115,982
Utility billings	1,094,012	1,198,520
	<b>\$ 3,458,754</b>	<b>\$ 2,158,896</b>

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**5. Investment in Sun Peaks Housing Authority Ltd.:**

Sun Peaks Housing Authority Ltd. (the "Housing Authority") is owned and controlled by the Municipality and is considered a Government Business Enterprise. As such, it is accounted for on the modified equity basis in these consolidated financial statements. The Housing Authority serves as an organization whose core purpose is to ensure access to safe, decent, and affordable housing, particularly for medium to low income individuals and families, seniors, and people with disabilities. Housing Authority has a focus on providing affordable housing to full-time low- to medium-income residents of Sun Peaks that both live and work within the community.

	2025	2024
<b>Financial position:</b>		
<b>Assets:</b>		
Cash	\$ 72,347	\$ -
Accounts Receivable	10	10
Construction in progress	5,245,386	-
<b>Total assets</b>	<b>\$ 5,317,743</b>	<b>\$ 10</b>
<b>Liabilities:</b>		
Accounts payable and accrued liabilities	\$ 232,597	\$ -
Holdbacks payable	713,717	-
Long-term debt	4,287,493	-
<b>Total liabilities</b>	<b>5,233,807</b>	<b>-</b>
<b>Equity:</b>		
Share capital	10	10
Retained earnings	83,926	-
<b>Total equity</b>	<b>83,936</b>	<b>10</b>
<b>Total liabilities and equity</b>	<b>\$ 5,317,743</b>	<b>\$ 10</b>
<b>Operations:</b>		
Revenue	\$ 106,480	\$ -
Expenses	22,554	-
<b>Income</b>	<b>83,926</b>	<b>-</b>
<b>Change in equity</b>	<b>\$ 83,926</b>	<b>\$ -</b>
<b>Investment represented by:</b>		
Investment in shares of the Housing Authority	\$ 10	\$ -
Accumulated net earnings	83,926	-
<b>Total investment</b>	<b>\$ 83,936</b>	<b>\$ -</b>

## **SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

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**5. Investment in Sun Peaks Housing Authority Ltd. (continued):**

There was \$106,480 (2024 - \$nil) in related party transactions between the Municipality and Housing Authority for the year comprised of Municipality contributions in order to provide the needed capital to launch the current development that Housing Authority is constructing. These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

**6. Accounts payable and accrued liabilities:**

Included in accounts payable and accrued liabilities are government remittances payable of \$30,158 (2024 - \$564,487), which includes \$30,158 (2024 - \$6,955) in amounts payable to the Minister of Finance for provincial sales tax and other government payables and \$nil (2024 - \$557,532) in amounts payable for school and other taxes.

Included in accounts payable and accrued liabilities are amounts payable to employees of \$158,878 (2024 - \$120,225) for wages and other payroll-related benefits.

Included in accounts payable and accrued liabilities are holdbacks payable of \$536,441 (2024 - \$nil).

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**7. Deferred revenue:**

Deferred revenue is comprised of funds from the following sources:

Source:	Deferred balance 2024	Contributions received	Revenues recognized	Deferred balance 2025
Development cost charges	\$ 2,539,320	\$ 2,751,050	\$ (2,087,485)	\$ 3,202,885
Housing Accelerator Fund	281,177	381,450	(70,000)	592,627
Resort Municipality Initiative	341,835	418,614	(171,274)	589,175
Taxes and permits paid in advance	500,331	532,180	(500,331)	532,180
Donations: Health Centre	216,749	-	-	216,749
Local Government Climate Action Program Grant	137,953	-	-	137,953
Ministry of Housing Capacity	146,386	-	(30,000)	116,386
Building permit fees	-	114,153	-	114,153
EDMA Indigenous Engagement Requirements - Ministry of Housing Capacity	40,000	42,000	-	82,000
Hazard and Risk Assessment of Slopes	67,650	-	-	67,650
Ministry of Municipal Affairs - First Nations Funding	96,973	-	(30,000)	66,973
E911	22,500	-	-	22,500
Off-Season Tourism Infrastructure	16,180	-	-	16,180
Miscellaneous donations	500	-	-	500
CRI Grant 2025	-	98,819	(98,819)	-
Volunteer & Composite Fire Dept	-	19,969	(19,969)	-
Donations: Sun Peaks Helps	21,754	-	(21,754)	-
	\$ 4,429,308	\$ 4,358,235	\$ (3,029,632)	\$ 5,757,911

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**8. Term debt:**

The balance of term debt reported on the statement of financial position consists of the following:

	2025	2024
Municipal Finance Authority, water upgrade loan (#152), payment terms as described below	\$ 5,067,690	\$ 5,373,895
Municipal Finance Authority, reservoir loan (#158), payment terms as described below	2,934,089	3,062,533
Municipal Finance Authority, Sun Peaks Centre loan (#149), payment terms as described below	1,515,263	1,604,834
Municipal Finance Authority, sewer upgrade loan (#152), payment terms as described below	1,216,246	1,289,735
Municipal Finance Authority, surface water treatment loan #149), payment terms as described below	1,075,836	1,139,432
Municipal Finance Authority, sewage treatment plant ("STP") expansion loan (#145), payment terms as described below	389,911	417,600
Municipal Finance Authority, compost facility loan (#145), payment terms as described below	283,572	303,709
	<b>\$ 12,482,607</b>	<b>\$ 13,191,738</b>

Municipal Finance Authority ("MFA") water upgrade loan (#152) is repayable in semi-annual instalments, the first in the amount of \$312,042 including interest of 3.03% (2024 - 0.91%) per annum, and the second semi-annual instalment being interest only. The debt is for a term of 20 years, due October 2040 with the interest rate being reset in October 2030.

Municipal Finance Authority ("MFA") reservoir loan (#158) is repayable in semi-annual instalments, the first semi-annual instalment being interest only at 4.09% and the second in the amount of \$184,177, including interest of 4.09% per annum. The debt is for a term of 20 years, due September 2042 with the interest rate being reset in September 2032.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**8. Term debt (continued):**

Municipal Finance Authority ("MFA") Sun Peaks Centre loan (#149) is repayable in semi-annual instalments, the first in the amount of \$96,831, including interest of 2.24% per annum, and the second semi-annual instalment being interest only. The debt is for a term of 20 years, due October 2039 with the interest rate being reset in October 2029.

Municipal Finance Authority ("MFA") sewer upgrade loan (#152) is repayable in semi-annual instalments, the first in the amount of \$72,916, including interest of 3.03% (2024 - 0.91%) per annum, and the second semi-annual instalment being interest only. The debt is amortized over 20 years, due October 2040 with the interest rate being reset in October 2030.

Municipal Finance Authority ("MFA") surface water treatment loan (#149) is repayable in semi-annual instalments, the first in the amount of \$68,750, including interest of 2.24% per annum, and the second semi-annual instalment being interest only. The debt is for a term of 20 years, due October 2039 with the interest rate being reset in October 2029.

Municipal Finance Authority ("MFA") STP expansion loan (#145) is repayable in semi-annual instalments, the first in the amount of \$29,131, including interest of 3.15% per annum, and the second semi-annual instalment being interest only. The debt is for a term of 20 years, due April 2038 with the interest rate being reset in April 2028.

Municipal Finance Authority ("MFA") compost facility loan (#145) is repayable in semi-annual instalments, the first in the amount of \$21,186, including interest of 3.15% per annum, and the second semi-annual instalment being interest only. The debt is for a term of 20 years, due April 2038 with the interest rate being reset in April 2028.

Total interest on term debt reported in the statement of operations amounted to \$356,982 (2024 - \$314,929).

Principal repayments due within the next five years and thereafter are approximately as follows:

2026	\$ 619,386
2027	619,386
2028	619,386
2027	619,386
2028	619,386
Thereafter	9,385,677
	\$ 12,482,607

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**9. Tangible capital assets:**

a) Continuity schedule

2025	Land	Facilities	Vehicles	General and office equipment	Water and Waste Water infrastructure	Roads and site improvements	Total 2025
<b>Cost:</b>							
Balance, beginning of year	\$ 6,486,897	\$ 19,979,397	\$ 1,523,359	\$ 1,693,060	\$ 43,263,730	\$ 7,144,421	\$ 80,090,864
Additions	-	152,530	886,865	107,995	7,772,937	307,443	9,227,770
Disposals	-	-	(23,805)	(25,515)	-	-	(49,320)
Balance, end of year	6,486,897	20,131,927	2,386,419	1,775,540	51,036,667	7,451,864	89,269,314
<b>Accumulated amortization:</b>							
Balance, beginning of year	-	3,781,389	740,702	891,255	8,489,923	2,792,746	16,696,015
Amortization expense	-	795,380	160,520	126,966	1,328,022	361,333	2,772,221
Disposals	-	-	(15,285)	(638)	-	-	(15,923)
Balance, end of year	-	4,576,769	885,937	1,017,583	9,817,945	3,154,079	19,452,313
Net book value, end of year	\$ 6,486,897	\$ 15,555,158	\$ 1,500,482	\$ 757,957	\$ 41,218,722	\$ 4,297,785	\$ 69,817,001

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**9. Tangible capital assets (continued):**

2024	Land	Facilities	Vehicles	General and office equipment	Water and Waste Water Infrastructure	Roads and site improvements	Total 2024
<b>Cost:</b>							
Balance, beginning of year	\$ 6,386,624	\$ 19,930,741	\$ 1,169,146	\$ 1,209,431	\$ 41,215,730	\$ 6,807,874	\$ 76,719,546
Additions	100,273	48,656	354,213	488,713	2,048,000	336,547	3,376,402
Disposals	-	-	-	(5,084)	-	-	(5,084)
Balance, end of year	6,486,897	19,979,397	1,523,359	1,693,060	43,263,730	7,144,421	80,090,864
<b>Accumulated amortization:</b>							
Balance, beginning of year	\$ -	\$ 2,988,748	\$ 628,173	\$ 790,446	\$ 7,140,936	\$ 2,451,926	\$ 14,000,229
Amortization expense	-	792,641	112,529	105,893	1,348,987	340,820	2,700,870
Disposals	-	-	-	(5,084)	-	-	(5,084)
Balance, end of year	-	3,781,389	740,702	891,255	8,489,923	2,792,746	16,696,015
Net book value, end of year	\$ 6,486,897	\$ 16,198,008	\$ 782,657	\$ 801,805	\$ 34,773,807	\$ 4,351,675	\$ 63,394,849

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**9. Tangible capital assets (continued):**

b) Assets under construction

Assets under construction have not been amortized. Amortization of these assets will commence when the asset is put into service. Where projects have been completed during the year, accumulated costs are reclassified to the appropriate category of asset and included in related additions in the current year. At December 31, 2025, assets under construction of \$8,363,109 (2024 - \$1,456,171) have not been amortized.

**10. Accumulated surplus:**

The Municipality segregates its accumulated surplus into the following categories:

	2025	2024
<b>Accumulated Surplus:</b>		
Invested in tangible capital assets	\$ 57,004,223	\$ 49,822,425
Unrestricted surplus	2,546,403	2,791,176
	<u>59,550,626</u>	<u>52,613,601</u>
<b>Reserves set aside by Council for specific purposes:</b>		
Winter capacity	253,911	-
Snow removal	192,649	143,396
Fire apparatus	33,291	241,526
Roads	30,319	103,708
Growing Community Funds	-	752,657
	<u>510,170</u>	<u>1,241,287</u>
<b>Total accumulated surplus</b>	<b>\$ 60,060,796</b>	<b>\$ 53,854,888</b>

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**11. Taxation:**

Taxation revenue, reported on the statement of operations, consists of the following:

	2025	2024
Municipal and school property taxes levied	\$ 7,864,034	\$ 7,279,875
Payments-in-lieu of property and business taxes	73,073	74,913
	<u>7,937,107</u>	<u>7,354,788</u>
Less transfers to other governments:		
Thompson-Nicola Regional District	1,141,078	1,047,890
Thompson Regional Hospital District	542,919	509,869
Province of B.C. - School taxes	2,732,929	2,529,785
Province of B.C. - Police taxes	277,945	258,321
B.C. Assessment Authority	65,478	59,126
Municipal Finance Authority	359	335
	<u>4,760,708</u>	<u>4,405,326</u>
<b>Net taxes available for municipal purposes</b>	<b>\$ 3,176,399</b>	<b>\$ 2,949,462</b>

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**12. Government transfers:**

The Municipality recognizes the transfer of government funding as expenses or revenues in the period that the events giving rise to the transfer occurred. The Government transfers reported on the statement of operations are:

	2025	2024
Investing in Canada Infrastructure Program – Green Infrastructure	\$ 4,377,200	\$ 205,925
Small Community Grant	280,000	296,300
Resort Municipality Initiative	195,943	129,429
Forest Enhancement Society	143,843	106,431
Federal Gas Tax Fund	127,341	127,341
Community Resiliency Investment Program	100,394	107,592
Housing Accelerator Fund	70,000	100,273
Community Emergency Preparedness Fund	39,937	-
Child Care Operating Funding Program	31,528	233,243
Other Miscellaneous Grants	30,000	12,894
Ministry of Housing Capacity	30,000	11,026
2024 Spring Asset Management Planning Program	25,000	-
Emergency Management BC	18,949	2,548
Affordable Childcare Benefit	6,371	22,422
Climate Action	-	45,764
Rural Economic Diversification and Infrastructure Program	-	51,820
<b>Total government transfers</b>	<b>\$ 5,476,506</b>	<b>\$ 1,453,008</b>

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**13. Utility revenue:**

Utility revenue, reported on the statement of operations, consists of the following:

	2025	2024
Water utilities	\$ 3,594,059	\$ 2,247,870
Sewer utilities	1,963,682	1,776,554
Gas utilities	2,258,866	2,312,741
	<u>7,816,607</u>	<u>6,337,165</u>
Less:		
Operating expenses and Resort Gas Ltd. profit	2,204,375	\$ 2,295,965
Municipality service fee, included in fees, donations and other income	54,491	16,776
	<u>2,258,866</u>	<u>2,312,741</u>
	<u>\$ 5,557,741</u>	<u>\$ 4,024,424</u>

**14. Commitments and contingencies:**

In the normal course of business, the Municipality enters into commitments. These commitments have been budgeted for within the appropriate annual budget and have been approved by Council.

(a) Operating leases

2026	\$ 136,695
2027	45,469
2028	45,469
2029	34,963
2030	14,793
	<u>\$ 277,389</u>

(b) Pension liability

The Sun Peaks Mountain Resort Municipality and its employees contribute to the Municipal Pension Plan ("the 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.

## **SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

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### **14. Commitments and contingencies (continued):**

(b) Pension liability (continued)

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 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 Municipality paid \$190,716 (2024 - \$194,936) 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.

(c) Operating deficits or term debt

As a member of the Thompson-Nicola Regional District, the Municipality is liable for its proportion of any operating deficits or long-term debt related to functions in which it participates.

(d) Legal

From time to time, the Municipality is brought forth as a defendant in various lawsuits. The Municipality reviews its exposure to any potential litigation for which it would not be covered by insurance and assesses whether a successful claim would materially affect the financial statements of the Municipality. The Municipality is currently not aware of any material claims brought against it.

## **SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

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### **14. Commitments and contingencies (continued):**

(e) Service and Marketing Agreement

During the prior year, Tourism Sun Peaks ("TSP") undertook replacement of the rink boards at Sun Peaks Centre ("the Centre"), with a total expenditure of \$380,686. The rink boards now allow for summer time events in the Centre. Effective January 1, 2025, the Municipality and TSP have entered into a five year agreement whereby TSP will assume management responsibilities of the Sun Peaks Centre and will retain the net profits generated from its operations until the aforementioned replacements of the rink boards has been fully repaid. The liability for this repayment has been included in accounts payable and accrued liabilities. Subsequent to the rink boards expenditure being repaid, the net profit from the Centre will be split equally between TSP and the Municipality. In addition, TSP will pay the Municipality \$25,000 annually for the use of the Centre.

(f) Service Agreement

Effective January 1, 2025, the Municipality and Early Learning Society of Kamloops ("Society") have entered into a five year agreement whereby the Society will assume management responsibilities of the Daycare and will retain net profits generated from its operations. The Municipality will not charge the Society a rental fee, and will issue grant funds annually to the Society for use in Daycare operations. The Municipality and the Society have divided operating costs for the Daycare as detailed in the agreement.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**15. Budget data:**

The Municipality prepares a balanced budget, in accordance with municipality regulations. The budget reflected in the statement of operations is not balanced due to differences between the accounting standards used by the Municipality, and the basis the budget has been prepared upon.

Budget figures shown represent the Annual Budget By-law adopted by Council on May 9, 2025. In accordance with PSAB, these figures do not reflect subsequent amendments made by the Council to reflect changes in the budget throughout the year as required by law.

Cash inflows and outflows include such items as transfers to and from reserves and surplus and capital expenditures. These items are not recognized as revenues and expenses in the statement of operations and accumulated surplus as they do not meet the public sector accounting standards requirements. PSAB requires the budget figures to be presented on the same basis of accounting as actual and comparative figures.

Amortization was not contemplated on development of the Financial Plan and, as such, has not been included in the budget figures presented. The chart below reconciles the budget figures reported in these financial statements to the approved Financial Plan.

	Budget amount
Surplus - statement of operations	\$ 1,236,056
Adjust for budgeted cash items, not included in statement of operations:	
Debt repayments less DCC for debt payments & projects	(644,380)
Transfers to and from reserves	1,617,685
Acquisition of tangible capital assets	(9,500,862)
Proceeds on debt issue and capital grants	7,291,501
<b>Financial plan balance</b>	<b>\$ -</b>

## **SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

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### **16. Segmented information:**

The Municipality has 7 major operating functions and also a specific economic development function shown as Resort Municipality Initiative, as described below:

(a) Utilities:

The utilities department is responsible for the management and operations of the potable water system and wastewater treatment plant. It also manages and operates the propane gas grid on behalf of Resort Gas Ltd. and collects a 4% fee on all expenses, excluding the cost of gas.

(b) Sun Peaks Centre:

Sun Peaks Centre is the operation of the sports centre/ice rink complex and Conference Centre.

(c) Public Works:

The Public Works department is responsible for maintaining and operating public works within the Municipality.

(d) Fire Protection:

The fire department is responsible for providing critical, life-saving services in preventing or minimizing the loss of life and property from fire and natural or man-made emergencies.

(e) Administration:

The administration department is responsible for general government services, overseeing municipal activity, finance and planning.

(f) Daycare:

The daycare is responsible for providing community child care services. On February 1, 2025, daycare operations were transferred to a third party service provider.

(g) Health :

The Health department is responsible for providing community health services. It is currently not active.

Certain allocation methodologies are employed in the preparation of segmented financial information. Taxation is allocated to the segments based on the segment's budgeted net expenditures. Government transfers have been allocated to the segments based upon the purpose for which the transfer was made. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in note 2.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**16. Segmented Information (continued):**

2025	Administration	Fire Protection	Health	Public Works	Sun Peaks Centre	Daycare	Subtotal	Utilities	Total
<b>Revenue:</b>									
Taxation	\$ 3,176,399	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,176,399	\$ -	\$ 3,176,399
Interest and penalties	232,942	-	186	-	15,820	-	248,948	86,007	334,955
Government transfers	442,595	430,464	-	113,411	74,937	37,899	1,099,306	4,377,200	5,476,506
Services and other	512,979	45,095	99,217	41,693	237,447	30,221	966,652	-	966,652
Sales of Service	-	-	-	-	-	-	-	5,557,741	5,557,741
Gain on sale or disposal of asset	-	-	-	2,000	-	-	2,000	-	2,000
<b>Total revenue</b>	<b>4,364,915</b>	<b>475,559</b>	<b>99,403</b>	<b>157,104</b>	<b>328,204</b>	<b>68,120</b>	<b>5,493,305</b>	<b>10,020,948</b>	<b>15,514,253</b>
<b>Expenses:</b>									
Amortization	159,091	135,442	-	304,838	702,409	111,929	1,413,709	1,357,874	2,771,583
Interest	-	-	-	-	44,800	-	44,800	312,182	356,982
Operating expenses	831,185	619,415	8,136	360,740	328,789	65,428	2,213,693	1,142,149	3,355,842
Salaries and wages	1,075,619	431,803	-	357,543	135,635	47,997	2,048,597	857,748	2,906,345
Loss on disposal of asset	-	-	-	1,519	-	-	1,519	-	1,519
<b>Total expenses</b>	<b>2,065,895</b>	<b>1,186,660</b>	<b>8,136</b>	<b>1,024,640</b>	<b>1,211,633</b>	<b>225,354</b>	<b>5,722,318</b>	<b>3,669,953</b>	<b>9,392,271</b>
<b>Grand Total</b>	<b>2,299,020</b>	<b>(711,101)</b>	<b>91,267</b>	<b>(867,536)</b>	<b>(883,429)</b>	<b>(157,234)</b>	<b>(229,013)</b>	<b>6,350,995</b>	<b>6,121,982</b>
Income from Sun Peaks Housing Authority Ltd.	-	-	-	-	-	-	-	-	83,926
<b>Annual surplus (deficit)</b>	<b>\$ 2,299,020</b>	<b>\$ (711,101)</b>	<b>\$ 91,267</b>	<b>\$ (867,536)</b>	<b>\$ (883,429)</b>	<b>\$ (157,234)</b>	<b>\$ (229,013)</b>	<b>\$ 6,350,995</b>	<b>\$ 6,205,908</b>

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

**16. Segmented information (continued):**

2024	Administration	Fire Protection	Public Works	Sun Peaks Centre	Daycare	Subtotal	Utilities	Total
<b>Revenue:</b>								
Taxation	\$ 2,949,462	\$ -	\$ -	\$ -	\$ -	\$ 2,949,462	\$ -	\$ 2,949,462
Interest and penalties	368,987	-	-	10,107	-	379,094	45,716	424,810
Government transfers	586,761	216,571	124,042	20,287	255,665	1,203,326	249,682	1,453,008
Services and other	498,013	58,083	68,827	225,672	229,073	1,079,668	-	1,079,668
Sun Peaks Utilities	-	-	-	-	-	-	4,024,424	4,024,424
<b>Total revenue</b>	<b>4,403,223</b>	<b>274,654</b>	<b>192,869</b>	<b>256,066</b>	<b>484,738</b>	<b>5,611,550</b>	<b>4,319,822</b>	<b>9,931,372</b>
<b>Expenses:</b>								
Amortization	158,336	114,624	262,885	683,700	111,515	1,331,060	\$ 1,369,810	2,700,870
Interest	-	-	80	44,800	-	44,880	270,049	314,929
Operating expenses	624,193	533,636	557,712	272,804	245,147	2,233,492	1,151,939	3,385,431
Salaries and wages	851,302	398,352	349,505	167,363	423,803	2,190,325	805,932	2,996,257
<b>Total expenses</b>	<b>1,633,831</b>	<b>1,046,612</b>	<b>1,170,182</b>	<b>1,168,667</b>	<b>780,465</b>	<b>5,799,757</b>	<b>3,597,730</b>	<b>9,397,487</b>
<b>Annual surplus (deficit)</b>	<b>\$ 2,769,392</b>	<b>\$ (771,958)</b>	<b>\$ (977,313)</b>	<b>\$ (912,601)</b>	<b>\$ (295,727)</b>	<b>\$ (188,207)</b>	<b>\$ 722,092</b>	<b>\$ 533,885</b>

## **SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2025

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**17. Credit facility :**

The Municipality has a revolving line of credit with the Canadian Imperial Bank of Commerce ("CIBC") which bears interest at the bank's prime commercial lending rate (December 31, 2025 - 4.45%). The line of credit is available to a maximum of \$500,000. As of December 31, 2025, the line of credit balance totaled \$nil (December 31, 2024 - \$nil).

**18. Acquisition of control of Sun Peaks Health Association:**

On February 1, 2025, the Sun Peaks Health Association ("Health Association") transferred its assets and operations to the Municipality for \$10. These assets were recorded in the Municipality at the fair market value of \$86,244. Immediately subsequent to this transfer, the Municipality took control of the Board of Directors of Health Association. Subsequent to February 1, 2025, operations of Health Association were recorded in the Municipality with no activity in Health Association after February 1, 2025.

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

Schedule 1

Growing Communities Fund

(Unaudited)

Year ended December 31, 2025, with comparative information for 2024

	2025	2024
Balance, beginning of the year	\$ 752,657	\$ 1,133,320
Contributions	-	-
Sewer project	(752,657)	(380,663)
Balance, end of year	\$ -	\$ 752,657



**MEMO**

**To:** Mayor & Council

**Date:** June 17, 2026

**From:** Dean Schiavon, Fire Chief

**Re:** Fire Department & Emergency Management Update June 2026

---

**RECOMMENDATION(S):**

For information

A handwritten signature in black ink, appearing to be "D. Schiavon", is written above a horizontal line.

Approved for Council Consideration

CAO

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**PURPOSE:**

The purpose of this report is to provide Council with a summary of the activities of Sun Peaks Fire Rescue and Emergency Management within the second quarter of 2026.

**DISCUSSION:**

**Calls for Service**

Sun Peaks Fire Rescue saw a significant decrease in the call volume after ski hill operations ceased for the season, providing much needed time for departmental training programs. Although Sun Peaks Fire Rescue has seen a reduction in call volume in the second quarter, the year-to-date numbers are still exceeding previous years.

**Call volume January to June 17:**

- **2022:** 75 calls
- **2023:** 75 calls
- **2024:** 79 calls
- **2025:** 71 calls
- **2026:** 83 calls

### **Call by type for April to June 17, 2026:**

- **Fire incidents: 3**
- **Medical calls: 5**
- **Road rescue incidents: 1**
- **Service calls: 4**

**Total calls: 13**

Of the three fire incidents attended since April, **two were reportable to the Office of the Fire Commissioner**. One was an improperly maintained cigarette disposal that ignited. Staff at the commercial property were able to put out the fire with a fire extinguisher. SPFR staff confirmed extinguishment once on scene. The other was a vehicle fire between Sun Peaks and Whitecroft. SPFR crew members extinguished the fire and prevented it from spreading into the wildland. Crews remained on scene afterwards to conduct traffic control until the vehicle could be towed away.

### **Recruitment and Retention**

Since the beginning of the year, several team members have stepped down after moving away from the area or pursuing other opportunities. To address ongoing staffing needs, Sun Peaks Fire Rescue launched a recruitment drive in late April. The department has received five applications to date, including one from an applicant who recently completed firefighter certification.

- Interviews are scheduled to take place later this month.
- New recruits are expected to begin training in July.

The 2026 Work Experience Program started training on May 1 with two members from Ontario, one from Quebec, and one from Kamloops. All four members received their pagers after completing a live fire training session on June 7. We are extremely happy to have them on the department over the summer months.

### **FireSmart Activities**

- New FireSmart BC “Local FireSmart Collective Program” Assessments being rolled out to local strata properties
- Curbside Collection Program first and third Wednesday of the month
  - 3.8 tonnes removed to date
- Wildfire Development Permit Area
  - Working with consultant and Community Services and Development Department on integrating into the Official Community Plan (OCP)
- Critical Infrastructure Upgrades
  - Immediate Zone (formerly non-combustible zone) graveled at Fire Hall
- Structure Protection Trailer Phase 3 equipment purchase completed
- Annual Plant Sale Market
  - Increased uptake in Wildfire Mitigation Assessments
  - Voyent Alert sign up also advertised
- Pre-Wildfire Season EOC training
  - Conducted by Ember Leaf Consulting

- Planning for July 10 Open House

### **Emergency Management Plan Update**

On May 11, 2026, the Lieutenant Governor signed Order in Council 186 updating the Emergency and Disaster Management Act declaring that local governments must have a Hazard Risk and Vulnerability Assessment (HRVA) and an Emergency Management Plan (EMP) prepared in consultation with Indigenous Peoples in addition to a Business Continuity Plan in place by January 1, 2027. Our recent pre-season EOC training session reiterated the need for a Business Continuity Plan. Sun Peaks has moved forward with a proposal from Tim Pley and Associates on a project to update our assessment and plans to comply with the Emergency & Disaster Management Act.

### **Emergency Preparedness Communication**

As wildfire season approaches, staff are continuing to share emergency preparedness information with the community through the municipal website, social media channels, Muni Corner published in Sun Peaks Independent News (SPIN), utilities newsletters, and in-person outreach at upcoming Sunday Farmers' Markets. Communications are focused on encouraging residents and visitors to register for Voyent Alert and Emergency Support Services, while also reinforcing the importance of being prepared for emergencies.

Staff are finalizing emergency preparedness materials for distribution to the business community. These materials are intended to support business owners and managers in sharing key information with their staff, particularly seasonal employees who may be less familiar with Sun Peaks. A separate poster for short-term rental guests is also nearing completion and will be displayed at the Farmers' Market booth throughout the summer.

### **ALIGNMENT TO THE 2025-2026 STRATEGIC PLAN:**

This report is consistent with following priorities set out in Council's strategic plan

**Balancing the Finances** – to balance the tax rate in a fair and sustainable manner and to ensure adequate capital reserves and operational revenues to serve the immediate and long-term needs of the municipality.

**Emergency Management Planning** – to work towards a wildfire resilient community and to address other natural hazards and disasters through emergency management planning and preparedness.

**Strategic Partnerships** – to foster strong and respectful partnerships with our community members, First Nations neighbours, Sun Peaks Resort LLP, Tourism Sun Peaks, the Thompson Nicola Regional District and other levels of government.



**COUNCIL REPORT**

**To:** Mayor & Council

**Meeting Date:** June 23, 2026

**From:** Director of Finance

**Re:** 2025 Statement of Financial Information

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**RECOMMENDATION(S):**

**THAT, Council authorize:**

**The 2025 Statement of Financial Information (SOFI), as presented, in accordance with the *Financial Information Act*; and authorize the Mayor and Director of Finance to execute all necessary documentation.**

A handwritten signature in black ink, appearing to be "R. All", is written above a horizontal line.

**Approved for Council Consideration  
CAO**

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**PURPOSE:**

To present the 2025 Statement of Financial Information (SOFI) to Council for approval in accordance with the *Financial Information Act*.

**SUMMARY:**

The *Financial Information Act* requires municipalities to prepare and publicly disclose an annual Statement of Financial Information (SOFI). The 2025 SOFI has been prepared in accordance with legislative requirements and includes the Municipality's audited financial statements, schedules of remuneration and expenses paid to elected officials and employees, and payments made to suppliers. Council approval is required prior to filing and public release of the document.

**BACKGROUND:**

The *Financial Information Act* requires all municipalities in British Columbia to prepare an annual Statement of Financial Information. The purpose of the SOFI is to enhance transparency and accountability by providing public access to key financial information relating to municipal operations.

The SOFI includes the Municipality's audited financial statements, schedules of remuneration and expenses for elected officials and employees, and payments made to suppliers during the reporting period. The completed statement must be approved by Council and submitted in accordance with provincial requirements.

### **DISCUSSION:**

The 2025 Statement of Financial Information has been prepared by the Finance Department in compliance with the *Financial Information Act*.

The report incorporates the Municipality's audited financial statements for the year ended December 31, 2025, together with all required schedules and disclosures. Approval of the SOFI will authorize its submission and public release as required by legislation.

The annual SOFI supports the Municipality's commitment to transparency, accountability, and responsible financial management by providing residents and stakeholders with access to information regarding municipal revenues, expenditures, employee remuneration, and supplier payments.

### **FINANCIAL IMPLICATIONS:**

There are no financial implications associated with approval of the 2025 Statement of Financial Information. Preparation and submission of the SOFI is a legislated requirement and has been completed within existing departmental resources.

### **ALIGNMENT TO THE 2025-2026 STRATEGIC PLAN:**

This report is consistent with following priorities set out in Council's strategic plan:

Balancing the Finances – to balance the tax rate in a fair and sustainable manner and to ensure adequate capital reserves and operational revenues to serve the immediate and long-term needs of the municipality.

### **Attachments(s):**

- 2025 Statement of Financial Information (SOFI).



**Statement of Financial Information**  
For the Year End December 31, 2025

Sun Peaks Mountain Resort Municipality  
Statement of Financial Information  
For the Year End December 31, 2025

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Schedule of Goods and Services ..... Page 9

Schedule of Grants & Contributions..... Page 12

Payments Reconciliation ..... Page 13

Schedule of Guarantee and Indemnity Agreements ..... Page 14

**MANAGEMENT'S RESPONSIBILITY FOR THE CONSOLIDATED FINANCIAL STATEMENTS**

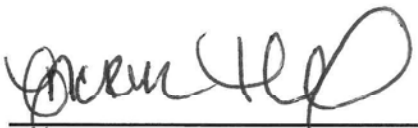
The accompanying consolidated financial statements of Sun Peaks Mountain Resort Municipality (the "Municipality") are the responsibility of management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Chartered Professional Accountants of Canada. A summary of the significant accounting policies is described in Note 2 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Municipality's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Mayor and Council meet with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by KPMG LLP, independent external auditors appointed by the Municipality. The accompanying Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Municipality's consolidated financial statements.

  
\_\_\_\_\_  
Chief Administrative Officer

  
\_\_\_\_\_  
Director of Finance

**Sun Peaks Mountain Resort Municipality**

**STATEMENT OF FINANCIAL INFORMATION APPROVAL**

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

\_\_\_\_\_  
Cheryl Taylor-Gale  
Director of Finance  
June 23, 2026

\_\_\_\_\_  
Rob O'Toole  
Mayor  
June 23, 2026

Prepared pursuant to the Financial Information Regulation, Schedule I, section 9

# AGENDA ITEM #6.3.

Sun Peaks Mountain Resort Municipality  
Statement of Financial Information  
SCHEDULE OF DEBTS  
For the Year End December 31, 2025

Lender	Issue Number	Amount	Interest	Maturity Date
MFA	145	283,572	3.15%	2038 *
MFA	145	389,911	3.15%	2038 *
MFA	149	1,515,263	2.24%	2029 *
MFA	149	1,075,837	2.24%	2029 *
MFA	152	\$ 1,216,246	3.03%	2030 *
MFA	152	5,067,690	3.03%	2030 *
MFA	158	2,934,089	4.09%	2032 *
		<u>\$ 12,482,607</u>		

Note 1: The Municipal Finance Authority (MFA) maintains a sinking fund for all debenture debt. \*

Note 2: Semi-Annual Payments for MFA Bylaw issued debt are paid to the Thompson-Nicola Regional District.\*

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Cheryl Taylor-Gale  
Director of Finance

# AGENDA ITEM #6.3.

Sun Peaks Mountain Resort Municipality

Statement of Financial Information

## SCHEDULE OF REMUNERATION: ELECTED OFFICIALS

For the Year End December 31, 2025

Elected Official	Position	Remuneration	Expenses
O'Toole, Rob	Mayor / Councillor	\$ 18,750	\$ 4,521
Hrycan, Lenard	Councillor	13,750	323
Travers-Gillespie, Brian	Councillor	7,500	-
Dye, Kelly	Councillor	10,000	-
Kimmel, Julie	Councillor	10,000	-
Total Elected Officials Remuneration & Expenses		<u>\$ 60,000</u>	<u>\$ 4,844</u>

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Cheryl Taylor-Gale  
Director of Finance

# AGENDA ITEM #6.3.

Sun Peaks Mountain Resort Municipality  
Statement of Financial Information  
SCHEDULE OF REMUNERATION: EMPLOYEES  
For the Year End December 31, 2025

Employee	Position	Renumeration	Expenses
Deanna Campbell	Chief Administrative Officer	\$ 196,341	\$ 10,881
Clint Burton	Director of Infrastructure	141,235	11,081
Taylor-Gale, Cheryl	Director of Finance	133,367	7,977
Hofer, Demitri	Director of Development & Commu	116,207	4,985
Schiavon, Dean	Fire Chief	107,719	4,993
Jonsson, Nicole	Director of Corporate Services	105,182	2,939
Kalinocka, Nate	Utility Technician/Lead Hand	103,939	1,885
Hammer, Thomas	Utility Technician	101,142	2,345
Boyer, Scott (James)	Utility Technician	97,654	1,064
Doyle, Austin	Utility Technician/Lead Hand	92,072	1,920
Griffith, James	Fire Inspector	91,864	7,288
Fevang, Arne	Public Works Manager	91,420	-
Bryk, Campbell	Training Officer	90,721	6,422
Goode, Jesse	Utilities Manager	90,583	2,376
McDougall, Shawn	Utility Technician	86,545	2,504
Total Employee Remuneration: Over \$75,000		1,645,991	\$ 68,661
Total Employee Remuneration: \$75,000 and Under		847,888	37,407
Total Employee Renumeration & Expenses		<u>\$ 2,493,879</u>	<u>\$ 106,068</u>

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Cheryl Taylor-Gale  
Director of Finance

**Sun Peaks Mountain Resort Municipality**

**STATEMENT OF SEVERANCE AGREEMENTS**

There were one severance agreement under which payment commenced between the Sun Peaks Muntain Resort Municipality and its non-unionized employees during fiscal year 2025. The agreement represents 3 months' compensation. The amount of the severance was \$18,479.91.

Prepared pursuant to the Financial Information Regulation, Schedule 1, subsection 6(8)

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Cheryl Taylor-Gale  
Director of Finance

## AGENDA ITEM #6.3.

Sun Peaks Mountain Resort Municipality  
Statement of Financial Information  
SCHEDULE OF GOODS AND SERVICES  
For the Year End December 31, 2025

Supplier Name	Amount Paid
0832416 Bc Ltd	\$ 47,784
1504473 Bc Ltd	101,505
A + L Septic	82,560
Als Environmental	54,046
Archer Separation Inc.	171,735
Associated Fire Safety Group Inc	48,865
BC Hydro	182,871
BGC Engineering Inc.	103,291
Brindlee Mountain Fire Apparatus	527,339
Brogan Fire & Safety	41,169
Centralsquare Canada Software Inc.	29,765
Clartech Industries Inc.	31,955
Exceed Electrical Engineering	178,969
Forsite Consultants Ltd	65,173
Fulton & Company	26,488
Groupsource	107,142
ICBC	57,319
Interior Plumbing & Heating	66,735
IX Solutions Ltd	34,942
Kamloops Ford Lincoln Ltd.	26,303
Kendrick Equipment (2003) Ltd	48,336
KLL Construction Inc	4,745,724
KPMG LLP	28,913
KWC Planning Services	26,666
Livingston International Inc.	30,038
Mcelhanney Consulting Services Ltd.	739,549
Minister Of Finance	51,811
Municipal Insurance of BC	225,813
Municipal Pension Plan	376,229
Pavement Solutions Inc	233,042
Paxton Ridge Contracting Ltd.	69,908
Payne Engineering Geology	56,760
Planit First Consultants	116,025

## AGENDA ITEM #6.3.

Supplier Name	Amount Paid
Powder Ventures Excavating Ltd.	123,443
Quarmby Environmental Ltd	28,416
Receiver General For Canada	293,107
Rowbias Holdings Ltd	49,215
Shic Enterprises Ltd	152,647
Southgate Electric Ltd	57,801
Stantec Consulting	128,753
Steelhead Refrigeration	68,169
Summit Valve And Controls	253,795
Sun Peaks Housing Authority	106,480
Sun Peaks Resort LLP	156,688
Sunny Green Environmental	144,451
TNRD	999,321
Tracer Electric Inc.	58,316
True Consulting Ltd	575,020
Urban Systems Ltd.	139,674
Wasp Manufacturing Ltd	27,573
Westcana Electric Inc.	34,650
Westerra Equipment Equipment Head Office	128,704
Wfr Wholesale Fire & Rescue Ltd.	36,387
White Lyon Road Maintenance	38,577
Worksafe Bc	60,566
Total of Accounts Exceeding \$25,000	\$ 12,396,524
Total of Accounts \$25,000 or Less	1,455,493
Total Expenditures for Provision of Goods and Services	<u>\$ 13,852,017</u>

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Cheryl Taylor-Gale

Director of Finance

# AGENDA ITEM #6.3.

Sun Peaks Mountain Resort Municipality  
Statement of Financial Information  
SCHEDULE OF GRANTS & CONTRIBUTIONS  
For the Year End December 31, 2025

Supplier Name	Amount Paid
Early Learning Society of Kamloops	\$ 12,613
Art Zone Sun Peaks	\$ 5,100
Adaptive Sports at Sun Peaks	<u>\$ 750</u>
Total of Accounts \$25,000 or Less	18,463
Total of Accounts Exceeding \$25,000	<u>-</u>
Total Grants & Contributions	<u><u>\$ 18,463</u></u>

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Cheryl Taylor-Gale  
Director of Finance

Sun Peaks Mountain Resort Municipality  
Statement of Financial Information  
SCHEDULE OF GUARANTEE & INDEMNITY AGREEMENTS  
For the Year End December 31, 2025

Nil

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Cheryl Taylor-Gale  
Director of Finance

## AGENDA ITEM #6.3.

Sun Peaks Mountain Resort Municipality  
Statement of Financial Information  
Payments Reconciliation  
For the Year End December 31, 2025

Consolidated Financial Statement	16,516,807
Total	<u>16,516,807</u>
Total Fwd:	16,516,807
Contracts Awarded to Director	
Electoral Officials Remuneration	(60,000)
Electoral Officials Expenses	(4,844)
Employee & Committee Remuneration	(2,493,879)
Employee & Committee Expenses	(106,068)
Adjusted Total	<u>13,852,017</u>
Goods > \$25,000	(12,396,524)
Goods < \$25,000	(1,455,493)
Variance	<u>-</u>

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Cheryl Taylor-Gale  
Director of Finance



**COUNCIL REPORT**

**To:** Mayor & Council

**Meeting Date:** June 23, 2026

**From:** Demetri Hofer, Director of Development & Community Services

**Prepared by:** Randy Lambright, RPP, MCIP, & Finlay Sinclair, RPP, MCIP

**Re:** 2026 Official Community Plan – Bylaw No. 239, 2026 First Reading

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**RECOMMENDATION:**

**THAT, Council give first reading to Sun Peaks Mountain Resort Municipality Official Community Plan, Bylaw No. 239, 2026.**

A handwritten signature in black ink, appearing to be "R. Hofer", is written over a horizontal line.

**Approved for Council Consideration  
CAO**

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**PURPOSE:**

The purpose of this report is to seek first reading of Sun Peaks Mountain Resort Municipality Official Community Plan Bylaw No 239, 2026.

**BACKGROUND:**

An Official Community Plan (OCP) is a broad visionary document that provides direction for the future growth and development of a community for up to five years. Further, it lays the foundation for major regulatory tools such as Zoning, Subdivision & Development, Business Licencing, and Financial and Capital planning. In accordance with provincial legislation, local governments must update their Official Community Plan every 5 years.

Under BC's new housing legislation, municipalities were required to complete their first comprehensive Official Community Plan (OCP) update by December 31, 2025. The Municipality has not met this deadline and continues to communicate and work with the Province to advance the OCP forward to approval. Unlike most other municipalities, Sun Peaks Mountain Resort Municipality Letters Patent incorporating the Municipality, require Provincial approval of the OCP.

Sun Peaks current OCP was prepared in 2014. Sun Peaks prepared a new draft OCP in 2022 and submitted it to the province for consideration. The province indicated that additional First Nations engagement was required before it could be approved.

Between 2023 – 2025, Sun Peaks Mountain Resort Municipality (SPMRM) Council embarked on a process of enhancing its relationships with its First Nations communities. Numerous community-to-community meetings were held at which the OCP, amongst other important topics, was discussed. In 2025, provincial funding was provided to SPMRM to support engagement efforts with neighbouring bands on the OCP to successfully advance the update. The update was intended to address the following: ongoing engagement with First Nations; including provincial legislation changes since 2022; focussing on community development pressures; recognizing growth since 2022 and providing for future growth; and in accordance with the SPMRM letters patent, ensuring the Sun Peaks Resort Master Development Agreement is not frustrated.

### **DISCUSSION:**

Throughout the 2026 OCP update, a collaborative, inclusive, and co-operative planning philosophy was followed as this approach contributes to the health and well-being of all communities. Further, the process was founded on trust and mutual respect, both of which are key to building relationships both within and between communities.

The 2026 OCP update is focussed primarily on the Sun Peaks core area given this is where the majority of the growth has and will occur. Discussions held between the Province, First Nations, and Sun Peaks Resort LLP regarding any updates to the Sun Peaks Resort Master Development agreement and future land use will largely dictate what occurs outside the core area. SPMRM will continue to be an active partner in this process.

Discrepancies were noted in the Schedule C - "LAND USE DESIGNATIONS" during the draft review process for three properties that received OCP amendments in 2025. These discrepancies will be corrected following approval of first reading.

Highlights of the major changes to the draft 2022 OCP include:

- Developing several major goals underlying SPMRM Council's work with First Nations. These goals speak to: building protocol/relationship agreements; seeking opportunities for First Nations to benefit from the growth and development of Sun Peaks; developing partnerships; celebrating the rich history of First Nations in Sun Peaks; and continuing to develop and build on community-to-community relationships;
- In accordance with new provincial legislation, ensuring the OCP:
  - provides direction on residential densities;
  - incorporates the findings of the 2024 Housing Needs Analysis; and
  - develops specific policies to help address the housing needs identified in the Needs Analysis for the next 20 years.
- Providing direction on future Commercial and Industrial growth in Sun Peaks;
- Lobbying senior levels of government for continued and enhanced health and education services;
- Working with First Nations on installation of art, signage, and other enhancements in Sun Peaks;
- Expanding focus on wildfire risk reduction and mitigation measures; and
- Working with First Nations on facilitating a second access to Sun Peaks.

It should be noted that due to the length of time, engagement, and volume of changes Bylaw No 199, 2022, which had received 1<sup>st</sup> and 2<sup>nd</sup> reading has been abandoned in favour of creating a new one.

Following first reading of the 2026 OCP, Administration proposes the following schedule to achieve adoption:

- June 23 - Draft 2026 OCP Bylaw to Council for First reading;
- July - Sun Peaks Community engagement;
- July/August - First Nations Engagement/Review of Draft 2026 OCP;
- July/August – Draft 2026 OCP Bylaw to Council for Second reading;
- July/August - Draft 2026 OCP required circulation to Agencies;
- September – Draft 2026 OCP Bylaw to Council for Third reading;
- September - Submit Draft 2026 OCP to Province;
- September – Hold Public Hearing and Adopt OCP.

### **FINANCIAL IMPLICATIONS:**

In accordance with the Local Government Act the proposed OCP must be reviewed and considered in accordance with the Sun Peaks Financial Plan and with the regional Waste Management Plan. Both have been considered throughout the OCP update process.

### **ALIGNMENT TO THE 2025-2026 STRATEGIC PLAN:**

The proposed 2026 OCP is consistent with following priorities set out in Council's strategic plan:

**Pipes, Pavement & Power** – to strive towards maintaining existing infrastructure while ensuring that there is adequate capacity to accommodate future growth.

The proposed 2026 OCP provides direction on future infrastructure upgrades required to accommodate a growing community.

**Balancing the Finances** – to balance the tax rate in a fair and sustainable manner and to ensure adequate capital reserves and operational revenues to serve the immediate and long-term needs of the municipality.

The proposed 2026 OCP has considered the financial needs of the community for the next 5-years.

**Emergency Management Planning** – to work towards a wildfire resilient community and to address other natural hazards and disasters through emergency management planning and preparedness.

The proposed 2026 OCP provides detailed direction on addressing steep slope hazard lands, riparian areas, wildfires and the urban/wildland interface.

**Strategic Partnerships** – to foster strong and respectful partnerships with our community members, First Nations neighbours, Sun Peaks Resort LLP, Tourism Sun Peaks, the Thompson Nicola Regional District and other levels of government.

## ***AGENDA ITEM #7.1.***

The proposed 2026 OCP provides specific direction on how Council and the Community can work with its partners, including First Nations, Senior levels of government, and Sun Peaks Resort LLP, in growing the community.

### **Attachments(s):**

- 2026 Sun Peaks Resort Municipality Official Community Plan Bylaw No 239, 2026
- 2026 Sun Peaks Mountain Resort Municipality Official Community Plan

## 1.0 INTRODUCTION

Sun Peaks is one of British Columbia’s most unique local governments. Incorporated in 2010, Sun Peaks was established as the first Mountain Resort Municipality under the **Resort Associations Act**, and is among the Province of BC’s newest municipalities.

Sun Peaks Mountain Resort Municipality’s (SPMRM) aim is to create a **four-season resort community for everyone**. This includes residents, visitors, entrepreneurs, businesses, and employees. SPMRM’s Official Community Plan (OCP) aims to ensure the community and visitors continue to experience a high quality of life and unparalleled recreation opportunities now and in the future.

This OCP provides an important framework for municipal decision-making and land use policy related to community building. The OCP will guide the Municipality’s priorities and investments over the next 10 to 15 years. It represents the culmination of the strategic planning and priority setting that has been done since SPMRM’s incorporation in 2010. This OCP has been developed in conjunction with community members, SPMRM staff, OCP and Zoning Committee, and Mayor and Council. These groups and the input they provided were established through various planning initiatives including the Social Sustainability Plan, Land Use and Environmental Sustainability Plan, Greenhouse Gas Emissions Plan and the Economic Action Plan.

### WHAT IS AN OFFICIAL COMMUNITY PLAN (OCP)?

An Official Community Plan (OCP) is a policy document used by municipal governments to guide land use decisions and community planning. It is a general statement of the collective desires of a community and expresses broad objectives and policy statements. In addition to guiding land use decision-making, an OCP may also include policies regarding community development, sustainability and economic development. An OCP reflects the current social and economic situation of a community and should be updated every 5 to 10 years. An OCP does not obligate Council to undertake any specific projects or commit to any specific expenditures. However, no contradictions to policies in the OCP are to be allowed without an OCP amendment.

The **Local Government Act (LGA)** provides the legal authority for local governments to adopt an OCP. The OCP is legislated to serve a number of important purposes:

- Providing direction for the growth and development of the community;
- Stating in general terms the social, economic, and environmental objectives of a community relating to land use planning;
- Establishing a tangible policy tool which SPMRM Council and staff can use to evaluate development proposals;
- Providing a degree of certainty to Council, government staff, local businesses, developers, and residents regarding the future form and character of a community; and
- Assisting in acquiring funding from senior levels of government to provide for works and services in a community, as funding is often contingent on applicable policies to be in place to support applications.

### RATIONALE FOR CREATING AN OCP FOR SUN PEAKS

An OCP should be exactly what the name suggests:

- Official, meaning it is adopted by the Mayor and Council;
- Community, meaning it should reflect the community’s desires and vision for the future; and
- Plan, meaning there is a relevant strategy for achieving future goals and vision.

Given this context, there are a number of reasons why it is important for Sun Peaks to develop and implement an OCP. These include:

- Requirement in the Municipality’s Letters Patent to adopt an OCP;

- Enable new development as contemplated under the Master Development Agreement (MDA) and applicable Master Development Plan;
- Set direction to ensure continued development of a high-quality resort experience while also attracting permanent residents;
- Incorporate the community's Housing Needs Analysis in accordance with provincial legislation; and
- Replace the current outdated 2014 OCP.

## SCOPE OF THE PLAN AND APPROACH

This OCP is an update to the work that was undertaken by SPMRM in 2012-14 and in 2022. The planning work at the time forms the basis of this OCP document. The OCP's focus is on community and land use development policies which will lead to the evolution of a vibrant community at Sun Peaks. Initiatives that have formed the basis of this OCP include:

- Sustainability Development Action Planning for Sun Peaks Mountain Resort Municipality: Summary of the Current Situation and Framework for an Economic Development Strategy (Final Report);
- Sun Peaks Social Sustainability Plan (Final Report);
- Land Use and Environmental Plan (Sun Peaks Mountain Resort Municipality Official Community Plan Directions – Draft);
- Housing Brief: Affordable Housing Tools for Resort Communities;
- Sun Peaks Greenhouse Gas Management Plan;
- Sun Peaks Master Plan Update 2013 and 2020;
- 2022 Draft OCP;
- 2024 and subsequent Provincial legislation changes; and
- Sun Peaks/TNRD Housing Needs Assessment - 2024

SPMRM conducted extensive engagement 2022 based on the above-noted plans. A draft OCP was prepared in 2022 and was circulated to the Province for approval. The Province subsequently requested additional consultation work be undertaken with First Nations. Additionally, incorporating new Provincial legislation changes to address the provincial housing crunch was required. **Table 1** following provides an overview of the consultation/process that guides the 2026 OCP.

**TABLE 1: OCP ENGAGEMENT/PROCESS**

PLAN	COMMUNITY ENGAGEMENT/PROGRESS
Official Community Plan Update	<b>2022</b> Draft OCP submitted to Province Province required additional First Nations engagement
Official Community Plan Restart	<b>2023-2025</b> SPMRM Council held Community to Community sessions with First Nations to collaborate on OCP and other important issues
Official Community Plan Restart	<b>2025</b> August Meeting with 4 Bands Technical Committee Review of 2022 OCP Review of Province comments Review of First Nations comments
Draft 2026 Official Community Plan	<b>2026</b> January presentation to 4 Bands Executive Incorporate new legislation and updates into Draft OCP March 2026 Administrative review of Draft OCP
Draft 2026 Official Community Plan	<b>2026</b> May - SPMRM Council COTW presentation June - Draft OCP to Council for 1 <sup>st</sup> Reading July - Community engagement July/August - 4 Bands Engagement July/August - Draft OCP circulation to Agencies
Adopt 2026 OCP	<b>2026</b> September - Submit OCP to Province September – Hold Public Hearing and Adopt OCP

## RELATIONSHIP OF THE OCP WITH THE SUN PEAKS MASTER DEVELOPMENT AGREEMENT

Sun Peaks' future land use is significantly shaped by the 1993 Master Development Agreement (MDA) and the subsequent amendments between the Province of BC and Sun Peaks Resort LLP (SPRLLP), formerly Sun Peaks Resort Corporation (SPRC). The MDA approves the development of up to 23,342 'bed units' over a renewable 50-year term agreement subject to SPRLLP investing and constructing ski lifts and other resort attractions/ infrastructure in accordance with the MDA. Throughout the governance studies leading to the municipal referendum and finally municipal incorporation of the SPMRM, it was clearly stated and understood that the new Municipality would not be permitted to 'frustrate' the MDA agreement between the Province and SPRLLP. This OCP and subsequent amendments to the OCP must respect the development rights committed to by the Province under the Master Development Agreement.

With the incorporation of SPMRM, the approval process for subdivision of lands as well as establishment of zoning bylaws rests with SPMRM. In its land use and zoning approval role, SPMRM must coordinate land use planning with SPRLLP to permit the number of pre-approved 'bed units' committed for development within those lands designated under the approved Master Plan as part of the MDA. SPMRM retains unfettered legal authority to establish the OCP and regulate its development bylaws to promote and regulate prudent and reasonable land use including but not limited to issues such as the siting of different types of development, the impact on existing developments, recreation and open space needs and infrastructure requirements.

## ORGANIZATION OF THE PLAN

The OCP is a future-oriented plan that provides guidance to Council and the community about future development at Sun Peaks. This OCP consists of the following sections:

**Section 1.0 Introduction** – Outlines background information with respect to the purpose, scope and approach of the Official Community Plan.

**Section 2.0 Community Vision & Guiding Principles** – Sets out the vision and guiding principles which serve as the foundation for the policies developed.

**Section 3.0 Community Context** – Provides a community overview, including the history of Sun Peaks and demographic and school enrollment trends as a means to develop policy.

**Section 4.0 Land Use** – Summarizes key policies relating to land use and community development.

**Section 5.0 Community-Wide Goals** – Articulates objectives and policies related to transportation, infrastructure, social and community development, community safety and economic development.

**Section 6.0 Environment** – Sets out policies pertaining to environmental management and hazardous land, as well as energy and greenhouse gas management.

**Section 7.0 Development Permit Area Guidelines** – Provides guidelines for developing within natural hazard lands and riparian areas.

**Section 8.0 Implementation, Monitoring, & Reporting** – Consists of a summary of the key actions and an implementation table which summarizes the Municipality's priorities and time frame for implementation of each of the actions.

**Section 9.0 Maps** – Provides spatial representation of the policy related to land use, transportation, infrastructure, parks and trails, and development permit areas.

## 2.0 COMMUNITY VISION & GUIDING PRINCIPLES

### VISION

**Our Vision for Sun Peaks is to create a four-season resort community for everyone.**

In 2035 Sun Peaks is...A thriving full-service resort community that is home to more than 2,100 permanent residents, whom live at Sun Peaks year-round. With scenic vistas, abundant recreational opportunities, and all the public amenities enjoyed by other small communities, Sun Peaks offers a quality of life that is hard to beat. The resort offers meaningful employment, high quality educational opportunities and a full range of stimulating lifestyle activities and recreation.

Residents enjoy the positive energy and unique vibe that comes with living in a planned resort community that attracts visitors from around the world. Known as a four-season resort community for everyone, Sun Peaks enjoys a strong tourism profile throughout the entire year as visitors come to participate in a wide range of recreational, sporting and cultural events. Sun Peaks is known as a thriving community, with safe roads, with a full range of accommodations including affordable non-market employee accommodations, great shopping and restaurants, and easy access to Kamloops and other nearby communities.

Due to its business-friendly policies and sound infrastructure, Sun Peaks continues to prosper as a hub of economic activity within the region. Strong relationships with First Nations, the business community, and other community partners have led to a diversified local economy creating many employment opportunities for local and neighbouring residents.

Built within a pristine natural environment, Sun Peaks takes great care to protect and preserve its natural assets including water, air, land, and wildlife. Proactive and collaborative approaches to planning and development have created a beautiful, safe, and walkable community that will be enjoyed by residents and visitors alike for decades to come.

### GUIDING PRINCIPLES

The Guiding Principles set high-level directions for the development and implementation of the OCP. They will be used throughout the planning and implementation process to ensure the OCP develops according to the values and principles of the community.

**QUALITY OF LIFE:** Foster a high quality of life and resort community experience that attracts residents, seasonal visitors and businesses.

**ENVIRONMENT:** Be stewards of the natural environment by conserving and managing sensitive ecosystems, riparian areas, natural flora and fauna and protecting the quality of the water and air within the community.

**COMMUNITY INVOLVEMENT:** Engage the community and communicate in an open and transparent manner on matters relating to the development of the community.

**COLLABORATION:** Work collaboratively with SPRLLP and other developer/investor/ community partners that provide services and attractions integral to Sun Peaks.

**HOUSING:** Support the development of diverse housing types that meet the needs of residents, visitors, and employees of local businesses.

**COMMUNITY PLANNING:** Represent community interests in the development of planning issues while respecting the framework and intent of the Sun Peaks Resort Master Plan and the Master Development Agreement as established between the Province of B.C. and the SPRLLP.

**CONNECTIVITY AND WALKABILITY:** Where possible ensure all accommodations are within comfortable walking distance of key attractions and services such as commercial amenities, chairlifts and resort facilities.

**FIRST NATIONS:** Enhance existing relationships with our First Nations neighbours to identify and facilitate opportunities to work together and advance meaningful reconciliation.

### 3.0 COMMUNITY CONTEXT

#### HISTORY OF SUN PEAKS

SPMRM is located within the traditional territory of the Secwepemc people. Today, there are 17 Shuswap Bands who make up the Secwepemc Nation. The traditional territory of Secwepemc people is approximately 180,000 square kilometers from west of the Fraser River to east of the Rocky Mountains, and north to the upper Fraser River and south to near Vernon, Lower Arrow Lakes and over to and near Invermere.

The high country of Tod Mountain (the geographic feature on which the original resort which became Sun Peaks was founded) was called ‘**Skwelkwek’welt**’ by the Secwepemc people. Based on ethnographic and historical sources, the high country of the Mount Tod’s alpine area was used by the Secwepemc people for hunting and gathering during the late Spring, Summer and early Fall periods. The alpine areas offered alpine plants and herbs that only grew in the higher elevations.

On September 16<sup>th</sup>, 1888, the reported first non-aboriginal, George Mercer Dawson, a surveyor working for the Geological Survey of Canada ascended Mount Tod led by some members of the Lake Division Bands (Little Shuswap, Adams Lake and Neskonlith) using a berry picking trail that was located through the upper Louis Creek valley. The group traveled west down the South Thompson then north to Eileen Lake and then continued to an area near the present day Whitecroft settlement and from there up the southwest flank of Mount Tod. The group camped north of the Mount Tod summit for several days<sup>1</sup>.

In 1890, Robert Cahilty established a ranch in the Louis Creek Valley near Cahilty Creek. By 1892, the first homesteader in the south end of Louis Creek, John Jagoe arrived from Chase via Eileen Lake on horseback following an existing trail and settled. Later, sheep ranching began in the area. Summer grazing pastures were established in the alpine regions of Mount Tod sometime between 1915 and 1918. This activity continued until the early 1930s when the market for sheep became too depressed to profitably raise sheep in the area. One of the first to herd sheep in the alpine meadows of Mount Tod was Ah King Chow and his family who moved to the alpine pastures for the summer months. A September 1918 photo (hanging in the Municipal offices) depicts the opening of the Cahilty School and depicts the settlers of the valley including Mr. King and his wife, Lucy and their children among the 56+ residents of the valley.

In 1948, cattle ranching began in the area and once again the alpine regions of Mount Tod became the summer grazing range for the Louis Creek ranchers. Cattle wranglers tended to the cattle all summer long, working out of cabins established on the west side of Mount Tod. The last cattle wrangler was George Winter who tended cattle in the alpine areas from July to October 1953 and again each summer from the years 1957 to 1963 inclusive.

In 1961, skiing began on the slopes of Mount Tod with the construction of the Burfield chair. Led by Don Munro and Don Whyte, these two Kamloops residents and other local businessmen/skiers formed a group to build the first chairlift. The 882 vertical meter rise chairlift (2,894 ft.) was the longest double chairlift in North America at the time. This chairlift opened the largest area of ski terrain in Canada at that time. Approximately 60% of today’s ski terrain was opened by one chair. A tumultuous adventure followed: financial difficulties, new owners, and even a chairlift fire, marked the long history of skiing at Tod Mountain until the most recent purchase by Nippon Cable Company.

In April of 1992, Nippon Cable Company Ltd. of Tokyo, Japan, purchased what was then Tod Mountain Resort. Nippon Cable Company Ltd. owns and operates five ski resorts and one sightseeing resort in Japan and is the owner of the Harvest Golf Club in Kelowna and partial owner of Whistler Blackcomb. Nippon Cable’s strategy for Tod Mountain was to upgrade lift and trail systems and continue development of the area into a major four-season, destination resort with all amenities.

1. *Diary notes of George Mercer Dawson*

On April 13, 1993, the Province of BC entered into the Master Development Agreement (MDA) with the SPRLLP to expand the mountain and base facilities at Tod Mountain in accordance with the Master Plan. The agreement gives SPRLLP the right to develop ski and recreational facilities within a Controlled Recreation Area of 4,140 hectares and purchase Crown Land for base area facilities within the 867 hectares of land in the McGillivray Creek valley that are designated as Base

## Area Lands.

Nippon Cable changed the name of the ski area from Tod Mountain to Sun Peaks Resort in 1993. Over the past 33 years, considerable development has occurred at Sun Peaks transforming the regional ski area into a four-season mountain destination. Improvements to the mountain, expansion of terrain, the construction of a golf course and other amenities have occurred as well as the development of approximately 1,723 units of public and private accommodation.

In 1995, the Sun Peaks Mountain Resort Improvement District was created to provide local government services such as firefighting and street lighting to the new resort community. A Fire Hall was constructed in 1996 and a volunteer firefighting force created. In June 2010, following a favourable referendum among eligible voters, the Provincial government incorporated SPMRM. The SPMRM took over the services of the Improvement District and the responsibility of land use planning and other services from the Thompson-Nicola Regional District (TNRD).

In 2016 SPMRM built an artificial surface NH sized rink in the Village, which opened in February 2017. A fixed roof was installed using a government grant in 2020. Also in 2016, SPMRM commenced construction of the Sun Peaks Community Health Centre with occupancy achieved in December 2017. In 2018, the Municipality took over ownership and operations of water supply, sewage collection/treatment, and stormwater collection functions of the Sun Peaks Utility Co. Ltd (SPUCL). Construction of the Sun Peaks Centre, adjacent to the Sun Peaks Sports Centre, commenced in 2019 and offers space for meetings and events with three meeting rooms and a great hall were available by the spring of 2020.

## DEMOGRAPHICS

SPMRM experiences significant seasonal variation in population due to the seasonal fluctuation of visitors and employees. This represents an interesting dynamic when analyzing demographics. In resort communities, consideration is usually given to both the permanent population and the visitor population. The following section provides information on both the permanent (i.e. year-round) and visitor population as well as estimated population projections over the coming years. It should be noted that the year-round population at Sun Peaks was estimated using 2021 Statistics Canada data and information from the 2020 Master Development Plan update, while the visitor population was estimated based on data collected by Tourism Sun Peaks.

### PERMANENT POPULATION

**Table 2** summarizes the permanent population in SPMRM, as reported by Statistics Canada in the 2021 census. The number of residents counted in 2021 was 1,404. The total number of private dwellings was 1,506, with 622 being occupied by permanent residents.

**TABLE 2: SUN PEAKS POPULATION AND DWELLINGS 2021**

Year	2011	2016	2021
Permanent Population	371	616	1,404
Total Private Dwellings <sup>2</sup>	1,091	1,146	1,506
Private Dwellings Occupied by Usual Residents <sup>3</sup>	176	290	622

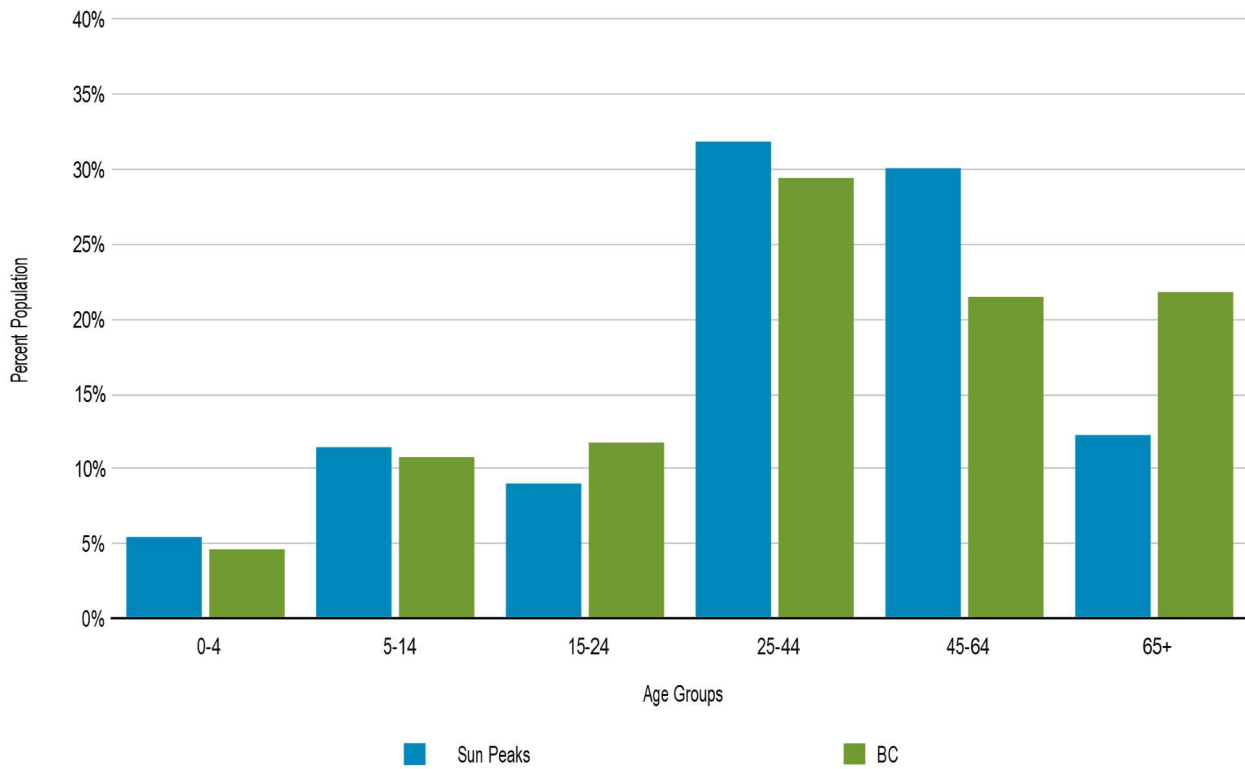
*Source: Statistics Canada 2011, 2016, 2021 Census*

2. *Census definition of Private Dwelling: A separate set of living quarters with a private entrance either from outside the building or from a common hall, lobby, vestibule or stairway inside the building.*
3. *Census definition of Private Dwellings Occupied by Usual Residents: A private dwelling in which a person or a group of persons is permanently residing. Also included are private dwellings whose usual residents are temporarily absent on May 11, 2021.*

It is important to note that the Census is taken in the month of May when many residents are on vacation after the long winter season. In 2021, the Municipality recorded 1,755 tax folios, which corresponds with the number of private dwellings and commercial properties. For general community planning purposes, the populations of nearby Whitecroft and the Louis Creek Valley must also be given consideration as some residents of Whitecroft and Louis Creek Valley work at Sun Peaks and use the services provided in Sun Peaks including educational and health care facilities. Furthermore, Sun Peaks experiences an increase in seasonal residents and employees during the winter months. Given these fluctuations, Sun Peaks, during its busiest season, likely supports a population between 2,500 to 3,000 people. It is important to recognize the winter increases in population, in order to address the impact of an increased population on service delivery, education and school capacity, access to health services as well as demand for amenities such as restaurants, groceries and fuel.

According to Statistics Canada, Sun Peaks has a population that is slightly younger, on average, than the rest of BC. The median age is 40, compared to 42.8 in BC. There are the same percentage of children under 15 in Sun Peaks as there are in BC at 16%. There are more people in the young family age range, 25-44, by a margin of 3%. There are even more people in the 45-64 age range in Sun Peaks than in BC by a margin of 9%. Only 12% of the population is aged 65 and up, compared to 22% in BC. **Figure 1** shows the age demographics of Sun Peaks in 2021, based on Statistics Canada census counts.

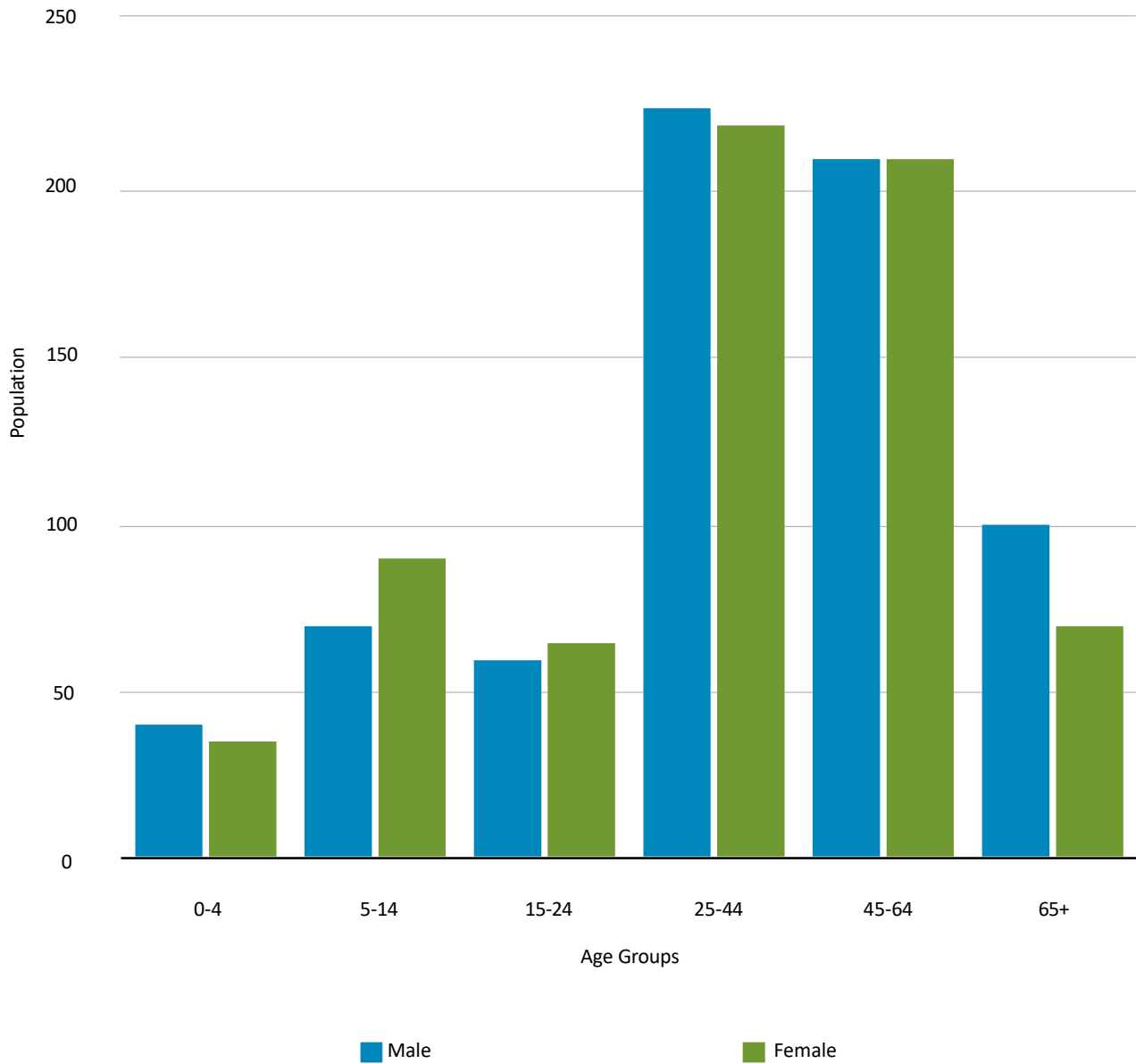
**Figure 1. Sun Peaks Age Demographics 2021**



Source: Statistics Canada

**Figure 2** below shows the gender distribution of the permanent population in 2021 as identified by Statistics Canada. There are slightly more females in the 5 to 14 age group than males, and slightly more men than women in the age group 65+.

**Figure 2. Sun Peaks Gender Distribution 2021**



*Source: Statistics Canada*

## POPULATION PROJECTIONS

Unlike most other municipalities in BC, the maximum capacity for development and growth at Sun Peaks is planned for and agreed upon in the Master Development Agreement (MDA) with the Province of BC. Although the rate at which growth will take place is dependent on the market and economic factors, the final capacity is fixed in the MDA.

It is, therefore, important for SPMRM to differentiate between total capacity and the number of year-round residents expected at various stages of development. This will aid in projecting needs of the community over time, given the permanent population will have different needs than the visitor population. For example, residents require family doctors, elementary and high school education, community recreation facilities and programming, and access to commercial services during the shoulder seasons, such as a grocery store and gas station. To a certain extent, growth in the number of year-round residents will also be somewhat dependent on the provision of these services. Therefore, projecting the future year-round population will help SPMRM strategically plan to meet the future needs of the community.

**Table 3** estimates future permanent population growth at various development phases. This table was produced in the 2013 Official Community Plan. It has been updated with numbers from the latest Census and the 2020 Resort Master Plan. Based on this information, it is estimated that an average of 18.7% of the bed units at Sun Peaks were occupied by permanent residents in 2021. In other words, there were 18.7 permanent residents for every 100 bed units. The change in permanent population has jumped significantly between 2016 and 2021, with growth rates in small BC Interior communities growing well beyond normal. A growth rate of the permanent population of over 200% is unique to the last 5 years. For this reason, a more moderate rate of 10% was used for population projections. This ratio was applied to future projected development, as summarized in **Table 3**.

**TABLE 3: PERMANENT POPULATION PROJECTIONS**

	Accommodation Units	Bed Unit Capacity	Permanent Population
Current Serviced and Occupied*	1,921	7,516	1,404
Current Serviced and Undeveloped/Vacant*	352	1,454	145
Remaining for Full Build Out*	3,593	14,372	1,437
Employee Housing*	640	2,334	0
Pre-Development Agreement Housing*	216	945	0
<b>Total</b>	<b>6,722</b>	<b>26,621</b>	<b>2,986</b>
<i>* Source: Sun Peaks Resort Master Plan Update 2020 (using data from Tables II.15 and VI.1)</i>			

The ratio of permanent residents to bed units may increase as more services such as a permanent school, expanded healthcare facilities, and additional businesses are developed. It is recognized that the 2021 Census may not have captured all permanent residents such as those living in employee housing year-round, or condotel units.

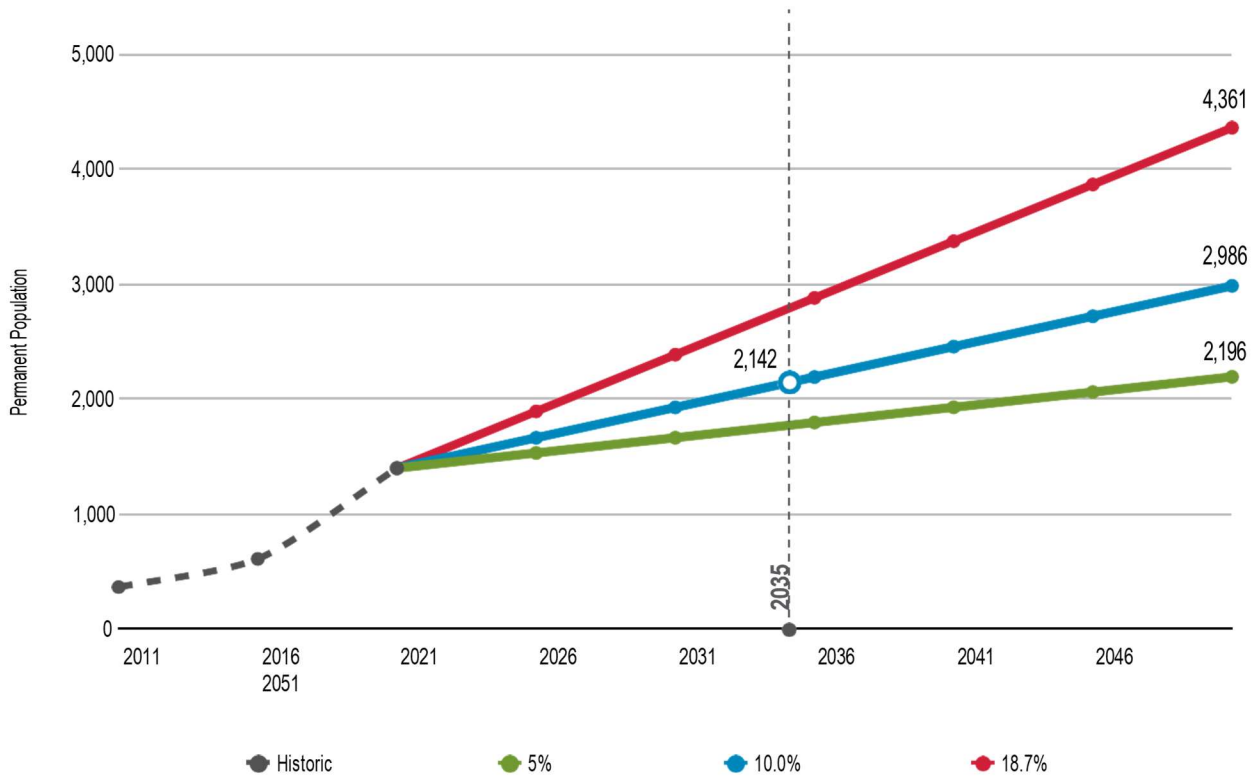
Several additional scenarios have been provided to consider the year-round population if there is a change in the ratio of permanent residents to bed units from the current 18.7% in the future. **Table 4** outlines a sensitivity analysis that includes lower population growth scenarios. For context, the 2014 OCP considered an estimated ratio of permanent residents to bed units of 7.5% in 2013.

**TABLE 4: PERMANENT POPULATION SCENARIOS**

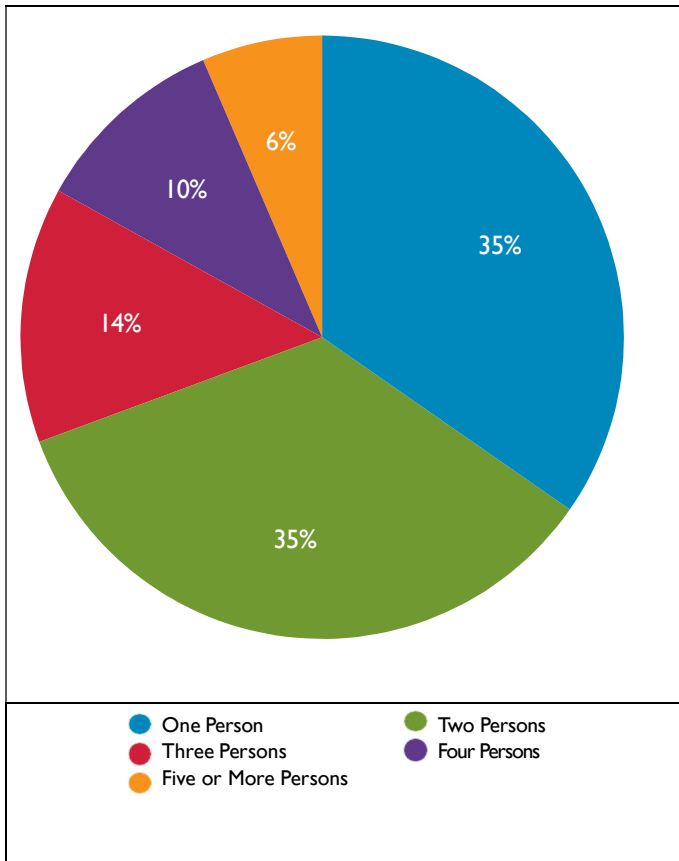
	Current Growth (High)	Moderate Growth	Low Growth
	18.7 PERMANENT RESIDENTS TO EVERY 100 BED UNITS	10 PERMANENT RESIDENTS TO EVERY 100 BED UNITS, AS ABOVE	5 PERMANENT RESIDENTS TO EVERY 100 BED UNITS, AS ABOVE
Current serviced and occupied	1,404	1,404	1,404
Current serviced and undeveloped/vacant	272	145	73
Remaining for Full Build Out	2,685	1,437	719
Total	4,361	2,986	2,196

The current growth rate estimates 4,361 residents by full build out. A moderate growth rate will result in 2,986 residents at full build out, and a low growth rate will result in 2,196 permanent residents by full build out. **Figure 3** shows the population projection scenarios.

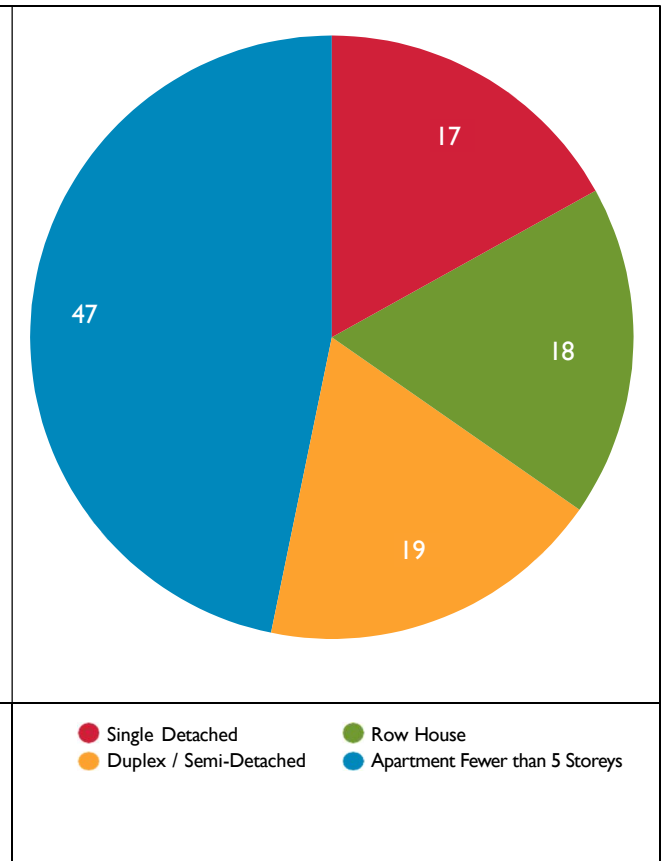
**Figure 3. Permanent Population Projections at Full Build Out**



**Figure 4.**  
**Number of People Per Household (2021)**



**Figure 5.**  
**Housing Types (2021)**



Source: Statistics Canada

**Visitor Statistics**

In March 2020, the Federal government imposed travel restrictions and border closures aimed at containing COVID-19, which brought the tourism sector to a near standstill. Under these circumstances, many businesses in the tourism industry had to reduce their hours, or close temporarily or permanently. As a result, the number of skier visits and room night occupancies at Sun Peaks fell sharply in 2020/21. This was further compounding in the summer of 2021, due to the Embleton Mountain wildfire that put SPMRM on evacuation alert for approximately 2 weeks. As a result, the Province issued a travel warning asking people not to travel to parts of the Interior region for a period of approximately 2 months. In November 2021, parts of BC experienced significant flooding which cut off access between the Lower Mainland and Sun Peaks during the key holiday season. Tourism activity in Canada in March 2022 rebounded to equal the strongest recovery since the onset of the pandemic<sup>4</sup>.

4. Canadian Tourism Activity Tracker, March 2022

**Figure 6. Annual Visitor Statistics 2010 – 2026**

Year	Skier Visits	Skier Visit Growth	Summer Lift Visits	Summer Lift Visit Growth	
2010/11	325,808		17,103		
2011/12	319,000	-2%	18,036	5%	
2012/13	328,081	3%	18,216	1%	
2013/14	317,446	-3%	19,150	5%	
2014/15	293,636	-8%	19,452	2%	
2015/16	361,106	23%	22,488	16%	
2016/17	390,513	8%	28,322	26%	
2017/18	408,530	5%	32,943	16%	
2018/19	388,871	-5%	33,299	1%	
2019/20	344,859	-11%	42,482	28%	Covid 19 Border Closure
2020/21	310,731	-10%	42,861	1%	Covid 19 Travel Restrictions
2021/22	369,882	19%	37,918	-12%	Coquihalla Hwy Flooding
2022/23	461,590	25%	51,296	35%	
2023/24	421,359	-9%	57,871	13%	
2024/25	473,900	12%	61,283	6%	
2025/26	467,366	-1%	61,863	1%	

The visitor numbers have a significant impact on the demand for services in the resort and municipality. **Figure 6** shows that the skier visits in 2025/26 have increased almost 44% since 2010. Summer lift visits have almost quadrupled over the past 16 years resulting in annual lift visits exceeding 61,000.

In terms of room nights there were 75,000<sup>6</sup> winter room nights occupied in 2021/22, up from 48,000<sup>6</sup> in 2020/21. This represented a drop of approximately 42% between 2020/21 and 2019/20 (pre-COVID). In terms of summer room nights there were 34,000<sup>6</sup> in 2021 down from 52,300<sup>6</sup> in 2019.

While COVID-19 had a significant impact on tourism in Sun Peaks, it is apparent that winter/summer visits and winter/summer room nights sold have recovered and have appreciably surpassed pre-COVID number.

5, 6      SPRLLP

**LAND REQUIREMENTS AT FULL BUILD OUT**

The 2020 Resort Master Plan update estimates that full build out will require 278.96 ha of land. Specifically, land will be allocated in the following manner:

- 58.59 ha for Public Accommodation (village hotel/condotel, tourist accommodation, tourist pension)

- 114.86 ha for Private Accommodation (single family, duplex, townhouses)
- 13.98 ha for Employee Housing
- 67.25 ha for Recreation (golf, parks)
- 2.97 ha for Institutional (fire halls, school, medical)
- 5.44 ha for Commercial, Industrial and Utilities
- 15.87 ha for Miscellaneous (day skier parking lots, pre-development agreement parcels)

The 2020 Master Development Plan update seeks to include additional lands for community facilities and employee and non-market residential units. In addition, the 2020 update indicates a shift in real estate development away from low density units to medium density townhomes and condominiums. The most notable change is the move away from planned development in an area referred to as the McGillivray Highlands. The area is now planned for an extension of the cross-county skiing and mountain bike trail networks.

## SCHOOL ENROLLMENT

In fall of 2010 the Discovery Center for Balanced Education (DCBE) received its first classes of students from Kindergarten to Grade 6. There were 21 students enrolled in 2010 and one teacher who was hired by the Sun Peaks Education Society (SPES), a non-profit association. In 2011, 36 students were enrolled, and by 2012 there were 50. In 2012, School District No. 73 agreed to support the DCBE's elementary grades (K-6) teachers as a public school (Sun Peaks School) and the community funded the classroom capital costs. The school has since expanded to include Grade 7 (2017) and Grades 8-9 (2020). The Sun Peaks community has funded more than \$1 million dollars in capital costs for classrooms and teacher payrolls for the initial start-up period and continues to partially fund the high school program.

This resulted in high school students in Grades 10 to 12 being able to attend what is now known as the Sun Peaks Academy, supported by the online Kool program funded by SPES. The Academy is 100% funded through the SPES.

The enrollment in Kindergarten to Grade 9 for the 2025-2026 school year was 141 students, while the enrollment for Grades 10-12 was 15. Projected enrollment for Sun Peaks Academy by 2026/2027 is 10 students. **Table 5** and **Table 6** show student numbers by grade level for the 2025/2026 year.



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6. Sun Peaks Tourism

**TABLE 5: ELEMENTARY ENROLLMENT BY GRADE 2025-2026**

K	1	2	3	4	5	6	7	8	9	TOTAL
13	14	17	10	20	18	19	12	8	10	141

*Source: School District No. 73 (Kamloops-Thompson) & Sun Peaks Education Society (SPES)*

**TABLE 6: HIGH SCHOOL LEVEL ENROLLMENT BY GRADE 2025-2026**

10	11	12	TOTAL
6	2	7	15

*Source: Sun Peaks Education Society (SPES)*

Sun Peaks School operates out of three locations within the village, all of which are deemed temporary accommodation. Lands east of the East Village area have been identified and transferred by the Municipality to School District No. 73 for a permanent school site. School District No. 73 included a K-12 school for Sun Peaks in their 2026 Capital Plan and Sun Peaks is presently 3<sup>rd</sup> on the Capital Priority List. A permanent school is estimated by School District No. 73 to be in place within 5-8 years.

**REGIONAL CONTEXT**

The **Local Government Act** requires member municipalities to include a Regional Context Statement in OCPs if the regional district of which they are part of has adopted a Regional Growth Strategy (RGS). This is the case with SPMRM in the context of the Thompson Nicola Regional District (TNRD). The purpose is to outline the principles of the RGS as they apply to the Municipality and set general direction for the OCP policies that support those principles.

**TNRD REGIONAL GROWTH STRATEGY**

In 2013, the Board of Directors of the TNRD amended the Regional Growth Strategy (RGS) with updated forecasts for population, housing and economic change in the TNRD. The RGS is a co-operative strategy for all member municipalities to work towards a sustainable future for the region. The vision in the RGS:

*“To create a balance among goals relating to human settlement, economic development and environmental conservation, to ensure that development actions do not significantly limit the options of future generations.”*

Building on the diverse mix of urban and rural, resource and wilderness settings shall be the dominant guiding principle as new development is encouraged. Urban places will grow while retaining their existing scope and character; rural places will remain rural while accepting appropriate new development; and settlement in resource areas will be limited and carefully managed.

TNRD Regional Growth Strategy Goals:

- Promote and encourage local and regional economic development;
- Protect and enhance the natural environment;

- Protect and maintain access to the resource base;
- Preserve the rural and wilderness character of the region;
- Protect Farmland and encourage Farming;
- Ensure adequate and appropriate services are provided;
- Maintain mobility throughout the region;
- Ensure adequate range of housing opportunities are available;
- Promote regional collaboration on common issues; and
- Cooperate with First Nations in planning and servicing matters.

## SPMRM REGIONAL CONTEXT STATEMENT

The **Local Government Act** requires each municipality to prepare a Regional Context Statement (RCS) as part of its OCP to explain the relationship between the OCP and the RGS. SPMRM is committed to implementing the following Growth Management Policies based on direction provided in the TNRD's Regional Growth Strategy. However, as SPMRM has informed the TNRD, SPMRM believes that recreation uses within the SPMRM have the highest priority and access to resources is secondary within the community.

### Human Settlement

Development within SPMRM will occur in a manner that protects environmental and aesthetic values and minimizes impacts on adjoining land uses. Housing and resort development will continue to be dense, walkable and create an inviting atmosphere. SPMRM will encourage the development of a variety of residential and tourist accommodation options for visitors and residents, including employee housing.

### Energy and Transportation

SPMRM is committed to reducing energy use and overall greenhouse gas (GHG) emissions. SPMRM recognizes the importance of efficient transportation systems and encourages active transportation within the resort. Active transportation is facilitated by a comprehensive trail system throughout the community. SPMRM continues to seek out opportunities for transit options between SPMRM and other major municipal centers.

### Economic Development

SPMRM maintains the goal of becoming the best mountain resort community in BC with year-round attractions and services and a diversified economy that provides meaningful and sustainable employment and lifestyle enjoyment. SPMRM, working cooperatively with First Nations, Tourism Sun Peaks, SPRLLP, and business owners will continue to foster a tourism economy while striving to achieve a greater diversity of businesses that are compatible with and appropriate in the community.

### Environmental Protection

As the key asset and attraction of the resort community, SPMRM will continue to ensure the protection of the natural environment in the area. This includes protecting water quality and sustainability of ecosystems, wildlife habitat, wetlands and riparian areas, continuing effective water conservation, protection of sensitive natural ecosystems, and achieving greenhouse gas (GHG) emissions reductions targets. SPMRM will continue to support TNRD's commitment to waste reduction goals.

### Open Space

Sun Peaks provides opportunities for everyone to enjoy open space. As such, SPMRM recognizes the importance of proper maintenance and management of natural resources and open space for the region.

### First Nations and Cultural Heritage

SPMRM acknowledges it is located within the traditional, ancestral, and unceded territory of the Secwepemc Nation. As such, SPMRM's goals are to work with local First Nations to:

## **AGENDA ITEM #7.1.**

- Work with First Nations to establish protocol/relationship agreements;
- Seek opportunities for First Nations to benefit from continued growth and development of Sun Peaks;
- Seek opportunities to share the recreational experiences and benefits of Sun Peaks with First Nations;
- Identify opportunities to work with First Nations to explore opportunities for economic development partnerships and the enhancement of cultural sharing through the continued development of community-to-community relationships with First Nations;
- Support continued dialogue between First Nations, the Province, and Sun Peaks Resort on land use, access, decision making, and development
- Increase opportunities to share and celebrate the rich history and stories of First Nations with sun peaks community members and visitors
- Encourage the implementation and representation of a First Nations message in Sun Peaks in partnership with Secwepemc communities and facilitate First Nations history, values and culture (i.e. Sun Peaks centre)

### **Co-operation and Process**

SPMRM is committed to being an active member of the TNRD. SPMRM recognizes the significance of managing growth, including within urban fringe areas and collaborative regional planning. An RGS monitoring program will be established in collaboration with the TNRD.

## 4.0 LAND USE

### 4.1 GENERAL LAND USE

Section 4 of this Official Community Plan (OCP) outlines land use and community development policies based on direction set in the Sun Peaks Resort Master Plan Update (2020), as well as other planning initiatives including the Social Sustainability Plan, Land Use and Environmental Sustainability Plan, Greenhouse Gas Emissions (GHG) Plan and the Economic Action Plan.

Development at Sun Peaks has been guided by the Sun Peaks Resort Master Plan which was first approved by the Province of B.C. back in 1993. The plan is based on a central village core, alpine lift base and 18-hole golf course acting as the conceptual anchors. The **'Village Core'** consists of guest services, hotels, condo-hotels and commercial businesses including retail shops and restaurants. Surrounding the core area, development is predominantly residential with a mix of densities including single family homes, duplexes, townhomes, and apartments. This residential development is, primarily, planned as ski-in/ski-out. Resort development started at the west end of the valley and progresses eastward including all future phases of development.

There are a number of existing land uses at Sun Peaks. These include:

- Residential (single family, duplexes, townhouses, apartments)
- Commercial (shops, restaurants, hotels, tourist accommodations)
- Light Industrial (wastewater treatment, transfer station, public works)
- Institutional (school, healthcare, fire hall)
- Parks and Recreation (trails, golf course, playground, pool and tennis courts)

SPRLLP installed most of the existing infrastructure. Operation of the sewer and water systems was the responsibility of its subsidiary Sun Peaks Utilities Company Limited (SPUCL) and was transferred to SPMRM in 2018. Propane gas infrastructure is owned by SPRLLP (Gas Co.), however billing and operations are managed by SPMRM. The maintenance responsibility for public roads was with the BC Ministry of Transportation and Transit until 2013, at which time it was transferred to the Municipality.

Moving forward, there is a need for development of facilities that will support the growing permanent population of Sun Peaks. While there has already been some development in this regard, most notably the development of a community health centre and Sun Peaks Centre, there is still a need for a permanent school, daycare facility, and other facilities, including affordable employee housing, that will enable people of various demographics to live at Sun Peaks on a permanent basis.

### OBJECTIVES

It is the objective of SPMRM Council to:

- 4.1.1 Provide an adequate amount and variety of land uses and development in appropriate locations to meet the diverse needs of the community and the resort;
- 4.1.2 Recognize the Sun Peaks Resort Master Plan and Master Development Agreement in the implementation of the OCP, which guides new development of lands;
- 4.1.3 Recognize there is a limit on the total number of residential and commercial accommodation units permitted under the Master Development Agreement between the Province and SPRLLP;
- 4.1.4 Encourage a range of housing types reflecting the diversity of people living and working at Sun Peaks and addressing seasonal and year-round permanent employee needs including staff housing, non-market, employee rental, and ownership housing; and
- 4.1.5 Recognize that development in the community creates employee demand and with this demand comes a need to provide affordable non-market employee housing.
- 4.1.6 Acknowledge SPRLLP's use of statutory building schemes to apply design guidelines to future development parcels to ensure new development meets the high standards of quality and craftsmanship;

## GENERAL POLICIES

It is the policy of SPMRM Council to:

- 4.1.7 Ensure on-going collaboration between the SPRLLP and SPMRM on all new and re-development applications;
- 4.1.8 Update the OCP following regular updates to the Sun Peaks Resort Master Plan and the SPMRM 5 yr capital plan.
- 4.1.9 Encourage affordable non-market housing;
- 4.1.10 Collaborate with SPRLLP and future developers to ensure the development of resident-restricted, non-market housing options;
- 4.1.11 Encourage all development at Sun Peaks to be constructed to a high standard of quality and craftsmanship. Signage, lighting, sidewalks and landscaping, shall be respectful of and complement the mountain setting;
- 4.1.12 Ensure that building densities respect and complement the natural mountain environment, social values and infrastructure capacity;
- 4.1.13 Recognize the need for wildfire risk reduction measures within and adjacent to developed areas that may require tree removal, tree thinning and landscape alterations;
- 4.1.14 Implement a signage bylaw that regulates the size and location of all signage within Sun Peaks; and
- 4.1.15 Work towards enhancing signage that welcomes and provides wayfinding where appropriate throughout the community.

## 4.2 RESIDENTIAL

### BACKGROUND

Development of residential land uses has occurred over the past 32 years in accordance with the Sun Peaks Resort Master Plan. Residential development consists of the following land use designations:

**General Residential Uses:** This consists of a mix of single-family dwellings, duplexes, fourplexes, and townhouses. These are generally located outside the village core. Single family dwellings are permitted to include secondary suites to provide affordable housing options. In addition, SPMRM has a specific zoning classification to permit limited amounts of short-term rentals of single family and duplex residential properties.

**Multi-Family Uses:** These uses consist of apartment style properties and townhouses located throughout Sun Peaks. While there may be individual private ownership of units within apartments or townhouses, the village hotels/lodges all have restrictive covenants that make these units available for short term rentals. Most of the multi-family tourist accommodations outside the village core also have similar restrictive covenants.

As Sun Peaks matures, it will be important to provide a range and supply of housing options.

### OBJECTIVES

It is the objective of SPMRM Council to:

- 4.2.1 Ensure land is designated for a range of residential accommodation types, tenure and density;
- 4.2.2 Maintain a broad range of accommodation offerings to serve the varying needs of residents and visitors including non-market affordable options for employees and low-income residents; and
- 4.2.3 Recognize that the balance in supply of accommodation with the resort's recreational carrying capacity of its ski lifts is factored into the Resort Master Plan.

**POLICIES**

**General Residential**

It is the policy of SPMRM Council to:

4.2.4 Use **Table 7** to generally guide the uses and densities considered within the land use designation:

**Table 7**

Land Use Designation (See Schedule 'C')	Key Uses	Density
<b>General Residential Uses</b>	Single family dwelling with suite Two family dwelling with suites Townhouse	Up to 2 units/lot Up to 4 units/lot Up to 5 units/lot
<b>Multi Family Uses</b>	Townhouse Apartment Affordable Housing Non-Market Housing Employee Housing Tourist Accommodation	5 units/lot or greater Maximum 3.0 Floor Area Ratio Maximum 3.0 Floor Area Ratio Maximum 3.0 Floor Area Ratio Maximum 3.0 Floor Area Ratio Maximum 3.0 Floor Area Ratio

*Note: Employee Housing, Affordable Housing, and Non-Market Housing are specifically highlighted to be included in the Multi-Family land use designation as even with a variety of housing options, the supply of affordable housing for employees and low-income residents has not kept up with demand.*

- 4.2.5 Direct general residential uses to those areas designated General Residential on the Land Use Designation map Schedule C;
- 4.2.6 Support home-based businesses that are auxiliary to residential use and contribute to resident affordability, complement the local economy, and do not negatively impact neighborhoods;
- 4.2.7 If a home-based business is taking place as a permitted auxiliary use to a residential dwelling, short term rental use will not be permitted;
- 4.2.8 Support zoning of new single family and duplex developments within comfortable walking distance of tourist services and within ideal ski-in/ski-out locations that permit short term rentals (less than one month term) as opposed to spot zoning or temporary use permits in existing residential zones. Encourage new single and duplex zoned developments outside of comfortable walking distance of tourist services that permit exclusive residential use;
- 4.2.9 If an application is made to amend the Zoning Bylaw to allow short term rental use, criteria must be met as established by SPMRM bylaws and regulations;
- 4.2.10 Short term rentals need to be balanced so as not to negatively impact the long-term rental market; and
- 4.2.11 Ensure that properties that provide short term rentals pay their proportionate share of infrastructure (e.g., roads, sewer, and tourism marketing) capital and operating costs through fees, utility charges and equitable taxes.

## Multi-Family

It is the policy of SPMRM Council to:

- 4.2.12 Direct multi-family uses to those areas designated as Multi-Family on Schedule C;
- 4.2.13 Support the development of a walkable community by ensuring that Multi-Family land uses connect to existing trails and facilitate ski in/ski out options;
- 4.2.14 Encourage a diversity of Multi-Family uses to support the economic development of the community;
- 4.2.15 Encourage the use of underground parking in Multi-Family areas to minimize the footprint of the proposed development.
- 4.2.16 Where possible, encourage employee housing throughout the community;
- 4.2.17 Explore opportunities to incentivize affordable housing throughout Sun Peaks, such as waiving, reducing or deferring applicable charges, fees, or taxes where appropriate;
- 4.2.18 Work with SPRLLP and other Sun Peaks businesses to develop an innovative non-market employee housing strategy to provide housing options for people working in the community; and
- 4.2.19 Encourage the development of non-market resident-restricted housing where the initial price of housing is affordable and restrictions are placed to maintain a relatively affordable price for future resale.

## Housing Needs Analysis

In accordance with provincial legislation, SPMRM prepared a housing needs report in 2024. The report identified the following housing needs for various housing classes over the next 20 years in Sun Peaks:

**Table 8**

**Key Findings**

Sun Peaks		
Component	5 Year Need	20 Year Need
A. Extreme Core Housing Need	1.85	7.39
B. Persons Experiencing Homelessness	5.72	11.45
C. Suppressed Household Formation	1.67	6.67
D. Anticipated Growth	116.96	533.50
E. Rental Vacancy Rate Adjustment	0.71	2.84
F. Additional Local Demand	3.38	13.52
Total New Units – 5 years	130	
Total New Units – 20 years		575

Source: Statistics Canada Census 2006-2021 (Custom data for BC Ministry of Housing)

# of Units Required to meet demand



The following definitions are derived from the SPMRM/TNRD Housing needs assessment – December, 2024:

**Extreme Core Housing Need:**

Refers to the Census estimate of households (both renters and homeowners) that are regarded by Statistics Canada as having housing that has an unsuitable number of bedrooms for the household size or is in an inadequate state of repair, and the household spends 50% or more of pre-tax income on housing costs without being able to find affordable, adequate, suitable housing in the community.

**Persons Experiencing Homelessness:**

The local number of people experiencing homelessness for Sun Peaks is based on regional need rather than homelessness rates specific to Sun Peak. It is a proportionate number calculated based on the TNRD as a whole.

**Suppressed Household Formation:**

Number is based on the estimated number of persons living in a situation where there will be unusually large

numbers of adult children living with their parents, unusually large numbers of roommates, unusually large numbers of couples cohabitating earlier in their relationships than they might otherwise or couples staying in dysfunctional relationships due to housing costs and availability.

**Anticipated Growth:**

Number of new housing units required to meet anticipated population growth.

**Rental Vacancy Rate adjustment:**

Number of new units required to meet a 3% vacancy rate, which is considered a balanced rate to meet rental demand.

**Additional Local Demand**

References to additional demand for housing beyond the minimum units required to adequately house current and anticipated residents. The 'Demand Buffer 'is intended to provide sufficient additional units to enable overall residential market 'health'.

It is the Policy of SPMRM Council to:

- 4.2.20 Work with the Province and SPRLLP to ensure adequate land is available to accommodate housing for people within the identified housing class as shown on **Table 8**. Development proposals for the various identified housing classes shall be permitted on lands identified as Multi Family on Schedule 'C'.
- 4.2.21 Facilitate the development of housing for people within the housing categories identified in **Table 8** or other non-market housing, including attainable ownership units, affordable housing, seniors housing, special needs housing, and other non-market forms by:
  - expediting development applications;
  - pre-designating lands suitable for development;
  - incentivizing development by:
    - consider reducing/exempting fees such as development fees and DCC's in accordance with prov legislation;
    - securing land through partnerships, land trusts, or other means;
    - considering permissive tax exemptions for the identified housing categories in **Table 8** or other non-market housing
    - enabling density bonusing, reduced parking minimums, and other regulatory incentives to allow higher densities in developments that provide housing in the identified housing categories in **Table 8** or other non-market housing.

## 4.3 COMMERCIAL AND INDUSTRIAL

### BACKGROUND

Sun Peaks' commercial and light industrial uses provide services related to a resort-oriented community. Within the village core, there is a dense mix of commercial uses such as retail shops, restaurants, and hotels, and other resort-related services. The 2020 Master Plan update proposes a second village core (East Village). This plan acknowledges the uses within the '**East Village**' (in the vicinity of the Orient/Morrissey lifts) would be the same as those found in the **Village Core**. General commercial uses exist outside of the village core such as in the **West Village** (in the vicinity of the Burfield Lift) and in other areas of the community. The West Village also has similar intensive commercial use to that of the Village Core Light industrial uses that are integral to the operation of the Municipality and the resort are permitted at the west end of the community.



throughout the Village Core, and ensure that there is adequate signage to welcome visitors and provide wayfinding; and

- 4.3.8 Encourage the use of the Village Core, parks and public spaces for festivals, art exhibits, events and concerts.

## GENERAL COMMERCIAL

It is the policy of SPMRM Council to:

- 4.3.9 Encourage the development of general commercial uses that support the permanent population of Sun Peaks.

## LIGHT INDUSTRIAL AND UTILITIES

It is the policy of SPMRM Council to:

- 4.3.10 Direct light industrial uses such as water and wastewater treatment, solid waste management, propane gas distribution and storage/ maintenance facilities to those areas designated as Light Industrial on the Land Use Designations Map Schedule C;
- 4.3.11 Discourage industrial uses that do not support the development or operation of a resort-oriented community;
- 4.3.12 Require all light industrial uses integrate screening and landscaping so that they are not visible from the road network and minimize impacts on neighbouring properties;
- 4.3.13 Encourage light industrial uses are complementary to the image and quality of the resort experience where possible; and
- 4.3.14 Promote development of energy sources complementary to the Municipality that are progressive, economic, and ecologically sound.

## 4.4 PARKS AND RECREATION

### BACKGROUND

Recreation and leisure are the main drivers of a high-quality lifestyle and growing economy in the Sun Peaks mountain experience. A network of skiing, hiking, mountain biking and multi-use trails is enjoyed by both visitors and residents year-round. There are many recreational offerings including skiing/snowboarding, an eighteen-hole golf course, an NHL sized covered rink, tennis courts, cross country skiing, snowshoeing, mountain bike park and fitness facility. There is great pride in the way that the resort and municipal facilities have been integrated into the natural environment, and there is a desire to continue to expand recreational facilities and programming.

Future expansion of the east valley includes a new school site, large community park, and two additional parks with playing fields and tennis/ pickle ball courts. These improvements will further enhance the recreational opportunities for residents and visitors within the community.

### OBJECTIVES

It is the objective of SPMRM Council to:

- 4.4.1 Ensure high quality recreation facilities are available to support a healthy, active lifestyle for residents and visitors;
- 4.4.2 Support the continued expansion and development of community parks, recreational facilities and programs;
- 4.4.3 Ensure recreational opportunities highlight and respect Sun Peaks' natural environment;
- 4.4.4 Retain open space for recreation and leisure activities and conserve habitat;
- 4.4.5 Ensure an open space network flowing throughout the Municipality; and

4.4.6 Support the expansion and development of the multi-use trail network throughout the Municipality.

## POLICIES

It is the policy of SPMRM Council to:

- 4.4.7 Direct recreation and leisure infrastructure such as playgrounds, tennis/pickle ball courts, ice skating, playing fields, parks and school facilities to those areas designated as Parks & Recreation on the Land Use Designations map Schedule C;
- 4.4.8 Encourage the development of recreation attractions and activities that promote the health and well-being of residents and visitors;
- 4.4.9 Develop a Parks and Recreation Master Plan that provides direction for future planning for parks and recreation facilities, and programming. Include small parks and picnic areas throughout the community as part of the valley trail network;
- 4.4.10 Further develop plans for multi-use recreation sites to accommodate recreational activities as well as consider incorporating institutional uses. Facilities could include a new school site, daycare, sports fields, and gathering space;
- 4.4.11 Collect up to 5% as either park land dedication or as cash-in-lieu at time of subdivision, subject to the following:
- The proposed park land must meet the general intent, policies, and objectives of the Official Community Plan and Parks and Recreation Master Plan, and any other relevant bylaws or policies;
  - The location and suitability of land within the proposed subdivision to be dedicated to park land is subject to the Municipality's approval;
  - The municipality will consider proposed park land dedication that is linear in nature; and
  - Cash-in-lieu will be accepted in accordance with the appropriate provincial legislation and municipal policy.
- 4.4.12 Promote multi-use trails within and between the various parts of the community, as well as promoting ski-in and ski-out access to all developments in the community;
- 4.4.13 Continuation and expansion of the multi-use valley trail network as development proceeds to the east and where deemed necessary to provide a complete trail network;
- 4.4.14 Ensure that land that is not suitable for park space such as wetlands, riparian areas, steep slopes or rockfall hazards will not be utilized as park space;
- 4.4.15 Evaluate opportunities to develop indoor and outdoor community gathering places where possible with the development of school and other community facilities such as Sun Peaks Centre and Plaza;
- 4.4.16 Provide opportunities for organized and passive recreation activities in the natural environment; and
- 4.4.17 Support seniors and people of all abilities in the community by providing essential amenities to facilitate walking and skiing around the village, as well as encouraging groups that promote accessible recreation and adaptive sports.

## 4.5 OPEN SPACE

### BACKGROUND

Undeveloped open space is one of the key assets of alpine resorts. Visitors and residents alike are drawn to Sun Peaks for the natural beauty, its flora and fauna, the ease of access to the outdoors, and the diversity of activities that are available. The primary activities that occur within the Municipality include skiing (downhill and cross-country), snowboarding, snowshoeing, ice skating, dogsled tours, mountain biking (downhill and cross-country), golf, racquet sports, hiking, and horseback riding. Just outside of the Municipality, activities exist such as fishing, canoeing, kayaking, and snowmobiling. Many of these activities depend on open space. As such, there is a need to ensure continued access to this resource and to maintain the health of the open space surrounding the community, such as forests, open meadows and riparian areas.

## Sand and Gravel Deposits

The **Local Government Act** requires the identification of sand and gravel deposits within municipal boundaries. There are no licensed sand and gravel deposits within the municipal or controlled recreation area at this time.

### OBJECTIVES

It is the objective of SPMRM Council to:

- 4.5.1 Recognize the importance of open space within Sun Peaks municipal boundaries and promote biodiversity and enhance the alpine experience;
- 4.5.2 Support the continuation of tourism and recreation activities in open space areas;
- 4.5.3 Preserve and protect sensitive wildlife habitat and environmentally sensitive and unique natural areas;
- 4.5.4 Protect open space amenities for active and passive recreational use and enjoyment by residents and visitors alike; and
- 4.5.5 Provide non-motorized, environmentally friendly access to many of the open space areas within Sun Peaks municipal boundaries.

### POLICIES

It is the policy of SPMRM Council to:

- 4.5.6 Direct outdoor recreation uses to areas designated as Open Space on the Land Use Designations map Schedule C and to follow Parks, Recreation, and Trails Network Schedule E when assessing development plans and when considering future needs;
- 4.5.7 Protect open space amenities for active and passive recreational use and enjoyment;
- 4.5.8 Encourage a range of uses such as skiing/snowboarding, mountain biking, snowshoeing, golf, dogsled tours, hiking/walking, and horseback riding within open space areas;
- 4.5.9 Require that the development of roads as well as utilities and communication corridors in open space areas minimize the negative impact on existing and potential development areas; and
- 4.5.10 Support the expansion and development of the multi-use valley trail network as well as mountain access where environmentally possible.

## 4.6 INSTITUTIONAL AND COMMUNITY SERVICES

### BACKGROUND

Sun Peaks has a full health care centre and school facility (Sun Peaks Academy) supported by a non-profit society (Sun Peaks Education Society). In addition, School District No. 73 offers grades K-9. Both facilities are quickly outgrowing their capacity to deliver services given the current and future needs of the community. Moving forward, it will be necessary to enhance these services to meet expectations of the residents. Municipalities do not normally fund, build or operate health centres and Sun Peaks Community Health Centre will need IHA/provincial funding or assumption of the health services by another non-profit agency. With rapid growth, Sun Peaks has been handicapped by the lack of recognition of the need for the essential provincial services such as health and education and the failure of provincial agencies to recognize that the rate of growth has forced the community to temporarily self-fund the critical community needs of health and education. (this section needs to be updated).

### OBJECTIVES

It is the objective of SPMRM Council to:

- 4.6.1 Coordinate with provincial health and educational services responsible to have these essential community services delivered in Sun Peaks (i.e., health centre, elementary/secondary school);

- 4.6.2 Lobby senior governments and agencies to continue providing health and education services in the community;
- 4.6.3 Encourage TNRD library services to provide modern public library services and a community gathering space; and
- 4.6.4 Improve services for younger families and employees.

## **POLICIES**

It is the policy of SPMRM Council to:

- 4.6.5 Work towards the development of new or expanded health and education facilities to support the needs of the community;
- 4.6.6 Direct a range of institutional uses such as healthcare, schools, places of worship, fire halls, government services to areas designated Institutional on the Land Use Designation map Schedule C;
- 4.6.7 Work with Interior Health Authority and Sun Peaks Health Association to enhance health services and address a full range of community wellness issues;
- 4.6.8 Work with the Province of BC and BC Ambulance Services to develop a best practices strategy for emergency response services by utilizing the Sun Peaks-based resources more effectively;
- 4.6.9 Work with the Sun Peaks Education Society (SPES), School District No. 73, and the Province of BC to expand the school facilities to include early childhood care, daycare, community shared gym and exercise facilities as well as classrooms and learning environment;
- 4.6.10 Encourage the design of school facilities so that they can provide recreational programs, cultural programs, and learning and educational programs thereby optimizing use of the facilities;
- 4.6.11 Development should accommodate community gathering spaces, open space, and land allocated that is essential for the provision of community services;
- 4.6.12 Continue to work with TNRD to obtain Sun Peaks-based library services; and
- 4.6.13 Work with the community to identify social needs at Sun Peaks and coordinate with responsible provincial agencies to work towards meeting all identified needs.

## **5.0 COMMUNITY-WIDE GOALS**

### **5.1 INFRASTRUCTURE AND SOLID WASTE MANAGEMENT**

#### **BACKGROUND**

Sun Peaks is serviced with infrastructure including community water and sanitary services as well as a propane gas distribution. The latter being owned by the SPRLLP and operated by SPMRM. The TNRD administers facilities for managing solid waste, including a transfer station located within Sun Peaks as well as the Heffley Creek landfill.

Sun Peaks is responsible for the provision of potable water and sanitary services for the community. Due to the high elevation of the community and with fully allocated water rights for those drainage areas running through the community, Sun Peaks' water sources are limited to ground water and/or surface run-off in the freshet period. No water can be taken from the streams in Sun Peaks during the July to September periods as the full flow is needed in the Louis Creek valley below. Ground water supply is also limited although initially supply volumes were estimated to be greater than what has been experienced to date. By 2018, the municipal engineers confirmed that the groundwater wells in Sun Peaks were not producing water as fast as the consumption rate and recommended a surface collection reservoir.

As the scarcity of water supply was anticipated at the commencement of development, SPRLLP initially anticipated limitations to the water supply volumes and low-flow fixtures were required for all developments. Water conservation is an essential factor for Sun Peaks. All developments require water meters and water fees are based partially on consumption to promote conservation.

In 2020, the municipality committed the funding to build a large reservoir high above the community between the Sunburst and Sundance lifts. This water reservoir will provide additional surface water to augment the groundwater supply in advance of the winter season 2022/23.

Sun Peaks has an innovative wastewater treatment plant. The treated effluent is discharged into a settling pond and then is dispersed through rapid infiltration trenches. However, there are limitations to the amount of effluent that can be discharged annually due to the soil and number of acceptable discharge sites. Sun Peaks needs to upgrade the capacity and level of treatment at the wastewater treatment facility and recycle treated wastewater (i.e., for snowmaking and irrigation). SPMRM and SPRLLP will need to work to determine how this critical capital infrastructure expansion project will be funded.

#### **OBJECTIVES**

It is the objective of SPMRM Council to:

- 5.1.1 Ensure efficient and well-maintained infrastructure is provided to the community;
- 5.1.2 Promote water conservation;
- 5.1.3 Protect surface and groundwater supply sources;
- 5.1.4 Monitor and upgrade wastewater treatment to ensure that discharge meets or exceeds provincial standards to maintain compliance with regulatory standards;
- 5.1.5 Plan and prepare for future wastewater re-use to address water scarcity;
- 5.1.6 Promote the responsible management of solid waste in a manner that reflects the mountain environment;
- 5.1.7 Promote the reduction of solid waste, including composting where practical;
- 5.1.8 Prepare and maintain a long-term capital plan that includes expansion of capacity necessary to service the community over time; and
- 5.1.9 Prepare and maintain an asset management plan to promote the sustainable management of municipal assets.

## POLICIES

It is the policy of SPMRM Council to:

- 5.1.10 Develop a Subdivision and Development Servicing Bylaw to guide future infrastructure servicing requirements;
- 5.1.11 Require all new development be serviced by the community water distribution system and the wastewater collection network and utilize designs that minimize demands on these systems. All new development is to be serviced by the propane gas distribution network;
- 5.1.12 Undertake expansion, extension and renewal of municipal infrastructure in accordance with the asset management plan and the long-term capital plan;
- 5.1.13 Work with regulatory agencies to obtain approval of a pilot project to test the snowmaking treatment of wastewater;
- 5.1.14 Periodically review and update the Development Cost Charges Bylaw;
- 5.1.15 Implement Development Cost Charges for all future development at a level that would provide approximately 75% of future utility capital costs;
- 5.1.16 Require new development to adhere to the requirements of the SPRLLP Master Drainage Plan and other subsequent drainage plans and policies;
- 5.1.17 Investigate new water sources to supplement potable water supply;
- 5.1.18 Ensure that the water quality of creeks, streams, rivers and other water bodies that may receive stormwater discharges from the development at Sun Peaks are not adversely affected;
- 5.1.19 Encourage all existing utility users to install the most efficient water fixtures to promote water conservation;
- 5.1.20 Ensure the most cost efficient and high-quality delivery of utility services to Sun Peaks' residents and businesses;
- 5.1.21 Encourage future electrical and telecommunications facilities and infrastructure to be located underground;
- 5.1.22 Encourage enhanced internet service in the community;
- 5.1.23 Require that all new development adheres to the most efficient water fixtures and the highest level of water conservation;
- 5.1.24 Encourage developers to use best practices to integrate practical and effective strategies for protecting and/or improving water quality, and minimizing non-point sources of sediment and pollutant loading;
- 5.1.25 Manage storm water collection and detention systems;
- 5.1.26 Manage solid waste in accordance with the TNRD's Solid Waste Management Plan;
- 5.1.27 Require the screening of solid waste facilities from general view within all development;
- 5.1.28 Encourage recycling as part of the TNRD recycling program;
- 5.1.29 Require that all construction waste be controlled and disposed of off-site at the Heffley Creek Landfill;
- 5.1.30 Implement a sewer use bylaw regulating infrastructure such as grease traps in restaurants; and
- 5.1.31 Establish a test program for composting commercial food waste and establish a full composting system for household waste when feasible.
- 5.1.32 Utilize Schedule F Water Network and Schedule G Sanitary Network in the process of evaluating development plans and to guide future capital infrastructure needs.

## 5.2 TRANSPORTATION

### BACKGROUND

SPMRM is accessed by Heffley-Louis Creek/Sun Peaks Road which connects to the Yellowhead Highway (Hwy. 5) at Heffley Creek. The existing developments in SPMRM are serviced by a combination of public and private roads. The valley trail network serves as a multi-use (pedestrian and cycling) pathway network throughout the community and is primarily located on land owned by the SPRLLP. Public roads at Sun Peaks have been designed to the standards outlined in the BC Ministry of Transportation and Transit's Alpine Ski Village Roads Chapter (TAC) of the Supplement to TAC Geometric Design Guide. These guidelines were developed to address the unique challenges of constructing and maintaining roads in alpine ski villages.

### OBJECTIVES

It is the objective of SPMRM Council to:

- 5.2.1 Ensure safe and accessible transportation options for all residents and visitors;
- 5.2.2 Provide integrated, multi-modal transportation options that provide linkages throughout the community including multi-use pathways, trails, sidewalks, and roads;
- 5.2.3 Minimize dependence on the private automobile for circulation within the resort and encourage alternate modes of transport through the creation of a dedicated network of trails and paths; and
- 5.2.4 Encourage higher density developments within walking distance of ski lifts/village core locations thus reducing winter and summer traffic and parking requirements.

#### 5.2.4.1 POLICIES

It is the policy of SPMRM Council to:

- 5.2.5 Encourage the development of a safe road network, as shown on the Transportation and Mobility Network Schedule D;
- 5.2.6 Support the development and maintenance of a multi-use (pedestrian and bicycle) valley trail network throughout the resort as shown on the Transportation and Mobility Network Schedule D;
- 5.2.7 Ensure that transportation networks are well-maintained and funding is in place to ensure safety and functionality;
- 5.2.8 Collaborate with key partners to create a secondary access east toward the Village of Chase;
- 5.2.9 Enhance community entrances and the arrival experience as significant gateways into the community;
- 5.2.10 Work with the community to develop and implement outreach and awareness measures to encourage pedestrians to utilize the multi-use valley trail network;
- 5.2.11 Enhance navigation throughout Sun Peaks with directional signage for both vehicular and pedestrian traffic;
- 5.2.12 Ensure the provision of adequate off-street parking and safe access to serve residential, commercial and recreational uses;
- 5.2.13 Encourage, where possible, the construction of safe ski-in/ski-out routes between the ski area and tourist and residential accommodation throughout the community;
- 5.2.14 Manage traffic and parking such that all traffic flows safely and efficiently while the emphasis on pedestrian/cycling and ski-in/ski-out movement is encouraged within the resort;
- 5.2.15 Adopt construction standards for local roads that are consistent with the unique needs of a mountain resort community, such as maintaining a natural setting and facilitating snow clearing, snow storage and removal;
- 5.2.16 Support the establishment of transit connections to/from Kamloops and its airport; and
- 5.2.17 Work with SPRLLP and private developers to obtain dedicated public rights-of-way for the existing and

future valley trail network shown on Transportation and Mobility Network Schedule D.

## 5.3 SOCIAL AND COMMUNITY DEVELOPMENT

### BACKGROUND

The provision of health care and education services, along with other social and community services is critical to Sun Peaks' continued evolution and growth as a year-round community. Substantial progress has been made through the establishment of the Sun Peaks Community Health Centre, as well as the Sun Peaks Academy (10-12) and Sun Peaks Elementary School (K-9). However, there are many other provincial services that could take place in Sun Peaks from time to time if office space was available. Health and education funding obligations have still not been transferred to the provincial agencies responsible.

Moving forward, the construction of more community facilities and expansion of services continues to be pursued by SPMRM to strengthen the local community and ensure that Sun Peaks is an attractive place for people to live permanently.

#### 5.3.1.1 OBJECTIVES

It is the objective of SPMRM Council to:

- 5.3.2 Strive to ensure community health and social service facilities meet the needs of residents and visitors by planning for flexibility and future demand within the Sun Peaks Community Health Centre;
- 5.3.3 Encourage School District #73 and the Province to ensure that the educational opportunities in the community can expand to meet the projected growth of the community through development of a permanent school that can also provide shared community use of recreational and other services; and
- 5.3.4 Ensure community and social facilities such as daycare, after-school care and provincial services are developed to support the growing needs of residents.

### POLICIES

It is the policy of SPMRM Council to:

- 5.3.5 Collaborate with the Interior Health Authority in reviewing healthcare infrastructure capacity in conjunction with future community development;
- 5.3.6 Work collaboratively with the Sun Peaks Health Association towards the expansion of health care and emergency services;
- 5.3.7 Work with School District No. 73, the Province of BC and the Sun Peaks Education Society (SPES) to develop a Neighbourhood Learning Centre facility at Sun Peaks;
- 5.3.8 Review opportunities to co-locate community facilities and services, such as the future school, daycare, library, municipal hall, and other institutional uses and potential indoor recreation facilities, to take advantage of potential synergies as well as cost and operational efficiencies through a common location;
- 5.3.9 Encourage the continued operation of the Sun Peaks Farmers Market;
- 5.3.10 Encourage the development of community-based arts and cultural events and facilities (i.e., festivals, exhibitions, studios and workshops);
- 5.3.11 Review and encourage opportunities to enhance local learning about the history (Sun Peaks Historical Society) and heritage of the Sun Peaks area including First Nation communities;
- 5.3.12 Encourage the representation of First Nations history, values and culture in Sun Peaks in partnership with Secwepemc communities;
- 5.3.13 Support the use of parks and public spaces, where appropriate, as venues for creating and expressing Sun Peaks' arts, culture and history;
- 5.3.14 Encourage the installation of art and other enhancements such as First Nations interpretive

signage/panels on or within the built environment, including private properties, public spaces, parks, trails and streets, where appropriate;

- 5.3.15 Ensure adequate open space is available for play areas, rest areas, community gathering areas and recreation;
- 5.3.16 Support community-based organizations that provide opportunities for special needs individuals to experience the outdoor activities available at Sun Peaks; and
- 5.3.17 Encourage two-way student exchanges between Sun Peaks and neighbouring communities.

## 5.4 COMMUNITY SAFETY

### BACKGROUND

The Sun Peaks community has access to 911 emergency services. Sun Peaks Fire Rescue currently provides fire suppression, emergency management and first responder and emergency responder services in the community. Police services in the area are provided by the Royal Canadian Mounted Police (RCMP).

SPMRM created an Evacuation Plan in 2023, subsequently updated in 2025. Since incorporation, SPMRM has implemented an Emergency Management Program which includes the creation and exercise of emergency plans based on the TNRD's Hazard, Risk and Vulnerability Analysis (HRVA), as well as the development of an Emergency Operations Center (EOC) group and Emergency Social Services (ESS). The EOC is predominantly municipally staffed. Ongoing training of staff in this regard will continue. The establishment of an ESS is underway. The HRVA requires an update based on new Provincial guidelines. SPMRM anticipates undertaking this in 2026.

With the recreational activities in Sun Peaks, there are a number of emergency calls for first responders, ambulance, and ski patrol. Over the past 5 years, there have been on average 1,400 medical incidents per year where patients are seen by the Sun Peaks first responders, Sun Peaks ski patrol, or the community health centre which operates year-round with weekend coverage during the winter.

### OBJECTIVES

It is the objective of SPMRM Council to:

- 5.4.1 Maintain a safe community through the provision of well-trained fire, rescue and best practices emergency and medical services;
- 5.4.2 Maintain a safe and secure resort community through practical law enforcement, bylaw enforcement and crime prevention strategies;
- 5.4.3 Improve and upgrade community health services; and
- 5.4.4 Improve and upgrade emergency transportation between Sun Peaks and Royal Inland Hospital located in the City of Kamloops.

### POLICIES

It is the policy of SPMRM Council to:

- 5.4.5 Review and maintain the SPMRM All Hazards Emergency Management Plan to identify high-risk facilities or situations in the community and to plan for a coordinated emergency response;
- 5.4.6 Recognize the need for wildfire risk reduction measures within and adjacent to developed areas that may require tree removal, tree thinning, and landscape alterations;
- 5.4.7 Support the continued use of statutory building schemes prohibiting the use of highly flammable building materials;
- 5.4.8 Develop Wildfire Development Permit Area map and guidelines to guide and protect development.
- 5.4.9 Support the 2025 Community Wildfire Resiliency Plan.
- 5.4.10 Support the development of a Fire Smart educational program for resort guests, owners, and staff,

supported by interpretive signage and integrated with the trail network;

- 5.4.11 Support the implementation of the recommendations in the Fire Smart manual by all property owners and developers;
- 5.4.12 Encourage homeowners that have secondary suites to rent their suites to employees on a year-round basis, as this provides ongoing occupancy and security for private property;
- 5.4.13 Seek an approved locally based ambulance to reduce the response time to Royal Inland Hospital located in the City of Kamloops. Seek the approval of the Province of BC to permit Sun Peaks based emergency responders and fire & rescue trained staff to transport emergency cases to Royal Inland Hospital thus significantly improving the medical outcomes for seriously injured or sick patients;
- 5.4.14 Encourage education and training in health care and emergency response at Sun Peaks; and
- 5.4.15 Consider developing a road safety plan that addresses concerns such as lighting, sidewalks, curb let-downs, vehicular and pedestrian signage and connection points along the valley trail network.

## 5.5 ECONOMIC DEVELOPMENT

### BACKGROUND

The economy at Sun Peaks is almost entirely dependent on tourism. While the winter months attract the most visitors, the summer season is growing in popularity. There is a diversity of business ranging from large hotels and restaurants to retail stores and recreational amenities and services. The quality of life at Sun Peaks is also attracting new residents whose employment is not location dependent and are able to work from any location as well as retirees who chose to live in a mountain resort community.

The economic base reflects the values and assets of the community. Sun Peaks will continue to build on the mountain experience offered in a resort community while striving to diversify the economic opportunities within the community.

### OBJECTIVES

It is the objective of SPMRM Council to:

- 5.5.1 Develop a thriving year-round economy that offers opportunities for employment, entrepreneurship, and community growth; and
- 5.5.2 Ensure economic development fosters a sense of community pride, enhances community character and results in an attractive quality of life for residents.

### POLICIES

It is the policy of SPMRM Council to:

- 5.5.3 Work towards implementing the economic policies and direction established in the 2014 Sustainability Development Action Planning for SPMRM;
- 5.5.4 Encourage marketing initiatives by SPRLLP, Tourism Sun Peaks, and local businesses, to enhance year-round tourism;
- 5.5.5 Support the diversification of the economy by attracting entrepreneurs and professionals to develop and operate small businesses in the community;
- 5.5.6 Support efforts to expand tourism opportunities at Sun Peaks by providing events and attractions during the shoulder months, as well as promoting activities that diversify winter and summer attractions. This includes cross-country skiing, mountain biking, ice skating, hockey, snowshoeing, dogsled tours, golf, tennis/pickle ball, fishing, water sports, horseback riding and artistic events and workshops;
- 5.5.7 Identify opportunities to work with neighbouring First Nations to explore opportunities for economic development partnerships, and the enhancement of cultural sharing through the continued

development of community-to-community relationships with local First Nations;

- 5.5.8 Share the recreational experiences and economic benefits at Sun Peaks with neighbouring First Nations communities;
- 5.5.9 Encourage trade and construction businesses to locate in and offer services to Sun Peaks;
- 5.5.10 Encourage the development of home-based businesses in the community;
- 5.5.11 Encourage the development of facilities that support small business owners at Sun Peaks such as shared office space, boardrooms, photocopiers, printers, etc.; and
- 5.5.12 Support initiatives that will improve transportation access to Sun Peaks including air access via Kamloops and Kelowna as well collaborate with First Nations to facilitate better road access to the Trans-Canada Highway to the east.

## **6.0 ENVIRONMENT**

### **6.1 ENVIRONMENTAL MANAGEMENT AND HAZARDOUS LANDS**

#### **BACKGROUND**

Sun Peaks is situated in the Upper McGillivray Creek valley. The Village and surrounding mountains receive 429 cm of snow, on average, in the winter and less precipitation in the summer. There are over 2000 hours of sunshine a year on the mountains. The average temperature in December is -7.1 degrees Celsius, 1.4 degrees Celsius in April and 15.1 degrees Celsius in August.

The natural environment is arguably SPMRM’s most important asset. Sun Peaks is an attractive resort area because of the surrounding environment, open space and geography. Therefore, it is of paramount importance that the key features of the area’s environment be protected. SPMRM is committed to protecting the integrity of the diverse ecosystems at Sun Peaks. Fostering biodiversity and sound environmental practices contributes to the health and well-being of all visitors and residents to Sun Peaks. In addition, key considerations must be given to hazardous lands and safeguarding people and property from potentially hazardous conditions. Hazardous lands and sensitive ecosystems requiring consideration include:

**Watercourses:** There are numerous creeks and watercourses having a range of habitat value. The most significant of these are McGillivray Creek, Resort Creek and Armitage Creek.

**Wildlife:** Species include bear, deer, moose, bobcats, coyotes, cougars, lynx, foxes, badgers and many smaller mammals, as well as many species of birds.

**Grazing:** There are a number of grazing licenses allowing ranchers to bring livestock to Sun Peaks in the summer for grazing.

**Flora:** Sun Peaks has a rich natural plant and wildflower habitat. The alpine areas have a full array of spectacular alpine wildflowers.

**Geotechnical hazards:** The McGillivray Creek valley is broad and relatively flat at the eastern end and steepens considerably towards the west. Slopes in the valley typically range from 10% to 35%. The soils are predominantly glacial till with clay inclusions. There are often areas of seepage where the slopes meet the valley floor and the water table is relatively high due to the substantial aquifer extending through the valley floor.

**Forest fires:** Sun Peaks was threatened by forest fires in 2003 and 2021. The community is surrounded by forest susceptible to forest fires due to the hot, dry climate experienced in the summer months. While not as prevalent at Sun Peaks, the region has experienced significant mountain pine beetle kill which has increased the forest fire risk.

**Air quality:** As Sun Peaks is situated in a high mountain valley, air quality must be managed carefully as air flow can be reduced in certain climatic conditions such as temperature inversions.

#### **OBJECTIVES**

It is the objective of SPMRM Council to:

- 6.1.1 Protect and enhance the biodiversity of aquatic features, flora and fauna recognizing that wildlife and plant life are significant in terms of biophysical integrity, as well as a tourism attraction for Sun Peaks;
- 6.1.2 Protect the features, functions and conditions of riparian and wetland zones;
- 6.1.3 Protect water quality;
- 6.1.4 Protect air quality;
- 6.1.5 Consider impacts of hazardous lands on development;
- 6.1.6 Continue to support water conservation within the community; and
- 6.1.7 Continue to minimize the threat of forest fires to the greatest extent possible.

## POLICIES

It is the policy of SPMRM Council to:

- 6.1.8 Encourage the use of current environmental best management practices in all new development within sensitive habitat, ecosystems and/or riparian areas;
- 6.1.9 Implement the requirements of the Provincial Riparian Areas Regulations (RAR) when evaluating new development applications that may impact the riparian areas of waterbodies identified in the Development Permit Areas within this Official Community Plan;
- 6.1.10 Support the use of erosion and sediment control measures supported by environmental monitoring during construction to minimize the impact of construction on the water resources within the Municipality;
- 6.1.11 Ensure that development on land with slopes exceeding 25%, and/or susceptible to erosion and landslip, are supported by a geotechnical report certified by a qualified geotechnical engineer;
- 6.1.12 Seek to protect scenic views and mitigate visual impacts of development on steep slopes;
- 6.1.13 Require that new development adhere to minimum setbacks and flood construction levels for development near the natural boundary of water bodies and watercourses;
- 6.1.14 Continue to require water conservation measures for all new developments;
- 6.1.15 Encourage the adoption and implementation of Fire Smart principles and wildfire mitigation measures by property owners, resort guests, and building contractors;
- 6.1.16 Implement the SPMRM 2025 Community Wildfire Resiliency Plan, including forest fuel management and interface risk reduction to manage risks associated with potential fire threats from outside the municipal boundary;
- 6.1.17 Protect and enhance the wildlife and plant habitat throughout the valley, by replanting disturbed areas with indigenous species;
- 6.1.18 Respect ranchers' grazing licenses and historic rights by maintaining access corridors for livestock grazing;
- 6.1.19 Prepare an air quality plan that addresses concerns related to automobile idling restrictions and reduction of air pollutants; and
- 6.1.20 Encourage minimum use of salt for snow removal during the winter.

## 6.2 ENERGY AND GREENHOUSE GAS MANAGEMENT

### BACKGROUND

SPMRM acknowledges the importance of air quality and proactively addressing climate change and reducing greenhouse gas emissions. Local governments are required to establish targets and identify specific policies and actions for the reduction of greenhouse gas emissions under the Local Government (Green Communities) Statutes Amendment Act. Action supporting these policies and targets are set out in the 2013 Sun Peaks Greenhouse Gas Management Plan. The continued development of the resort provides an opportunity to promote reductions in the consumption of energy and emission of greenhouse gases within the development through proactive land use, building techniques, and transportation planning.

### OBJECTIVES

It is the objective of SPMRM Council to:

- 6.2.1 Encourage the continued development of the community in an energy efficient manner;
- 6.2.2 Minimize greenhouse gas emissions where possible; and
- 6.2.3 Minimize smoke and other air pollutants within Sun Peaks.

## POLICIES

It is the policy of SPMRM Council to:

- 6.2.4 Promote low greenhouse gas technologies.
- 6.2.5 Support the principles of the Climate Action Charter, a cooperative initiative between the Provincial Government, Union of British Columbia Municipalities and local governments;
- 6.2.6 Support the integration of a comprehensive trail network, as shown on the Transportation and Mobility Network on Schedule D, which provides reasonable opportunity for year-round access to alternative non-motorized modes of transportation, such as walking, biking, skiing or snowshoeing, within the municipal boundary;
- 6.2.7 Prohibit the use of wood burning fireplaces in all new development throughout the community;
- 6.2.8 Encourage the reduction of carbon emissions through the integration of energy efficient buildings that will maintain reduced emission levels and provide opportunities for technological upgrades throughout the building's lifespan;
- 6.2.9 Encourage all developments to consider opportunities to minimize the energy and resource requirements of buildings and structures, such as utilization of passive solar energy through solar orientation; integration of permeable or semi-permeable surfacing to reduce stormwater run-off, and integration of landscape features such as xeriscaping or use of native vegetation to minimize outdoor water use;
- 6.2.10 Encourage the integration of energy efficient and renewable energy infrastructure and utilities;
- 6.2.11 Discourage the clearing of land or extensive removal of vegetation on the open space lands within the Municipality as the forested land provides a natural carbon sink; and
- 6.2.12 Support the conversion from propane to natural gas when feasible.

## **7.0 DEVELOPMENT PERMIT AREA GUIDELINES**

Under the authority granted by the **Local Government Act**, an OCP may designate Development Permit Areas (DPA) and associated guidelines to achieve objectives or address specific conditions. Development permit areas may be designated to safeguard community goals for architectural and site form and character; protection of the natural environment, protection of development from hazardous conditions; water and energy conservation; and for the reduction of greenhouse gas emissions.

Development permit areas indicate specific areas within the Municipality where more detailed information is required before a subdivision is approved or a building permit is issued. After submitting a development permit application, Council may decide to issue a development permit. The development permit can modify conditions found in the Municipality's regulatory bylaws (i.e. zoning, subdivision and development servicing) as long as it does not alter use or density.

SPMRM has established two development permit areas (DPAs) as follows:

- Natural Hazard Lands Development Permit Area (DPA 1)
- Riparian Areas Development Permit Area (DPA 2)

The purpose of DPA 1 is to reduce potential hazards to development and to protect the natural environment with respect to development on steep slopes as shown generally on the map contained in Schedule H.

The purpose of DPA 2 is to protect the features, functions and conditions of riparian habitat. Riparian areas include all streams as identified under the Provincial Riparian Areas Protection Regulations and are shown generally on the map contained in Schedule I.

Where lands are subject to more than one DPA designation only one development permit application is required. However, the application should address the requirements of each applicable DPA. All development within designated DPAs will be reviewed by administration and shall be considered in accordance with the applicable DPA objectives and guidelines. Conditions or restrictions may be imposed on the development accordingly.

### **7.1 NATURAL HAZARD LANDS DEVELOPMENT PERMIT AREA (DPA 1)**

#### **AUTHORIZATION**

7.1.1 Pursuant to the **Local Government Act**, portions of the OCP area are designated as areas for the establishment of objectives and provisions for the protection of development from hazardous conditions.

#### **DESIGNATED AREA**

7.1.2 Development Permit Area 1 contains all lands with slopes that are equal to or greater than 25% as shown generally on Schedule H.

#### **JUSTIFICATION**

7.1.3 Steeply sloped lands are susceptible to surface erosion, gullying, avalanche and slides. Siltation from these events within the OCP area could also have a negative effect on fish habitat in McGillivray Creek. DPA 1 aims to reduce potential hazards to development and to protect the natural environment related to development of steep slopes.

#### **DEVELOPMENT PERMIT TRIGGERS**

7.1.4 Unless otherwise indicated as an exemption in **Section 7.1.6** and **7.1.7**, a development permit must be obtained for any of the following development activities associated with or resulting from the SPMRM regulations or approval of residential, commercial, industrial, institutional or ancillary uses to the extent that they are subject to local government powers under the **Local Government Act**:

- Subdivision of land;
- Construction, addition or alteration of a building or other structure; or
- Alteration of land.

## INTENT

7.1.5 The objective of Development Permit Area No. 1 is to protect development from hazardous conditions.

## EXEMPTIONS

7.1.6 DPA 1 does not apply to the reconstruction or repair of a permanent structure described in Section 532 of the **Local Government Act** if the structure remains on its existing foundation.

7.1.7 DPA 1 does not apply to agricultural, mining, or forestry-related development.

7.1.8 DPA 1 does not apply to existing road cuts or fills. SPMRM staff may evaluate the current status of a hazard land area in relation to a property under consideration for development to determine if a Hazard Land area Development Permit is required. If staff are unable to determine if a Hazard Land area Development Permit is required, a Qualified Geotechnical Professional hired at the expense of the applicant will make the determination.

## DEVELOPMENT PERMIT GUIDELINES

7.1.9 A Development Permit will be required for all parcels having slopes exceeding 25%. Applications with lands having the above- noted constraints must be accompanied by an application for Development Permit containing the following information:

7.1.10 Survey plans indicating existing slopes, proposed lot grading, safe access and top and toe of the slopes;

7.1.11 A geotechnical report certified by a geotechnical engineer (registered with the Association of Professional Engineers and Geoscientists of BC) verifying that it is suitable to build on the lots with the above constraints;

7.1.12 Proposed building envelopes defining the limits for building footprints and identifying sufficient usable site area as required by the Zoning Bylaw. The building envelopes must be registered as covenants on the proposed parcels;

7.1.13 Compliance with and submission of the relevant geotechnical sections of Schedule B of the BC Building Code by an Association of Professional Engineers and Geoscientists of British Columbia (APEGBC) registered professional with experience in geotechnical engineering; and

7.1.14 A Covenant may be registered on title identifying hazards and/or restricting construction, habitation or other structures or uses on slopes of 25% or greater.

## 7.2 RIPARIAN AREAS DEVELOPMENT PERMIT AREA (DPA 2)

### AUTHORIZATION

7.2.1 Lands adjacent to streams/creeks are designated as a Development Permit Area pursuant to the **Local Government Act** for the protection of the natural environment, its ecosystems and biological diversity.

### DESIGNATED AREA

7.2.2 Development Permit Area 2 consists of all riparian assessment areas within SPMRM as shown generally on Schedule I.

### JUSTIFICATION

7.2.3 DPA 2 seeks to address flood issues, to control erosion, and to protect the environmental and habitat value of watercourses and their adjacent riparian areas. Watercourses, riparian areas, fish and wildlife habitat, and travel corridors act as natural water storage, drainage and purifying systems. Riparian areas need to remain in a largely undisturbed state in order to maintain healthy watercourse environments as well as protect private property from flooding and potential loss of land due to channel erosion and instability. DPA 2 aims to protect riparian areas from the effects of residential, commercial and industrial development.

### DEVELOPMENT PERMIT AREA TRIGGERS

7.2.4 Unless otherwise indicated as an exemption in Section **7.2.9**, **7.2.10**, and **7.2.11**, a development permit must be obtained for any of the following development activities associated with or resulting from the

SPMRM regulations or approval of residential, commercial, industrial development or ancillary uses to the extent that they are subject to local government powers under the Local Government Act:

- Subdivision of land;
- Construction, addition or alteration of a building or other structure; or
- Alteration of land.

## INTENT

- 7.2.5 To protect riparian areas and the features, functions and conditions that are vital in the natural maintenance of stream health and productivity.
- 7.2.6 To implement the Provincial Riparian Areas Protection Regulation for the protection of fish habitat.
- 7.2.7 To protect water quality and quantity.
- 7.2.8 Discourage development in areas that are susceptible to flooding because of proximity to a watercourse that could flood, as identified by the Province.

## EXEMPTIONS

- 7.2.9 DPA 2 does not apply to the reconstruction or repair of a permanent structure described in Section 532 of the **Local Government Act** if the structure remains on its existing foundation.
- 7.2.10 DPA 2 does not apply to agricultural, mining, or forestry related development.
- 7.2.11 SPMRM staff may evaluate the current status of a riparian area in relation to a property under consideration for development to determine if a riparian area Development Permit is required. If staff are unable to determine if a riparian area Development Permit is required, a Qualified Environmental Professional (QEP) hired at the expense of the applicant will make the determination.

## DEVELOPMENT PERMIT GUIDELINES

- 7.2.12 Development Permits shall be issued in accordance with the following:
  - a. Development within Development Permit Area No. 2, including streams that may not be shown on the map, shall be permitted only if:
    - i. A Qualified Environmental Professional in an assessment report certifies he or she is qualified to conduct the assessment; certifies that the assessment methods as set out in the schedule to the Riparian Areas Protection Regulations were followed; provides an opinion that no natural features, functions or conditions that support fish life processes in the riparian assessment area will be harmfully altered, disrupted or destroyed; and
    - ii. SPMRM is notified by the Ministry of Water, Land and Resource Stewardship that the Ministry has received the QEP's assessment report that meets the above conditions;OR
    - iii. The Minister of Fisheries and Oceans or a regulation under the **Fisheries Act** (Canada) authorizes the harmful alteration, disruption, or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area that would result from the implementation of the development proposal.

## **8.0 IMPLEMENTATION, MONITORING, & REPORTING**

This OCP sets out broad objectives and policies for SPMRM but does not provide the tools for implementing its policies. The Municipality has several tools and methods available for implementing the OCP. This section is intended to outline specific steps Sun Peaks can take to implement this OCP. Some of the steps include refining the Plan; changing existing bylaws; adopting new bylaws; conducting studies to obtain more information and direction; and working closely with other jurisdictions, government agencies and SPRLLP. Some of the specific steps are set out below.

### **8.1 ZONING BYLAW**

The SPMRM Zoning Bylaw sets out the density of development on a parcel of land, as well as specifying the permitted uses allowed. It also contains specific regulations that control the size, siting and various other details of development on a parcel of land.

Zoning Bylaw No. 1400 was adopted by the TNRD Board in 1994. While there have been numerous amendments to the Zoning Bylaw over the past 32 years (consolidated as of May 7, 2025), the Zoning Bylaw must be updated to reflect current planning practices and ensure it is consistent with the Official Community Plan.

### **8.2 TEMPORARY USE PERMITS**

Uses not otherwise permitted in the Zoning Bylaw may be permitted through issuance of Temporary Use Permits (TUPs). Temporary use permits are intended to provide flexibility, when necessary and appropriate, to encourage short-term land use and development activities while ensuring the activities will have minimal impact on the environment and the community and maintain a reasonable level of compatibility with surrounding uses.

8.2.1 Council hereby designates the entire Resort Municipality, as shown on the Sun Peaks Resort Municipality Zoning Bylaw Map as amended from time to time, as an area where Temporary uses may be allowed. Council may issue a Temporary Use Permit for a period up to three years, renewable only once subject to a hearing. Upon expiration of a Temporary Use Permit, the permitted uses revert to those outlined in the Zoning Bylaw. Temporary uses granted through a Temporary Use Permit will be subject to the following conditions

The Temporary Use:

- must not be noxious or undesirable because of smoke, noise, vibration, dirt, glare, odour, radiation, electrical interference;
- must not be either a health hazard or health impediment within the meaning of the Public Health Act, as amended from time to time;
- must not have a negative impact on adjacent lands;
- must not create a significant increase in the level or demand for services;
- must not permanently alter the site upon which it is located;
- must be compatible with the property's land use designation

With respect to temporary residential uses specifically, the following conditions will be considered:

- limiting tourist accommodation;
- limiting maximum number of guests;
- undertaking random inspections; and
- requiring an onsite or local manager.

Before issuing a Temporary Use Permit, Council may specify further conditions to be binding on the holder of the permit. The provision of security may also be required.

**8.3 ACTION AND IMPLEMENTATION PLAN**

**Table 10** summarizes the key actions and municipal priorities outlined in this OCP.

**TABLE 10: ACTION AND IMPLEMENTATION SUMMARY**

IMPLEMENTATION ITEMS	POLICY REFERENCE	
<b>General</b>	Ensure on-going collaboration between the SPRLLP and SPMRM on all new and re-development applications.	4.1.1
	Update the OCP following regular updates to the Sun Peaks Resort Master Plan.	4.1.2
	Implement a signage bylaw that regulates the size and location of all signage within Sun Peaks.	4.1.8
<b>Employee Housing, Non-Market Housing</b>	Explore opportunities to incentivize affordable housing throughout Sun Peaks, such as waiving, reducing or deferring applicable charges, fees, or taxes where appropriate.	4.2.18
<b>Parks and Recreation</b>	Develop a Parks and Recreation Master Plan that provides direction for future planning for parks and recreation facilities, and programming. Include small parks and picnic areas throughout the community as part of the valley trail network.	4.4.3
<b>Infrastructure &amp; Solid Waste Management</b>	Develop a Subdivision and Development Servicing Bylaw to guide future infrastructure servicing requirements.	5.1.1
	Periodically review and update the Development Cost Charges Bylaw.	5.1.5
	Implement a Sewer Use Bylaw regulating infrastructure such as grease traps in restaurants.	5.1.21
<b>Social and Community Development</b>	Work with School District No. 73, the Province of BC and the Sun Peaks Education Society (SPES) to develop a Neighbourhood Learning Centre facility at Sun Peaks.	5.3.3
<b>Community Safety</b>	Develop Wildfire Development Permit Area map and guidelines to guide and protect development	5.4.4
	Consider developing a Road Safety Plan that addresses concerns such as lighting, sidewalks, curb let-downs, vehicular and pedestrian signage and connection points along the valley trail network.	5.4.11
<b>Economic Development</b>	Work towards implementing the economic policies and direction established in the 2014 Sustainability Development Action Planning for SPMRM.	5.5.1
<b>Environmental Management &amp; Hazardous Lands</b>	Implement the SPMRM Community Wildfire Protection Plan, including forest fuel management and interface risk reduction to manage risks associated with potential fire threats from outside the municipal boundary.	6.1.9
	Prepare an air quality plan that addresses concerns related to automobile idling restrictions and reduction of air pollutants.	6.1.12

## 8.4 MONITORING AND EVALUATION

The SPMRM will monitor the Official Community Plan on an ongoing basis. The OCP will be revised when necessary to ensure it addresses current needs and aspirations of the community and reflects changing local and external conditions. In support of this initiative, SPMRM will monitor:

- Population and demographic changes;
- Water supply, consumption and management issues;
- Wastewater treatment capacity;
- Changing housing requirements; and
- Economic, social, and environmental factors.

Based on the review of information collected from OCP monitoring, the SPMRM may choose to amend the OCP accordingly as resources permit.

## 8.5 REFINEMENTS AND AMENDMENTS

OCP amendments are usually triggered by site-specific rezoning proposals that are inconsistent with the OCP. Other changes to the OCP may be proposed by Municipal staff to keep the plan up-to-date and to meet the needs of a changing community.





The **Local Government Act** regulates the process for an application for an OCP amendment. The process requires public notification, public hearing, opportunities for consideration of the application by SPMRM Council and Provincial approval, as well as input from external agencies and jurisdictions such as First Nations, SD #73, and other affected agencies.

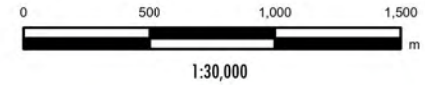
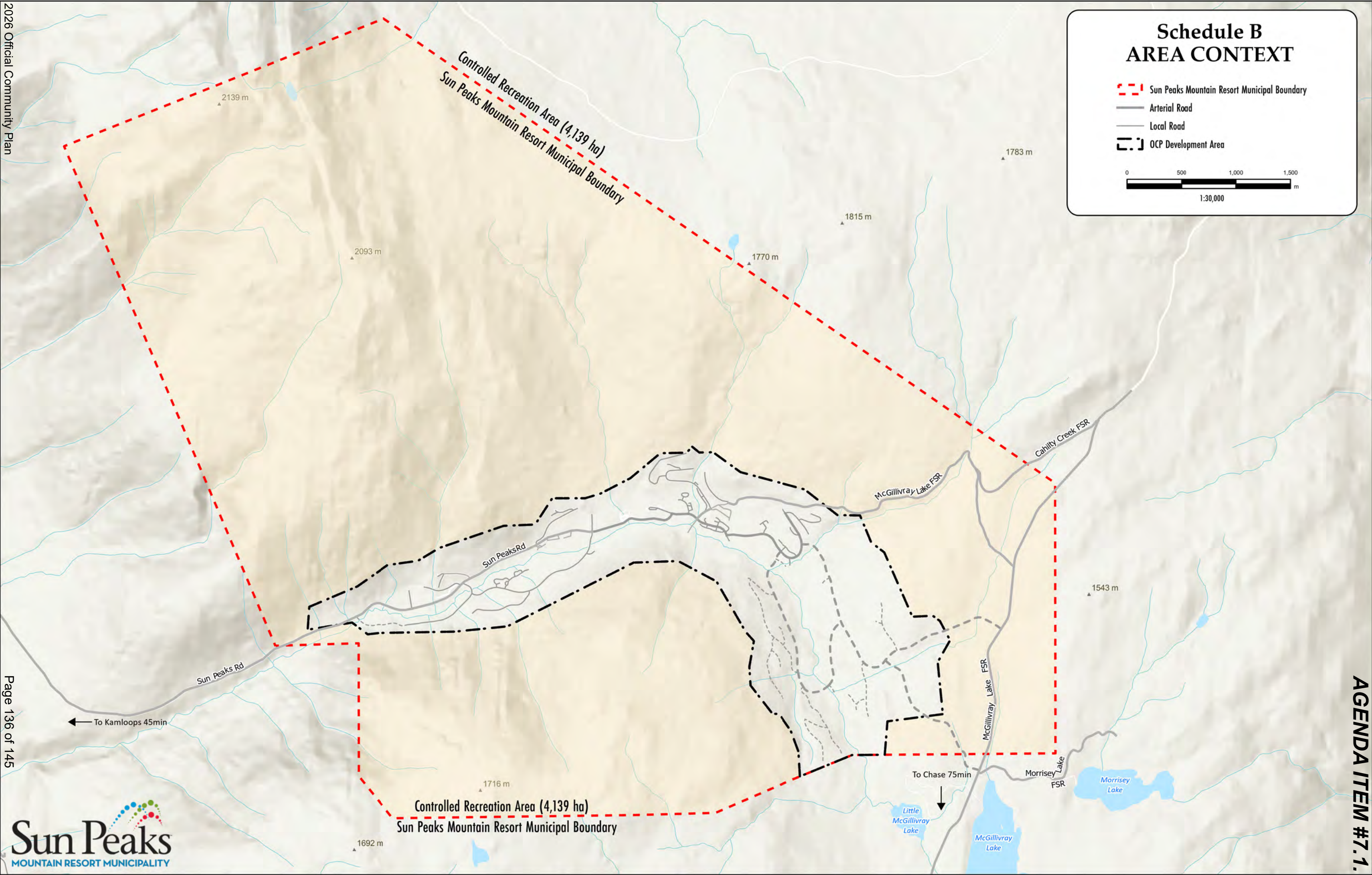
The SPMRM may also consider refinements to this OCP. These refinements may include but are not limited to the following:

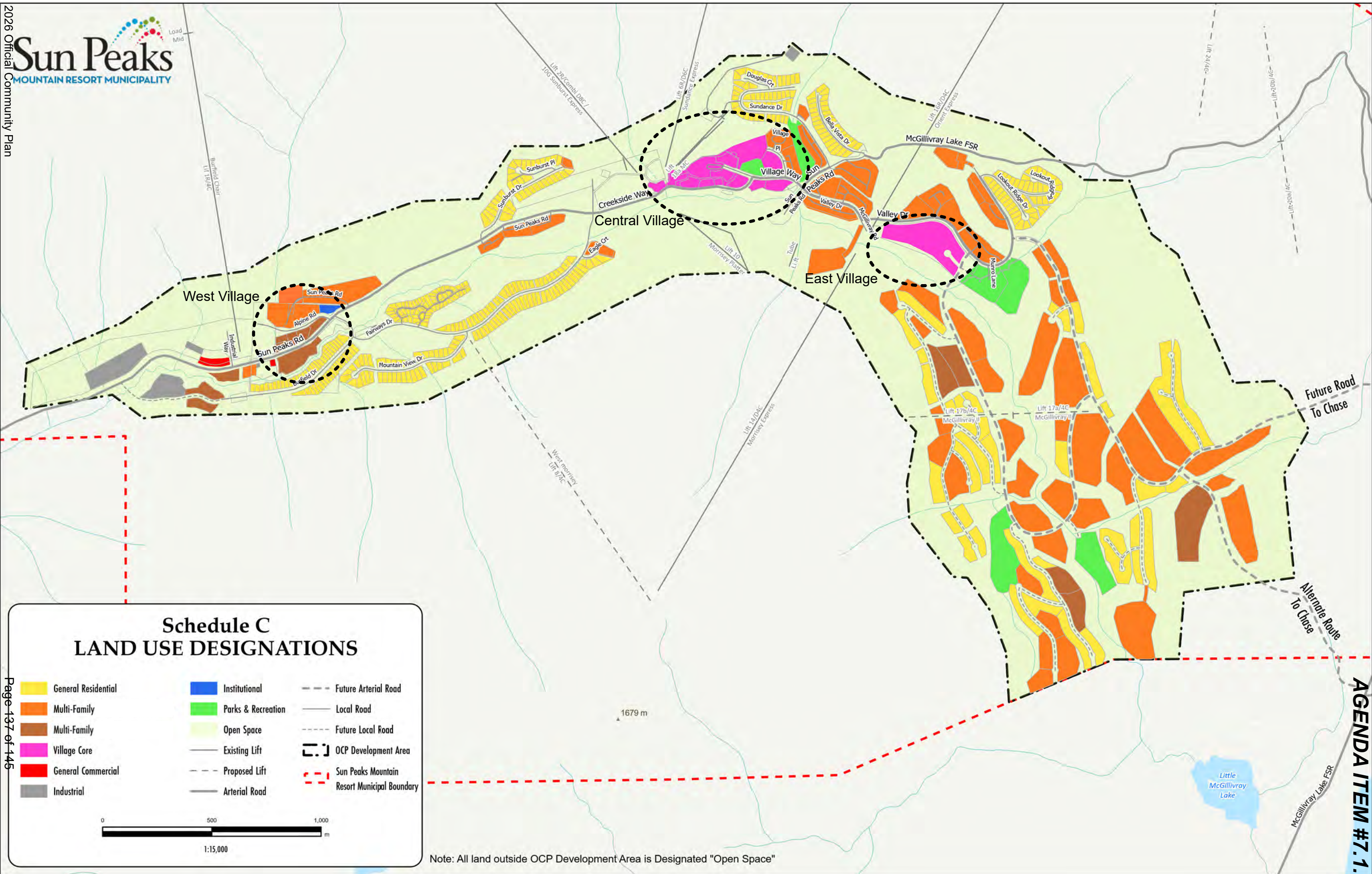
- Coordination with changes to Provincial legislation (e.g. Local Government Act, Community Charter, etc.);
- Coordination with new or revised Provincial plans and policies that relate to land use and community issues in Sun Peaks;
- Coordination with new or revised regional plans and policies (e.g. Thompson-Nicola Regional District Growth Strategy);
- Changes resulting from transportation planning (and capital improvements); and
- Updates to the Sun Peaks Resort Master Plan.

Recognizing this OCP is a living document, it has been identified that the OCP should be reviewed and updated every 5 to 10 years and that a comprehensive review and update should take place every 10 to 15 years.

### Schedule B AREA CONTEXT

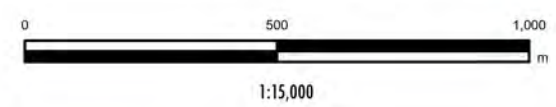
-  Sun Peaks Mountain Resort Municipal Boundary
-  Arterial Road
-  Local Road
-  OCP Development Area

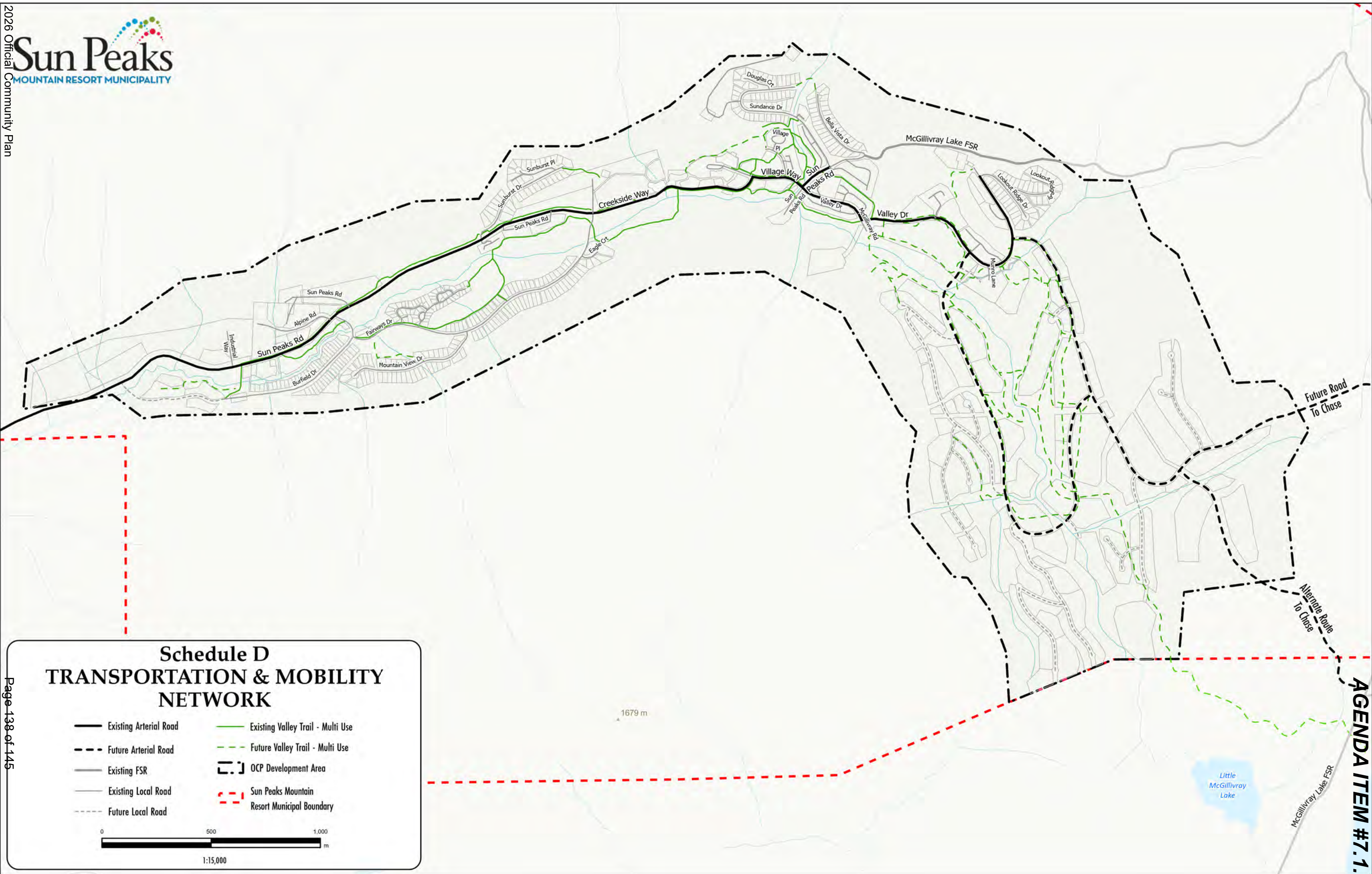


**Schedule C  
LAND USE DESIGNATIONS**

- |                     |                    |  |
|---------------------|--------------------|--|
| General Residential | Institutional      | Future Arterial Road                         |
| Multi-Family        | Parks & Recreation | Local Road                                   |
| Multi-Family        | Open Space         | Future Local Road                            |
| Village Core        | Existing Lift      | OCP Development Area                         |
| General Commercial  | Proposed Lift      | Sun Peaks Mountain Resort Municipal Boundary |
| Industrial          | Arterial Road      |  |

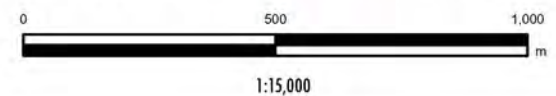


Note: All land outside OCP Development Area is Designated "Open Space"



### Schedule D TRANSPORTATION & MOBILITY NETWORK

- Existing Arterial Road
- Future Arterial Road
- Existing FSR
- Future Local Road
- Existing Valley Trail - Multi Use
- Future Valley Trail - Multi Use
- OCP Development Area
- Sun Peaks Mountain Resort Municipal Boundary



1679 m

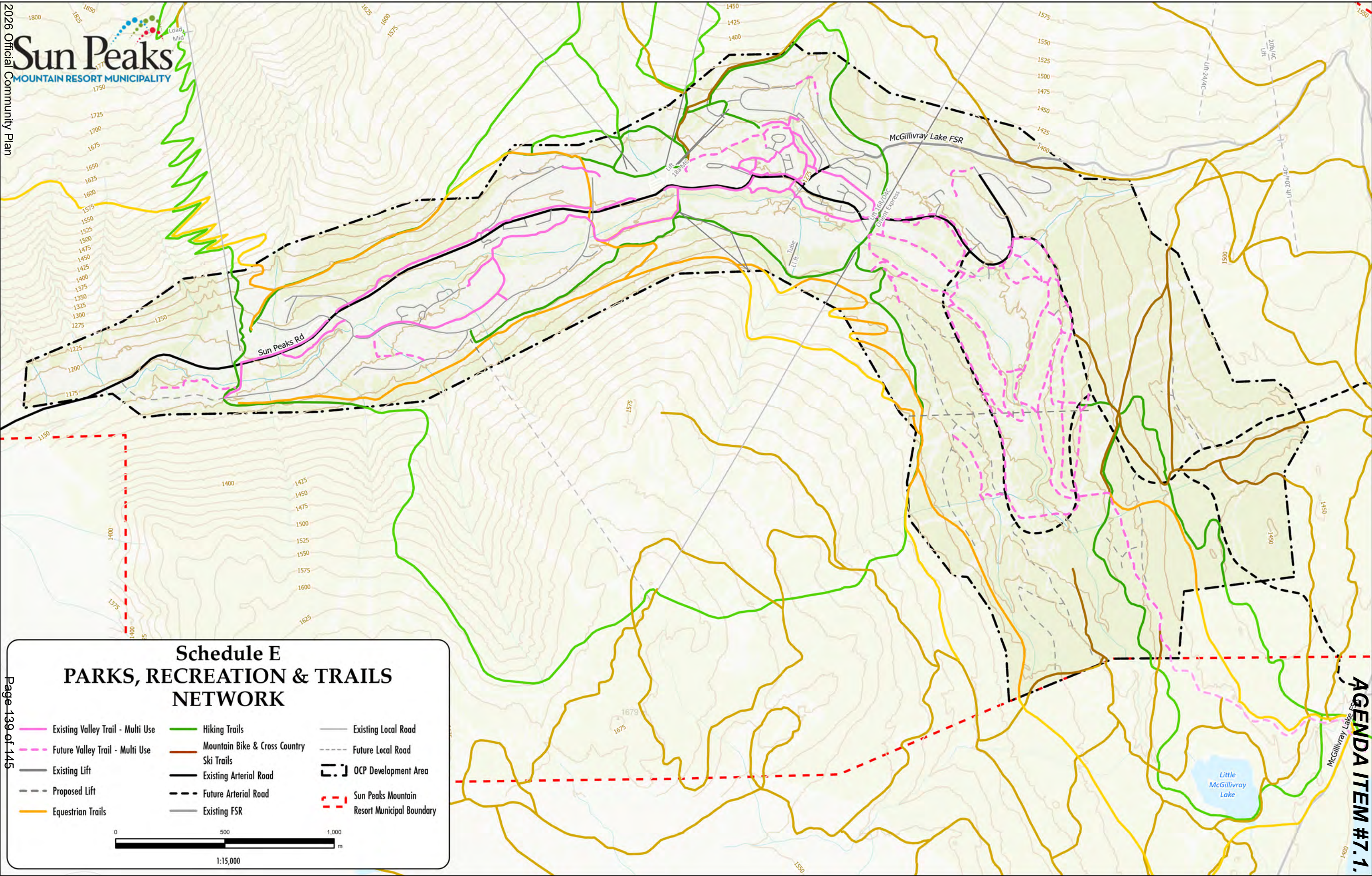
Little McGillivray Lake

McGillivray Lake FSR

Future Road To Chase

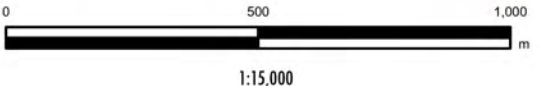
Alternate Route To Chase

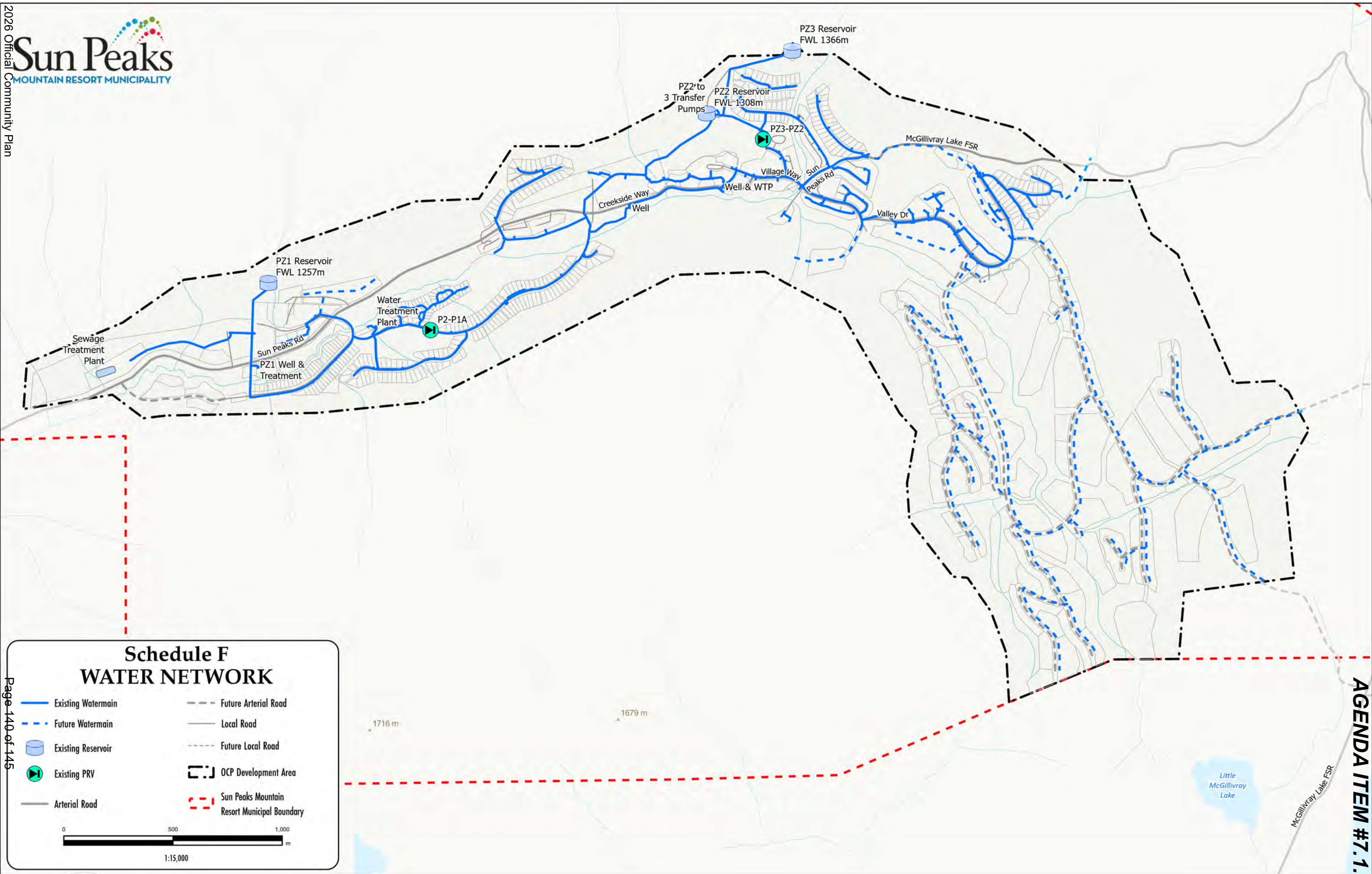
AGENDA ITEM #7.1.



**Schedule E  
PARKS, RECREATION & TRAILS  
NETWORK**

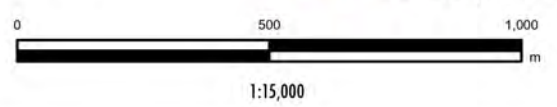
- Existing Valley Trail - Multi Use
- - - Future Valley Trail - Multi Use
- Existing Lift
- - - Proposed Lift
- Equestrian Trails
- Hiking Trails
- Mountain Bike & Cross Country
- Ski Trails
- Existing Arterial Road
- - - Future Arterial Road
- Existing FSR
- Existing Local Road
- - - Future Local Road
- OCP Development Area
- Sun Peaks Mountain Resort Municipal Boundary

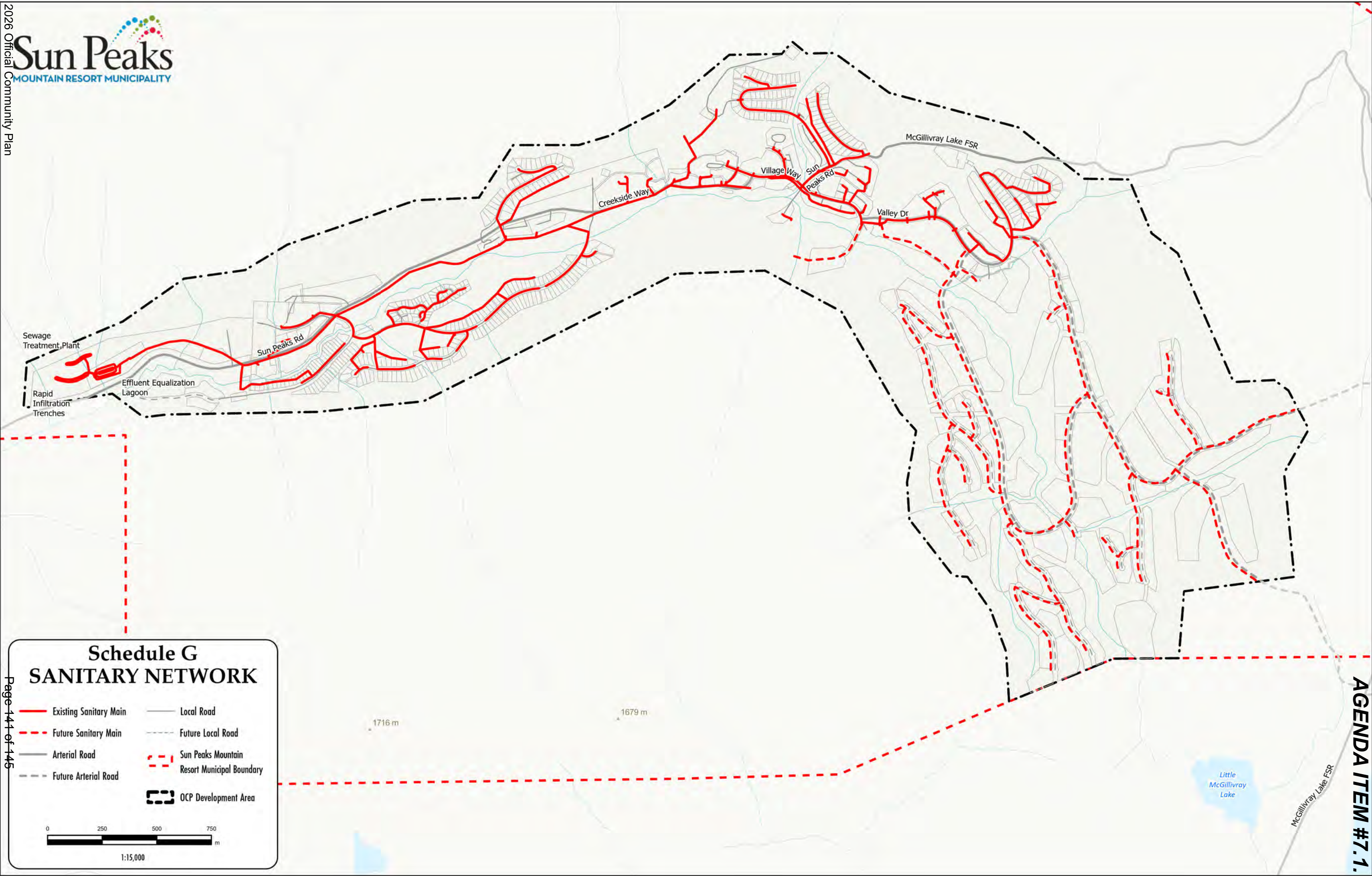




### Schedule F WATER NETWORK

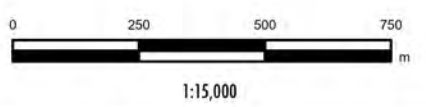
- Existing Watermain
- - - Future Watermain
- Existing Reservoir
- Existing PRV
- Arterial Road
- - - Future Arterial Road
- Local Road
- - - Future Local Road
- OCP Development Area
- - - Sun Peaks Mountain Resort Municipal Boundary

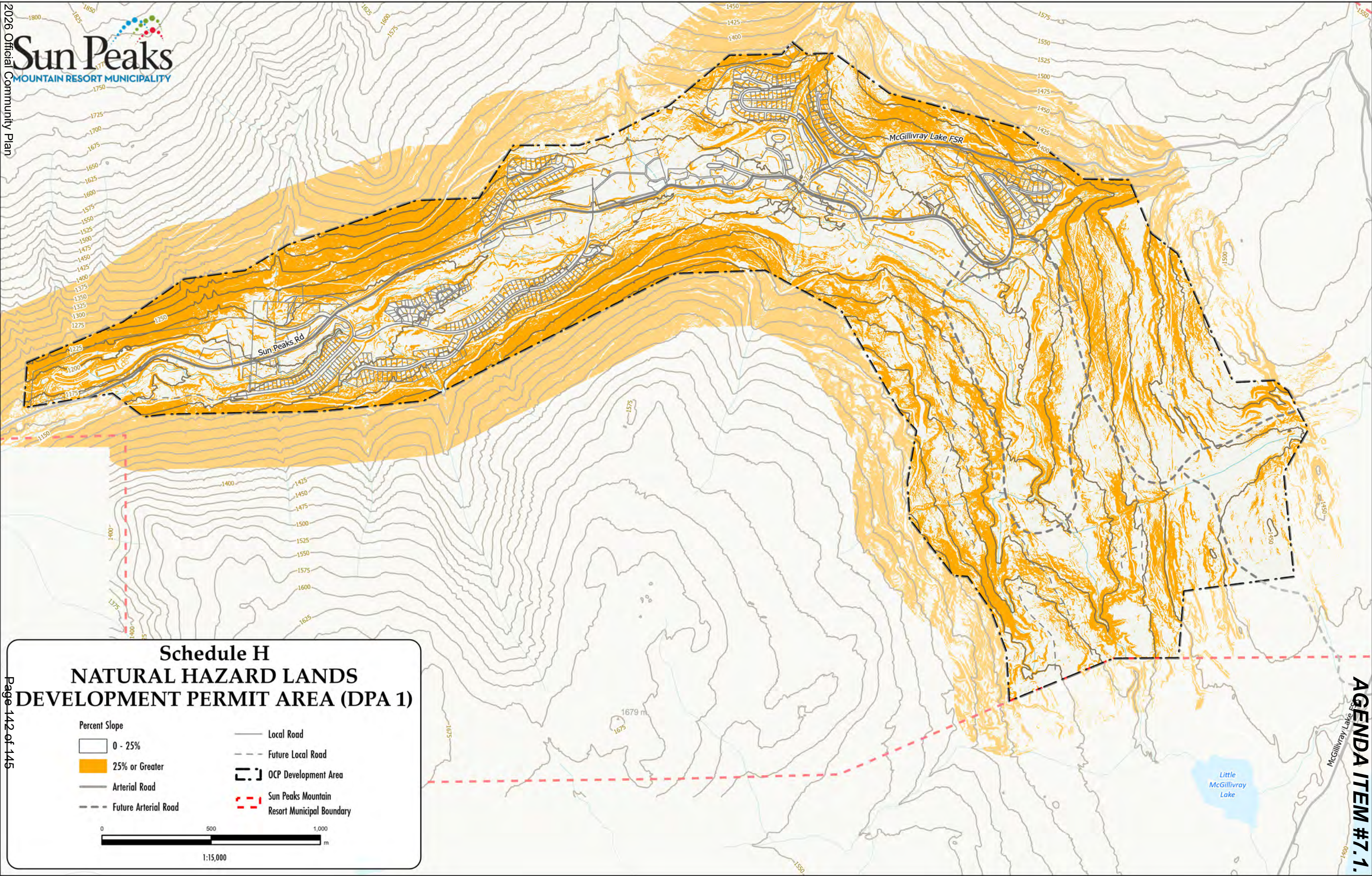




**Schedule G  
SANITARY NETWORK**

- Existing Sanitary Main
- - - Future Sanitary Main
- Arterial Road
- - - Future Arterial Road
- Local Road
- - - Future Local Road
- - - Sun Peaks Mountain Resort Municipal Boundary
- OCP Development Area

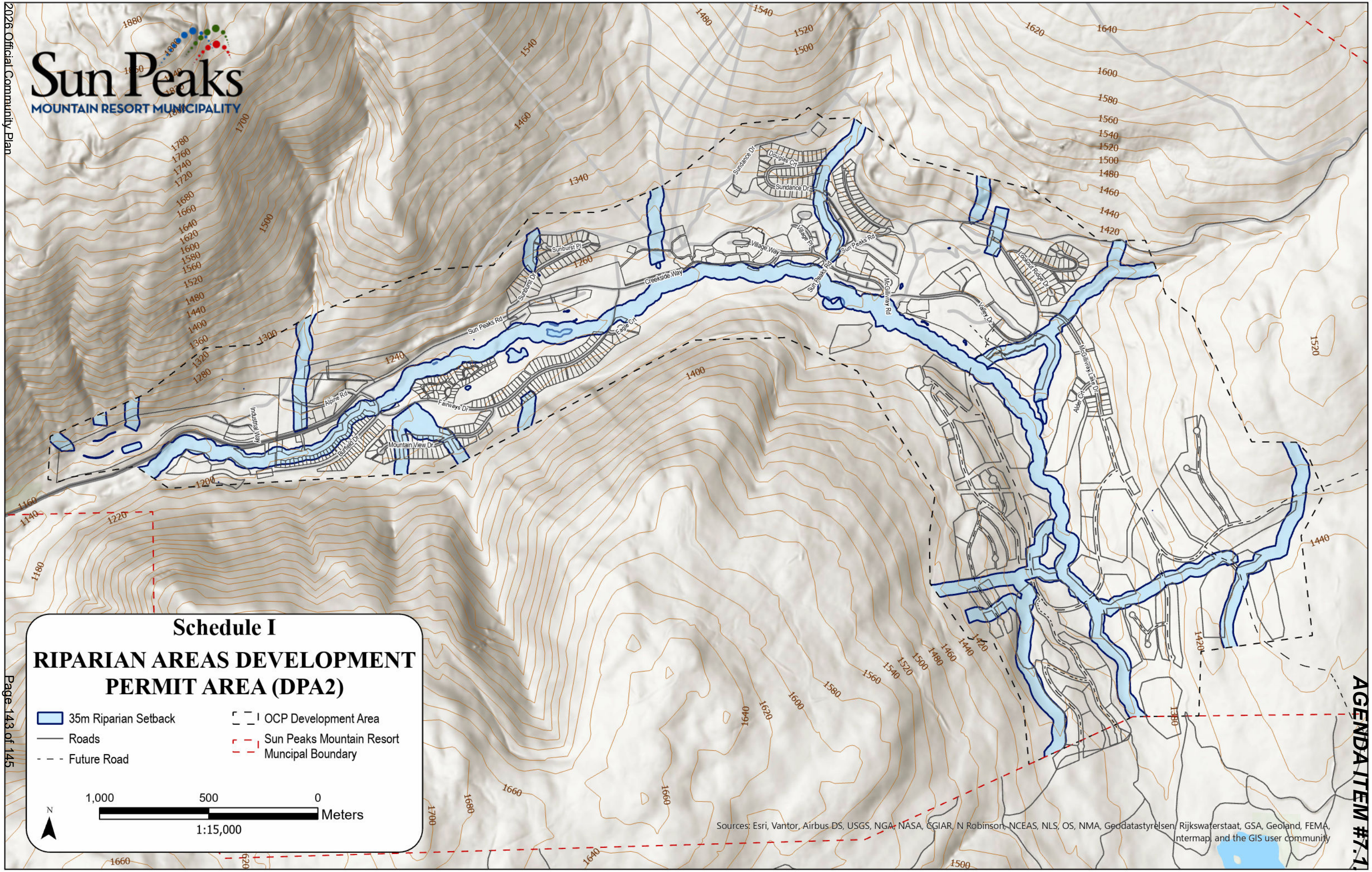




**Schedule H**  
**NATURAL HAZARD LANDS**  
**DEVELOPMENT PERMIT AREA (DPA 1)**

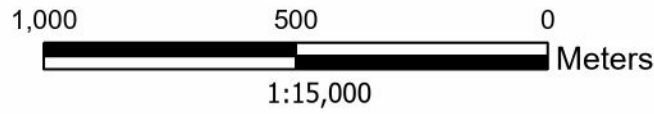
Percent Slope	Local Road
□ 0 - 25%	- - - Future Local Road
■ 25% or Greater	⌈ ⌋ OCP Development Area
— Arterial Road	⌈ ⌋ Sun Peaks Mountain Resort Municipal Boundary
- - - Future Arterial Road	

0 500 1,000 m  
1:15,000



## Schedule I RIPARIAN AREAS DEVELOPMENT PERMIT AREA (DPA2)

- 35m Riparian Setback
- Roads
- Future Road
- OCP Development Area
- Sun Peaks Mountain Resort Municipal Boundary



Sources: Esri, Vantor, Airbus-DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community

**SUN PEAKS MOUNTAIN RESORT MUNICIPALITY**

**OFFICIAL COMMUNITY PLAN BYLAW 0239, 2026**

A BYLAW TO ADOPT THE “SUN PEAKS MOUNTAIN RESORT MUNICIPALITY  
OFFICIAL COMMUNITY PLAN”

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WHEREAS Council wishes to adopt a new Official Community Plan pursuant to Part 14, Division 4 of the *Local Government Act*;

AND WHEREAS the Sun Peaks Mountain Resort Municipality may adopt an Official Community Plan by bylaw and each reading of the bylaw must receive an affirmative vote of a majority of all members of the Council;

AND WHEREAS, pursuant to the *Local Government Act*, Council has provided numerous opportunities through open houses, surveys, presentations and referrals to numerous persons, organizations, and authorities that may be affected by the official community plan.

AND WHEREAS Council has held a public hearing on the proposed plan in accordance with the *Local Government Act*;

NOW THEREFORE the Sun Peaks Mountain Resort Municipality Council, in open meeting assembled, enacts as follows:

1. CITATION

This Bylaw may be cited as the “Sun Peaks Mountain Resort Municipality Official Community Plan Bylaw No. 0239, 2026”.

2. ENACTMENT

The following schedules attached hereto are hereby made part of this bylaw and adopted as the Official Community Plan for Sun Peaks Mountain Municipality:

- (i) Schedule A (Official Community Plan Bylaw text)
- (ii) Schedules B, C, D, E, F, G, H, and I (Official Community Plan Bylaw Maps)

3. REPEAL

That “Sun Peaks Mountain Resort Municipality Official Community Plan No. 0034, 2014” and all amendments thereto, are hereby repealed.

4. SEVERANCE

If any section, subsection, sentence, clause or Phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the decision that is invalid shall not affect the validity of the remainder.

READ A FIRST TIME this 23<sup>rd</sup> day of June, 2026.

READ A SECOND TIME this     day of             ,2026.

A PUBLIC HEARING HELD this     day of             , 2026.

READ A THIRD TIME this     day of             , 2026.

ADOPTED this     day of             , 2026.

\_\_\_\_\_  
Mayor

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