



DISTRICT OF 100 MILE HOUSE

AGENDA FOR THE SPECIAL MEETING OF THE MUNICIPAL COUNCIL TO BE HELD IN MUNICIPAL COUNCIL CHAMBERS Wednesday, November 12th, 2025 at 5:30 PM

A.	<u>CALL TO ORDER</u>
	Mayor to call the special meeting to order at 5:30 PM. Acknowledgement that this meeting is being held on Tsqescencúlecw.
B.	<u>APPROVAL OF AGENDA:</u>
	B1 BE IT RESOLVED THAT the November 12 th , 2025, Special Council agenda <u>be approved</u> .
C.	<u>INTRODUCTION OF LATE ITEMS AND FROM COMMITTEE OF THE WHOLE:</u>
D.	<u>DELEGATIONS / PUBLIC HEARING:</u>
Public Hearing – OCP & Zoning Amendment Bylaw No. 1459 & 1460	D1 OPEN PUBLIC HEARING Mayor Pinkney to read the opening statement summary to call for verbal and written submissions regarding the proposed OCP & Zoning Amendment Bylaw No. 1459 & 1460
	CLOSE PUBLIC HEARING Mayor Pinkney to read closing statement

E.	<u>MINUTES:</u>
COW – October 28th, 2025	E1 BE IT RESOLVED THAT the minutes of the Committee of the Whole meeting October 28 th , 2025 <u>be adopted</u> .
Regular – October 28th, 2025	E2 BE IT RESOLVED THAT the minutes of the regular Council meeting of October 28 th , 2025 <u>be adopted</u>
F.	<u>UNFINISHED BUSINESS:</u>
G.	<u>MAYOR’S REPORT:</u>
H.	<u>CORRESPONDENCE:</u>
I.	<u>STAFF REPORTS:</u>
Bylaw Report October 2025	I1 BE IT RESOLVED THAT the Bylaw report for the period of October 1 st to 31 st , 2025 be received.
J.	<u>BYLAWS:</u>
Cemetery Amendment Bylaw No. 1463, 2025	J1 BE IT RESOLVED THAT the Cemetery Amendment Bylaw No. 1463, 2023 be read a first, second and third time this 12 th day of November, 2025.
K.	<u>VOUCHERS</u>
L.	<u>OTHER BUSINESS:</u>
M.	<u>QUESTION PERIOD:</u> Call for questions from the public for items relevant to the agenda.
	<u>IN CAMERA SESSION:</u>

	BE IT RESOLVED THAT, pursuant to Section 92 of the <i>Community Charter</i>, this meeting of the Council be closed to the public under Section 90 (1)(k) of the Community Charter. Regular meeting called back to order at:
N.	<u>ADJOURNMENT:</u> BE IT RESOLVED THAT this November 12th, 2025, special meeting of Council be adjourned: Time:

1. Ask those present to sign and complete the attendance record sheet.
2. The Mayor/Acting Mayor call the Public Hearing to order.

This public hearing is being convened pursuant to Section 464 of the Local Government Act in order to consider the proposed OCP Amendment Bylaw No. 1459 and Zoning Amendment Bylaw No. 1460.

(350 Aspen Street)

3. Read the ***“Protocol for Public Hearings”***.
4. Ask staff if any correspondence or petitions have been received. If YES, read submissions.
5. Call for comments from the public (allow enough time for comments)
6. Read the **“Closing Statement”**

PROTOCOL FOR PUBLIC HEARINGS

As Chair of this public hearing, I would like to draw to your attention to the general rules of conduct to which will apply throughout the public hearing:

1. All persons who believe their interest in the property is affected by the proposed amendment will be given a reasonable opportunity to be heard or to present written submissions on matters contained in the amendment that is the subject of the hearing.
2. Persons will only speak when identified by the Chair. Please clearly state your name at the beginning of your address.
3. All comments will be directed through the chair.
4. Direct and/or personal criticisms or comments will be discouraged.
5. Members of Council may, if they so wish, ask questions of you following your presentation.
6. If you wish to provide a written submission to be included in the record of the Public Hearing, you must hand in that submission to the Corporate Officer PRIOR to the close of the Public Hearing.
7. Once the Public Hearing has been adjourned, Council is not able to receive any further information from the public on that matter. Council may, without further notice, give whatever effect Council believes proper to the representations made at this Public Hearing.

CLOSING STATEMENT

Before closing this hearing I'm going to call three times for any further speakers on any of the matters contained in the proposed Bylaws.

For the First Time, is there anyone who wishes to make any further representations?

For the Second Time, is there anyone who wishes to make any further representations?

For the third and final time, is there anyone who wishes to make any further representations?

There being no further representations, I declare this public hearing closed.

Public Hearing Closed at **Time**

November 6, 2025

Mayor and Council

District of 100 Mile House
385 Birch Avenue
100 Mile House

Re: 350 Aspen St, 100 Mile House – Land Ownership and Site Parking

Dear Mayor and Council,

On behalf of Provincial Rental Housing Corporation (PRHC), this letter is intended to provide clarification regarding the site located at 350 Aspen St and the associated parking considerations.

The site is owned by PRHC and currently consists of an existing 24-unit seniors housing development (Pioneer Haven) and is the subject site of the proposed 22-unit affordable housing development.

Pioneer Haven is under the direct management of BC Housing and, with respect to parking, the site currently provides 32 stalls. Of these 32 stalls only 27 assigned: 24 stalls are assigned to each unit, 2 assigned for visitor parking, and 1 assigned for staff parking. However, not all assigned tenant stalls are utilized, as there are some residents who do not own vehicles.

Based on BC Housing's experience in operating affordable housing, we are confident that the 11 stalls provided for the proposed development is sufficient and are confident that it will meet the needs of the tenants and operator (CMHA South Cariboo Branch).

When considering the parking of the whole site, there will be a total of 43 parking stalls provided. Should any concerns arise once the proposed development is operating, we have identified 5 additional stalls that can be allocated to ensure sufficient capacity for residents, staff and visitors.

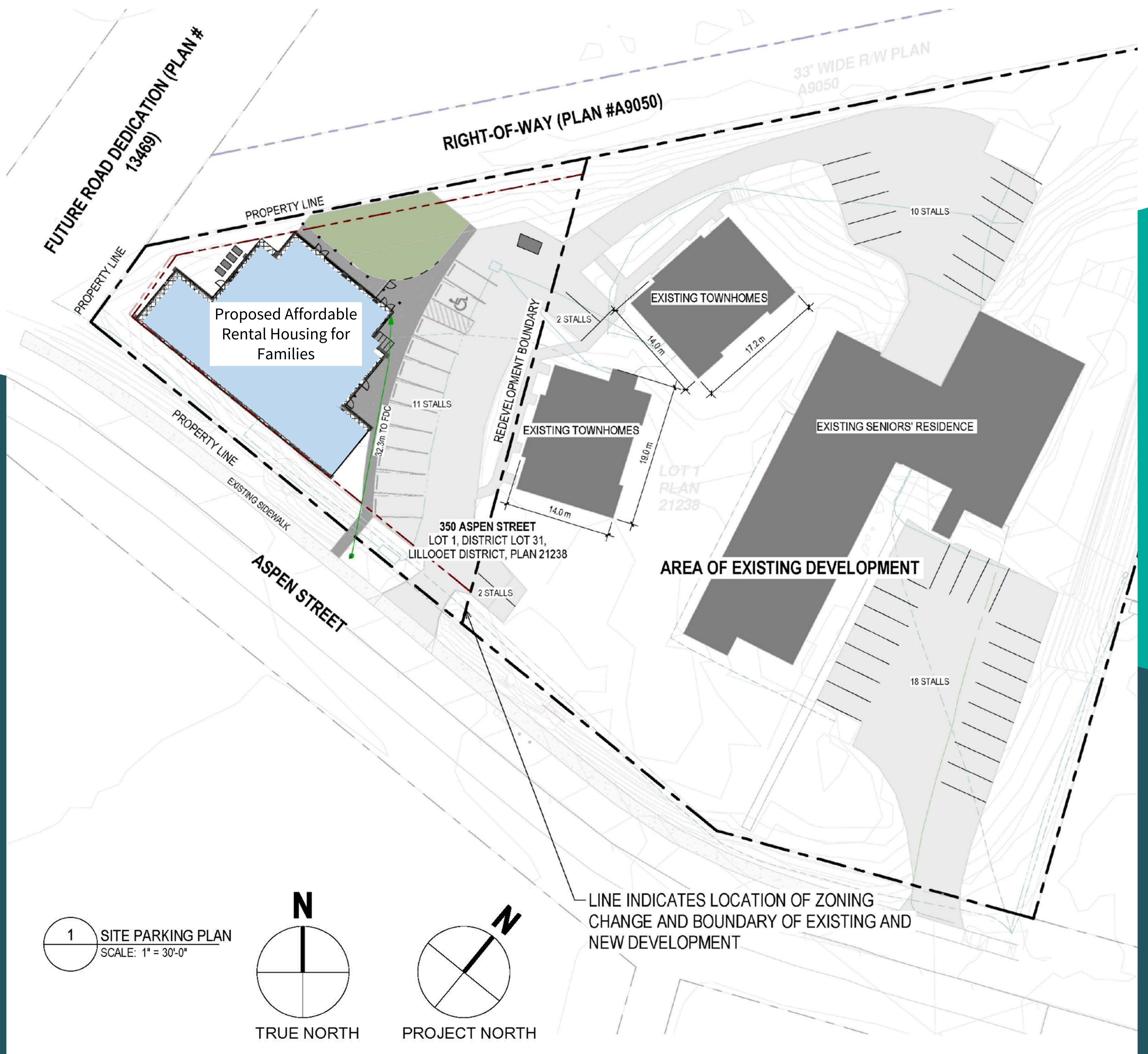
Thank you for your consideration of this proposal. BC Housing remains committed to working collaboratively with the City to ensure this development continues to serve the community effectively.

Sincerely,



Tyler Baker
Director Regional Development, Interior Region
BC Housing

Proposed Affordable Rental Apartments for Families | District of 100 Mile House



Total Parking Required:
58.75 parking spaces

Total Parking Provided:
43 parking spaces



Municipal Parking Requirements Analysis,

**In support of BC Housing project at
350 Aspen Street 100 Mile House, BC**

November 2025

Vesta Consultants



1. Context Overview

As communities across British Columbia work to expand access to affordable and supportive housing, right-sizing parking requirements has become increasingly important — particularly in smaller and rural municipalities where vehicle ownership patterns differ from urban norms.

This document supports the proposed 22-unit BC Housing development at 350 Aspen Street, 100 Mile House, which requests approval to provide 11 parking stalls, where 31 stalls would typically be required by law.

By drawing on data from comparable small and mid-sized municipalities — including 100 Mile House, Invermere, and Golden — alongside larger centres such as Kelowna and Kamloops, this report demonstrates that affordable housing projects consistently operate successfully with fewer parking stalls than bylaws require. Observed vehicle usage across similar existing projects further supports this request, showing that actual parking demand is consistently well below bylaw minimums.

Evidence suggests that aligning parking standards with actual needs can unlock greater housing capacity and optimize land use.



2. Insights from Comparable Municipalities



100 Mile House – Existing Local Example

A comparable Canadian Mental Health Association (CMHA) South Cariboo project in 100 Mile House includes 25 units. Among current residents, only 14 tenants own vehicles, representing 0.56 stalls per unit if fully accommodated.

This pattern shows that actual vehicle ownership among affordable housing tenants in 100 Mile House is well below bylaw assumptions and aligns with provincial averages for supportive and women's transition housing.

Invermere

A recently completed affordable housing project in Invermere includes 15 units, with only 10 tenants owning vehicles — a rate of 0.67 vehicles per unit.

This data confirms that smaller, service-oriented communities with walkable cores and essential amenities nearby can effectively manage housing projects with lower parking ratios, particularly when tenants rely on local transit, walking, or shared transportation.



Golden

Golden's C1 and C2 zones require one stall per dwelling unit and one stall per 50 m² of commercial space. A recent mixed-use affordable housing project (Golden Community Economic Development Society) proposed 16 stalls instead of the required 32 (including five commercial stalls), yielding 0.4 stalls per dwelling unit. The project was approved in August 2024, with a variance reducing the requirement and a \$49,500 cash-in-lieu payment for 11 stalls.

Shared-use parking increased evening and nighttime ratios to 0.6 stalls per unit — aligning with the provincial average (0.4–0.6 stalls per unit) as identified by M'Akola Development Services in their research on BC Housing-funded projects, and demonstrates compatibility with operational needs.

This project reflects the broader provincial finding that **affordable and supportive housing typically functions effectively with 0.4–0.6 stalls per unit.**



Penticton

Penticton does not have a single reduced standard for affordable housing, but observed parking usage in existing developments indicates that demand is significantly lower than typical market-rate housing. Examples include:

Building Name	Type of Housing	# of Units	# of Stalls in Use	% of Stalls in Use
Reeds Corner, Penticton	Tenants are independent and some units are accessible	20	6	30%
Tower Apartments, Penticton	Seniors and persons with disabilities	124	36	29%
Total		144	42	29%

These figures show a wide range of utilization, from as low as 0.29 stalls per unit, suggesting that location, building type, and tenant demographics heavily influence parking demand.



Kelowna

C7 zoning in Kelowna requires 0.35 spaces per sleeping unit plus 0.5 spaces per non-resident on-duty employee or a minimum of 3 spaces. However, usage data from affordable housing projects indicate average demand closer to 0.39 stalls per unit.

Examples:

Approx. Building Location	# of Units	# of Stalls in Use	% of Stalls in Use
Okanagan College (KLO Road)	36 (41 tenants)	21	58%
Near Bernard Avenue (Downtown Core)	43 (45 tenants)	10	4%
Total	79	31	39%

The City's Healthy Housing Strategy identifies reducing parking requirements for infill and affordable housing as a key policy to improve project feasibility while leveraging downtown's high walkability (Walk Score: 94) and extensive transit and cycling infrastructure.

Note: The total number of tenants may be higher than the number of units, as some units may be shared by more than one occupant.

Kamloops

Kamloops sets a baseline requirement of 0.25 stalls per dwelling unit plus 10% visitor parking for social housing developments. This figure, formally recognized in the City's Affordable Housing Developer Package, reflects observed demand trends and maintains accessibility without over-allocating valuable land to underutilized parking

“

Here at the city, we promote a car-light community, we promote active transportation. And here's the perfect opportunity to put that into practice... I think that parking is expensive, it adds to the cost of rentals, and not everybody needs it... not seizing this opportunity is prioritizing parking over housing. Councillor Kathy Sinclair, City of Kamloops

These larger-city benchmarks reinforce trends already evident in smaller communities: affordable housing consistently demands far less parking than typical zoning assumes.



Municipal Comparison Summary

Municipalities across British Columbia have increasingly adopted flexible approaches to parking requirements for affordable and supportive housing. Variances are commonly approved where data demonstrates that resident vehicle ownership is lower than typical bylaw assumptions, and where projects are located near essential services or transit. This trend reflects a shift toward aligning parking supply with actual demand, ensuring that land and funding are directed toward housing delivery rather than underutilized infrastructure.

Municipality	Base Residential Parking Requirement	Visitor/Additional Requirement	Adjusted Municipal Parking Requirements - Approved Variances
Kelowna	0.35 spaces/unit	+0.5 per employee or min 3	0.39 stalls/unit; some projects <5% usage
Kamloops	0.25 stalls/unit	+10% visitor	0.25 stalls/unit for social housing
Golden	0.25 stalls/unit 1 stall/unit	NA	0.4 stalls/unit; 0.6 shared-use
Penticton	No parking required downtown or in transit-oriented areas	0.20 spaces/unit	NA



3. Insights from Comparable BC Housing Projects



To further contextualize municipal parking requirements, Vesta has reviewed a series of its own Supportive Housing and Women's Transition Housing, delivered across British Columbia.

This internal dataset compares required versus provided parking stalls, offering a clear picture of actual delivery practices relative to bylaw expectations.

Key Findings

- **Consistent Undersupply vs. Bylaw:** Across multiple projects, provided parking is significantly lower than required, with ratios often less than half of municipal minimums.
- **Operational Success:** Despite reduced supply, projects have operated effectively, indicating that actual tenant vehicle ownership is much lower than bylaw assumptions.
- **Alignment with Provincial Data:** These outcomes reinforce provincial averages, where BC Housing-funded projects typically deliver 0.2–0.4 stalls per unit.
- **Policy Implication:** Evidence from both municipal case studies and Vesta projects demonstrates the opportunity to right-size parking requirements, ensuring that scarce land and funding are directed toward housing delivery rather than underutilized parking infrastructure.



BC Housing Project Parking Amendments

First we looked at projects that have received parking variances in municipalities that are a similar size to 100 Mile House. Across BC Housing-funded developments, provided parking is often less than half of municipal requirements. Despite this, operational success remains strong, confirming that vehicle ownership among tenants is far below assumed demand.

Municipality	Building Type	Unit Count	Bylaw Parking Req'm	Provided Stalls	% Reduced
Castlegar	Women's Transition Housing	27	41	31	24%
Kamloops	Women's Transition Housing	30	45 (incl. staff/visitor)	9	80%
District of North Vancouver	Women's Transition Housing	60	22	16	27%
Hope	Supportive Housing	Shelter: 15 beds; 56 suites; offices	28	28	0%
Powell River	Supportive Housing	44 units + 20-bed shelter	—	24	NA
Kamloops	Supportive Housing	48	21	11	48%
Kamloops	Supportive Housing	28	8	8	0%
Vernon	Supportive Housing	48	16	16	0%
Dawson Creek	Supportive Housing	32	—	15	NA
Fort St. John	Supportive Housing	42	—	11	NA



Parking Stall Utilization

BC Housing-funded affordable housing projects average approximately 0.4 stalls per residential unit across the province. In larger urban centres, the figure is closer to 0.2 stalls per unit and in smaller towns the figure is moderately higher at 0.4-0.6 stalls per unit.

A review of BC municipalities shows residential parking utilization for affordable housing typically ranges from 0.25 to 0.75 stalls per unit, often significantly lower than bylaw minimums. The proposed **0.5 stalls per unit** at 350 Aspen Street falls squarely within this empirically supported range.

Community	Project / Source	Units	Tenant Vehicles	Ratio (Vehicles per Unit)
100 Mile House (existing CMHA)	Existing CMHA Housing	25	14	0.56
100 Mile House (new project)	350 Aspen Street Proposal	22	— (11 stalls provided)	0.50
Invermere	Affordable Housing Project	15	10	0.67
Golden	Affordable Mixed-Use Project	23	— (16 stalls provided)	0.40
Provincial Average	BC Housing Portfolio	—	—	0.40–0.60



4. Context: Housing Types and Parking Demand



Different forms of non-market housing serve distinct populations, resulting in varied parking demand profiles:

Affordable Rental Housing (Non-Market)

Serves low- to moderate-income households (seniors, families, people with disabilities, newcomers, and Indigenous peoples living off-reserve). Vehicle ownership is generally lower than market rental housing and typically averages ~0.4 stalls per unit.

Supportive Housing

Provides long-term homes with on-site supports for residents with complex needs. Vehicle ownership among tenants is very limited, with parking demand mainly from staff, visitors, and service vehicles. Successful projects operate with 0.2–0.4 stalls per unit.

Women's Transition Housing

Includes emergency, second-stage, and long-term housing for women (and children) fleeing violence. Resident vehicle ownership is minimal, with parking demand primarily for staff and outreach workers.

Why This Matters

Right-sizing parking:

- Prevents overinvestment in underused infrastructure.
- Prioritizes staff and visitor parking where needed.
- Reflects the role of location, walkability, and transit.
- Recognizes that for transition housing, safety and confidentiality are integral to parking design and site layout



“

Municipalities usually recognize parking needs for the building will be limited, depending on the building location, size, neighbourhood area, and staffing levels.

BC HOUSING

DESIGN GUIDELINES

For Women's Safe Homes, Transition Houses,
Second Stage Housing, and Long-Term
Rental Housing

2021 UPDATE

5. Factors Supporting Lower Parking Uptake



Enabling Factors

While many factors contribute to reduced vehicle ownership, the **most significant for the proposed project in 100 Mile House** is its **proximity to services**.

The **350 Aspen Street** site lies within walking distance to:

- Grocery and retail amenities (Coach House Mall, Save-On-Foods)
- Health care facilities and pharmacies
- Schools and community services
- Local transit routes and shared transportation options

This close access supports a lifestyle less reliant on private vehicles and provides strong justification for a reduced parking requirement.



6. Summary & Implications



Key Findings from the Study:

This report demonstrates that parking demand in supportive and women's transition housing is consistently lower than in market housing across multiple BC municipalities. The findings in this report support that request by showing that lower parking ratios are both typical and appropriate for affordable housing, enabling more efficient land use, maintaining project viability, and ensuring the maximum number of supportive units can be delivered to the community.

Based on comparable small-community data and BC Housing's broader experience, the proposed **variance to provide 11 stalls (instead of 31 required) at 350 Aspen Street, 100 Mile House** is both justified and consistent with observed parking demand patterns province-wide.

- **Consistent undersupply vs. bylaw:** Across multiple projects, utilized parking is often less than half of municipal minimums.
- **Operational success:** Projects with reduced parking supply continue to function effectively, confirming that tenant vehicle ownership is far below bylaw assumptions.
- **Alignment with provincial data:** Outcomes mirror BC Housing averages of 0.2–0.4 stalls per unit.
- **Policy implication:** Right-sizing parking ensures scarce land and funding are directed toward **housing delivery rather than underutilized infrastructure**.

Overall Implications:

Data from 100 Mile House, Invermere, and Golden confirm that smaller communities can successfully implement reduced parking ratios.

The **350 Aspen Street project's 0.5 stalls per unit** aligns with these findings and demonstrates responsible use of land and public funding.

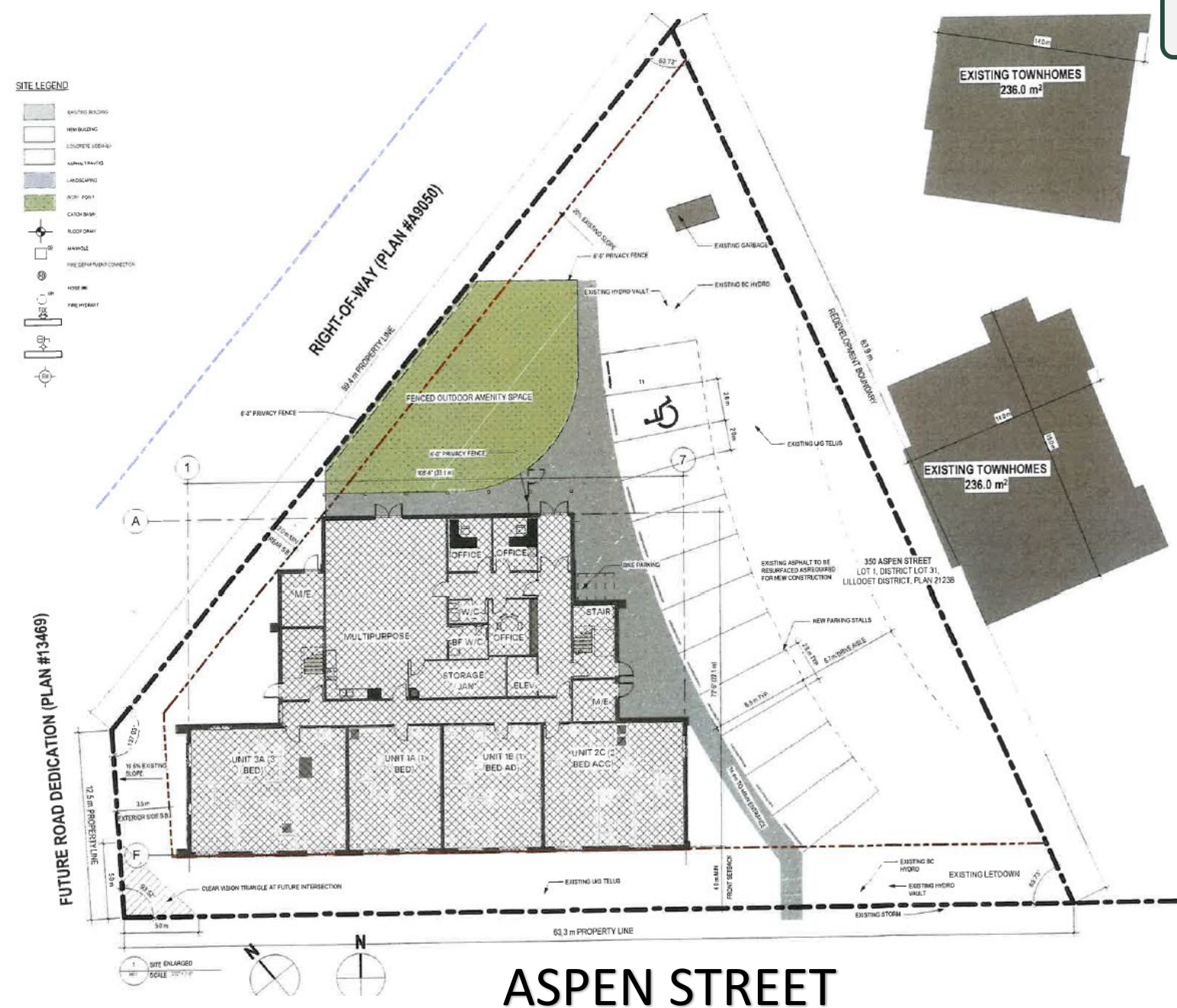
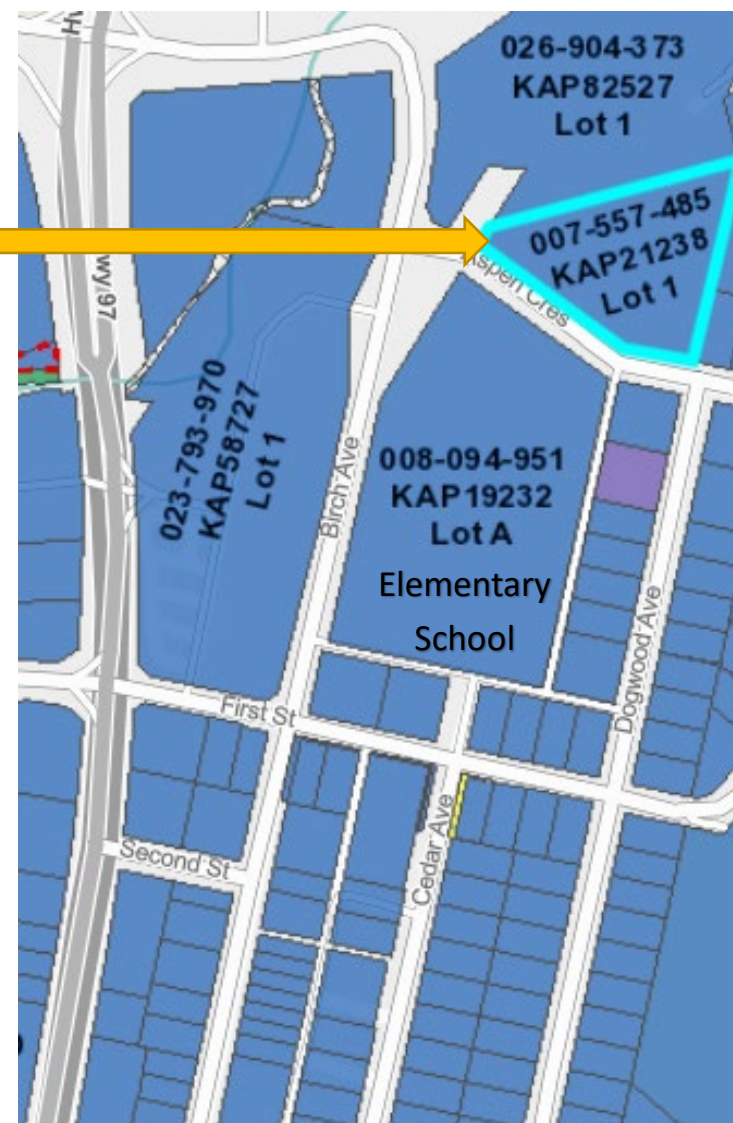


Sources

- City of Kelowna, Healthy Housing Strategy (2018)
- City of Kamloops, Affordable Housing Developer Package
- Pathways Abilities Society, Rezoning Parking Rationale for 555 Fuller Avenue Project (2018)
- M'Akola Development Services – Memo on Affordable Housing Parking Ratios (2018)
- Local data provided by CMHA South Cariboo and Vesta Consultants (2025)



Subject Property



OCP Amendment Bylaw No. 1459

Change the designation of that part of Lot 1, Plan 21238, DL 31, Lillooet District, and located at 350 Aspen Street, as shown in heavy black outline on attached Schedule A, from Commercial Vehicle Orientated to **High Density Residential**

Zoning Amendment Bylaw No. 1460

Amendment to add Comprehensive Development Zone 4 (CD-4) and rezone from Shopping Centre Commercial Zone (C-4) to **Comprehensive Development Zone (CD-4)**





DISTRICT OF 100 MILE HOUSE

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE MUNICIPAL COUNCIL HELD IN DISTRICT COUNCIL CHAMBERS

Tuesday October 28th, 2025, AT 4:30 PM

PRESENT:	Mayor	Maureen Pinkney
	Councillor	Donna Barnett
	Councillor	Jenni Guimond
	Councillor	Dave Mingo
	Councillor	Marty Norgren
STAFF:	CAO	Tammy Boulanger
	Dir. Of Community Services	Todd Conway
	Dir. of Ec. Dev. & Planning	Joanne Doddridge
	Dir. of Finance	Sheena Elias
	Fire Chief	Dave Bissat
OTHERS:	(8)	MEDIA: (1)

	<u>CALL TO ORDER</u> Mayor Pinkney called the Committee of the Whole meeting to order at 4:50 PM Mayor Pinkney acknowledged that this meeting is being held on Tsqescencúlecw.
A	<u>APPROVAL OF AGENDA</u>
	A1 Res: 28/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond BE IT RESOLVED THAT the October 28th, 2025 Committee of the Whole agenda <u>be approved</u>.

	CARRIED.
B	<u>INTRODUCTION OF LATE ITEMS</u>
C	<u>DELEGATIONS</u>
D	<u>UNFINISHED BUSINESS</u>
E	<u>CORRESPONDENCE</u>
F	<u>STAFF REPORTS</u>
2025 Capital Plan Amendment and 2026 Draft Capital Plan	F1 Res: 29/25 Moved by: Councillor Guimond Seconded By: Councillor Mingo BE IT RESOLVED THAT the amended 2025 Capital Plan and Draft 2026 Capital Plan <u>be received</u>. CARRIED Director of Finance S. Elias provided an overview of the year to date progress on capital projects and reviewed the project substantiations for 2026. Fire Department Items were discussed – Council was agreeable to all items identified. Fire Chief Bissat informed council there were a total of 409 calls to the end of September. Councillor Norgren asked if hospital closures have an effect on department personnel. Chief Bissat noted that if the BC Ambulance crew is delayed Fire-Rescue members have to wait for an extended period of time as they cannot transport patients. Res: 30/25 Moved by: Councillor Barnett Seconded by: Councillor Mingo

BE IT RESOLVED THAT the District of 100 Mile House Council direct staff to proceed with the replacement of V334 (2015 Freightliner) up to a maximum of \$500,000.00.

CARRIED

Res: 31/25

Moved by: Councillor Barnett

Seconded By: Councillor Mingo

BE IT RESOLVED THAT the project known as CS-02 (Excavator) be included in the 2026 Capital Plan.

CARRIED

Intersection design of Cariboo Trail, Birch Avenue and Horse Lake Road is nearing completion. Once design is complete the construction tender will be released.

If the District wishes to replace V334 – 2015 Freightliner for the 2026 snow season the purchasing process must begin shortly to accommodate delivery schedule. Council was agreeable to proceed.

The purchase of an excavator (Project substantiation CS-02) was questioned as to the savings differential between the purchase and rental hours. The District has a significant amount of work related to this type of machinery and over the long term will see cost savings. Current staff are qualified to operate the machinery.

Asphalt will be laid on Horse Lake Bridge pedestrian pathway in 2026.

Well redevelopment was completed under budget and included all new pumps and drop pipe. When the redevelopment needs to be done in future years (regular increments) the pump and drop pipe will not need to be included. Difficulties with Well #5 and the presence of sand while bringing the well back on-line was problematic and will be taken into consideration for future developments.

	Additional grant funding through the BC Air Access Program will be available in November 2025 and staff will prepare an application for funding. The demolition of the old water treatment plant would begin in the next step towards the full replacement. The completed 2026 capital plan will return to Council for approval in the spring.
Recess – 5:20 PM – 6:43 PM	A recess was taken to accommodate the regularly scheduled Council meeting at 5:30 PM and reconvened at 6:43 PM.
2026 Capital Plan – Cont.	F1 2026 Paving location was discussed, Council noted areas that need attention included Evergreen, Industrial, Aspen, Elm. Director of Community Services T. Conway noted that it is best practice to replace aging infrastructure prior to paving and this can substantially increase paving project costs. In addition to the North End of 100 Mile House other roads identified included Exeter Road and Canim Hendrix Road. Council discussed the Horse Lake Bridge improvements and the works that were associated with the Horse Lake Road Rehabilitation project including creating a pathway from the Bridge to Blackstock Road which Council deemed necessary for pedestrians. Council would like to see this project brought forward and directed staff to compile information and bring back to Council for further consideration. Director of Finance S. Elias reviewed the reserve contributions and the depletion of reserves as the rate of replenishments is drastically less than expenditures.
G	<u>BYLAWS</u>
H	<u>OTHER BUSINESS</u>

Grants for Assistance	H1 Council discussed and reviewed the Grants for Assistance applications received prior to consideration and funding allocation to be determined at the South Cariboo Joint Committee meeting scheduled for November 10 th , 2025 at noon.
I	<u>QUESTION PERIOD</u>
J	<u>ADJOURNMENT</u> Res: 32/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond BE IT RESOLVED THAT this Committee of the Whole meeting for October 28 th , 2025 be adjourned at 7:30 PM CARRIED
I hereby certify these minutes to be correct. _____ Mayor	
_____ Corporate Officer	

**E2****DISTRICT OF 100 MILE HOUSE****MEETING HELD IN DISTRICT COUNCIL CHAMBERS
Tuesday, October 28th, 2025, AT 5:30 PM**

PRESENT: Mayor Maureen Pinkney
 Councillor Donna Barnett
 Councillor Jenni Guimond
 Councillor Dave Mingo
 Councillor Marty Norgren

STAFF: CAO T. Boulanger
 Dir. of Community Services T. Conway
 Dir. of Finance S.Elias
 Dir. of Ec. Dev & Planning J. Doddridge
 Fire Chief D. Bissat
 Firesmart Coordinator R. Dugaro

Other: (12) Media: (1)

A	<u>CALL TO ORDER</u> Mayor Pinkney called the regular meeting to order at 5:30 PM Mayor Pinkney acknowledged that this meeting is being held on Tsqescencúlecw.
B	<u>APPROVAL OF AGENDA</u>
	B1 Res: 239/25 Moved By: Councillor Barnett Seconded By: Councillor Mingo BE IT RESOLVED THAT the October 28 th , 2025 Regular Council agenda <u>be approved as amended.</u> CARRIED

C	<u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE:</u>
D	<u>DELEGATIONS / PUBLIC HEARINGS:</u>
PASS Program – Community Futures Cariboo Chilcotin	D1 L. Walters, Succession Planning Coach from Community Futures Cariboo Chilcotin was unable to attend.
E	<u>MINUTES</u>
Special – October 14th, 2025	E1 Res: 240/25 Moved By: Councillor Mingo Seconded By: Councillor Barnett BE IT RESOLVED THAT the minutes of the Special Council meeting of October 14 th , 2025 <u>be adopted</u> . CARRIED
COW – October 14th, 2025	E2 Res: 241/25 Moved By: Councillor Guimond Seconded By: Councillor Mingo BE IT RESOLVED THAT the minutes of the Committee of the Whole Council meeting of October 14 th , 2025 <u>be adopted</u> . CARRIED
Regular – October 14th, 2025	E3 Res: 242/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond BE IT RESOLVED THAT the minutes of the Regular Council meeting of October 14 th , 2025 <u>be adopted</u> . CARRIED

Special – October 20th, 2025	E4 Res: 243/25 Moved By: Councillor Barnett Seconded By: Councillor Mingo BE IT RESOLVED THAT the minutes of the Special Council meeting of October 20th, 2025 <u>be adopted.</u> CARRIED
F	<u>UNFINISHED BUSINESS:</u>
G	<u>MAYORS REPORT:</u>
H	<u>CORRESPONDENCE:</u>
FYI Correspondence	H1 Res: 244/25 Moved By: Councillor Barnett Seconded By: Councillor Mingo BE IT RESOLVED THAT the For Information Correspondence List dated October 23rd, 2025 <u>be received.</u> CARRIED
Remembrance Day parade street closure	H2 Res: 245/25 Moved By: Councillor Guimond Seconded By: Councillor Mingo BE IT RESOLVED THAT the memo from Administration dated October 24th, 2025 regarding the Remembrance Day parade be received; and further BE IT RESOLVED THAT the Council of the District of 100 Mile House approve the use of the Community Hall and the parade route road closure along Birch Avenue from First Street to Third Street on Tuesday, November 11th, between 10:00 am and 11:30 am; and further BE IT RESOLVED THAT the Royal Canadian Legion be directed to

	work closely with the District of 100 Mile House Community Services Dept. to coordinate the event. CARRIED
Speed Bump Removal Request	H3 Res: 246/25 Moved By: Councillor Barnett Seconded By: Councillor Mingo BE IT RESOLVED THAT the formal request to remove the speed bump installed on Sandhill Crescent <u>be received</u> and further; BE IT RESOLVED THAT the area surrounding the speed bump on Sandhill Crescent be monitored by staff and any findings reported to Council. 1 Opposed / 4 In Favour CARRIED Complainant was present and noted that the speed bump is ineffective, and trucks just drive over impeded. Suggested that property erosion is being caused by speed bump. Staff noted there are no stormwater concerns, and the speed bump is functional. Councils comments/discussion included: ➤ questioned the request to remove and validity of drainage concerns. ➤ Road has a reverse crown and stormwater is diverted to catch basin. ➤ Size and scope of speed bump is not identical to others in 100 Mile, however, provides the same functionality ➤ Area to be monitored for a period, observing for any type of excessive erosion. ➤ Staff is requested to report any findings to Council. ➤ Staff monitoring is not a practical use of time.

Chamber of Commerce request	H4 Res: 247/25 Moved By: Councillor Barnett Seconded By: Councillor Mingo BE IT RESOLVED THAT the correspondence from the Chamber of Commerce requesting financial support for an office revamp <u>be received.</u> CARRIED Council comments/discussion included: ➤ Chamber of Commerce location and best use of space. ➤ What are the full scope of plans and budget? ➤ What are the terms of the current lease? Res: 248/25 Moved By: Councillor Guimond Seconded By: Councillor Barnett BE IT RESOLVED THAT District of 100 Mile House staff work with the Chamber of Commerce to obtain a full report of Chamber operations, project scope of work accompanied by a detailed budget for office renovations and lease terms. CARRIED
I	<u>STAFF REPORTS:</u>
Development Variance Permit – 280 & 290 Industrial Rd.	I1 Res: 249/25 Moved By: Councillor Barnett Seconded By: Councillor Mingo BE IT RESOLVED THAT Council of the District of 100 Mile House issue a Development variance Permit to 1318936 BC Ltd. for the properties located at 280 and 290 Industrial Road and legally described as Lot 3, Plan KAP53648, DL 4181, Lillooet District and Lot 4, Plan 32999, DL 4181, Lillooet District to vary Zoning Bylaw No. 1290, 2016 as follows: • To vary the front parcel line for Proposed Lot 2 to be on the south side of the property facing Industrial Road; and

	To vary the rear setback for Proposed Lot 2 from 6.0 metres to 3.0 metres to accommodate an existing industrial building In substantial accordance with the application as submitted on September 12th, 2025; and further BE IT RESOLVED THAT the Director of Economic Development & Planning duly executes the Permit. CARRIED
Business Façade Improvement Program Grant	I2 Res: 250/25 Moved By: Councillor Mingo Seconded By: Councillor Barnett BE IT RESOLVED THAT Council of the District of 100 Mile House supports the application to Northern Development Initiative Trust for a grant up to \$20,000 for the 2026 Business Façade Improvement Program from the Cariboo-Chilcotin/Lillooet Regional Development Account. CARRIED
CWRP - Final	I3 Res: 251/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond BE IT RESOLVED THAT the District of 100 Mile House Council approve and endorse the Community Wildfire Resiliency Plan. CARRIED Firesmart Coordinator R. Dugaro provided comment that the document has good recommendations for the District and now that this is complete and approved by Council it will provide opportunities for future funding.

Winter Abrasive Sand Tender Award	I4 Res: 252/25 Moved By: Councillor Mingo Seconded By: Councillor Barnett BE IT RESOLVED THAT the report from Finance dated October 22nd, 2025 regarding the supply of Winter Abrasive Sand / Liquid Chloride Mix (Three Year Term) be received; and further BE IT RESOLVED THAT the Tender to supply the works as detailed in Tender 2025-007 be awarded to United Concrete & Gravel Ltd. for the stated total price of \$185,291.90 (Three Year Term) plus applicable taxes. CARRIED
Line Painting Tender Award	I5 Res: 253/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond BE IT RESOLVED THAT the report from Finance dated October 22nd, 2025 regarding the 2025-005 and 2025-006 line painting tenders be received; and further BE IT RESOLVED THAT the Tender to supply the works as detailed in Tender 2025-005 be awarded to Aardvark Pavement Marking Services for the stated total price of \$63,960.30 (Three Year Term) plus applicable taxes; and further BE IT RESOLVED THAT the Tender to supply the works as detailed in Tender 2025-006 be awarded to Aardvark Pavement Marking Services for the stated price of \$91,910.04 (Three Year Term) plus applicable taxes CARRIED
J	<u>BYLAWS:</u>

OCP & Zoning Amendment Bylaw No. 1457 & 1458, 2025	J1 Res: 254/25 Moved By: Councillor Barnett Seconded By: Councillor Mingo BE IT RESOLVED THAT Official Community Plan Amendment Bylaw No. 1457, 2025, as amended, be read a third time this 28th day of October, 2025; and further BE IT RESOLVED THAT Zoning Amendment Bylaw No. 1458, 2025 be read a third time this 28th day of October, 2025. CARRIED Council discussed the multiple concerns brought forward and the potential benefits a facility of this scope would bring to the community. The differences between the current zoning and the proposed CD Zone were reviewed. Council agreed to the proposed amendment to Section 13.3 12 B increasing the site coverage to 81.6% to accommodate additional parking spaces (5). Council agreed that the two spaces at the North entrance are not mandatory at this time, however, should parking become problematic and the need is identified the proponent must install. Parking lot lighting and designated parking signs must be installed.
K	<u>GENERAL VOUCHERS:</u>
Paid Vouchers (October 1st – 23rd) #30871 - 30897 & EFTs	K1 Res: 255/25 Moved By: Councillor Mingo Seconded By: Councillor Barnett BE IT RESOLVED THAT the paid manual vouchers #30871 to 30897 and EFT's totaling \$1,113,964.51 <u>be received.</u>
L	<u>OTHER BUSINESS:</u>

M	<u>QUESTION PERIOD:</u> Call for questions from the public for items relevant to the agenda.
	<u>IN CAMERA SESSION:</u>
In Camera (Late Item)	Res: 256/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond BE IT RESOLVED THAT, pursuant to Section 92 of the <i>Community Charter</i>, this meeting of the Council be closed to the public under Section 90 (1)(c) of the Community Charter. CARRIED Regular meeting called back to order at: 6:40 PM
N	<u>ADJOURNMENT:</u> Res: 257/25 Moved By: Councillor Barnett Seconded By: Councillor Norgren BE IT RESOLVED THAT this October 28th, 2025, Regular meeting of Council be adjourned: 6:40 PM CARRIED
	I hereby certify these minutes to be correct. _____ Mayor _____ Corporate Officer



DISTRICT OF 100 Mile House

District of 100 Mile House – Bylaw Enforcement **Monthly Progress Report**

Period: October, 2025

In October there was 1 Request for Service:

- Complaint of garbage strewn across street on Burghley from a bear/bears getting into a garbage can

Other issues dealt with in October:

- Parking issues. Backwards, parked on grass, parked in no parking areas, parked on Marsh Trail, parking against signage. *Ongoing*
- Commercial properties garbage/grass
- People camping in the park
- Cyclists riding on the sidewalks

Jamie Suggitt
Bylaw Enforcement Officer
District of 100 Mile House



**District of
100 MILE HOUSE**

**COUNCIL REPORT
File No. 570-01**

Meeting – Nov. 1^{2th}, 2025

REPORT DATE: November 7th, 2025

TITLE: Cemetery Bylaw Amendment No. 1463, 2025

PREPARED BY: T. Boulanger – Administration

PURPOSE:

To obtain approval of Council to amend Schedule “A” of Cemetery Bylaw No. 1432, 2024.

RECOMMENDATION:

Recommended Resolution

“BE IT RESOLVED THAT the District of 100 Mile House Cemetery Amendment Bylaw No. 1463, 2025, be read a first, second and third time the 12th day of November, 2025.”

BACKGROUND INFORMATION / DISCUSSION:

During the 2025 collective bargaining process the remuneration for performing exhumations at the cemetery was amended. The amendment increased the hourly rate by two and one half times the regular rate anytime community services staff are tasked with performing an exhumation of human remains. Consequently, staff prepared an amendment to the Cemetery Bylaw fee schedule to recuperate costs associated with this amendment.

OPTIONS:

- 1) Approve bylaw amendment as presented
- 2) Amend Bylaw if directed

BUDGETARY IMPACT:

Should Council be opposed to the bylaw amendment the District would be heavily subsidizing any future exhumations.



LEGISLATIVE CONSIDERATIONS (Applicable Policies and/or Bylaws):

Amend District of 100 Mile House Cemetery Bylaw No. 1432, 2024.

ATTACHMENTS:

District of 100 Mile House Cemetery Amendment Bylaw No. 1463, 2025

District of 100 Mile House Cemetery Amendment Bylaw No. 1432, 2024-Schedule "A"

Prepared By: _____
Sheena Elias, Director of Finance

Date: _____

Reviewed By: _____
Tammy Boulanger, CAO

Date: _____

SCHEDULE "A"

**100 MILE HOUSE CEMETERY
DISTRICT OF 100 MILE HOUSE
#1-385 Birch Avenue, Box 340
100 Mile House, BC V0K 2E0**

Price List Effective: Jan. 14th, 2025
(date adopted)

RESIDENT FEES

Grave Space	Right of Interment (Including Care Fund)	Care Fund (@ 50%)	Burial Fees Monday to Sunday (except statutory holidays)	Burial Fees After hours (less than 24 hours notice or statutory holidays)	Liner (Supplied by District)
Adult	\$ 710.00	355.00	780.00	1090.00	515.00
Child	535.00	267.50	590.00	825.00	515.00
Infant	355.00	177.50	390.00	545.00	515.00
Cremated Remains	320.00	160.00	350.00	490.00	145.00

NON-RESIDENT FEES

Grave Space	Right of Interment (Including Care Fund)	Care Fund (@ 50%)	Burial Fees Monday to Sunday (except statutory holidays)	Burial Fees After hours (less than 24 hours notice or statutory holidays)	Liner (Supplied by District)
Adult	\$ 1295.00	647.50	780.00	1090.00	515.00
Child	970.00	485.00	590.00	825.00	515.00
Infant	645.00	322.50	390.00	545.00	515.00
Cremated Remains	495.00	247.50	350.00	490.00	145.00

DISINTERMENT/EXHUMATION FEES

Grave Space	Burial Fees Monday to Sunday (except statutory holidays)	Burial Fees After hours (less than 24 hours notice or statutory holidays)			
Adult	\$1145.00	1820.00			
Child	895.00	1420.00			
Infant	725.00	1200.			
Cremated Remains	430.00	825.00			

Schedule "A"

100 MILE HOUSE CEMETERY
DISTRICT OF 100 MILE HOUSE
#1-385 Birch Ave., Box 340
100 Mile House, BC V0K 2E0

Price List Effective:

Jan.14th 2025
 (date adopted)

COLUMBARIUM	Niche (Including Care Fund)	Care Fund (@ 20%)	Replacement Fund (@ 50%)	Inurnment	Inurnment Less than 24hrs notice or Statutory Holidays	Engraving and Handling of Niche Plates (Flat Rate)
Resident	\$ 1010.00	202.00	505.00	150.00	150.00	175.000
Non-Resident	1420.00	285.00	710.00	175.00	175.00	200.00

Niche plates engraving font: Century School Book 34 characters per line. Maximum 6 lines.

Cemetery Goods and Services				
Scattering of Ashes	(including Care Fund)	100.00	Care Fund (@ 50%)	50.00
Memory Wall Name Reservation	(Flat Rate)	100.00	Replacement Fund (@ 100%)	100.00
Engraving for Memory Wall	(Flat Rate)	175.00	Replacement Fund (@ 100%)	175.00
Memorial Installation	(including Care Fund)	125.00	Care Fund (flat rate)	50.00
Deep burial (Two (2) burials placed in one (1) adult grave space)		200.00		
Transfer of License		25.00		
Oversized Adult Liners		725.00		
Winter Burials – Adult (Additional)		200.00		
Winter Burials – Cremation (Additional)		150.00		

DISTRICT OF 100 MILE HOUSE

Bylaw No. 1463

Being a Bylaw to amend the District of 100 Mile House Cemetery Bylaw 1432, 2024

This bylaw may be cited for all purposes as **“District of 100 Mile House Cemetery Amendment Bylaw No. 1463, 2025.”**

The Council of the District of 100 Mile House in open meeting assembled enacts as follows:

- 1) That Schedule “A” be repealed and replaced with Schedule “A” attached to and forming part of this bylaw.

READ A FIRST, SECOND AND THIRD TIME this _____ day of _____, 2025.

ADOPTED this _____ day of _____, 2025.

Mayor

Corporate Administrator

SCHEDULE "A"

**100 MILE HOUSE CEMETERY
DISTRICT OF 100 MILE HOUSE
385 Birch Avenue, Box 340
100 Mile House, BC V0K 2E0**

Price List Effective: _____
(date adopted)

RESIDENT FEES

Grave Space	Right of Interment (Including Care Fund)	Care Fund (@ 50%)	Burial Fees Monday to Sunday (except statutory holidays)	Burial Fees After hours (less than 24 hours notice or statutory holidays)	Liner (Supplied by District)
Adult	\$ 710.00	\$ 355.00	\$ 780.00	\$ 1090.00	\$ 515.00
Child	535.00	267.50	590.00	825.00	515.00
Infant	355.00	177.50	390.00	545.00	515.00
Cremated Remains	320.00	160.00	350.00	490.00	145.00

NON-RESIDENT FEES

Grave Space	Right of Interment (Including Care Fund)	Care Fund (@ 50%)	Burial Fees Monday to Sunday (except statutory holidays)	Burial Fees After hours (less than 24 hours notice or statutory holidays)	Liner (Supplied by District)
Adult	\$ 1295.00	\$ 647.50	\$ 780.00	\$ 1090.00	\$ 515.00
Child	970.00	485.00	590.00	825.00	515.00
Infant	645.00	322.50	390.00	545.00	515.00
Cremated Remains	495.00	247.50	350.00	490.00	145.00

DISINTERMENT/EXHUMATION FEES

Grave Space	Burial Fees Monday to Sunday (except statutory holidays)	Burial Fees After hours (less than 24 hours notice or statutory holidays)			
Adult	\$ 3,000.00	\$ 3,500.00			
Child	2,400.00	2,800.00			
Infant	2,100.00	2,450.00			
Cremated Remains	430.00	825.00			

Schedule "A"

100 MILE HOUSE CEMETERY
DISTRICT OF 100 MILE HOUSE
385 Birch Ave., Box 340
100 Mile House, BC V0K 2E0

Price List Effective:

 (date adopted)

COLUMBARIUM	Niche (Including Care Fund)	Care Fund (@ 20%)	Replacement Fund (@ 50%)	Inurnment	Inurnment Less than 24hrs notice or Statutory Holidays	Engraving and Handling of Niche Plates (Flat Rate)
Resident	\$ 1,010.00	\$ 202.00	\$ 505.00	\$ 150.00	\$ 150.00	\$ 175.00
Non-Resident	1,420.00	285.00	710.00	175.00	175.00	200.00

Niche plates engraving font: Century School Book 30 characters per line. Maximum 2 lines.

Cemetery Goods and Services

Scattering of Ashes (including Care Fund)	100.00	Care Fund (@ 50%)	50.00
Memory Wall Name Reservation (Flat Rate)	100.00	Replacement Fund (@ 100%)	100.00
Engraving for Memory Wall (Flat Rate)	175.00	Replacement Fund (@ 100%)	175.00
Memorial Installation (including Care Fund)	125.00	Care Fund (flat rate)	50.00
Deep burial (Two (2) burials placed in one (1) adult grave space)	200.00		
Transfer of License	25.00		
Oversized Adult Liners	725.00		
Winter Burials-Adult (Additional)	200.00		
Winter Burials-Cremation (Additional)	150.00		