



**DISTRICT OF 100 MILE HOUSE**

**AGENDA FOR THE REGULAR MEETING OF THE MUNICIPAL COUNCIL  
TO BE HELD IN MUNICIPAL COUNCIL CHAMBERS  
Tuesday, January 13<sup>th</sup>, 2026 at 5:30 PM**

<b>A.</b>	<b><u>CALL TO ORDER</u></b>
	Mayor to call the regular meeting to order at 5:30 PM and acknowledged that this meeting is being held on Tsq̓escencúfecw.
<b>B.</b>	<b><u>APPROVAL OF AGENDA:</u></b>
	<b>B1</b>  <b>BE IT RESOLVED THAT</b> the January 13 <sup>th</sup> , 2026 Regular Council agenda <u>be approved</u> .
<b>C.</b>	<b><u>INTRODUCTION OF LATE ITEMS AND FROM COMMITTEE OF THE WHOLE:</u></b>
<b>D.</b>	<b><u>DELEGATIONS / PUBLIC HEARING:</u></b>
<b>Targeted Sheep Grazing -</b>	<b>D1</b>  Mr. Bernd Hedtfeld will present to Council information on targeted sheep grazing in the 100 Mile House area.
<b>E.</b>	<b><u>MINUTES:</u></b>
<b>Regular – December 9<sup>th</sup>, 2025</b>	<b>E1</b>  <b>BE IT RESOLVED THAT</b> the minutes of the Regular Council meeting of December 9 <sup>th</sup> , 2025, <u>be adopted</u> .
<b>F.</b>	<b><u>UNFINISHED BUSINESS:</u></b>

<b>G.</b>	<b><u>MAYOR’S REPORT:</u></b>
<b>H.</b>	<b><u>CORRESPONDENCE:</u></b>
<b>FYI Correspondence</b>	<b>H1</b>  <b>BE IT RESOLVED THAT</b> the January 13 <sup>th</sup> , 2026 For Information Correspondence <u>be received</u> .
<b>Skate Park location environmental considerations</b>	<b>H2</b>  <b>BE IT RESOLVED THAT</b> the report from Wester Water Associates Ltd. Regarding the environmental considerations for Skate Park construction in 100 Mile <u>be received</u> .  <i>“Further discussion and action at the discretion of Council”</i>
<b>I.</b>	<b><u>STAFF REPORTS:</u></b>
<b>Appointments for the 2026 Municipal Elections</b>	<b>I1</b>  <b>BE ITE RESOLVED THAT</b> pursuant to Section 58 (1) and (2) of the Local Government Act, Sheena Elias be appointed Chief Election Officer, effective immediately, for conducting the 2026 general local elections, with power to appoint other election officials as required for the administration and conduct of the 2026 local general elections; and further  <b>BE IT RESOLVED THAT</b> Chrissy Kruse be appointed Deputy Chief Election Officer for the 2026 general local elections.
<b>Bylaw report November and December 2025</b>	<b>I2</b>  <b>BE IT RESOLVED THAT</b> the Bylaw reports for the period of November 1 <sup>st</sup> to 30 <sup>th</sup> and December 1 <sup>st</sup> to 31 <sup>st</sup> , 2025 <u>be received</u> .
<b>Grants for Assistance – Out of Cycle</b>	<b>I3</b>  <b>BE IT RESOLVED THAT</b> the Council of the District of 100 Mile House receive the memo from Finance regarding a out of cycle Grants for Assistance request.

<b>Martin Exeter Hall - Air Conditioning Project</b>	<p><b>I4</b></p> <p><b>BE IT RESOLVED THAT</b> the memo from Finance regarding Martin Exeter Hall Air Conditioning Capital Project be received; and further</p> <p><b>BE IT RESOLVED THAT</b> the Martin Exeter Hall project be removed from the proposed Capital Plan.</p>
<b>J.</b>	<b><u>BYLAWS:</u></b>
<b>Fees &amp; Charges Bylaw Amendment No. 1462, 2025</b>	<p><b>J1</b></p> <p><b>BE IT RESOLVED THAT</b> Fees and Charges Amendment Bylaw No. 1462, 2025 be adopted this 13<sup>th</sup> day of January 2026.</p>
<b>Sign Bylaw No. 1464, 2025</b>	<p><b>J2</b></p> <p><b>BE IT RESOLVED THAT</b> Sign Bylaw No. 1464, 2025 be adopted this 13<sup>th</sup> day of January, 2026.</p>
<b>OCP Bylaw No. 1465 and Zoning Bylaw No. 1466</b>	<p><b>J3</b></p> <p><b>BE IT RESOLVED THAT</b> Official Community Plan Amendment Bylaw No. 1465, 2026 be read a first and second time this 13<sup>th</sup> day of January, 2026; and further</p> <p><b>BE IT RESOLVED THAT</b> Zoning Amendment Bylaw No. 1466, 2026 be read a first and second time this 13<sup>th</sup> day of January, 2026.</p>
<b>K.</b>	<b><u>VOUCHERS</u></b>
<b>Paid Vouchers (December 5<sup>th</sup>, 2025 – January 5<sup>th</sup>, 2026) #30968 - 31004 &amp; EFTs</b>	<p><b>K1</b></p> <p><b>BE IT RESOLVED THAT</b> the paid manual vouchers #30968 to 31004 and EFT's totaling <b>\$646,129.94</b> <u>be received.</u></p>
<b>L.</b>	<b><u>OTHER BUSINESS:</u></b>
<b>M.</b>	<p><b><u>QUESTION PERIOD:</u></b></p> <p>Call for questions from the public for items relevant to the agenda.</p>

	<b><u>IN CAMERA SESSION:</u></b>
<b>N.</b>	<b><u>ADJOURNMENT :</u></b>  <b>BE IT RESOLVED THAT</b> this January 13 <sup>th</sup> , 2026, meeting of Council be adjourned: Time:



# Targeted Sheep Grazing

D1







How did we get  
here?



# An idea is born....

..using sheep  
for  
vegetation  
control



# Doing it right from the start

Working with

- The agriculture ministry
- BC Wildfire Service
- Professional liability insurance
- Local governments

# Why sheep and not goats?

- Goats are browsers
- Sheep are grazers

# Background Facts

- Nature works on destruction and rebirth cycles
- Civilisation continues to grow

# Advantages of targeted sheep grazing

- Reducing fire fuel
- Invasive weed control
- Improve soil health
- Improve water holding capacity

# Advantages of targeted sheep grazing

- No risk of a prescribed burn getting out of control
- Environmentally friendly
- Eliminate risk of herbicide contamination



# Potential target areas in the Cariboo

- Private properties
- Public green spaces
- Areas with recent fire mitigation treatment





# Targeted sheep grazing sequence







# Targeted sheep grazing sequence



# Targeted grazing sequence

- Put temporary electrical mesh fence up and release sheep
- Daily inspection to assure sufficient water and fence control



# Myths about targeted sheep grazing

- Free feed for livestock
- Sheep overgraze and thereby destroy native plant vegetation

# Business Plan

- Move sheep from site to site during vegetation season (June to December)
- Rent a barn with paddock in area with proper zoning during winter (December to June)

Targeted grazing  
example along  
Fuel Management  
trail in Quesnel



# Benefits

- Public enjoyment
- Student tours/educational outings
- Employment opportunity





Thank you for this  
opportunity!

**E1****DISTRICT OF 100 MILE HOUSE****MEETING HELD IN DISTRICT COUNCIL CHAMBERS  
Tuesday, December 9<sup>th</sup>, 2025, AT 5:30 PM**

PRESENT: Mayor Maureen Pinkney  
 Councillor Donna Barnett  
 Councillor Jenni Guimond  
 Councillor David Mingo  
 Councillor Marty Norgren (Teams)

STAFF: CAO T. Boulanger  
 Dir. of Community Services T. Conway  
 Dir. of Ec. Dev & Planning J. Doddridge

Other: (1) Media: (1)

<b>A</b>	<b><u>CALL TO ORDER</u></b>  Mayor Pinkney called the regular meeting to order at 5:30 PM  Mayor Pinkney acknowledged that this meeting is being held on Tsqescencúlecw.
<b>B</b>	<b><u>APPROVAL OF AGENDA</u></b>
	<b>B1</b>  <b>Res: 284/25</b> Moved By: Councillor Barnett Seconded By: Councillor Mingo  <b>BE IT RESOLVED THAT</b> the December 9 <sup>th</sup> , 2025 Regular Council agenda <u>be approved as amended.</u>  <p style="text-align: center;"><b>CARRIED</b></p>
<b>C</b>	<b><u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE:</u></b>

Late Items	<p><b>C1</b></p> <p><b>Res: 285/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the following items are included in the agenda under Other Business:</p> <p><b>L1</b> – Grant Application - NDIR Rural &amp; Remote Employment Initiatives Fund – Labour Market Research Plans</p> <p><b>L2</b> – Grant Application – BCAAP Airport Perimeter Fencing Application</p> <p><b>L3</b> – Shipping Container – General Application &amp; Size Limitations</p> <p><b>L4</b> – First Street &amp; Birch Avenue Intersection</p> <p style="text-align: center;"><b>CARRIED</b></p>
D	<b><u>DELEGATIONS / PUBLIC HEARINGS:</u></b>
E	<b><u>MINUTES</u></b>
COW – November 25 <sup>th</sup> , 2025	<p><b>E1</b></p> <p><b>Res: 286/25</b>  Moved By: Councillor Guimond  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> the minutes of the Committee of the Whole meeting of November 25<sup>th</sup>, 2025 <u>be adopted</u>.</p> <p style="text-align: center;"><b>CARRIED</b></p>

<p><b>Regular – November 25<sup>th</sup>, 2025</b></p>	<p><b>E2</b></p> <p><b>Res: 287/25</b>  Moved By: Councillor Mingo  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> the minutes of the Regular Council meeting of November 25<sup>th</sup>, 2025 <u>be adopted.</u></p> <p style="text-align: center;"><b>CARRIED</b></p>
<p><b>F</b></p>	<p><b><u>UNFINISHED BUSINESS:</u></b></p>
<p><b>G</b></p>	<p><b><u>MAYORS REPORT:</u></b></p>
	<p>Mayor Pinkney noted the following:</p> <ul style="list-style-type: none"> <li>➤ Mayor Pinkney completed an interview with CBC National which aired on December 8<sup>th</sup>. Since airing numerous emails have been received to donate to WF Employees appreciation dinner, economic development opportunities, etc.</li> <li>➤ Was interviewed for a documentary on the <i>Future of Forestry</i>.</li> <li>➤ Following up on meeting with Premiers office.</li> <li>➤ Meeting with Todd Doherty, MP. Submitting multiple letters to a variety of ministers.</li> <li>➤ CN Rail Task Force meeting – Group is working with NDIT and a consultant to complete a full review and feasibility study on rail continuance. Mayor Pinkney requested a letter of support for group project and funding application.</li> </ul> <p><b>Res: 289/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the District of 100 Mile House supports a funding request to Northern Development Initiative Trust for Cairnstone Planning to complete the Prince George to North Vancouver Railway Engagement and Assessment.</p> <p style="text-align: center;"><b>CARRIED</b></p> <p>Councillor Barnett noted the following:</p> <ul style="list-style-type: none"> <li>➤ Guns &amp; Hoses event this coming Friday, December 12<sup>th</sup></li> </ul>



	<ul style="list-style-type: none"> <li>➤ December 10<sup>th</sup> Figure Skating event</li> <li>➤ December 20<sup>th</sup> WF appreciation event planning has received amazing support. Big thanks to businesses, residents and 100 Mile friends throughout the Province.</li> <li>➤ Helped the food bank distribute hampers, over 250 people registered.</li> <li>➤ Was also interviewed for the documentary on <i>Future of Forestry</i>.</li> </ul> <p>Councillor Guimond noted the following:</p> <ul style="list-style-type: none"> <li>➤ Wrapped up the toy drive and it was a big success in receiving donations of food and toys for CFEC and Loaves and Fishes. Estimated to be worth over \$15,000.</li> </ul>
<b>H</b>	<b><u>CORRESPONDENCE:</u></b>
<b>FYI Correspondence</b>	<p><b>H1</b></p> <p><b>Res: 290/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the For Information Correspondence List dated December 4<sup>th</sup>, 2025, be received; and further</p> <p><b>BE IT RESOLVED THAT</b> Council direct staff to send a letter to the Fireweed Circle, thanking them for their advocacy; and further that Council affirm that the Mayor and Council will not issue letters or statements on matters of global politics, as their focus remains on the delivery of local services.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<b>I</b>	<b><u>STAFF REPORTS:</u></b>
<b>2026 Policy &amp; Procedure Manual</b>	<p><b>I1</b></p> <p><b>Res: 291/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the 2026 Policy &amp; Procedure Manual approval be deferred to the January 13<sup>th</sup>, 2026 Regular Council meeting.</p> <p style="text-align: center;"><b>CARRIED</b></p>

	<p>Council had the following concerns:</p> <ul style="list-style-type: none"> <li>➤ Number of Cannabis stores. Council discussed the current restrictions and if a reduction is warranted. Current policy of three (3) will continue to stand.</li> <li>➤ Would like to see a formal policy on social media/website content sharing.</li> <li>➤ CAO Review policy – Complexity &amp; Frequency</li> <li>➤ Liaison Policy to be discussed further in the new year</li> </ul>
<b>J</b>	<b><u>BYLAWS:</u></b>
<b>OCP &amp; Zoning Amendment Bylaw No. 1459 &amp; 1460, 2025</b>	<p><b>J1</b></p> <p><b>Res: 292/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the Official Community Plan Amendment Bylaw No. 1459, 2025 be adopted this 9<sup>th</sup> day of December, 2025; and further</p> <p><b>BE IT RESOLVED THAT</b> Zoning Amendment Bylaw No. 1460, 2025 be adopted this 9<sup>th</sup> day of December, 2025.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<b>Financial Plan Amendment Bylaw No. 1461, 2025</b>	<p><b>J2</b></p> <p><b>Res: 293/25</b>  Moved By: Councillor Mingo  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> the Financial Plan Amendment Bylaw No. 1461, 2025 be adopted this 9<sup>th</sup> day of December, 2025.</p> <p style="text-align: center;"><b>CARRIED</b></p>

<b>Fees &amp; Charges Bylaw Amendment No. 1462, 2025</b>	<p><b>J3</b></p> <p><b>Res: 294/25</b>  Moved By: Councillor Mingo  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> Council rescind third reading of Fees &amp; Charges Amendment Bylaw No. 1462, 2025 and further;</p> <p><b>BE IT RESOLVED THAT</b> Fees and Charges Amendment Bylaw No. 1462, 2025 be given a third reading, as amended, this 9<sup>th</sup> day of December 2025.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<b>Sign Bylaw No. 1464, 2025</b>	<p><b>J4</b></p> <p><b>Res: 295/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the Sign Bylaw No. 1464, 2025 be amended to allow/permit animated signs along Horse Lake Road.</p> <p style="text-align: center;"><b>CARRIED</b></p> <p><b>BE IT RESOLVED THAT</b> Sign Bylaw No. 1464, 2025 be given a first, second and third reading as amended this 9<sup>th</sup> day of December, 2025.</p> <p style="text-align: center;"><b>CARRIED</b></p> <hr/> <ul style="list-style-type: none"> <li>➤ Owners of signs that are currently non-conforming/illegal will be notified and provided a reasonable time (1 year) to abide by the Bylaw.</li> <li>➤ Off-Premises signs at the 101 are un-sightly and non-conforming, Council would prefer to see an orderly structure.</li> <li>➤ Ensure Sign Bylaw information circulated during business licence process.</li> </ul> <p><b>Res: 296/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Mingo</p>

	<p><b>BE IT RESOLVED THAT</b> Council directs staff to work with the Ministry of Transportation and Transit, private property owner and businesses with signage on the feasibility of erecting a revenue generating advertising sign board on the corner of Highway 97 and Canim-Hendrix Lake Road.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<b>K</b>	<b><u>GENERAL VOUCHERS:</u></b>
<p><b>Paid Vouchers (November 26<sup>th</sup> – December 4<sup>th</sup>) #30945 - 30967 &amp; EFTs</b></p>	<p><b>K1</b></p> <p><b>Res: 297/25</b>  Moved By: Councillor Mingo  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> the paid manual vouchers #30945 to #309674 and EFT's totalling <b>\$185,428.11</b> <u>be received</u>.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<b>L</b>	<b><u>OTHER BUSINESS:</u></b>
<p><b>NDIT Rural &amp; Remote Employment Initiatives Fund Grant Application</b></p>	<p><b>L1</b></p> <p><b>Res: 298/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the Council of the District of 100 Mile House supports the submission of the Rural and Remote Employment Initiatives Fund – Labour Market Research Plan grant application to NDIT: and further</p> <p><b>BE IT RESOLVED THAT</b> Council commits to providing the required 10% municipal contribution of up to \$5,500. toward the project, should the application be successful.</p> <p style="text-align: center;"><b>CARRIED</b></p> <hr/> <p>General concerns included:</p> <ul style="list-style-type: none"> <li>➤ Lengthy project timeline</li> <li>➤ Staff capacity and resources</li> <li>➤ Collaboration and value to 100 Mile House</li> <li>➤ Resources spent acquiring information and data readily available through Work BC</li> <li>➤ Relevancy of data</li> </ul>



	<ul style="list-style-type: none"> <li>➤ Value in report and recommendations</li> <li>➤ Must have clear, actionable items in final report</li> </ul>
<b>BCAAP Grant Application – Airport Perimeter Fencing</b>	<p><b>L2</b></p> <p><b>Res: 299/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> Council of the District of 100 Mile House supports the application to the BC Air Access Program Minor Project stream for the 100 Mile House Airport Perimeter Fencing Project for an estimated total project cost of \$74,592.92, the District's share being approximately \$29,837.17; and further</p> <p><b>BE IT RESOLVED THAT</b> the District's share of the project cost be allocated from the Municipal Infrastructure Reserve</p> <p style="text-align: center;"><b>CARRIED</b></p>
<b>Shipping Containers</b>	<p><b>L3</b></p> <p>Staff provided Council with a draft Shipping Container Application, including screening options, and the draft regulations from the proposed zoning bylaw.</p> <p>General concerns included:</p> <ul style="list-style-type: none"> <li>➤ 40FT Containers should be restricted to Industrial and Commercial properties only</li> <li>➤ 20FT containers should be restricted to the temporary residential contractors and institutional use</li> <li>➤ Screening options were agreeable – focus is on making the container look good and/or hidden</li> <li>➤ Referral process should include the Fire Department</li> </ul>
<b>First Street &amp; Birch Avenue</b>	<p><b>L4</b></p> <p><b>Res: 300/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> Council directs staff to remove a portion of the rumble strips on the south side of Birch Avenue, install flexible guide posts on first street to indicate lane closure; and further</p>

	<p><b>BE IT RESOLVED THAT</b> additional paint treatments must be included with annual line painting program in spring 2026.</p> <p style="text-align: center;"><b>CARRIED</b></p> <p>General comments included:</p> <ul style="list-style-type: none"> <li>➤ Safety for District staff hand shoveling</li> <li>➤ Downtown access for larger vehicles</li> <li>➤ Turning radius</li> <li>➤ Parking</li> <li>➤ Intersection is working as the traffic engineer designed – causing traffic to slow and use the center of the intersection to turn</li> <li>➤ Public education (Lane removal, parking areas, rationale)</li> <li>➤ Public Notice requested to be prepared, and posted on media platforms to educate public on intersection.</li> </ul>
<b>M</b>	<p><b><u>QUESTION PERIOD:</u></b></p> <p>Call for questions from the public for items relevant to the agenda.</p>
	<p><b><u>IN CAMERA SESSION:</u></b></p>
<b>N</b>	<p><b><u>ADJOURNMENT:</u></b></p> <p><b>Res: 301/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> this December 9<sup>th</sup>, 2025, Regular meeting of Council be adjourned: 7:25 PM</p> <p style="text-align: center;"><b>CARRIED</b></p>
	<p>I hereby certify these minutes to be correct.</p> <p>_____  Mayor</p> <p>_____  Corporate Officer</p>

**DISTRICT OF 100 MILE HOUSE****FOR INFORMATION CORRESPONDENCE – January 13<sup>th</sup>, 2026**

- Correspondence from Cariboo Family Enrichment Centre
  - RE: Support for Community Based Counselling Services and Funding Request
- Correspondence from Mr. Yeung
  - RE: Evergreen Crescent condition
- Correspondence from City of Quesnel
  - RE: Railway Engagement and Assessment Support
- Correspondence from District of Metchosin, Village of Greenwood, Town of Osoyoos, City of Williams Lake, Town of View Royal, City of Parksville
  - RE: Bill M216- 2025 Professional Reliance Act
- Correspondence from Parkside Art Gallery
  - Window Repairs
- Correspondence from City of Williams Lake
  - Cariboo Chilcotin Business Resilience and Diversification Initiative
- Correspondence from Rural Coordination Centre of BC
  - Community Resources Information
- BC Rural Health Network – Mid December & Year End Newsletter
- Communities in Bloom – December Newsletter

See FYI Package for Documents

**SEE SUPPLEMENTAL MATERIAL**

December 19, 2025

FILE: 25-130-01VR

District of 100 Mile House  
Box 340, #1-385 Birch Avenue  
100 Mile House, BC V0K 2E0  
Attn: Todd Conway

**Re: Environmental Considerations for Skate Park Construction in 100 Mile House, BC**

As requested, Western Water Associates Ltd. (WWAL) has prepared this letter regarding environmental considerations related to the proposed construction of a skate park at Centennial Park, located at 403 Cedar Avenue in 100 Mile House, BC. This includes recommendations for riparian setbacks and mitigation measures to be implemented during construction.

#### BACKGROUND

The District of 100 Mile House intends to construct a new skate park at Centennial Park, which is located adjacent to Bridge Creek in 100 Mile House (Figure 1, attached). The proposed skate park will be located in a previously disturbed area adjacent to recently constructed basketball and tennis courts. The creek is located approximately 25 m east of the proposed skate park construction area (Figure 2).

#### FISH AND FISH HABITAT

Bridge Creek is approximately 85 km in length, originating at Bridge Lake and flowing west to 100 Mile House before turning northeast toward Canim Lake. Bridge Creek is known to support various fish species, which are listed in Table 1 below (ENV, 2025a).

**Table 1. Fish Species in Little Bridge Creek**

Common Name	Scientific Name
Burbot	<i>Lota lota</i>
Kokanee	<i>Oncorhynchus nerka</i>
Lake Trout	<i>Salvelinus namaycush</i>
Largescale Sucker	<i>Catostomus macrocheilus</i>
Longnose Sucker	<i>Catostomus catostomus</i>
Northern Pikeminnow	<i>Ptychocheilus oregonensis</i>
Peamouth Chub	<i>Mylocheilus caurinus</i>
Rainbow Trout	<i>Oncorhynchus mykiss</i>
Redside Shiner	<i>Richardsonius balteatus</i>

On December 11, 2025, WWAL biologist, Stefanie Schoenberger, R.P. Bio. conducted a site assessment of the proposed skate park area and adjacent section of Bridge Creek. Photographs 1 to 5 attached were taken during the site visit. The riparian area on the park side (left bank) consisted primarily of grass with mature Engelmann spruce (*Picea engelmannii*) and Douglas fir (*Pseudotsuga menziesii*) trees in some areas of the park. The right bank was vegetated with willows (*Salix spp.*) and mature spruce and fir trees. The

creek was iced over but flowing at the time of the assessment. Cutbanks were evident along both the left and right banks. Substrate in the channel was not visible due to ice cover.

The area proposed for the construction of the skate park was largely devoid of vegetation and was located approximately 25 m from the top of bank of Bridge Creek at its nearest point. There was one spruce tree located at the northeastern corner of the site, which was approximately 23 m from the top of bank of Bridge Creek, and one stand of small trees and shrubs located at the southeastern corner, which was approximately 37 m from the top of bank of Bridge Creek.

### **RIPARIAN SETBACKS**

Riparian areas are transitional habitats that exist between aquatic and terrestrial ecosystems. They are important for maintaining water quality, preventing flooding and erosion, and supporting aquatic and terrestrial life.

In some areas of BC, the *Riparian Areas Protection Regulation (RAPR)* is utilized to designate riparian setbacks from waterbodies that provide fish habitat or flow into those that provide fish habitat. The District of 100 Mile House does not implement the RAPR, nor does the Cariboo Regional District, and therefore the regulation is not applicable to this development. The RAPR also does not apply to development activities taking place in park lands under local government jurisdiction, even in areas where the regulation is implemented.

In the District of 100 Mile House Official Community Plan, riparian areas, which are 30 m wide strips along watercourses, are classified as 'Environmentally Sensitive Areas (ESAs)'. Development proposed within these areas is required to have a qualified environmental professional (QEP) assess potential impacts of development to fish and fish habitat and determine setbacks based on site conditions. As such, the District has requested setback recommendations to preserve fish habitat features and riparian conditions adjacent to Bridge Creek and the proposed skate park.

The intent of a riparian setback is to protect the existing conditions of the riparian area and the waterbody around which it is located. The proposed development is located within Centennial Park, which is a landscaped park with manicured grass right up to the banks of Bridge Creek. Based on aerial imagery review, the riparian area within the park consists of this manicured grass with sporadic mature trees and shrubs along the bank of Bridge Creek (Google, 2025; ENV, 2025b).

Due to the limited riparian vegetation, the proposed development is expected to have negligible impacts on the riparian area and Bridge Creek. However, to protect the limited vegetation that is present within the 30 m riparian area, a setback of 23 m is recommended for construction of the skate park. This setback is illustrated in Figure 2 and includes a spruce tree at the northeast corner of the proposed development.

### **MITIGATION MEASURES**

While environmental permitting and monitoring are not required for this project, at the request of the District we have provided mitigation measures below to protect the environment during skate park construction.

Disturbance to mature vegetation within the riparian area should be avoided where possible, and the spruce tree at the northeast corner of the proposed development should be protected (Figure 2). The roots of this tree likely extend outside of the recommended setback, so design of the skate park include room to protect the root system.

If vegetation removal is required, it should be conducted outside of the regional nesting window for raptors and migratory birds, which extends from January 30 to August 31. If any active raptor, heron, or migratory bird nests are identified near the project site, work must be halted and appropriate buffer zone(s) established, based on species sensitivity, site conditions, and breeding activity (ENV, 2013). No disturbance should occur within the established buffer zone(s).

To prevent sediment from reaching Bridge Creek, silt fencing may be installed between the construction area and the top of bank of the creek. The silt fence should be located along the setback line where possible, to also act as a deterrent for encroachment into the setback by equipment. Silt fence details are provided as an attachment to this letter.

Contractors should ensure that equipment and machinery are in good operating condition, clean (power washed), free of leaks, excess oil, and grease. Equipment re-fueling or servicing should not be undertaken within 30 m of Bridge Creek or any other surface water drainage.

A spill containment kit should be available on site in the event of the release of deleterious substances to the environment and contractors must be trained in its use. Spill of a substance that is toxic, polluting, or deleterious to aquatic life of quantities larger than what the spill containment kit can contain, must be reported to the Provincial Emergency Program at **1-800-663-3456**. If the spill is of a significant volume, a Dangerous Good Incident Report must be filed with the Province.

#### **RECOMMENDED RESTORATION**

Restoration should include removing any silt fencing and construction debris from the site. Disturbed areas within 30 m of Bridge Creek should be reseeded with a seed mix suitable for the park area to stabilize exposed soils. If mature vegetation removal is required within the riparian area, removed plants should be replaced at a 3:1 ratio with native species. Native tree and shrub species include Douglas fir (*Pseudotsuga menziesii*), lodgepole pine (*Pinus contorta*), red osier dogwood (*Cornus sericea*), trembling aspen (*Populus tremuloides*), rocky mountain juniper (*Juniperus scopulorum*), or willow (*Salix spp.*).

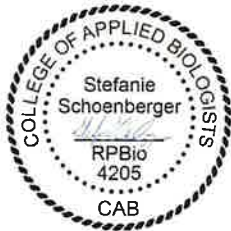
#### **LIMITATIONS**

This letter provides recommendations solely based on potential impacts on riparian and fish habitat. Flood mitigation, geotechnical stability, and other development considerations have not been addressed within this letter, and appropriately qualified professionals should be consulted as required.

**CLOSURE**

We trust that this provides the information you require at this time. If you have any questions, please contact the undersigned.

**WESTERN WATER ASSOCIATES LTD.**



**Stefanie Schoenberger, R.P. Bio.**  
**WWAL Biologist, QEP**

**Attachments:**

Figures  
Photographs  
Silt Fence Detail

#### **REFERENCES**

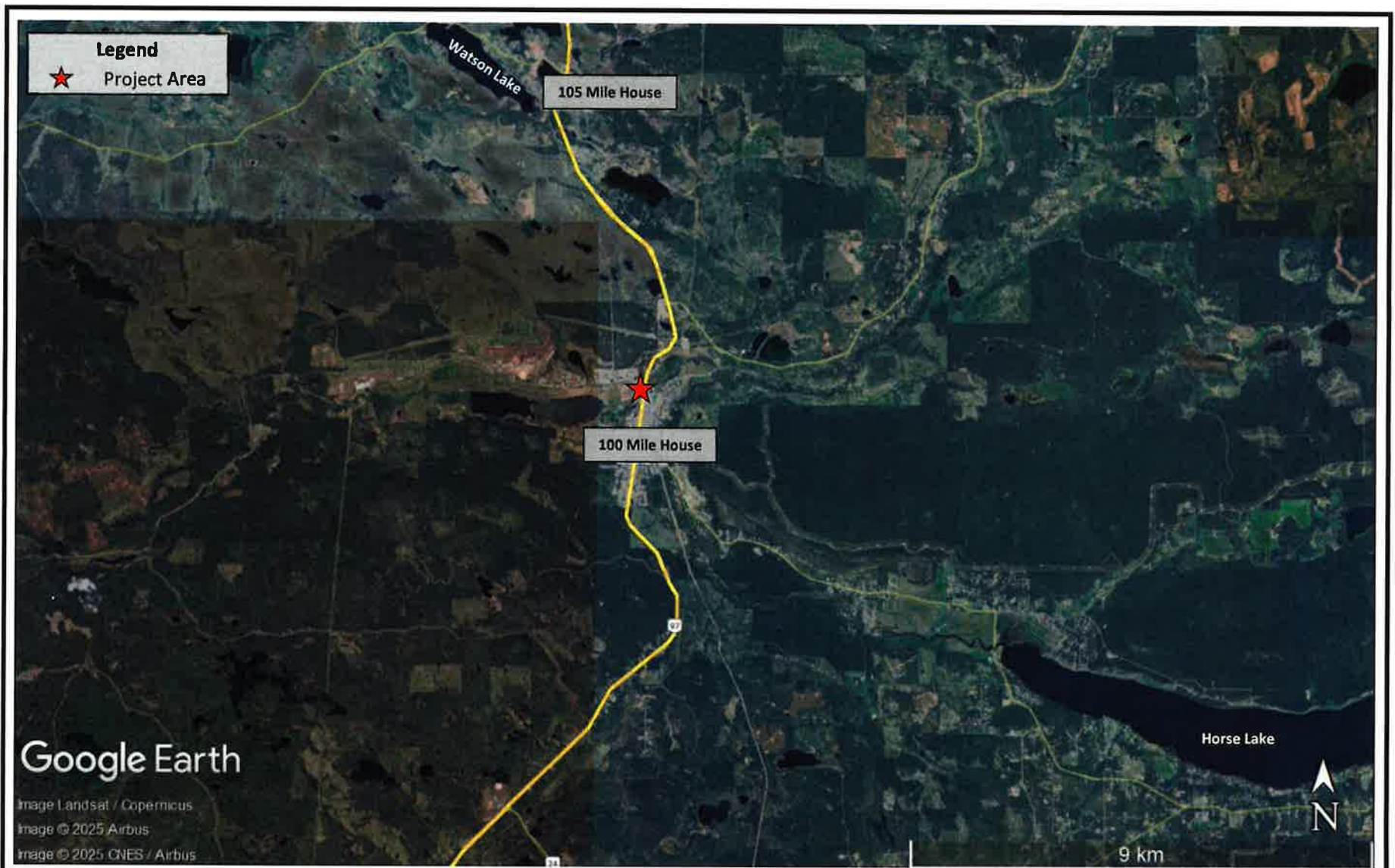
BC Ministry of Environment (ENV). 2025a. Fisheries Inventory Data Queries.

BC Ministry of Environment (ENV). 2025b. iMap BC.

BC Ministry of Environment (ENV). 2013. Guidelines for Raptor Conservation during Urban and Rural Land Development in British Columbia.

Google. 2025. Google Earth.





100 Mile House Skate Park QEP Letter

TITLE

**Figure 1: Project Location**



DRAWN JM  
CHECKED SS  
REVIEWED CWP

DATE December 8, 2025  
100 Mile House, BC

PROJECT NO. 25-130-01VR  
TOPOGRAPHY  
SOURCE: Google Earth Pro





100 Mile House Skate Park QEP Letter

TITLE

**Figure 2: Proposed Skate Park Area and Riparian Setback**



DRAWN SS  
CHECKED CWP  
REVIEWED CWP

DATE December 12, 2025  
100 Mile House, BC

PROJECT NO. 25-130-01VR  
TOPOGRAPHY  
SOURCE: Google Earth Pro

**Photographs**

100 Mile House Skate Park QEP Letter

25-130-01VR

Photo 1. The area proposed for the skate park in Centennial Park (December 11, 2025).



Photo 2. The riparian area adjacent to the proposed skate park site (December 11, 2025).





Photo 3. Bridge Creek adjacent to the proposed skate park site (December 11, 2025).



Photo 4. The spruce tree at the northeast corner of the proposed skate park site (December 11, 2025).



**Photographs**

**100 Mile House Skate Park QEP Letter**

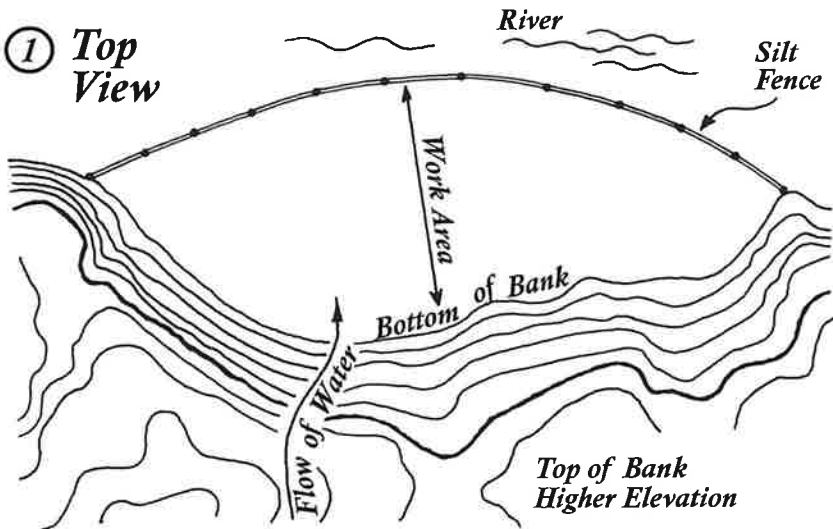
**25-130-01VR**

Photo 5. The cluster of trees and shrubs at the southeast corner of the proposed skate park site (December 11, 2025).



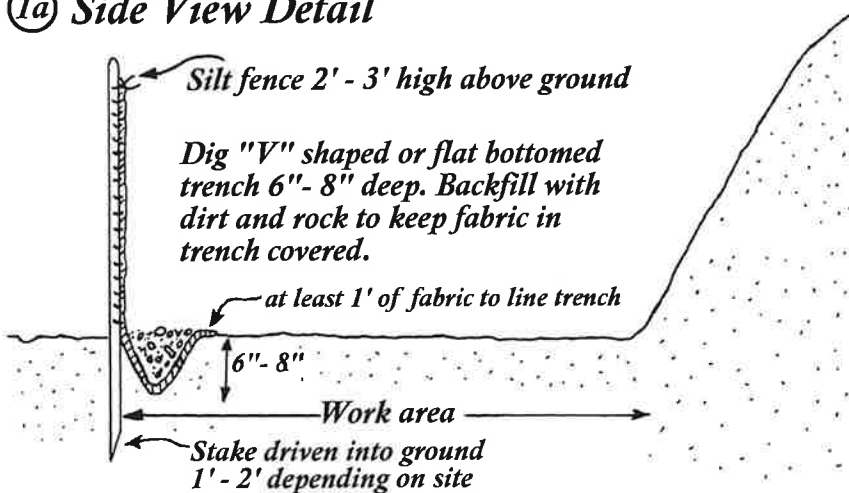
# Silt Fence Installation Step-by-Step

## ① Top View



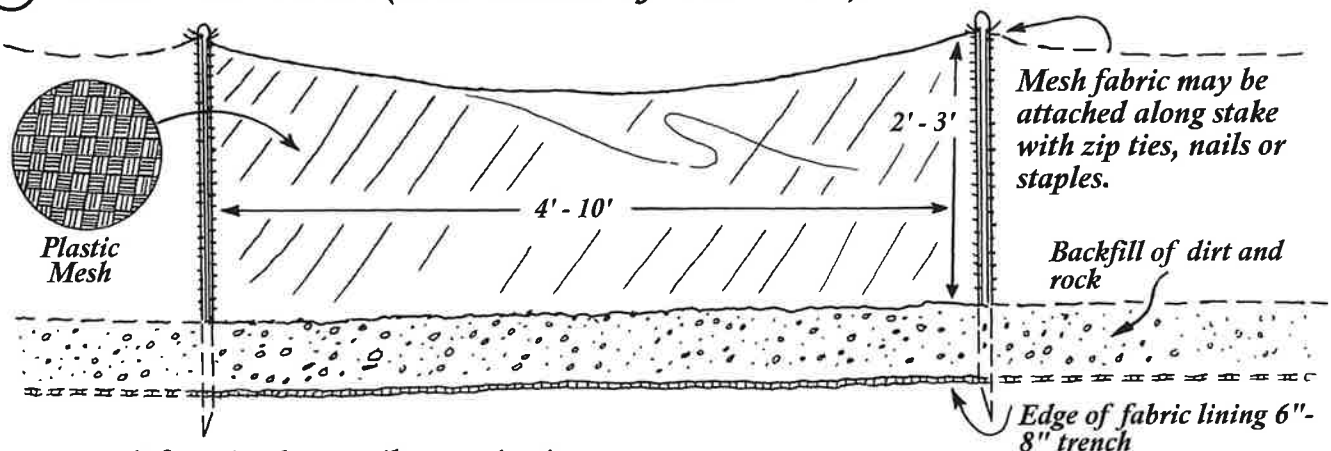
Prepare a stormwater pollution prevention plan. Set up silt fences according to terrain, soil and run-off considerations. Prevent soil migration by decreasing soil exposure, steep unvegetated slopes and construction time. Revegetate as soon as possible in the SAME SEASON.

## ①a Side View Detail



Monitor integrity of installed silt fence and remove sediment before it reaches 1/3 the height of the silt fence. It is especially important to monitor during and after rain and break-up events.

## ①b Front View Detail (One Section of Silt Fence)



Leave silt fence in place until vegetation is established and sediment is stabilized.



### **Silt (Sediment) Fence Installation**

When installing a silt fence, first choose the appropriate place to set up a silt fence by considering site terrain and slope, water flow and projected soil disturbance during construction.

**Set** the silt fence perpendicular to the slope of the land, curving the fence inward towards slope.

**Place** the silt fence spaced away from the toe-of-slope, leaving enough room to accumulate sediment and to perform work.

**Dig** a six to eight-inch trench (either V shaped or flat-bottomed) directly up-slope or upstream of the silt fence. On the downstream edge, drive in wood stakes, rebar or steel stakes at least 1 foot down into the sediment. The stakes or rebar should be long enough to accommodate the trench depth and height of the silt fence fabric.

**Run** a continuous length of fabric along the inside of the stakes and secure with nails, staples or zip ties allowing at least 1 foot to line the trench. Extend termination points uphill one full panel length.

**Use** continuous fabric piece for the silt fence. If one is unavailable and a joint is necessary, overlap the fabric at least the width of one stake spacing and secure in place using a wooden lath, staples, zip ties or nails.

**Cover** the trench with backfilled and compacted soil, gravel or rock.

**Maintain** the fence by checking the fabric for damage, failure of fence to withhold sediment, and damage to posts. Install additional back-up silt fence if needed.





**District of  
100 MILE HOUSE**

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

**Regular: January 13, 2026**

**REPORT DATE:** December 22, 2025  
**TITLE:** Appointment of Election Officials for the 2026 Municipal Election  
**PREPARED BY:** S.Elias – Deputy Director of Corporate Admin

**PURPOSE:**

October 17<sup>th</sup>, 2026 is the general voting date for Local Government Elections.

Pursuant to Section 58 (1) of the *Local Government Act* local governments must appoint a Chief Election Officer and a Deputy Chief Election Officer for the purpose of conducting an election.

**RECOMMENDATION:**

Recommended Resolution

**BE IT RESOLVED THAT** pursuant to Section 58 (1) and (2) of the Local Government Act, Sheena Elias be appointed Chief Election Officer, effective immediately, for conducting the 2026 general local elections, with power to appoint other election officials as required for the administration and conduct of the 2026 local general elections; and further

**BE IT RESOLVED THAT** Chrissy Kruse be appointed Deputy Chief Election Officer for the 2026 general local elections.

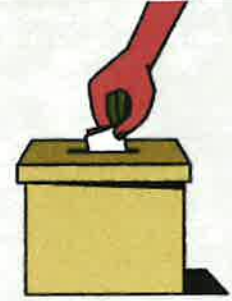
**Prepared By:** S.Elias  
S.Elias, D/Dir. of Corporate Admin

**Date:** Dec 22/25.

**Reviewed By:** T. Boulanger  
T. Boulanger, CAO

**Date:** Dec 29/25

# 2026 General Local Elections



## 2026 GENERAL LOCAL ELECTIONS

The next general local elections will be held on October 17, 2026.

### What are general local elections

General local elections include elections for:

- mayors and municipal councillors
- regional district directors
- school boards trustees
- specified parks boards
- local community commissions, and
- the Islands Trust.

### Who does what

Unlike provincial elections, local elections are not managed by one organization.

Each local government is responsible for running its own local elections, including voting, counting, reporting results, and accepting candidate nominations.

Elections BC is responsible for administering the campaign financing and election advertising rules in the *Local Elections Campaign Financing Act*.

**Not sure who to contact?** Visit the [Who does what](#) page.

### Key dates

Milestone	Date
Election period begins	January 1, 2026
Expense limits published	May 31, 2026
Pre-campaign period begins	July 20, 2026
Deadline to apply to register an elector organization	July 31, 2026
Deadline for voter registration with Elections BC (Voters may still register with their local government)	August 18, 2026

### Guidance Materials

It is your responsibility to ensure you follow the rules in the *Local Elections Campaign Financing Act*.

See the resources below for support and guidance:

- [Local Guides](#)
- [Local Forms](#)
- [Online Training](#)
- [Information Sessions](#)

Nomination period begins	September 1, 2026
Close of nominations	September 11, 2026
Campaign period begins	September 19, 2026
National Day for Truth and Reconciliation (Elections BC closed)	September 30, 2026
Thanksgiving Day (Elections BC closed)	October 12, 2026
General Voting Day	October 17, 2026
Disclosure statement filing deadline	January 15, 2027
Late filing deadline for disclosure statements (with \$500 fee)	February 16, 2027

Toll-Free: 1-800-661-8683

[electionsbc@elections.bc.ca](mailto:electionsbc@elections.bc.ca)

TTY: 1-888-456-5448

Toll-Free Fax: 1-866-466-0665

[Accessibility](#)

[Sitemap](#)

[Privacy](#)

[Social Media Policy](#)



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# DISTRICT OF 100 Mile House

12

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

Period: November, 2025

In November there was 1 Request for Service:

- Complaint of noise related to construction. No violations found.

Other issues dealt with in November:

- Parking issues. Backwards, parked on grass, parked in no parking areas, parking against signage. \*Ongoing\*.
- Issues with a loud car stereo \*Ongoing\*.
- Report of a RV camping in town.
- Spoke with a resident about feeding feral cats.

Jamie Suggitt  
Bylaw Enforcement Officer  
District of 100 Mile House



# DISTRICT OF 100 Mile House

12

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

Period: December, 2025

In December there was 1 Request for Service:

- Complaint of noise related to Dogs barking.

Other issues dealt with in December:

- Parking issues. Backwards, parked on grass, parked in no parking areas, parking against signage. Large trucks parked in Downtown Zone.\*Ongoing\*.
- Issues with a loud car stereo \*Ongoing\*.
- Shipping container in Commercial zone.

Jamie Suggitt  
Bylaw Enforcement Officer  
District of 100 Mile House



**District of  
100 MILE HOUSE**

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

**Regular Council – January 13<sup>th</sup>, 2026**

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**REPORT DATE:** January 8<sup>th</sup>, 2026  
**TITLE:** 2026 Grants for Assistance – Out of Cycle  
**PREPARED BY:** S.Elias, Director of Finance

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**PURPOSE:** *Provide Council with an out of cycle Grants for Assistance request.*

**RECOMMENDATION:**

**BE IT RESOLVED THAT** the Council of the District of 100 Mile House receive the memo from Finance regarding a out of cycle Grants for Assistance request.

***“Further action at the discretion of Council”***

**BACKGROUND INFORMATION / DISCUSSION:**

At the November 10<sup>th</sup> South Cariboo Joint Committee, the 2026 Grants for Assistance applications were reviewed. The District of 100 Mile House committed to contribute a total of \$4,750.

The Cariboo Regional District has received a year-round grant intake application from the 100 Mile Lions Club in the amount of \$1,000.00. The CRD Directors for Areas G and H have requested that this request also be referred to the District of 100 Mile House for consideration as is done with the annual Grants for Assistance. The applicant has not made application with the District, only to the CRD. While District policy does not provide for a year-round grant intake process, Council has historically considered out-of-cycle requests on a case-by-case basis.

The request seeks \$1,000 to support the Lions Club’s community involvement initiatives, including Heavy Metal Rocks lunches, soccer team sponsorship, the White Cane Club, and the South Cariboo Health Foundation.



#### **OPTIONS:**

- Refer the applicant to the Grants for Assistance program in the fall for 2027 grants.
- Waive policy and provide a financial contribution. The CRD application will be considered at the January 16<sup>th</sup> Board meeting. Should Council offer a contribution, the CRD will be informed prior to discussion of the application.

#### **BUDGETARY IMPACT:**

A contribution in addition to the currently committed \$4,750 would remain below the maximum amount permitted under Policy 4.9 – Grants for Assistance and is included in the budget annually.

#### **LEGISLATIVE CONSIDERATIONS (Applicable Policies and/or Bylaws):**

Policy 4.9 – Grants for Assistance does not permit out of cycle applications.

#### **ATTACHMENTS:**

CRD Year-Round Grant Application – 100 Mile Lions Club

Prepared By: S. Elias  
S. Elias, Director of Finance

Date: Jan 8 / 2026

Reviewed By: T. Boulanger  
T. Boulanger, CAO

Date: Jan 8, 2026





## GRANTS FOR ASSISTANCE APPLICATION Year-Round Intake for Grants Under \$1,000

### Organization Information

Name of Organization: 100 Mile House Lions Club	
Mailing Address: Box 369, 100 Mile House, B.C. V0K 2E0	
Telephone (office):	email: See Chairperson
Purpose of Organization: Non Profit Society to Raise Funds to Benefit the Community	
BC Society or Charitable Registration Number (if applicable): S0075039	
Chairperson's name: Marg Sarich	
Telephone: 250 - 706 - 3352	email: marg5540@gmail.com
Treasurer or Financial Officer's name: Tamara Plewes	
Telephone: 250 - 706 - 2742	email: tgvanloon@yahoo.ca

Grant Request \$ 1000.00

### Proposed Use of Grant:

Funds to be used to assist the Club in their community involvement with multiple functions / projects; e.g.: lunches for Heavy Metal Rocks; soccer team sponsorship, White Cane Club, South Caribou Health Foundation.

Start date of project: January 2026

End date of project: July 2026



## GRANTS FOR ASSISTANCE APPLICATION Year-Round Intake for Grants Under \$1,000

How will you indicate the CRD is contributing to your organization?

Verbally when working with the project groups.

Previous CRD Grant (if applicable)      Year: \_\_\_\_\_ \$ \_\_\_\_\_

Project:

THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT  
TO THE BEST OF MY KNOWLEDGE.

Margaret Sarich  
President/Chairperson

December 10, 2025.  
Date



**District of  
100 MILE HOUSE**

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

**Regular: January 13, 2026**

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**REPORT DATE:** January 8, 2026  
**TITLE:** Martin Exeter Hall Air Conditioning Project  
**PREPARED BY:** S.Elias – Director of Finance

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**PURPOSE:**

To provide Council with an update and recommend cancelation of the Martin Exeter Hall Air Conditioning Project.

**RECOMMENDATION:**

Recommended Resolution

**BE IT RESOLVED THAT** the memo from Finance regarding Martin Exeter Hall Air Conditioning Capital project be received, and further

**BE IT RESOLVED THAT** the 2026 Air Conditioning Project at Martin Exeter Hall be removed from the proposed capital plan.

**BACKGROUND INFORMATION:**

In the 2025 Capital plan a project to add air conditioning and heat controls to Martin Exeter Hall was approved by Council as a grant dependant project. Due to the possibility of outside funding being available, this project was approved despite not previously being included in any long-term planning nor meeting any of Council's strategic objectives.

At initial approval, the project had an estimated budget of \$300,000. In June of 2025, Staff brought the project back to Council for review as the budget had escalated to \$370,000, requiring additional municipal funding. The project was able to continue with approved additional funding from municipal reserves.

In December of 2025 updated quotes from BC Hydro and the electrical contractor have resulted in a need to increase the project budget again, to \$450,000. The increase in cost



is due to a required new electrical service to Martin Exeter Hall to accommodate the Air Conditioning electrical demand.

While the Air Conditioning project has not yet started, the heating control portion of the project is in progress and has increased air circulation by **4 times**, which has resulted in a noticeable improvement in the temperature of the hall. Due to the measurable increase in air circulation and comfort in the building staff feel comfortable recommending that the building no longer requires air conditioning at this time.

Should it be determined in the future that A/C is desired in the building, a future project could be prioritized, budgeted for and planned.

#### **FUNDING:**

<b>Funding Source</b>	<b>Original budget - \$300,000</b>	<b>Revised Budget - \$450,000</b>
Municipal Reserves	\$15,000	\$191,000
LGCAP	\$135,000	\$124,000
South Cariboo Recreation	\$0.00	\$35,000
NDIT – Cultural Infrastructure	\$150,000	\$100,000

With the updated budget an additional \$80,000 from municipal reserves would be required for the project to move forward. This would bring the total municipal reserve contribution to \$191,000. Given the significant escalation, it is now necessary to re-evaluate this project in the context of Council's Strategic Priorities and to consider the potential impact on other capital projects that may require reserve funding in the future.

It is important to note that the Municipal Infrastructure Reserve funds a wide variety of capital projects including but not limited to roads, sidewalks and building projects.

Staff have inquired with NDIT about the possibility of repurposing the grant funding for a smaller interior renovation project in Martin Exeter Hall should the AC project not move forward. NDIT is currently looking into the possibility, when staff receive further information, it will be forwarded to Council.

The remaining funding sources are not for the AC project specifically and can be used in future projects.





Therefore, the following options are for Council to consider:

**Option 1 – Recommended option** - Do not proceed with the AC project, completing only necessary heating control work currently in progress. (\$50,000) This option will only require LGCAP funding, which is already secured.

**Option 2** - Council approve an additional \$80,000 from reserves (for a total Municipal Infrastructure Reserve contribution of \$191,000) and proceed with the A/C Project.

**BUDGETARY IMPACT:**

To proceed with the project an additional \$80,000 is required from the Municipal Infrastructure Reserve, which was not included in the 2026 DRAFT Financial Plan. The total District contribution would be \$191,000, rather than the original \$15,000.

**POLICY IMPLICATION:**

Strategic Priorities - fund project despite  
2026 DRAFT Capital Plan – adjust as directed

**ATTACHMENTS:** N/A

Prepared By: S. Elias  
S. Elias, Director of Finance

Date: Jan 9/26

Reviewed By: T. Boulanger  
T. Boulanger, CAO

Date: Jan. 9.26



## DISTRICT OF 100 MILE HOUSE

### Bylaw No. 1462

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Being a Bylaw to amend the District of 100 Mile House Fees & Charges Bylaw No. 1434-2024

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This bylaw may be cited for all purposes as **“District of 100 Mile House Fees and Charges Amendment Bylaw No. 1462-2025.”**

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

- 1) That the District of 100 Mile House Fees and Charges Bylaw No. 1434-2024 is hereby amended as follows:
  - (a) Schedule “B” be amended as follows:
 

Section 14 – Tax Certificates	
(c) Non- Owner	50.00/property
  - (b) Schedule “C” be amended as follows:
 

Section 5 – Other Building Permit Fees	
(a) Demolition or removal of a building	
a. Residential Demolition	150.00
b. Commercial Demolition – apply section 3. Building Permit Fees	
Section 10 - Permit Renewal Fee replaced with Section 10. Renewal Fee	
(a) Renewal fee plus plan re-checking fee	200.00
  - (c) Schedule “D” be amended as follows:
 

Section 8 – Rentals & Lodging	
(f) Bed and Breakfast / Short Term Rentals	120.00 (renewal 80.00)
  - (d) Schedule “E” be amended as follows:
 

Section 9 – Sign Permit Fees	
Remove (b)	
  - (e) Schedule “G” be repealed and replaced with Schedule “G” attached to and forming part of this bylaw.
  - (f) Schedule “H” be amended as follows:
 

Add Section 13 – Shipping Containers	
(a) Application Fee	100.00
(b) Security Deposit	1000.00

- (g) Schedule "J" be repealed and replaced with Schedule "J" attached to and forming part of this bylaw.
- (h) Schedule "K" be repealed and replaced with Schedule "K" attached to and forming part of this bylaw.
- (i) Schedule "L" be repealed and replaced with Schedule "L" attached to and forming part of this bylaw.

READ A FIRST, SECOND AND THIRD TIME this 25<sup>th</sup> day of November 2025.

THIRD READING RESCINDED on December 9<sup>th</sup>, 2025

READ A THIRD TIME as amended this 9<sup>th</sup> day of December, 2025

ADOPTED this 13<sup>th</sup> day of January 2026

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Mayor

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Corporate Administrator



# DISTRICT OF 100 MILE HOUSE

## Schedule "G" – Fire Services

### **COST RECOVERY**

<b>Section</b>	<b>Description</b>	<b>Cost Recovery</b>
Fire Protection File Searches	File searches for outstanding code violations or infractions on occupancies.	As approved by the Fire Chief.
Cost Recovery for Failure to Notify	Activation of alarm system, failure to notify of testing, repair, maintenance, adjustments or alterations.	\$300.00 per occurrence.  Failure to pay results in costs being applied to the property tax of the owner.
Failure to Provide Clearance Within Time on Notice.	Failure to remove an obstruction or provide 1 metre clearance around a fire hydrant within a specified time.	Cost of removal by municipal crews or private contractors and invoiced to the registered owner. Failure to pay results in costs being applied to the property tax of the owner.
Inspection Fee Cost Recovery	Fee charges after second re-inspection during year.	\$300.00 per occurrence failure to pay results in costs being applied to the property tax of the owner.
Excessive False Alarm Incidents	More than two false alarms at an occupancy during a 1 year period where no fire or emergency situations existed, and was not a result of testing, repair, maintenance, adjustments or alterations.	\$300.00 per occurrence after initial 2 false alarms.  Failure to pay results in costs being applied to the property tax of the owner.
Hazmat Calls	Response to hazardous materials or dangerous goods incidents, including spills, releases, unknown substances, and any occurrence where hazardous materials are directly involved in a fire, exposed to fire conditions, or present an increased risk to occupants, public or responders.	Fee corresponding with the current fee schedule of the Provincial Emergency Program.
Unpaid Invoices	Cost Recovery invoices that are unpaid after 30 days	25% administration fee on original invoice value.

**DISTRICT OF 100 MILE HOUSE**  
**Schedule "J" – Parks**

**1. Parks**

	<b>Non-Refundable Booking Fee</b>	<b>Refundable Deposit</b>
(a) Park Events: Private/Commercial/Public Use (eg: weddings, charity fund raising music festivities)	\$25.00	\$ 150.00
(b) Multi-Authority: (Use-All)	\$25.00	\$ 150.00
(c) Serving of Alcoholic Beverages: (Use-All)	\$25.00	\$ 200.00
(d) All Other Uses: (Use-All)	\$25.00	\$ 150.00

**NOTE:     \* "Charity" use is defined as an event where at least 95% of all net proceeds go to a recognized charity.**

**\*\* Where any vehicular traffic is used for events the Refundable Damage Deposit shall be increased to \$1,000.00.\*\***

**DISTRICT OF 100 MILE HOUSE**  
**Schedule "K" – Utilities**

**1.Sewer Connection**

**(a) Non Refundable Application Fee**

Domestic Service	\$ 20.00
Commercial Service	\$ 40.00

**(b) Connection Fee**

4" Service Connection	\$ Actual Cost
Pre-Serviced Lots	\$ 905.00 flat fee

Applied parameters are:

- a) Length does not exceed 45 feet (13.72m)
- b) Removal and replacement of concrete and asphalt at additional actual costs.

**(c) Other Connection Fees**

All other connections are to be charged out at actual cost of labour including all benefits related thereto, equipment and materials and an administration fee of ten percent (10%) of the labour, equipment, and materials, with the estimated cost being deposited with the Collector on application. Where the work involves the disruption of asphalt or other hard road or sidewalk surface, the costs shall include the removal and replacement of that surface.

AND FURTHER, the District reserves the right to refuse to make main extensions and install service pipe to a customer's property line under frost conditions that would, in the opinion of the District, make such undertaking impractical. If the customer still requests an extension or installation under frost conditions, then, if approved by the District, the customer shall deposit with the District, in advance of construction, an amount equal to the estimated cost of the installation, and any difference between the deposit and actual costs shall be either refunded to or paid by the customer.

## 2. Sewer Rates – Quarterly Billing

Effective January 1<sup>st</sup>, 2026

S01	Residential (per unit) Includes duplex, triplex, fourplex, fiveplex, mobile home, apartment, suite, secondary suite, strata unit)	\$ 94.40
S10	Beauty / Barber Shop (per chair)	\$ 40.10
S11	Office / Stores (per washroom)	\$ 55.70
S13	Restaurant / Café / Deli (per seat)	\$ 10.50
S14	Car Wash (per bay)	\$ 159.50
S15	Garage / Industrial (per washroom)	\$ 34.50
S16	Public Assembly (per washroom) (Includes Church, Arena, Library, Bowling Alley, Public use Halls and Clubs)	\$ 57.35
S17	Public Assembly (per kitchen)	\$ 57.35
S19	Laundromat (per washer)	\$ 49.80
S21	Hotel / Motel (per room)	\$ 24.90
S22	Hospital (per bed)	\$ 95.75
S24	School (per room)	\$ 95.75
S29	Sani Station	\$ 270.05
S31	Service Station	\$ 297.00

- a washroom is defined as a toilet and a sink



### 3. Water Connection

#### (a) Non Refundable Application Fee

Domestic Service	\$ 20.00
Commercial Service	\$ 40.00

#### (b) Connection Fee

20m (3/4") Service Connection	\$ Actual Cost
Pre-Serviced Lots	\$ 925.00 flat fee

Applied parameters are:

- a) Length does not exceed 50 feet (15.2m)
- b) Removal and replacement of concrete and asphalt at additional actual costs.

#### (c) Other Connection Fees:

All other connections are to be charged out at actual cost of labour including all benefits related thereto, equipment and materials and an administration fee of ten percent (10%) of the labour, equipment, and materials with the estimated cost being deposited with the Collector on application. Where the work involves the disruption of asphalt or other hard road or sidewalk surface, the costs shall include the removal and replacement of that surface.

(d) Water Turn-On/Turn Off:	\$50.00 for each turn on or turn off
-----------------------------	---

#### (e) Service Pipes

Extra Inspection requirement due to defective service work or work not ready for inspection	\$ 30.00
---	----------

#### (f) DISCONTINUATION OF SERVICE

Reconnection as a result of disconnection for violation of the provision of the current Water Rates & Regulations Bylaw, payable in advance.	\$ 50.00
--	----------

## **4. Water Rates – Quarterly Billing**

**Effective January 1<sup>st</sup>, 2026**

W01	Residential (per unit) Includes duplex, triplex, fourplex, fiveplex, mobile home, apartment, suite, secondary suite, strata unit)	\$ 134.90
W10	Beauty / Barber Shop (per chair)	\$ 57.25
W11	Office / Stores (per washroom)	\$ 79.60
W13	Restaurant / Café / Deli (per seat)	\$ 15.00
W14	Car Wash (per bay)	\$ 227.90
W15	Garage / Service Station / Industrial (per washroom)	\$ 49.20
W16	Public Assembly (per washroom) (Includes Church, Arena, Library, Bowling Alley, Public use Halls and Clubs)	\$ 81.90
W17	Public Assembly (per kitchen)	\$ 81.90
W19	Laundromat (per washer)	\$ 71.15
W21	Hotel / Motel (per room)	\$ 35.55
W22	Hospital (per bed)	\$ 136.80
W24	School (per room)	\$ 136.80
W26	Service Station	\$ 424.30
<b>Usage Rate (Per 1,000 Gallons)</b>		
Up to 5,000 Gallons		\$ 7.15
5,001 to 30,000 Gallons		\$ 7.30
Over 30,000 Gallons		\$ 7.75

### **Commercial Metered (Minimum Charge)**

20 mm meter	\$ 148.40
25 mm meter	\$ 181.65
40 mm meter	\$ 362.90
50 mm meter	\$ 527.90
Hospital	\$ 527.90
Standpipe	\$ 39.10
Hydrants	\$ 93.05

### **Fire Hose Connection**

1 ½" (40 mm) diameter outlet	\$ 33.35
2 ½" (65 mm) diameter outlet	\$ 66.10

### **Sprinkler System Connection**

Up to 4" (100 mm) diameter connection	\$ 135.00
6" (150 mm) diameter connection	\$ 192.00
Other: Per Fixture	\$ 13.60

**\*Minimum per unit on metered services  
- a washroom is defined as a toilet and a sink**

**\*\*NOTE: Full "economic rate" to be charged on all public recreation facilities (ballfields, parks, soccer fields).\*\***

## 5. BULK WATER RATES

a)	Account Access Fee	\$ 100.00
b)	Bulk Water	\$ 0.02/litre

# DISTRICT OF 100 MILE HOUSE

## Schedule "L" Municipal Facilities & Events Bookings

### COMMUNITY HALL

1. <b>Booking Fees</b> (non-refundable)	\$ 25.00
2. <b>Day rental – 8 hours or more</b>	\$ 400.00
3. <b>Half day rental – 8am-3pm or 4pm – 12pm</b>	\$ 250.00
4. <b>Hourly rate up to 4 hours</b> (over 4 hours goes to the half day rate or full day rate)	\$ 50.00/hr
5. <b>Kitchen only</b>	\$ 80.00
6. <b>Bar area only</b>	\$ 60.00
7. <b>Damage Deposit -</b> (refundable)	\$ 500.00
8. <b>Key Deposit</b> (refundable)	\$ 35.00

Booking Fees are payable at the time of booking to secure venue for selected date.

Balance of fees are due and payable 30 days prior to the event. Cancellations less than 30 days prior to the event will receive a refund for the damage deposit only



## MARTIN EXETER HALL

<b>1. Booking Fees (non-refundable)</b>	<b>\$ 25.00</b>
<b>2. Upstairs Theater Hourly</b>	<b>\$ 70.00</b>
<b>3. Upstairs Daily</b>	<b>\$ 425.00</b>
<b>4. Upstairs Weekly</b>	<b>\$ 875.00</b>
<b>5. Basement Theater Hourly</b>	<b>\$ 25.00</b>
<b>6. Basement Theater Daily</b>	<b>\$ 125.00</b>
<b>7. Basement Theater Weekly</b>	<b>\$ 475.00</b>
<b>8. Clean Up Fee</b>	<b>\$ 25.00/hr</b>
<b>9. Damage Deposit – (refundable)</b>	<b>\$ 500.00</b>
<b>10. Key Deposit (refundable)</b>	<b>\$ 35.00</b>

Booking Fees are payable at the time of booking to secure venue for selected date.

Balance of fees are due and payable 30 days prior to the event. Cancellations less than 30 days prior to the event will receive a refund for the damage deposit only

## **AIRPORT RENTAL**

- |  |               |
|--|---------------|
| 1. <b>Booking Fee (non-refundable)</b> | \$ 25.00      |
| 2. <b>Apron only</b>                   | \$ 250.00/day |
| 3. <b>Apron and runway</b>             | \$ 500.00/day |
| 4. <b>Damage deposit (refundable)</b>  | \$ 500.00     |

Registered Not-For-Profit group/society Fly-In or Air Show – No charge except for damage deposit.

# DISTRICT OF 100 MILE HOUSE

## SIGN BYLAW NO. 1464, 2025

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A bylaw to regulate signs within the District of 100 Mile House

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This Bylaw may be cited for all purposes as “**District of 100 Mile House Sign Bylaw No. 1464, 2025**”.

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

1. That the following schedule attached hereto are hereby made part of this bylaw and adopted as the District of 100 Mile House Sign Bylaw No. 1464, 2025:
  - a. “Schedule A” : Sign Bylaw - The purpose of this Bylaw is to regulate the installation, placement, display, alteration, or movement of signs on all private and public property within the boundaries of the District of 100 Mile House.
2. District of 100 Mile House Sign Bylaw No. 1121, 2008 and amendments thereto are hereby repealed in their entirety.

READ A FIRST, SECOND AND THIRD TIME this 9<sup>th</sup> day of December, 2025

ADOPTED this 13<sup>th</sup> day of January, 2026

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Mayor

---

Corporate Officer

# Sign Bylaw

## BYLAW NO. 1464

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District of 100 Mile House



100 Mile House



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# 1.0 General Administration

## 1.1 Bylaw Application

- 1.1.1 This Bylaw is applicable to the installation, placement, display, alteration, or movement of [signs](#) on all private and [public property](#) within the boundaries of the District of 100 Mile House.

## 1.2 Exempt Signs

- 1.2.1 The following [signs](#) are exempt from this Bylaw, subject to the following:
1. [Signs](#) inside a building not classified as [window signs](#) and not intended to be visible from any street;
  2. Street decorations and banners authorized by the [District](#);
  3. Temporary seasonal decorations, limited to 45 consecutive days per year;
  4. Building address numbers showing only the street number and name;
  5. [Signs](#) installed by, or under the direction of, a government body;
  6. [Community service signs](#), as they are regulated in the [District's Community Services Sign Policy](#);
  7. Traffic control [signs](#) pursuant to the *Motor Vehicle Act* or other Provincial legislation;
  8. [Directional signs](#) up to 1.0 m<sup>2</sup> in [sign area](#) and less than 1.0 m high, not including supports;
  9. [District signs](#) relating to parks, public facilities, or community information;
  10. Murals and flags that contain no advertising or offensive content;
  11. [Signs](#) indicating business hours, open and closed only;
  12. [Signs](#) indicating private property restrictions, such as no trespassing, no dumping, no burning, or no parking, not exceeding a [sign area](#) of 0.5 m<sup>2</sup>.

## 1.3 Non-Conforming Signs

- 1.3.1 Any [sign](#) lawfully in existence at the time of adoption of this Bylaw, although such [sign](#) does not conform with the provisions of this Bylaw, may continue to be used provided it is maintained in a clean and safe condition.
- 1.3.2 Any [sign](#) lawfully in existence at the time of adoption of this Bylaw shall not be reconstructed, altered or moved except in full compliance with the provisions of this Bylaw.

## 1.4 Maintenance and Construction

- 1.4.1 [Signs](#) must be kept structurally sound, safe, clean, and legible, with surrounding areas free of weeds and debris.
- 1.4.2 Routine work such as [copy](#) changes, lighting replacement, or refurbishing does not require a [sign permit](#) but must comply with this Bylaw.
- 1.4.3 The [Building Inspector](#) may order the repair or removal of any [sign](#) that is unsafe, unsightly, or in disrepair. Damaged or defaced [signs](#) must be repaired, replaced, or removed within 7 days.
- 1.4.4 Vegetation shall not be removed or damaged to improve [sign](#) visibility, unless approved by the [District](#).
- 1.4.5 For [monument signs](#) and [signs](#) on strata properties or mobile home parks, ownership and maintenance responsibilities must be identified.

## **1.5 Signs on Public Property**

- 1.5.1 No [sign](#) shall be [installed](#) wholly or partly on or over [public property](#), except where permitted by this Bylaw.
- 1.5.2 Where a [sign](#) requires placement on or over [public property](#), a release of liability, to the satisfaction of the [District](#), will be required prior to the issuance of a [sign permit](#), or in the case of a [sandwich board sign](#), prior to [installing](#) the [sign](#).
- 1.5.3 A building permit may be required for large structural [signs](#) or [signs](#) that overhang public walkways, where there is potential for the [sign](#) to fall or otherwise pose a hazard.

## **1.6 Variances to Sign Regulations**

- 1.6.1 Variances may be granted to the [sign area](#) dimensions, location and number of [signs](#) if, in the opinion of Council:
1. The [sign](#) is in accordance with the [sign](#) objectives;
  2. The [sign](#) is in accordance with the general [sign](#) regulations;
  3. The [sign](#) incorporates quality material;
  4. The [sign](#) scale and design integrates with the architectural elements and the scale of the building;
  5. The property has multiple [business frontages](#);
  6. The [business](#) has poor visibility to the pedestrian environment.
- 1.6.2 Variances should not be granted for reason of providing visibility from Highway 97, for [businesses](#) not located along Highway 97.

## **1.7 Severability**

- 1.7.1 If any portion of this Bylaw is held to be invalid by a Court of competent jurisdiction, the invalid portion shall be severed and shall not affect the validity of the remainder.

## **1.8 Zoning Bylaw**

- 1.8.1 In the event of any conflict between the provisions of this Bylaw and the provisions of the Zoning Bylaw, the provisions of the Zoning Bylaw shall prevail.

## **1.9 Interpretation**

- 1.9.1 Illustrations have been included within this Bylaw to help communicate the various regulations. In the event of conflicts between the illustrations and the Bylaw text, the Bylaw text shall prevail.
- 1.9.2 In the event of a conflict between [sign](#) regulations, the provisions most specific to the type of [sign](#) shall apply.
- 1.9.3 [Special district areas](#) are depicted in [Schedule A](#) of this Bylaw.

## **1.10 Repeal**

- 1.10.1 The District of 100 Mile House Sign Bylaw No. 1121, 2008 together with all amendments thereto, is hereby repealed.



## 2.0 Definitions

### A

#### **abandoned sign**

means a [sign](#) that no longer identifies or advertises a [business](#), product, service, or activity conducted on the property where the [sign](#) is located.

#### **animated sign**

means a [digital sign](#) that shows motion or changing images, like videos, moving graphics, or scrolling text.

#### **approved signage plan**

means a coordinated plan that establishes consistent design, placement, and standards for all [signs](#) on a [site](#) or for a special event.

#### **awning**

means a roof-like structure made of fabric, canvas, or rigid materials that projects from and is fully supported by the exterior wall of a building.

#### **awning sign**

means a [sign](#) painted or affixed flat to the surface of an [awning](#).

### B

#### **banner sign**

means a [temporary sign](#) of non-rigid material, such as cloth, canvas, or vinyl mounted to a pole.

#### **billboard sign**

means a [freestanding sign](#) with a [sign area](#) exceeding 2 m<sup>2</sup> which has [off-premises](#) advertising.

#### **Building Inspector**

means the municipal official duly appointed by Council from time to time to administer the Building Bylaw of the [District](#).

#### **building directory sign**

means a [sign](#) that lists the names and locations of persons or [businesses](#) on the premises and has no other advertising matter.

#### **building identification sign**

means a [sign](#) that is limited to the name, address or number of a building, institution, or person, or a description of an activity in the building or institution or the occupation of the person.

#### **business**

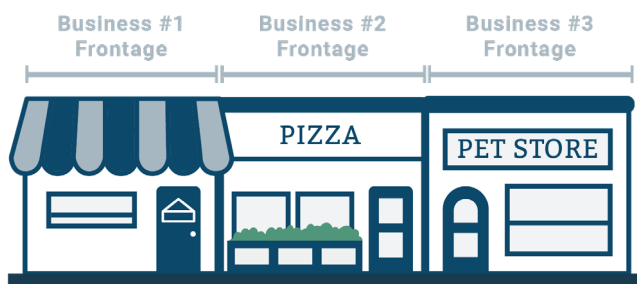
means carrying on a commercial or industrial undertaking of any kind or nature or the providing of professional, personal or other services for the purpose of gain or profit.

#### **business frontage**

means the length of the building parallel to the property line, limited to the suite which is leased or owned by the [business](#). In the case of a corner [lot](#), the [business](#) has two (2) [business frontages](#).

#### **Bylaw Enforcement Officer**

means any person appointed by Council, or under any applicable enactment, to enforce this Bylaw.



# C

## canopy

means a permanent, roof-like structure that is attached to a building or is freestanding supported by posts or columns.

## canopy sign

means a [sign](#) attached to a [canopy](#) or located on the vertical front of a [canopy](#).

## clearance

means unobstructed space between the lowest point of the [sign](#) and the ground surface beneath the [sign](#).

## community services sign

means a temporary [sign](#) advertising a community service that is regulated by the [District's Community Services Signs Policy](#).

## copy

means the text, illustrations and symbols on a [sign](#).



# D

## digital copy

means [copy](#) displayed electronically that can be changed or updated.

## digital sign

means a [sign](#) with an electronic display that can show text or images that can be updated, like time, temperature, or messages, without moving or flashing.

## directional sign

means a [sign](#) which only communicates information regarding pedestrian or vehicular movement on the [lot](#) where the [sign](#) is located.

## Director

means the person appointed by the [District](#) as the Director of Economic Development & Planning and includes his or her lawful designate and any other person the [District](#) appoints to administer this Bylaw.

## District

means the District of 100 Mile House.

# E

## exempt signs

means [signs](#) that this Bylaw does not apply to, as listed in [Subsection 1.2](#) of this Bylaw.

# F

## façade

means the exterior face or front of a building, often the side facing a street or public area.

## fascia sign

means a flat [sign](#), that runs parallel to the [façade](#) or wall of a building to which it is attached.

## freestanding sign

means a [sign](#) that is supported by columns, structures or supports that are placed or anchored in the ground, and that does not require the support of a building or other structure.

## frontage

means the portion of a property that directly borders a street or public right-of-way.

# H

## hanging sign

means a [sign](#) attached to the underside of a [canopy](#) or [awning](#).

## height

means the vertical distance from the base of the [sign](#) to its highest point, excluding any accessory power equipment. Raising the soil beneath the [sign](#) to increase [height](#) is not permitted.



## home-based business sign

means a [sign](#) located on a residential property that advertises or identifies a lawful home-based [business](#) operating from that property.

# I

## illumination or illuminated

means a [sign](#) that is artificially [illuminated](#) by an internal (backlit) or external light source.

## installed

means the construction, erection, displaying, installation, relocation or other similar work in relation to a [sign](#).

# L

## lot

means any parcel, block, or defined area of land held or subdivided for ownership or use, but does not include a street.

# M

## marketing sign

means a [temporary sign](#) that promotes the future tenant of the existing building on which the [sign](#) is [installed](#).

## menu board

means a [sign](#) depicting a restaurant menu.

## monument sign

means a [sign](#) constructed of brick, masonry, or stone, permanently anchored to the ground and physically independent of any other structure meant as an entrance feature to a residential neighbourhood, multi-family, commercial or industrial subdivision, or senior facility.

## multi-tenant building

means a building or development occupied by two or more separate [businesses](#) or organizations; includes a shopping plaza and strip mall.

# N

## non-conforming sign

means a [sign](#) that legally existed when established but does not meet the current Bylaw standards.

# O

## off-premises sign

means a [sign](#) that advertises or directs attention to a [business](#), product, service, or event that is not located on the same property as the [sign](#).

# P

## parapet

means a wall or sloped overhang located at the edge of a roof which projects above the roof membrane.

## political election sign

means a [sign](#) that promotes a candidate or political party for an upcoming federal, provincial, municipal or school board election.

## portable sign

means a [sign](#) not permanently affixed to the ground or to a building, or a [sign](#) designed to be moved from place to place without involving any structural or support changes. [Portable signs](#) are not [sandwich board signs](#) or [banner signs](#).

## projecting sign

means any self-supporting [sign](#) that is attached to or projects more than 0.4 m from the face of a structure or building wall.

## public property

means any property that is owned by the [District](#), including but not limited to parks, streets and civic facilities.

# R

## real estate sign

means a [sign](#), which is temporary in nature, identifying real estate that is "for sale" "for lease" "for rent" or "sold".

## roof line

means the lowest edge of a roof where it meets or overhangs the exterior wall of a building.

# S

## sandwich board sign

means an A-frame [sign](#) consisting of two (2) faces, hinged together at one end that is self-supported, easily moved, and not affixed to a building, base structure, or the ground.

## separation distance

means the minimum required distance between two [signs](#), or between a [sign](#) and another feature such as a building, driveway, or property line.

## setback

means the minimum permitted distance required under this Bylaw between a [sign](#) and a [lot](#) boundary.

## sign

means any structure, device, or display that advertises a [business](#) or communicates information to people outside the building.

# S

**sign area**

means the total area within the outer edge of the frame or border of a [sign](#), except that where a [sign](#) has no frame or border, the [sign area](#) is determined by the total area of the rectangle that encloses the [copy](#) area.

**sign face**

means the surface of a [sign](#) on which [copy](#) is displayed.

**sign permit**

means the permission or authorization required by this Bylaw and issued by the [Delegated Authority](#) to perform work regulated by this Bylaw.

**special district area**

means specific properties in areas of the [District](#) as described in [Section 3.0 - Special District Areas](#), and identified in [Schedule A](#) of this Bylaw.

**special event sign**

means a [temporary sign](#) that advertises sporting events, community events, charitable campaigns, farmers market, arts and cultural events, or other events endorsed by the [District](#). [Community services signs](#) are not [special event signs](#).

# T

**temporary sign**

means a [sign](#) which is not in a permanently [installed](#) or affixed position, advertising a product or an activity on a limited basis as specified in applicable sections of this Bylaw.

# W

**window sign**

means any [sign](#) or graphic placed on or near a window and visible from the exterior, intended to identify a [business](#) or advertise goods or services. It does not include merchandise displays, [temporary signs](#), or seasonal/decorative artwork that meets coverage limits.

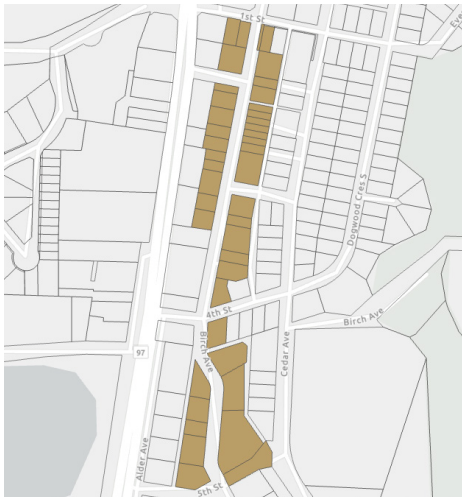


## 3.0 Special District Areas

This Bylaw applies to all lands within the [District](#). Certain areas identified as [Special District Areas](#)—Downtown, Highway 97, and Exeter—are shown in [Schedule A](#) and may be subject to specific regulations. Where a regulation does not refer to a [Special District Area](#), it applies to the entire [District](#).

### 3.1 Downtown

- 3.1.1 Objective:** To support the pedestrian-oriented character of the Downtown by encouraging [signs](#) to be located at or near pedestrian level within the Downtown areas. This area applies to buildings that have [business frontage](#) on Birch Avenue as identified in [Schedule A](#).



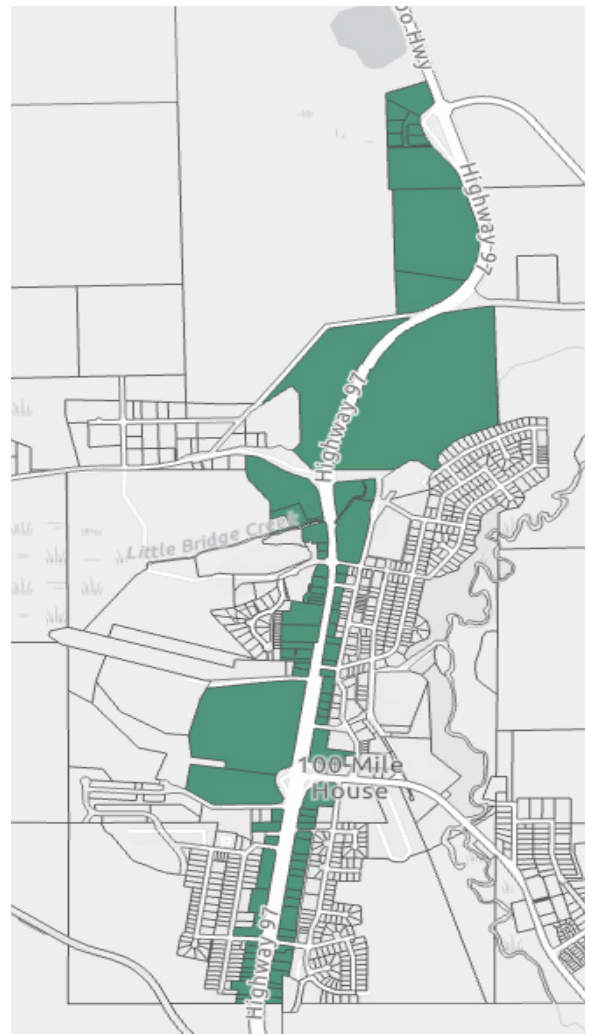
### 3.2 Exeter

- 3.2.1 Objective:** To support the functional employment-focused and industrial character of the Exeter area by permitting [signs](#) that are visible to vehicles while maintaining a simple, orderly appearance and minimizing visual conflicts within the areas identified as Exeter in [Schedule A](#).



### 3.3 Highway 97

- 3.3.1 Objective:** To reflect the vehicle-oriented commercial character of Highway 97 by permitting [signs](#) that are easily legible to passing traffic, while supporting a cohesive corridor appearance, reducing [sign](#) clutter, and protecting views along the highway within the areas identified as Highway 97 in [Schedule A](#).



## 4.0 General Regulations

### 4.1 Sign Lighting

4.1.1 A [business frontage](#) shall have a maximum of 2 externally [illuminated signs](#), or a maximum of 1 internally (back-lit) [illuminated signs](#), except for:

1. [Illuminated signs](#) are not permitted for [Home-based business signs](#).
2. Motor vehicle sales centres are permitted two (2) additional [illuminated signs](#).

4.1.2 All [sign](#) lighting shall be designed to illuminate the [sign face](#) area only.

4.1.3 The design and [installation](#) of the lighting shall ensure no element of the light connection is visible to a pedestrian.

4.1.4 An [illuminated sign](#) must not cause glare that creates a nuisance for surrounding properties or roadways, or shine/reflect light onto nearby residential properties.



*External illumination*



*Internal illumination*

### 4.2 Approved Signage Plan

4.2.1 An [approved signage plan](#) is required as part of a development permit or [sign permit](#) application for any of the following types of development:

1. [Multi-tenant building](#)/developments;
2. Major redevelopment of a building;
3. Major exterior alteration of a building [façade](#).

4.2.2 An [approved signage plan](#) must include coloured plans that identify:

1. Location, type and number of all proposed and existing [signs](#);
2. The type of [illumination](#);
3. The proposed [sign area](#) and [height](#);

4.2.3 For [special event signs](#), an [approved signage plan](#) must be submitted to the [District](#) annually for approval. The plan must show the location, type, area, [height](#), and number of [special event signs](#).

### 4.3 Number of Signs

4.3.1 Each [business](#) is permitted a maximum number of [signs](#) as noted in [Table 4.3.1](#) subject to the following conditions:

1. [Exempt signs](#) as listed in [Subsection 1.2](#) and drive-through [menu board signs](#) do not count toward the maximum allowable [signs](#);
2. If a [sign](#) advertises multiple tenants, each advertised tenant is counted as one (1) [sign](#) toward the total number allowed for the property;
3. If an [approved signage plan](#) is in place for a [multi-tenant building](#), all [signs](#) on the property must comply with the [approved signage plan](#), even if the Bylaw permits more [signs](#) than the plan.

**Table 4.3.1** lists the maximum number of [signs](#) within the [Special District Areas](#). [Sign](#) maximums are per [business frontage](#), unless otherwise specified, and exclude [signs](#) for home-based [businesses](#) which are regulated under **Subsection 5.6 - Home-Based Business Signs**. All [sign](#) types must adhere to their additional regulations as set out in other sections of this Bylaw.

<b>Table 4.3.1 – Maximum Number of Signs</b>	
<b>Outside of Special District Areas</b>	<b>Downtown</b>
<p><b>Up to three (3) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Awning Sign</a> or <a href="#">Canopy Sign</a> or <a href="#">Fascia Sign</a></li> <li>• <a href="#">Window Sign</a></li> <li>• <a href="#">Hanging Sign</a> or <a href="#">Projecting Sign</a></li> <li>• <a href="#">Building Directory Sign</a></li> <li>• <a href="#">Freestanding Sign</a> or <a href="#">Monument Sign</a> (1 per building)</li> <li>• <a href="#">Digital Sign</a> (where permitted)</li> </ul> <p style="text-align: center;"><b>and</b></p> <p><b>Up to two (2) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Banner Sign</a></li> <li>• <a href="#">Building Identification Sign</a></li> <li>• <a href="#">Marketing Sign</a></li> <li>• <a href="#">Sandwich Board Sign</a> (max 1)</li> <li>• <a href="#">Special Event Sign</a></li> <li>• <a href="#">Real Estate Sign</a></li> </ul>	<p><b>Up to three (3) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Awning Sign</a> or <a href="#">Canopy Sign</a> or <a href="#">Fascia Sign</a></li> <li>• <a href="#">Window Sign</a></li> <li>• <a href="#">Hanging Sign</a> or <a href="#">Projecting Sign</a></li> <li>• <a href="#">Building Directory Sign</a></li> </ul> <p style="text-align: center;"><b>and</b></p> <p><b>Up to two (2) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Banner Sign</a></li> <li>• <a href="#">Building Identification Sign</a></li> <li>• <a href="#">Marketing Sign</a></li> <li>• <a href="#">Sandwich Board Sign</a> (max 1)</li> <li>• <a href="#">Special Event Sign</a></li> <li>• <a href="#">Real Estate Sign</a></li> </ul>
<b>Highway 97</b>	<b>Exeter</b>
<p><b>Up to three (3) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Awning Sign</a> or <a href="#">Canopy Sign</a> or <a href="#">Fascia Sign</a></li> <li>• <a href="#">Window Sign</a></li> <li>• <a href="#">Hanging Sign</a> or <a href="#">Projecting Sign</a></li> <li>• <a href="#">Building Directory Sign</a></li> </ul> <p style="text-align: center;"><b>and</b></p> <p><b>Up to one (1) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Freestanding Sign</a> or <a href="#">Monument Sign</a> (1 per building)</li> <li>• <a href="#">Animated Sign</a> or <a href="#">Digital Sign</a></li> </ul> <p style="text-align: center;"><b>and</b></p> <p><b>Up to two (2) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Banner Sign</a></li> <li>• <a href="#">Building Identification Sign</a></li> <li>• <a href="#">Marketing Sign</a></li> <li>• <a href="#">Sandwich Board Sign</a> (max 1)</li> <li>• <a href="#">Special Event Sign</a></li> <li>• <a href="#">Real Estate Sign</a></li> </ul>	<p><b>Up to three (3) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Awning Sign</a> or <a href="#">Canopy Sign</a> or <a href="#">Fascia Sign</a></li> <li>• <a href="#">Window Sign</a></li> <li>• <a href="#">Hanging Sign</a> or <a href="#">Projecting Sign</a></li> </ul> <p style="text-align: center;"><b>and</b></p> <p><b>Up to one (1) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Freestanding Sign</a> or <a href="#">Monument Sign</a> (1 per building)</li> <li>• <a href="#">Digital Sign</a></li> </ul> <p style="text-align: center;"><b>and</b></p> <p><b>Up to two (2) of the following:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Banner Sign</a></li> <li>• <a href="#">Building Directory Sign</a></li> <li>• <a href="#">Building Identification Sign</a></li> <li>• <a href="#">Marketing Sign</a></li> <li>• <a href="#">Sandwich Board Sign</a> (max 1)</li> <li>• <a href="#">Special Event Sign</a></li> <li>• <a href="#">Real Estate Sign</a></li> </ul>

## 5.0 Permitted Signs

### 5.1 Awning or Canopy Sign



**Sign Permit  
Required**

**Building Permit  
may be required**

#### 5.1.1 Canopy Sign

1. A [canopy sign](#) shall not:
  - a. exceed 0.5 m<sup>2</sup> per linear meter of [canopy](#) length;
  - b. project above the [canopy](#) by more than 0.6m; and
  - c. project beyond the [roof line](#) or sides of the building.

#### 5.1.2 Awning Sign

1. An [awning sign](#) shall not:
  - a. exceed 0.5 m<sup>2</sup> per linear meter of [awning](#) length;
  - b. extend vertically or horizontally beyond the limits of the [awning](#).

#### 5.1.3 Specific Standards

1. [Awning](#) and [canopy signs](#) are permitted in all areas.
2. An [awning](#) or [canopy sign](#) shall be located on the first storey only.
3. [Awning sign](#) shall be limited to a logo, name or principal product line of the business occupying the building to which it is attached.
4. Where a single [canopy](#) or [awning](#) extends across multiple [business frontages](#), all [canopy signs](#) or [awning signs](#) attached to it must be consistent in height and [clearance](#), and must match the height and [clearance](#) of any [canopy/awning signs](#) on adjoining buildings.

#### **awning sign**

a [sign](#) painted or affixed flat to the surface of an [awning](#).

#### **canopy sign**

a [sign](#) attached to a [canopy](#) or located on the vertical front of a [canopy](#).

## 5.2 Animated or Digital Sign



**Sign Permit  
Required**

**Building Permit  
may be required**

### 5.2.1 Animated Sign

1. An [animated sign](#):
  - a. Shall only be permitted in the Highway 97 area as per [Schedule A](#);
  - b. Shall not be a standalone [sign](#) and must be part of a [freestanding sign](#);
  - c. Shall not exceed 40% of the main [sign area](#).

### 5.2.2 Digital Sign

1. A [digital sign](#):
  - a. Shall only be permitted in the Highway 97 and Exeter area as per [Schedule A](#);
  - b. Shall not be a standalone [sign](#) and must be part of a [freestanding sign](#);
  - c. Shall not exceed 40% of the main [sign area](#).
2. Despite [Subsection 5.2.2.1.a](#) above, [digital signs](#) may be permitted in other areas provided they are for community / institutional uses such as schools, churches, community centres etc.

### 5.2.3 Specific Standards

1. A [sign](#) shall be programmed to automatically turn off if it is malfunctioning.
2. [Signs](#) shall only display information about activities, events or promotions on the property, or the current time and temperature.
3. Shall not be allowed personalized or interactive messages for drivers, except in the case of drive-thru [menu board signs](#).
4. Shall not flash or strobe, and in the case of [digital signs](#), shall not stream video.

#### **digital sign**

a [sign](#) with an electronic display that can show text or images that can be updated, like time, temperature, or messages, without moving or flashing.

#### **animated sign**

a [digital sign](#) that shows motion or changing images, like videos, moving graphics, or scrolling text.



## 5.3 Fascia Sign



**Sign Permit  
Required**

### 5.3.1 Size, Location and Features

A [fascia sign](#) shall adhere to the following:

	General	Downtown	Highway 97	Exeter
<b>Sign area (m<sup>2</sup>)</b>	0.5 x <a href="#">business frontage</a>	0.3 x <a href="#">business frontage</a>	0.5 x <a href="#">business frontage</a>	0.5 x <a href="#">business frontage</a>
<b>Sign area (max)</b>	4.0 m <sup>2</sup>	3.0 m <sup>2</sup>	20% of wall	20% of wall
<b>Projection (max)</b>	0.4 m			
<b>Illumination</b>	Permitted, in accordance with <a href="#">Subsection 4.1 - Sign Lighting</a>			
<b>Digital copy</b>	Not permitted			

### 5.3.2 Specific Standards

1. No part of a [fascia sign](#) shall extend above any window sill, guardrail, railing or [roof line](#) immediately above such [sign](#), or extend beyond the building [façade](#).
2. A [fascia sign](#) shall not extend beyond the [parapet](#) to which it is affixed.
3. May be located above the second storey provided that the [sign](#) consists of only a logo, the name of a building, street address, or particular tenant.

#### **fascia sign**

a flat [sign](#), that runs parallel to the [façade](#) or wall of a building to which it is attached.

## 5.4 Freestanding Sign



**Sign Permit  
Required**

**Building Permit  
may be required**

### 5.4.1 Size, Location and Features

A [freestanding sign](#) shall adhere to the following:

	General	Downtown	Highway 97	Exeter
<b>Sign area (max)</b>	3.0 m <sup>2</sup>	3.0 m <sup>2</sup>	14.0 m <sup>2</sup>	10.0 m <sup>2</sup>
<b>Sign height (max)</b>	2.0 m	1.8 m	5.0 m	5.0 m
<b>Setback from lot line (min)</b>	2.0 m			
<b>Separation distance from other freestanding signs</b>	30.0 m			
<b>Illumination</b>	Permitted, both internal and external. See <a href="#">Subsection 4.1- Sign Lighting</a>			
<b>Digital copy</b>	Permitted only in accordance with <a href="#">Subsection 5.2 - Animated or Digital Sign</a>			

### 5.4.2 Specific Standards

1. [Copy](#) is permitted on both sides of a [freestanding sign](#) and must be the same on both sides.
2. No [sign](#) shall obscure a pedestrian's or driver's line of vision from a street, access road or sidewalk to oncoming traffic.
3. A [freestanding sign](#) shall only be installed on a [lot](#) when the building is a minimum of 5.0 m from the property line.
4. All [freestanding signs](#) along Highway 97 shall meet [setback](#) requirements as determined by the Ministry of Transportation and Transit (MoTT), and may require MoTT approval.
5. Drive-through [menu board signs](#) are exempt from any [separation distance](#) restrictions.

#### **freestanding sign**

a [sign](#) that is supported by columns, structures or supports that are placed or anchored in the ground, and that does not require the support of a building or other structure.

## 5.5 Hanging or Projecting Sign

**Sign Permit  
Required**



### 5.5.1 Size, Location and Features

A [hanging](#) or [projecting sign](#) shall adhere to the following:

<b>Sign area</b> (max, per side)	0.5 m <sup>2</sup>
<b>Projection, including supports</b> (max)	1.5 m
<b>Vertical clearance</b> (min)	2.5 m
<b>Setback from curb line</b> (min)	0.6 m
<b>Separation distance</b> between other <a href="#">hanging/</a> <a href="#">projecting signs</a>	4.5 m
<b>Illumination</b>	External only. See Subsection 4.1 - Sign Lighting
<b>Digital copy</b>	Not permitted

### 5.5.2 Specific Standards

1. [Hanging signs](#) or [projecting signs](#) must have two [sign](#) faces.
2. The [sign](#) shall be for a business that is located on the main or second floor of the building.
3. [Signs](#) must be [installed](#) below the eaves or [parapet](#) of the building.
4. For [hanging/projecting signs](#) under an [awning](#) or [canopy](#), the [sign](#) must not extend beyond the edge of the [awning](#) or [canopy](#) in which they are under.

#### **projecting sign**

means any self-supporting [sign](#) that is attached to or projects more than 0.4 m from the face of a structure or building wall.

#### **hanging sign**

means a [sign](#) attached to the underside

## 5.6 Home-Based Business Sign

**Sign Permit  
Required**



### 5.6.1 Size, Location, and Features

A [home-based business sign](#) shall adhere to the following:

<b>Sign area (max)</b>	0.5 m <sup>2</sup>
<b>Sign height for freestanding sign (max)</b>	1.0 m
<b>Setback from lot line (min)</b>	2.0 m
<b>Number of signs</b>	1 <a href="#">freestanding sign</a> or 1 <a href="#">fascia sign</a>
<b>Illumination</b>	Not permitted
<b>Digital copy</b>	Not permitted

### 5.6.2 Specific Standards

1. [Illuminated](#) or [digital signs](#) are not permitted.
2. A [home-based business sign](#) shall only be permitted where the home-based [business](#) holds a valid and current business licence issued by the [District](#).

#### **home-based business sign**

means a [sign](#) located on a residential property that advertises or identifies a lawful home-based [business](#) operating from that property.

## 5.7 Monument Sign

**Sign Permit  
Required**



### 5.7.1 Size, Location and Features

A [monument sign](#) shall adhere to the following:

<b>Sign area (max)</b>	3.0 m <sup>2</sup>
<b>Sign height (max)</b>	2.0 m
<b>Setback from lot line (min)</b>	2.0 m
<b>Number of signs</b>	1 <a href="#">monument sign</a> per <a href="#">frontage</a> entrance
<b>Illumination</b>	External only. See <a href="#">Subsection 4.1 - Sign Lighting</a>
<b>Digital copy</b>	Not permitted

### 5.7.2 Specific Standards

1. [Copy](#) shall be limited to the name of the residential neighbourhood, multi-family, commercial or industrial subdivision, senior facility and address number.
2. Must be located at the entrance(s) to the subdivision or facility.
3. Must identify proposed ownership of each [sign](#) and provide determined arrangements for future maintenance and upkeep.
4. The structure shall have a minimum of 2.0 m wide landscaped area around all sides of the [sign](#) base, except for when the structure [height](#) is less than 1.0 m from grade.
5. The landscaping shall integrate with the design and landscaping of the property, and shall include one or more of the following: rocks, mulch, non-wildlife attractant plants, or drought tolerant plantings.
6. The quality, area and plants used in the landscaping shall be to the satisfaction of the [Director](#).
7. [Monument signs](#) shall only be [installed](#) when the building is a minimum of 5.0 m from the [lot](#) line.

#### **monument sign**

means a [sign](#) constructed of brick, masonry, or stone, permanently anchored to the ground and physically independent of any other structure meant as an entrance feature to a residential neighbourhood, multi-family, commercial or industrial subdivision, or senior facility.



## 5.8 Window Sign

**Sign Permit  
Required**



### 5.8.1 Size, Location and Features

A [window sign](#) shall adhere to the following:

<b>Sign area</b>	0.3 m <sup>2</sup> per m of <a href="#">business frontage</a>
<b>Sign area (max)</b>	up to 50% of the total window area
<b>Number of signs</b>	1 <a href="#">window sign</a> per window area
<b>Illumination</b>	Not permitted
<b>Digital copy</b>	Not permitted

### 5.8.2 Specific Standards

1. Window area includes all contiguous panes of glass, including panes of glass that would be contiguous if not separated by mullions, but does not include contiguous panes of glass on a doorway.
2. [Window signs](#) must be legible, professionally presented, and maintained in good condition.
3. [Window signs](#) shall not obstruct safety or visibility requirements for entrances, exits, or pedestrian sightlines.
4. A [sign permit](#) is required for all permanent [window signs](#) or [window signs](#) intended to advertise products, services, or the [business](#).
5. Seasonal or decorative window displays that do not exceed the [sign area](#) maximum in [Subsection 5.8.1](#) are exempt from requiring a [sign permit](#).

#### **window sign**

means any [sign](#) or graphic placed on or near a window and visible from the exterior, intended to identify a [business](#) or advertise goods or services. It does not include merchandise displays, [temporary signs](#), or seasonal/decorative artwork that meets coverage limits.

## 6.0 Signs not requiring a Permit

### 6.1 Banner or Flag Sign

1. Maximum [sign area](#) is 2.0 m<sup>2</sup>;
2. Maximum [sign height](#) is 3.0 m;
3. Must not be placed on public roadways, sidewalks or [public property](#);
4. A maximum of two (2) [banner/flag signs](#) are permitted per [business frontage](#);
5. Despite 6.1.4 above:
  - a. [Multi-tenant buildings](#) are limited to one (1) [banner/flag signs](#) per [business frontage](#);
  - b. Motor vehicle dealerships and gas stations may have up to three (3) [banner/flag signs](#) per [business frontage](#).



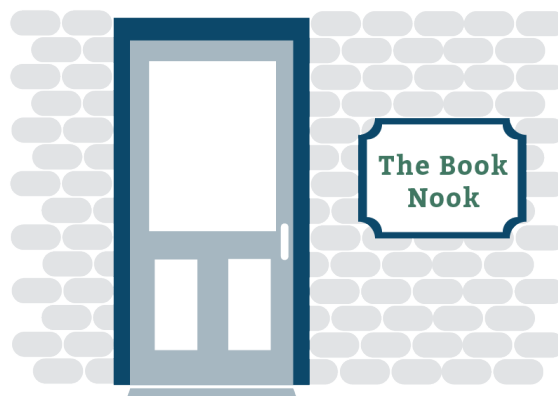
### 6.2 Building Directory Sign

1. Shall be a [fascia sign](#);
2. Maximum [sign area](#) is 2.0 m<sup>2</sup>;
3. Maximum of one [building directory sign](#) is permitted per building [frontage](#).



### 6.3 Building Identification Sign

1. Shall be a [fascia sign](#);
2. Shall not be located above the second floor of the building;
3. [Copy](#) shall be limited to the name, address, owner or number of a building, institution, or person, or a description of an activity in the building or institution or the occupation of the person containing numbers and letters only;
4. Maximum [sign area](#) is 0.50 m<sup>2</sup>;
5. The [sign](#) may have external [illumination](#).



### 6.4 Community Service Sign

1. [Community service signs](#) must comply with the [District's Community Services Signs Policy](#).

## 6.5 Marketing Sign

1. Shall be a [fascia sign](#) or [window sign](#);
2. [Copy](#) shall be limited to the future tenant's name and logo, and a description of the future activity in the building;
3. The display of [signs](#) shall be limited to 90 days;
4. The maximum [sign area](#) is 4.0 m<sup>2</sup>.



## 6.6 Political Election Sign

### Number and Size

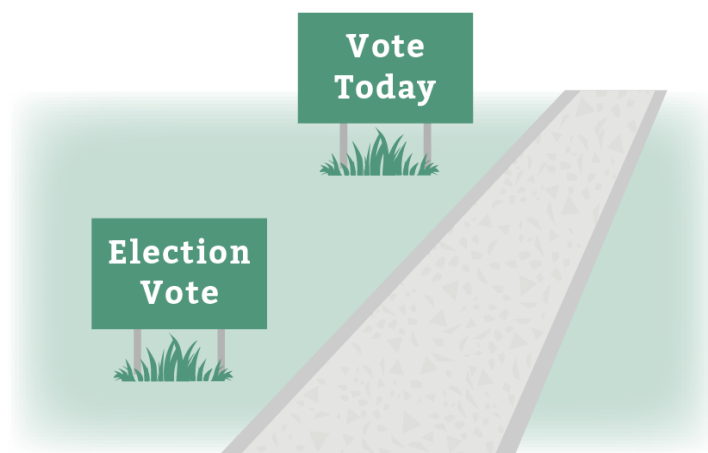
1. May have up to four (4) [sign faces](#);
2. Maximum [sign area](#) is 3 m<sup>2</sup> per [sign face](#);
3. Maximum [sign height](#) is 2.0 m including the post holding the [sign](#);
4. Each candidate may locate one (1) [sign](#) per property.

### Signs on the Boulevard / Public Property

5. [Signs](#) are not permitted on the Highway 97 boulevard or on any other public boulevard or [public property](#). Despite this general prohibition, [political campaign signs](#) may be placed only within the boulevard north of Exeter Station Road and south of the first commercial property at the southern end of town.

### Location and Compliance

6. The [sign](#) shall not be erected prior to the close of the nomination period and shall be removed not later than 72 hours following the date of the election;
7. [Signs](#) may be placed on private property with the permission of the property owner;
8. On advance polling days and general voting day no [political campaign signs](#) may be posted within 100 metres of an active polling station, in compliance with the *Local Government Act*;
9. [Signs](#) must meet the requirements of the *Local Election Campaign Financing Act*.



### Responsibilities and Liability

10. The [District](#) will assume no responsibility for any damage to [signs](#) where the [District](#) is compelled to remove inappropriately placed [signs](#);
11. [Signs](#) that create a hazard or obstruct sightlines will be removed immediately by [District](#) staff. A sightline hazard occurs when a [sign](#) blocks emergency services, pedestrians, or motorists from safely seeing oncoming traffic or people;
12. Candidates are responsible for their [sign](#). If a [sign](#) is damaged or blown over, the candidate is responsible to remove, or maintain the [sign](#) to ensure they do not create an untidy appearance.

## 6.7 Sandwich Board Sign

### Size

1. Maximum sign area: 0.7 m<sup>2</sup> per side;
2. Must be vertically oriented, with a height greater than its width.

### Placement and Location

3. Must maintain a 1.5 m wide unobstructed pedestrian corridor along the walkway;
4. Must be located no more than 4.5 m from the business entrance;
5. Shall only be placed on the private property of the business or organization advertised;
6. Shall only be displayed during posted business hours for the associated business.

### Number of Signs

7. Maximum number of sandwich board signs permitted is one (1) per business frontage.

### Signs on Public Property

8. Sandwich board signs are not permitted on public property, except within the Downtown area as shown in **Schedule A** of this Bylaw.
  - a. Despite **Subsection 6.7.8** above, a sandwich board sign may be placed on the sidewalk in front of a business that does not have private frontage, provided it complies with this Section and a release of liability, to the satisfaction of the District, is required prior to installing the sign.
  - b. For further clarity, businesses in the Downtown area as shown in **Schedule A** of this Bylaw that have private frontage, are not permitted to install sandwich board signs on public property.

**Requires a  
release of  
liability**



## 6.8 Special Event Sign

1. May advertise sporting events, community causes, charitable fund-raising campaigns, farmers market, or arts and cultural events;
2. The maximum [sign area](#) shall be 1.0 m<sup>2</sup>;
3. Shall not be erected for more than 30 days per calendar year;
4. Shall not be displayed longer than 14 consecutive days;
5. Shall be removed within 24 hours of the end of the event or campaign;
6. May be placed on private or [public property](#) only with the written permission of the property owner or the [District](#);
7. Prior to [installation](#), an [approved signage plan](#) shall be submitted to the [District](#) for Council approval, including: pre-approved locations, dates, location, [sign copy](#), [sign area](#) and [height](#). [Approved signage plans](#) shall be renewed annually, at no charge to the applicant.

**Requires an  
Approved Signage  
Plan**



## 6.9 Real Estate Sign

1. Shall only be displayed during the required advertising period and shall be removed within 30 days of contract completion;
2. For residential properties:
  - a. Maximum [sign area](#): 1.5 m<sup>2</sup> ;
  - b. Maximum of one (1) [real estate sign](#) per [frontage](#).
3. For commercial properties:
  - a. Maximum [sign area](#): 3.0 m<sup>2</sup> or 4'x8';
  - b. For properties larger than 0.25 ha, a maximum of two (2) [real estate signs](#) are permitted.
  - c. For properties smaller than 0.25 ha, a maximum of one (1) [real estate sign](#) is permitted.





# 7. Prohibited Signs

## 7.1 Prohibited Signs

- 7.1.1 Except as otherwise specifically permitted by this Bylaw, the following [signs](#) shall not be located or displayed within the [District](#):
1. [Billboard signs](#);
  2. [Abandoned signs](#) or illegally installed [signs](#);
  3. Flashing [signs](#);
  4. [Off-premises signs](#);
  5. [Signs](#) displayed on roofs, dormers, balconies, fences or vehicles;
  6. [Portable signs](#);
  7. Temporary [off-premises signs](#) except for [special event signs](#) and directional [signs](#) as regulated by this Bylaw;
  8. Rotating [signs](#);
  9. Balloon [signs](#), air-inflated [signs](#), spinners, pinwheels, gas-filled figures, and similar devices that move due to wind or other environmental factors are not permitted as [signs](#) or advertising displays;
  10. [Signs](#) that mimic the color, size, or design of any traffic control sign or signal, or use words, symbols, or characters in a way that could obstruct, mislead, or confuse pedestrians, cyclists, or vehicle traffic;
  11. [Signs](#) within the public right-of-way, other than those approved through a valid [sign permit](#) and meeting requirements of this Bylaw;
  12. Any [sign](#) on a vehicle or trailer that is used primarily as a stationary advertising display;
  13. [Signs](#) which contain indecent or obscene pictures, drawings, or words, as determined by the [Bylaw Enforcement Officer](#);
  14. No [signs](#) of any type, including exempt or [temporary signs](#), are allowed on the public boulevard along the Highway 97 corridor, or any other [public property](#), unless specifically permitted by this Bylaw.

## 8. Sign Permit Requirements

### 8.1 General Requirements

- 8.1.1 Prior to [installing](#) any [sign](#), every [business](#) shall obtain and maintain a valid [business](#) license.
- 8.1.2 Prior to [installing](#) any [sign](#), every [business](#) shall obtain and maintain a valid [sign permit](#) through a [sign permit](#) application authorizing the [installation](#) and maintenance of all permitted [signs](#) on the property.
- 8.1.3 A [sign permit](#) shall cover the complete [sign](#) package for a [business](#), including all permitted [sign](#) types, locations, number of [signs](#) and total [sign area](#) allowed under this Bylaw.
- 8.1.4 Where a [business](#) proposes to add, alter, or replace permanent [signs](#), such [signs](#) may be authorized under the existing [sign permit](#) provided they conform to the requirements of this Bylaw and are approved by the [Director](#).

### 8.2 Scope of Sign Permit

- 8.2.1 A [sign permit](#) authorizes:
  - 1. The [installation](#) of the permitted permanent [signs](#) for the [business](#);
  - 2. The replacement of [copy](#), panels, or [sign faces](#), provided such replacement does not alter the approved size, structure, or location of the [sign](#); and
  - 3. Any minor alterations to existing [signs](#) where, in the opinion of the [Director](#), the alteration does not materially change the form or character of the [sign](#).

### 8.3 Sign Permit Exemptions

- 8.3.1 A [sign permit](#) is not required for the following, provided the [sign](#) complies with all applicable provisions of this Bylaw:
  - 1. [Signs](#) that meet the regulations of [Section 6 - Signs not Requiring a Permit](#).
  - 2. [Signs](#) as described in [Subsection 1.2 - Exemptions](#).

### 8.4 Validity and Renewal

- 8.4.1 A [sign permit](#) shall remain valid so long as the authorized [signs](#) remain in place and in compliance with this Bylaw.
- 8.4.2 Replacement of tenant panels, [sign faces](#), or [copy](#) that does not alter size, location, or structure shall not require renewal of the [sign permit](#).
  - 1. Despite [Subsection 8.4.2](#) above, when a new [business](#) occupies a premises, a new [sign permit](#) shall be required, regardless of whether the previous business held a [sign permit](#) for the same type of [signs](#), and regardless if the changes adhere to [Subsection 8.4.2](#).
- 8.4.3 Where a [business](#) ceases to operate, the [sign permit](#) shall be deemed expired, and all associated [signs](#) shall be removed in accordance with [Subsection 9.3 - Sign Removal](#).

### 8.5 Permit Fees

- 8.5.1 A permit fee based on the estimated value of the [sign](#) and any supporting structure shall be paid prior to issuance of a [sign permit](#) with the amount of the fee as outlined in the *Fees and Charges Bylaw*.
- 8.5.2 The [sign permit](#) fee is payable under this Bylaw regardless if other permit fees, such as building permits, have already been paid.

# 9. Enforcement and Offences

## 9.1 General Compliance

9.1.1 The [Director](#), [Building Inspectors](#), and [Bylaw Enforcement Officers](#), or their delegates, are authorized to enforce and administer this Bylaw. Their powers include:

1. Issuing and revoking [sign permits](#) where applicable;
2. Keeping records of applications, permits, orders, and inspections;
3. Ordering correction or cessation of work carried out contrary to this Bylaw or the terms of a permit;
4. Ordering the removal, repair, alteration, or painting of any [sign](#) that is [abandoned](#), dilapidated, unsafe, or installed without a valid [sign permit](#); and
5. Removing and impounding any [sign](#) placed on [public property](#) in contravention of this Bylaw.

## 9.2 Right of Entry

9.2.1 An authorized official as listed in [Subsection 9.1.1](#) above may enter upon any land at reasonable times to ascertain compliance with this Bylaw.

9.2.2 No person shall obstruct or interfere with an authorized official carrying out duties under this Bylaw.

## 9.3 Sign Removal

9.3.1 Any [sign](#) not in compliance with this Bylaw and not protected as a legally [non-conforming sign](#) is deemed a nuisance and may be removed by the [District](#).

9.3.2 Where a [sign](#) poses an imminent safety hazard, the [District](#) may remove it immediately without prior notice.

9.3.3 Any [sign](#) removed by the [District](#) may be claimed by the owner within thirty (30) days upon payment of removal and storage costs. [Signs](#) not claimed within thirty (30) days may be disposed of by the [District](#), with costs of disposal charged to the owner.

9.3.4 [Signs](#) no longer associated with an active, licenced business, product, or service must be removed within 30 days.

## 9.4 Offences

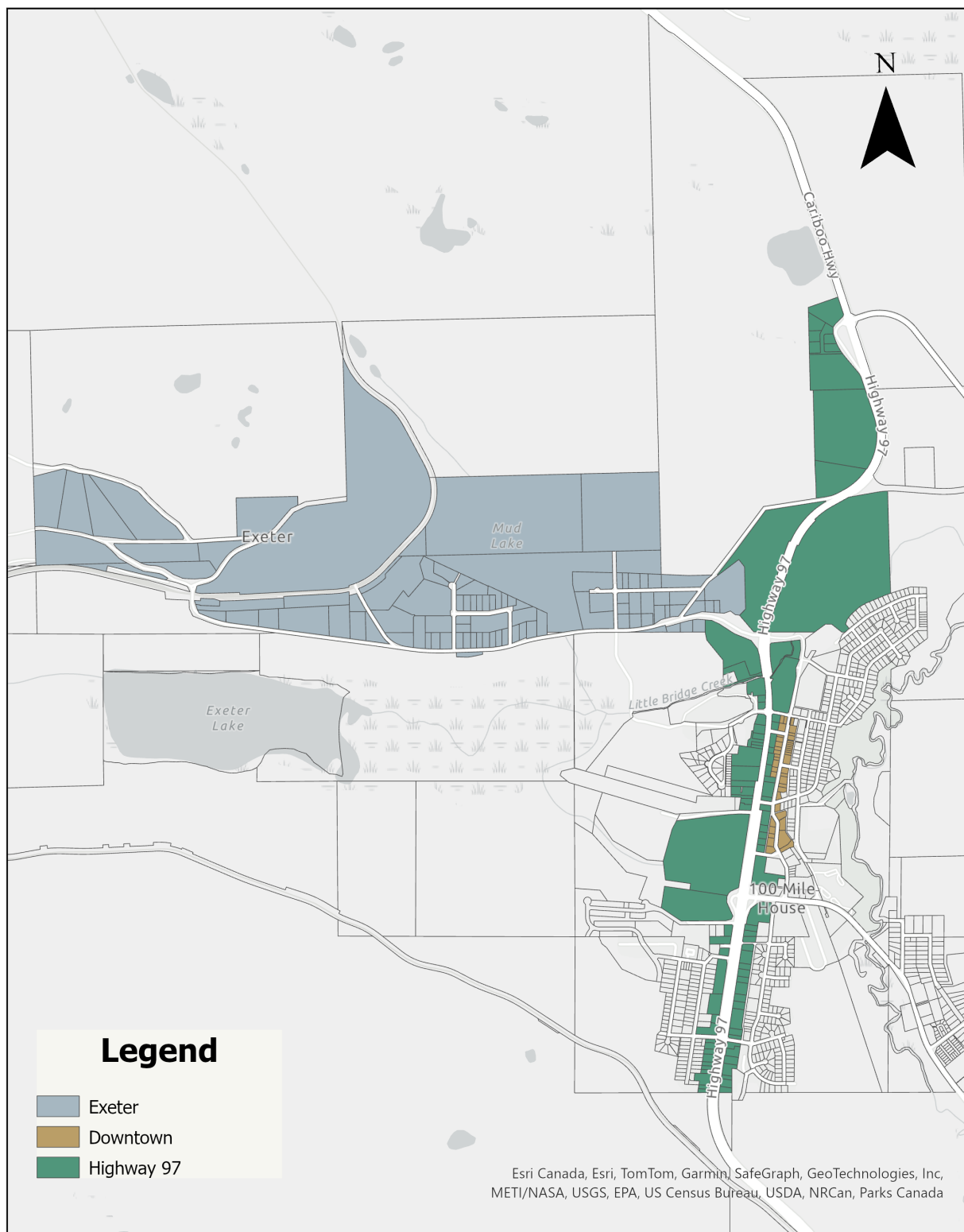
9.4.1 A person who contravenes, violates, or fails to comply with any provision of this Bylaw, permits or allows an act or thing to be done in contravention of this Bylaw, or neglects or refuses to do anything required by this Bylaw, commits an offence. Each day that the offence continues shall constitute a separate offence.

## 9.5 Penalties

9.5.1 Every person who commits an offence of this Bylaw is liable on summary conviction to a penalty not exceeding ten thousand dollars (\$10,000.00) and the costs of prosecution.

9.5.2 Penalties imposed under this Bylaw are in addition to, and not in substitution for, any other remedy or penalty imposed under any other enactment.

# Schedule A



# DISTRICT OF 100 MILE HOUSE

## OFFICIAL COMMUNITY PLAN BYLAW NO. 1465, 2026

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A bylaw to establish a new Official Community Plan

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This Bylaw may be cited for all purposes as “**District of 100 Mile House Official Community Plan Bylaw No. 1465, 2026**”.

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

1. That the following schedule attached hereto is hereby made part of this bylaw and adopted as the District of 100 Mile House Official Community Plan Bylaw No. 1465, 2026:
  - a. “Schedule A” : Official Community Plan Bylaw - The purpose of this Bylaw is to establish a new Official Community Plan for the District of 100 Mile House.
2. District of 100 Mile House Official Community Plan Bylaw No. 1288, 2016 and amendments thereto are hereby repealed in their entirety.

READ A FIRST and SECOND TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

POSTED on WEBSITE this \_\_\_\_ day of \_\_\_\_\_, 2026.

DISTRIBUTED by EMAIL SUBSCRIPTION SERVICE this \_\_\_\_ day of \_\_\_\_\_, 2026.

PUBLIC HEARING HELD this \_\_\_\_ day of \_\_\_\_\_, 2026.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

RECEIVED MINISTRY OF TRANSPORTATION AND TRANSIT APPROVAL this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Ministry of Transportation and Transit

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Mayor

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

**SEE SUPPLEMENTAL MATERIAL**

# DISTRICT OF 100 MILE HOUSE

## ZONING BYLAW NO. 1466, 2026

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A bylaw to establish New Zoning Regulations within the District of 100 Mile House

---

This Bylaw may be cited for all purposes as “**District of 100 Mile House Zoning Bylaw No. 1466, 2026.**”

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

- (1) That the following schedules attached hereto are hereby made part of this bylaw and adopted as the District of 100 Mile House Zoning Bylaw No. 1466, 2026:
  - a. Schedule 1: (Zoning Bylaw Text)
  - b. Schedule 2: (Zoning Bylaw Map – District Wide and Main Community Inset)
- (2) That District of 100 Mile House Zoning Bylaw No. 1290, 2016, and all amendments thereto, is hereby repealed.

READ A FIRST TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

POSTED on WEBSITE this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

DISTRIBUTED by EMAIL SUBSCRIPTION SERVICE this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

RECEIVED MINISTRY OF TRANSPORTATION AND TRANSIT APPROVAL this

\_\_\_\_\_ day of \_\_\_\_\_, 2026. \_\_\_\_\_  
Ministry of Transportation & Transit

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

---

Mayor

---

Corporate Officer

**SEE SUPPLEMENTAL MATERIAL**



## DISTRICT OF 100 MILE HOUSE

## Cheque Register-Summary-Bank



AP5090

Date : Jan 06, 2026

Page  
Time

K1

Supplier : 079850 To ZZ9950  
 Pay Date : 05-Dec-2025 To 05-Jan-2026  
 Bank : 0099 - CASH CLEARING/SUSPENSE "BANK" To 6 - 100

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer E=EFT-PA  
 Print Signature Block : No

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
30968	16-Dec-2025	100C50	100 MILE COMMUNITY BAND SOUTH CARIBO	Issued	570	C	2,295.00
30969	16-Dec-2025	AMRI50	AMRIZE CANADA INC	Issued	570	C	11,355.35
30970	16-Dec-2025	BCEC50	BC ECONOMIC DEVELOPMENT ASSOCIATION	Issued	570	C	399.00
30971	16-Dec-2025	BKTR50	BK TWO-WAY RADIO	Issued	570	C	11,832.31
30972	16-Dec-2025	CAME50	CAMEO PLUMBING LTD	Issued	570	C	26.86
30973	16-Dec-2025	CINT50	CINTAS CANADA LIMITED	Issued	570	C	887.18
30974	16-Dec-2025	GOWO10	GO WOOD FORESTRY SERVICES LTD	Issued	570	C	807.61
30975	16-Dec-2025	QUIC50	QUICKSCRIBE SERVICES LTD	Issued	570	C	500.64
30976	16-Dec-2025	ROTA50	ROTARY CLUB OF 100 MILE HOUSE	Issued	570	C	535.00
30977	16-Dec-2025	SCGP50	SCG PROCESS	Issued	570	C	1,383.20
30978	16-Dec-2025	SCHC50	SCHOENIT, CINDY	Issued	570	C	555.00
30979	16-Dec-2025	SHAF50	SHANNONS FLOUR SHOP	Issued	570	C	198.82
30980	16-Dec-2025	TASC50	TASCO SUPPLIES LTD	Issued	570	C	757.24
30981	16-Dec-2025	TASE50	TASEKO MINES LTD. - YELLOWHEAD	Issued	570	C	535.00
30982	16-Dec-2025	TOTP50	TOTAL POWER LIMITED	Issued	570	C	2,753.96
30983	16-Dec-2025	UPSK50	UPSON, KERRY	Issued	570	C	313.00
30984	16-Dec-2025	WORN50	WORK n PLAY CLOTHING COMPANY	Issued	570	C	98.55
30985	22-Dec-2025	1MPP50	100 MILE POWER PIONEERS	Issued	577	C	535.00
30986	22-Dec-2025	2GCI50	2 GUYS CONSTRUCTION INC.	Issued	577	C	500.00
30987	22-Dec-2025	ARML50	ARMSTRONG, LUCILLE	Issued	577	C	415.54
30988	22-Dec-2025	BOUT50	BOULANGER, TAMMY	Issued	577	C	300.00
30989	22-Dec-2025	BREE50	BREE CONTRACTING LTD	Issued	577	C	59,427.15
30990	22-Dec-2025	CARK50	CARNOCHAN, KELLY	Issued	577	C	116.24
30991	22-Dec-2025	CINT50	CINTAS CANADA LIMITED	Issued	577	C	385.42
30992	22-Dec-2025	COQR50	COQUITLAM RIDGE CONSTRUCTORS LTD	Issued	577	C	329,299.91
30993	22-Dec-2025	FINN50	FINNING	Issued	577	C	295.32
30994	22-Dec-2025	IRLC50	IRISH LAKE CONTRACTING LTD.	Issued	577	C	500.00
30995	22-Dec-2025	KORA50	KOR-ALTA CONSTRUCTION	Issued	577	C	2,500.00
30996	22-Dec-2025	MANB50	MANGIA BENE RESTAURANT LTD	Issued	577	C	3,351.92
30997	22-Dec-2025	MATB50	MATSUDA, BRODY	Issued	577	C	50.00
30998	22-Dec-2025	MINI50	MINISTER OF FINANCE	Issued	577	C	214.85
30999	22-Dec-2025	SANM50	SANMA CONTRACTING	Issued	577	C	1,000.00
31000	22-Dec-2025	SCMO50	SOUTH CARIBOO MOTOR SPORTS LTD	Issued	577	C	154.90
31001	22-Dec-2025	TOYL50	TIME OF YOUR LIFE EVENT AND WEDDING P	Issued	577	C	250.00
31002	22-Dec-2025	VALE50	VALLEY TRAFFIC SYSTEMS	Issued	577	C	138.83
31003	22-Dec-2025	080050	0800126 BC LTD	Issued	580	C	11,556.19
31004	22-Dec-2025	NWDH50	NEW WINE DELIVERANCE AND HEALING FEL	Issued	580	C	3,615.30
04970-0001	05-Dec-2025	RECE50	RECEIVER GENERAL OF CANADA	Issued	546	E	19,385.37
04971-0001	05-Dec-2025	RECE50	RECEIVER GENERAL OF CANADA	Issued	547	E	2,805.67
04981-0001	09-Dec-2025	ROYL50	ROYAL BANK VISA	Issued	558	E	1,398.41
04982-0001	09-Dec-2025	ROYL50	ROYAL BANK VISA	Issued	559	E	1,742.91
04983-0001	10-Dec-2025	FORT50	FORTIS BC - NATURAL GAS	Issued	560	E	138.85
04984-0001	10-Dec-2025	TELM50	TELUS MOBILITY CELLULAR INC	Issued	561	E	605.78
04985-0001	10-Dec-2025	FORT50	FORTIS BC - NATURAL GAS	Issued	562	E	2,129.87
04986-0001	11-Dec-2025	SHAW50	SHAW CABLE	Issued	563	E	395.14
04987-0001	12-Dec-2025	BCHY50	BC HYDRO & POWER AUTHORITY	Issued	564	E	18,259.81
04988-0001	16-Dec-2025	ADTS50	ADT CANADA INC	Issued	565	E	193.99
04989-0001	16-Dec-2025	TELU50	TELUS COMMUNICATIONS COMPANY	Issued	566	E	34.36
04990-0001	16-Dec-2025	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	567	E	37.97
04991-0001	16-Dec-2025	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	568	E	37.97
04992-0001	16-Dec-2025	ESRI50	ESRI CANADA LIMITED	Issued	569	E	2,290.40
04993-0001	16-Dec-2025	OMPS50	100 MILE PRIDE SOCIETY	Issued	571	T	535.00
04993-0002	16-Dec-2025	ACEC50	ACE COURIER SERVICES	Issued	571	T	139.39
04993-0003	16-Dec-2025	ASSO50	ASSOCIATED FIRE SAFETY	Issued	571	T	1,325.53

## DISTRICT OF 100 MILE HOUSE

## Cheque Register-Summary-Bank



AP5090

Page : 2

Date : Jan 06, 2026

Time : 8:37 am

Supplier : 079850 To ZZ9950  
 Pay Date : 05-Dec-2025 To 05-Jan-2026  
 Bank : 0099 - CASH CLEARING/SUSPENSE "BANK" To 6 - 100

Seq : Cheque No. Status : All  
 Medium : M=Manual C=Computer E=EFT-PA  
 Print Signature Block : No

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
<b>Bank : 4 ROYAL BANK - CURRENT ACCOUNT</b>							
04993-0004	16-Dec-2025	BROG50	BROGAN FIRE AND SAFETY	Issued	571	T	464.03
04993-0005	16-Dec-2025	CARN50	CARO ANALYTICAL SERVICES	Issued	571	T	486.68
04993-0006	16-Dec-2025	CENU50	CENTURY HARDWARE LTD	Issued	571	T	65.39
04993-0007	16-Dec-2025	CITN50	CITY OF NANAIMO	Issued	571	T	840.00
04993-0008	16-Dec-2025	CONW50	CONWAY, TODD M	Issued	571	T	131.11
04993-0009	16-Dec-2025	E36050	ENVIRONMENTAL 360 SOLUTIONS CENTRAL	Issued	571	T	7,937.38
04993-0010	16-Dec-2025	EXEV50	EXETER VALLEY TRUCK & CAR WASH	Issued	571	T	150.94
04993-0011	16-Dec-2025	LONE50	FRASER VALLEY BUILDING SUPPLIES INC	Issued	571	T	74.48
04993-0012	16-Dec-2025	FULT50	FULTON & COMPANY	Issued	571	T	2,917.95
04993-0013	16-Dec-2025	INNO50	INNOV8 DIGITAL SOLUTIONS	Issued	571	T	493.00
04993-0014	16-Dec-2025	INTU50	INTERNATIONAL UNION OF OPERATING ENG	Issued	571	T	577.26
04993-0015	16-Dec-2025	NAPA50	NAPA AUTO PARTS - 100 MILE HOUSE	Issued	571	T	4,765.56
04993-0016	16-Dec-2025	NORW50	NORTH-WESTERN SPRINTER GLASS INC.	Issued	571	T	231.06
04993-0017	16-Dec-2025	NORM50	NORTHERN COMPUTER	Issued	571	T	3,104.30
04993-0018	16-Dec-2025	PRAR50	PRAIRIECOAST EQUIPMENT	Issued	571	T	11,194.40
04993-0019	16-Dec-2025	SMIT50	SMITTY'S JANITORIAL SERVICES (1993)	Issued	571	T	1,275.75
04993-0020	16-Dec-2025	TSUN50	TSUNAMI SOLUTIONS LTD.	Issued	571	T	56.28
04993-0021	16-Dec-2025	VINF50	VINCENZI, FLORI	Issued	571	T	211.45
04993-0022	16-Dec-2025	WESR50	WESTERRA EQUIPMENT LP	Issued	571	T	171.00
04993-0023	16-Dec-2025	WILO50	WILLIAM LOVE	Issued	571	T	52.50
04993-0024	16-Dec-2025	WILL50	WILLIAMS LAKE WATER FACTORY	Issued	571	T	75.00
04993-0025	16-Dec-2025	WURT50	WURTH CANADA LTD	Issued	571	T	408.54
04994-0001	16-Dec-2025	ROYL50	ROYAL BANK VISA	Issued	572	E	2,922.60
04995-0001	16-Dec-2025	ROYL50	ROYAL BANK VISA	Issued	573	E	2,621.54
04996-0001	19-Dec-2025	RECE50	RECEIVER GENERAL OF CANADA	Issued	574	E	23,581.24
04997-0001	19-Dec-2025	RECE50	RECEIVER GENERAL OF CANADA	Issued	575	E	13,335.59
04998-0001	19-Dec-2025	PENS50	PENSION CORPORATION	Issued	576	E	9,912.29
04999-0001	22-Dec-2025	1MFI50	100 MILE FIREMEN'S SOCIETY	Issued	578	T	2,500.00
04999-0002	22-Dec-2025	1MTC50	100 MILE TRAFFIC CONTROL	Issued	578	T	764.79
04999-0003	22-Dec-2025	ABRC50	ABRAMS, COLE	Issued	578	T	300.00
04999-0004	22-Dec-2025	ACEC50	ACE COURIER SERVICES	Issued	578	T	128.88
04999-0005	22-Dec-2025	BURG50	BURGESS PLUMBING HEATING & ELECTRIC	Issued	578	T	75.44
04999-0006	22-Dec-2025	CARE50	CARIBOO REGIONAL DISTRICT	Issued	578	T	8,851.49
04999-0007	22-Dec-2025	CARN50	CARO ANALYTICAL SERVICES	Issued	578	T	529.20
04999-0008	22-Dec-2025	CRCB50	CARWEN CUSTOM BUILDERS LTD	Issued	578	T	3,603.60
04999-0009	22-Dec-2025	CENU50	CENTURY HARDWARE LTD	Issued	578	T	32.47
04999-0010	22-Dec-2025	CITN50	CITY OF NANAIMO	Issued	578	T	143.33
04999-0011	22-Dec-2025	CLEA50	CLEARTECH INDUSTRIES INC	Issued	578	T	1,195.54
04999-0012	22-Dec-2025	EDED50	EDGE, DAVE	Issued	578	T	300.00
04999-0013	22-Dec-2025	ELIS50	ELIAS, SHEENA	Issued	578	T	300.00
04999-0014	22-Dec-2025	CORI50	ICONIX WATERWORKS	Issued	578	T	1,868.16
04999-0015	22-Dec-2025	INNO50	INNOV8 DIGITAL SOLUTIONS	Issued	578	T	60.61
04999-0016	22-Dec-2025	INTU50	INTERNATIONAL UNION OF OPERATING ENG	Issued	578	T	580.52
04999-0017	22-Dec-2025	LORD50	LORDCO AUTO PARTS LTD	Issued	578	T	12.97
04999-0018	22-Dec-2025	MACO50	MACON CONSTRUCTION LTD	Issued	578	T	1,000.00
04999-0019	22-Dec-2025	MTSM50	MTS MAINTENANCE TRAINING SYSTEMS INC	Issued	578	T	220.50
04999-0020	22-Dec-2025	PARJ50	PARKER, JOHN	Issued	578	T	300.00
04999-0021	22-Dec-2025	PINM50	PINKNEY, MAUREEN	Issued	578	T	300.00
04999-0022	22-Dec-2025	RISJ50	RISLUND, JOEY	Issued	578	T	300.00
04999-0023	22-Dec-2025	SHAS50	SHAWS ENTERPRISES LTD	Issued	578	T	373.92
04999-0024	22-Dec-2025	SMIT50	SMITTY'S JANITORIAL SERVICES (1993)	Issued	578	T	2,388.75
04999-0025	22-Dec-2025	TECS50	TECHNICAL SAFETY BC	Issued	578	T	56.00
04999-0026	22-Dec-2025	THOK50	THOMAS, KURTIS	Issued	578	T	300.00

DISTRICT OF 100 MILE HOUSE  
Cheque Register-Summary-Bank



AP5090  
Date : Jan 06, 2026  
Page : 3  
Time : 8:37 am

Supplier : 079850 To ZZ9950  
Pay Date : 05-Dec-2025 To 05-Jan-2026  
Bank : 0099 - CASH CLEARING/SUSPENSE "BANK" To 6 - 100

Seq : Cheque No. Status : All  
Medium : M=Manual C=Computer E=EFT-PA  
Print Signature Block : No

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 4 ROYAL BANK - CURRENT ACCOUNT							
04999-0027	22-Dec-2025	TODB50	TODD, BARRY	Issued	578	T	300.00
04999-0028	22-Dec-2025	WESW50	WESTERN WATER ASSOCIATES LTD	Issued	578	T	3,968.23
04999-0029	22-Dec-2025	WILO50	WILLIAM LOVE	Issued	578	T	498.75
05000-0001	22-Dec-2025	WORK50	WORKERS' COMPENSATION BOARD	Issued	579	E	15,973.01
05001-0001	31-Dec-2025	BDOC50	BDO CANADA LLP	Issued	581	E	9,549.75
Total Computer Paid :		449,840.29	Total EFT PAP :		127,352.52	Total Paid :	
Total Manually Paid :		0.00	Total EFT File :		68,937.13	646,129.94	

112 Total No. Of Cheque(s) ...

CAPITAL: \$411,753.77