



<p>A.</p>	<p><u>CALL TO ORDER</u></p> <p>Mayor to call the regular meeting to order at 6:30 PM</p> <p>Acknowledgement that this meeting is being held on the Traditional Territory of the Secwepemc People.</p> <p>As per Ministerial Order from the Minister of Public Safety and Solicitor General</p> <p>That members of the public are not permitted to physically attend the March 9th, 2021 meeting of the District of 100 Mile House due to the COVID-19 pandemic. As per Ministerial Order from the Minister of Public Safety and Solicitor General the District cannot, at this time, ensure the safety of staff, Council members, and members of the public in such circumstances. Despite this, for the purposes of Division 3 of Part 4 of the Community Charter, the meeting is not to be considered closed to the public.</p> <p>Openness, transparency, accessibility, and accountability, in respect of this meeting, will be achieved by the open publishing of the minutes.</p> <hr/> <p>BE IT RESOLVED THAT, pursuant to Section 92 of the <i>Community Charter</i>, that this meeting of Council be closed to the public under Section 90 (2)(d,e,k) of the Community Charter.</p> <p>Regular meeting to be called back to order at 7:00 PM</p>
<p>B.</p>	<p><u>APPROVAL OF AGENDA:</u></p>
	<p>B1</p> <p>BE IT RESOLVED THAT the March 9th, 2021 Regular Council agenda <u>be approved.</u></p>
<p>C.</p>	<p><u>INTRODUCTION OF LATE ITEMS AND FROM COMMITTEE OF THE WHOLE:</u></p>

D.	<u>DELEGATIONS:</u>
E.	<u>MINUTES:</u>
Regular Council – February 9th, 2021	E1 BE IT RESOLVED THAT the minutes of the Regular Council meeting of February 9 th , 2021 <u>be adopted.</u>
F.	<u>UNFINISHED BUSINESS:</u>
G.	<u>MAYOR'S REPORT:</u>
H.	<u>CORRESPONDENCE:</u>
Commissionaires Report – February 2021	H1 BE IT RESOLVED THAT the By-Law Officer report for the period of February 1 st to 28 th 2021 <u>be received.</u>
100 Mile Legion – Funding Request	H2 BE IT RESOLVED THAT the letter received on January 20 th , 2021 from the Royal Canadian Legion, Branch 260 <u>be received.</u>
D. Barnett – Lodge Use for Museum	H3 BE IT RESOLVED THAT the letter received February 16 th , 2021 from Donna Barnett be received; <i>Further action(s) at the direction of Council.</i>
South Cariboo Farmer's Market- Road Closure Request	H4 BE IT RESOLVED THAT the letter received March 5 th , 2021 from South Cariboo Farmer's Market be received; <i>Further action(s) at the direction of Council.</i>

I.	<u>STAFF REPORTS:</u>				
UBCM Funding Application – Flood Risk Assessment Planning/Mitigation	<p>I1</p> <p>BE IT RESOLVED THAT the memo from Administration dated February 26, 2021 regarding a funding application to the UBCM in support of Community emergency preparedness support be received; and further</p> <p>BE IT RESOLVED THAT the Council of the District of 100 Mile House approves the District of 100 Mile House application to the UBCM “2021 Flood Risk Assessment, Flood Mapping and Flood Mitigation Planning” program in the amount of \$150,000.</p>				
Grant for Assistance	<p>I2</p> <p>BE IT RESOLVED THAT Council resolution No. 17/21 be rescinded and further,</p> <p>BE IT RESOLVED THAT the Council of the District of 100 Mile House approve the following 2021 Grant in Aid contributions:</p> <table data-bbox="529 898 1104 970"> <tr> <td>100 Mile Nordics</td> <td>\$ 1,500.</td> </tr> <tr> <td>PSO Dry Grad</td> <td>250.</td> </tr> </table>	100 Mile Nordics	\$ 1,500.	PSO Dry Grad	250.
100 Mile Nordics	\$ 1,500.				
PSO Dry Grad	250.				
J.	<u>BYLAWS:</u>				
Cemetery Amendment By-Law 1375-2021	<p>J1</p> <p>BE IT RESOLVED THAT District of 100 Mile House <u>“Cemetery Amendment By-Law No. 1375-2021”</u> be adopted this 9th day of March 2021.</p>				
Animal Control Amendment By-Law 1376-2021	<p>J2</p> <p>BE IT RESOLVED THAT District of 100 Mile House <u>“Animal Control and Pound Operation Amendment Bylaw No. 1376-2021”</u> be read a first, second, and third time this 9th day of March 2021.</p>				
2021 Financial Plan By-Law 1377-2021	<p>J3</p> <p>BE IT RESOLVED THAT District of 100 Mile House <u>“2021 Financial Plan Bylaw No. 1377-2021”</u> be read a first, second and third time this 9th day of March 2021.</p>				

K.	<u>VOUCHERS</u>
Paid Vouchers (February) #25664 to #25733 & EFTs	K1 BE IT RESOLVED THAT the paid manual vouchers #25664 to #25733 and EFT's totaling \$ 213,209.46 <u>be received</u> .
L.	<u>OTHER BUSINESS:</u>
M.	<u>QUESTION PERIOD:</u>
N.	<u>ADJOURNMENT</u> BE IT RESOLVED THAT this March 9 th , 2021 meeting of Council be adjourned: Time:



E1

DISTRICT OF 100 MILE HOUSE

MEETING HELD IN DISTRICT COUNCIL CHAMBERS

TUESDAY, February 9th, 2021 AT 7:00 PM

PRESENT:	Mayor	Mitch Campsall
	Councillor	Ralph Fossum
	Councillor	Dave Mingo (via Teams)
	Councillor	Chris Pettman (via Teams)
	Councillor	Maureen Pinkney (via Teams)
STAFF:	CAO	Roy Scott
	Dir. of Finance	Tammy Boulanger (via Teams)
	Dir. of Ec-Dev / Planning	Joanne Doddridge (via Teams)
	D/Corp Officer (Trainee)	Sheena Elias

A	<p><u>CALL TO ORDER</u></p> <p>Mayor Campsall called the meeting to order at 7:00 PM</p> <p>Mayor Campsall acknowledged that this meeting is being held on the Traditional Territory of the Secwepemc People.</p> <p>As per Ministerial Order from the Minister of Public Safety and Solicitor General</p> <p>That members of the public are not permitted to physically attend the February 9th, 2021 meeting of the District of 100 Mile House due to the COVID-19 pandemic. As per Ministerial Order from the Minister of Public Safety and Solicitor General the District cannot, at this time, ensure the safety of staff, Council members, and members of the public in such circumstances. Despite this, for the purposes of Division 3 of Part 4 of the Community Charter, the meeting is not to be considered closed to the public.</p> <p>Openness, transparency, accessibility, and accountability, in respect of this meeting, will be achieved by the open publishing of the minutes</p>
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B	<u>APPROVAL OF AGENDA</u>
	<p>B1</p> <p>Res: 13/21 Moved By: Councillor Pinkney Seconded By: Councillor Pettman</p> <p>BE IT RESOLVED THAT the February 9th, 2021 Regular Council agenda be approved.</p> <p style="text-align: center;">CARRIED.</p>
C	<p><u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE</u></p> <p>There were no late items.</p>
D	<p><u>DELEGATIONS</u></p> <p>There were no delegations.</p>
E	<u>MINUTES</u>
<p>Regular Council – January 12th, 2021</p>	<p>E1</p> <p>Res: 14/21 Moved By: Councillor Pinkney Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT the minutes of the Regular Council meeting of January 12th, 2021 be adopted.</p> <p style="text-align: center;">CARRIED.</p>
	<p><u>UNFINISHED BUSINESS</u></p> <p>No unfinished business.</p>
G	<p><u>MAYOR'S REPORT</u></p> <p>Mayor Campsall commented on the current pandemic situation. Town seems busy and everyone seems to be figuring out how to keep on going. Mayor Campsall would like to encourage everyone to remain positive and accepting of each others' differences.</p>



H	<u>CORRESPONDENCE</u>
Commissionaires Report – January 2021	<p>H1</p> <p>Res: 15/21 Moved By: Councillor Pinkney Seconded By: Councillor Pettman</p> <p>BE IT RESOLVED THAT the By-Law Officer report for the period of January 1st to 31st 2021 be received.</p> <p style="text-align: center;">CARRIED.</p> <p>The CAO informed members of Council that the current Bylaw Officer would be leaving as of April 1st, 2021 and the Commissioners would be proposing a replacement.</p>
100 Mile Model Flyers – Airport Use	<p>H2</p> <p>Res: 16/21 Moved By: Councillor Mingo Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the memo from Administration dated January 20, 2021 regarding a use of the 100 Mile Airport for a model flyer “fun fly” in July of 2021 be received; and further</p> <p>BE IT RESOLVED THAT the Council of the District of 100 Mile House approves the 100 Mile Model Flyer Society request for use of the 100 Mile Airport on July 23/24/25 2021 to host a model flyers fun fly event.</p> <p style="text-align: center;">CARRIED.</p>



I	<u>STAFF REPORTS</u>				
<p>2021 Grant in Aid</p>	<p>I1</p> <p>Res: 17/21 Moved By: Councillor Pettman Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT the Council of the District of 100 Mile House approve the following 2021 Grant in Aid contributions:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">100 Mile Nordics</td> <td style="text-align: right;">\$ 1,250.</td> </tr> <tr> <td>PSO Dry Grad</td> <td style="text-align: right;">\$ 250.</td> </tr> </table> <p style="text-align: center;">CARRIED.</p>	100 Mile Nordics	\$ 1,250.	PSO Dry Grad	\$ 250.
100 Mile Nordics	\$ 1,250.				
PSO Dry Grad	\$ 250.				
<p>Proposed Regional Trails and Parks Service</p>	<p>I2</p> <p>Res: 18/21 Moved By: Councillor Mingo Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT the memo from Administration regarding the Proposed Regional Trails and Parks Service be received; and further</p> <p>BE IT RESOLVED THAT the Council of the District of 100 Mile House advise the Cariboo Regional District that they do not support the proposed Regional Trails and Parks Service at this time.</p> <p style="text-align: center;">CARRIED.</p> <p>Council agreed that this is a large item that requires much more discussion and during a pandemic is not the time to do it. Councillor Pinkney stated that in the District there are already multiple volunteer and working groups that are working towards trails and recreation.</p> <p>Councillor Mingo stated that the budget set out by the CRD seems inadequate as he expects the scope of the project to grow with time.</p>				



<p>South Cariboo Housing Needs Assessment</p>	<p>I3</p> <p>Res: 19/21 Moved By: Councillor Pinkney Seconded By: Councillor Pettman</p> <p>BE IT RESOLVED THAT the memo from Administration regarding a South Cariboo Housing Needs Assessment be received; and further</p> <p>BE IT RESOLVED THAT Council of the District of 100 Mile House approves the development of a South Cariboo Housing Needs Assessment; and further</p> <p>BE IT RESOLVED THAT Council authorizes Administration to enter into a Memorandum of Understanding with the Cariboo Regional District.</p> <p>CARRIED.</p>
<p>Community Transition Team Update</p>	<p>I4</p> <p>Res: 20/21 Moved By: Councillor Fossum Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT the memo from Administration to provide a Community Transition Team Update to Council, be received.</p> <p>CARRIED.</p> <p>Councillor Pettman inquired if the team is still actively required.</p> <p>Director of Ec-Dev and Planning advised that while the team is getting smaller the various members are still working towards the initial tasks set out by the team. The next team meeting will take place in 6 months.</p>



<p>100 Mile Nordics – NDI Funding Application</p>	<p>I5</p> <p>Res: 21/21 Moved By: Councillor Pinkney Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT the District of 100 Mile House Council support the 100 Mile Nordics 2021 funding application to the Northern Development Initiative Trust Recreation Infrastructure program.</p> <p style="text-align: center;">CARRIED.</p>
<p>J</p>	<p><u>BYLAWS</u></p>
<p>Cemetery Amendment By-Law 1375-2021</p>	<p>Res: 22/21 Moved By: Councillor Mingo Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the memo from Administration dated January 29, 2021 regarding Cemetery Amendment By-Law 1375-2021 be received and further</p> <p>BE IT RESOLVED THAT District of 100 Mile House Cemetery Amendment By-Law No. 1375-2021 be read a first, second and third time this 9th day of February 2021.</p> <p style="text-align: center;">CARRIED.</p>
<p>K</p>	<p><u>GENERAL VOUCHERS</u></p>
<p>Paid Vouchers (January) #25562 to #25663 & EFTs</p>	<p>K1</p> <p>Res: 23/21 Moved By: Councillor Mingo Seconded By: Councillor Pettman</p> <p>BE IT RESOLVED THAT the paid manual vouchers #25562 to #25663 and EFT's totaling \$ 434,420.73 be received.</p> <p style="text-align: center;">CARRIED.</p>



Regular Council

February 9, 2021

L	<u>OTHER BUSINESS:</u> No other Business.
M	<u>QUESTION PERIOD:</u>
N	<u>ADJOURNMENT</u> Res: 24/21 Moved By: Councillor Pinkney Seconded By: Councillor Pettman BE IT RESOLVED THAT this February 9 th , 2021 meeting of Council be adjourned: Time: 7:20 PM. CARRIED.
	I hereby certify these minutes to be correct. _____ Mayor _____ Corporate Officer





COMMISSIONAIRES

TRUSTED · EVERYDAY · EVERYWHERE

H1

Monthly Progress Report

District of 100 Mile House – Bylaw Enforcement Site 545
February 1st to February 28th, 2021

In February, there was 1 Requests for Service:

- Barking dog – Dog outside all day disturbing neighbors. Talked to the owners of the dog and gave them a copy of the noise bylaw. They will keep the dog inside when not home – will monitor

Other issues dealt with in February:

- No parking zone – 3 – Talked to 2 drivers and vehicles were moved, left warning on 1 vehicle.
- Dogs off leash in town – 2- Talked to the owners, dogs were put on leash.
- 2 HR Parking limit – 1 – Employee of business parking on street all day. Talked to owner of vehicle, vehicle was moved to long term parking.

Note – Another quiet month due to Covid-19.

Harold Underhill
Employee No. 3258
Commissionaires B.C.

RECEIVED
H2
JAN 20 2021

DISTRICT OF 100 MILE HOUSE
BRITISH COLUMBIA

January 20, 2021

Dear City Counsel Members;

We here at the Royal Canadian Legion would like to ask for a share of the money given by the Province of British Columbia for the Covid-19 Business Restart Program.

The Legion is holding it's own for everyday operations, we do not however have the money for any of the repairs that are arising in our aging building. We cannot have any events to help us with the income that we would normally have for such incidentals.

The City of Williams Lake has contributed a substantial amount of funds to the Legion there as reported in the Tribune.

If the Legion does not meet your qualifications we would be completely open to having our taxes suspended for the year so that we may have that money to spend on the necessary repairs and any further issues we encounter.

Sincerely,



Leo Holthuysen President
Royal Canadian Legion Branch 260

100 MILE HOUSE



February 9, 2021

Mayor and Council
District of 100 Mile House
PO Box 340, 100 Mile House
BC V0K 2E0

Dear Mayor and Council,

I am writing you today with a request of which I ask for a yes or no reply.

As you are aware the Emissaries of Divine Light donated the property known as the Exeter Hall, Chapel and Lodge to the District of 100 Mile House. It was a beautiful and emotional occasion for those in attendance. A gift that many communities would love to receive.

In 2007-2008 the district council worked with the Rutledge's, Babcock's and others who formed the District of 100 Mile Museum Society. The council granted the Society a five-year lease on the Lodge, for the purpose of a museum, which was cancelled in 2009 by new council. Hours of volunteer work were put into obtaining many artifacts and historical records. These are now in storage.

It was the wish of the late Ross Marks (first mayor of 100 Mile and EDL member) and his wife Marcia that the Lodge be made into a museum. The history of 100 Mile started there so it is only fitting that the building be used for this purpose.

History of this area is what we should all wish to preserve. Every community is proud of its history and those that helped to build the towns we live in today. Tourism dollars are generated through venues like museums, drive through BC and you will find museums in many communities, large and small.

I worked with both the Rutledge's and Babcock's. Fortunately, Elsie Babcock has kept the information on the five years of the lease and knows what was accomplished.

2.

In speaking to many citizens of 100 Mile and area, they too feel it is so important the Lodge be saved and be used as a museum.

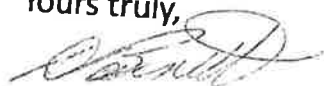
Many of the original town builders have passed on or moved on, taking with them the historical knowledge we need to preserve. Time is of the essence.

I have a group of energetic, excited people to get to work to restore the Museum Society and move forward with our Lodge becoming a museum.

Before any of this can move forward a commitment from Mayor and Council is needed, a resolution that fully support this endeavor is necessary before myself and others move forward.

I thank you for your consideration. A response in the very near future is requested.

Yours truly,



Donna Barnett
PO Box 1161
100 Mile House BC

CC: Mrs. Elsie Babcock

Sheena Elias

H4

From: amanda patterson <deadite_2010@hotmail.com>
Sent: March 5, 2021 7:17 AM
To: Sheena Elias
Subject: Formal request for the 2021 south Cariboo farmers market season.

To the district of 100 mile house,

As the manager of the south Cariboo farmers market, I am once again asking for your consideration in allowing us to operate on 3rd street. Between the alley and Birch st.

We will be opening on the first Friday in May and will close the first Friday in October. The street will be cleared by 4 PM.

We will once again be following strict Covid protocol as set forth by the BCCDC and the BCHO and the BCAFM.

If you have any questions or need any further details please feel free to reach out.

Sincerely,
Amanda Patterson
South Cariboo farmers market manager
250 938 4651

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DISTRICT OF 100 MILE HOUSE

M E M O

Date: February 26, 2021
To: Mayor & Council
From: Administration
Subject: UBCM Funding Application – Flood Risk Assessment Planning/Mitigation

The District is applying through the UBCM **“2021 Flood Risk Assessment, Flood Mapping and Flood Mitigation Planning”** CEPF funding stream. Funding is being requested to support flood mapping of the area, specifically including Little Bridge Creek. (\$150 000.00). Application(s) are being submitted from the Cariboo Regional District, District of 100 Mile House and Canim Lake Band.

There is no cost to the District of 100 Mile House, other than administration of the funds if approved. A project summary is hereto attached.

One of the established criteria to support the funding application is a resolution from the governing body associated with the applicant agency.

Therefore, should Council be supportive of this application the following resolution would be in order:

BE IT RESOLVED THAT the memo from Administration dated February 26, 2021 regarding a funding application to the UBCM in support of Community emergency preparedness support be received; and further

BE IT RESOLVED THAT the Council of the District of 100 Mile House approves the District of 100 Mile House application to the UBCM “2021 Flood Risk Assessment, Flood Mapping and Flood Mitigation Planning” program in the amount of \$150,000.

S. Elias
Deputy Corporate Officer

R.Scott
CAO

Community Emergency Preparedness Fund

**Flood Risk Assessment, Flood Mapping &
Flood Mitigation Planning**

2021 Application Form

Please complete and return the application form by February 26, 2021. All questions must be answered by typing directly in this form. If you have any questions, contact cepf@ubcm.ca or (250) 387-4470.

SECTION 1: Applicant Information	AP <i>(for administrative use only)</i>
Name of Local Government or First Nation: District of 100 Mile House	Date of Application: February 25, 2021
Contact Person*: Roy Scott	Position: Chief Administrative Officer
Phone: 250-395-2434	E-mail: rscott@100milehouse.com

* Contact person must be an authorized representative of the applicant.

SECTION 2: Project Summary
<p>1. Name of the Project: Detailed Flood Hazard Mapping, Bridge Creek</p>
<p>2. Type of Project. Please identify each component you are applying for:</p> <p><input type="checkbox"/> Flood Risk Assessment</p> <p><input checked="" type="checkbox"/> Flood Mapping</p> <p><input type="checkbox"/> Flood Mitigation Planning</p>
<p>3. Project Cost & Grant Request:</p> <p>a. Total Project Cost: \$450,000.00 Total Grant Request: \$150,000.00</p> <p>b. Have you applied for or received funding for this project from other sources (i.e. NDMP, Gas Tax, or other?) If yes, please indicate the source and the amount of funding received or applied for.</p> <p>No.</p>

- c. Does this proposal relate to other current proposals in your region? If yes, please explain.

This proposal is a coordinated application between Cariboo Regional District (CRD), District of 100 Mile House, and Canim Lake Band. Bridge Creek flows through all three jurisdictions. Each references a common work plan.

4. Project Summary. Please provide a summary of your project in 150 words or less.

Building on previous assessments, the project proposes to develop detailed flood mapping for key portions of a 58km stretch of Bridge Creek that crosses three jurisdictions. This stretch of Bridge Creek has a population of approximately 5000, and improvement values of approximately \$150M. There have been significant flood events in 1999 and 2020. The project proposes field assessments of bathymetry, historic channel change and bank erosion which builds on previous desktop work done. The deliverables will be detailed flood mapping sufficiently detailed for use in regulations and bylaws, such as flood construction levels, as well as flood hazard scenario maps for various return periods.

SECTION 3: Detailed Project Information

5. Project Area.

- a. Describe the proposed project area (location, size, population, land use, etc.).

Map indicating the location of the proposed project must be included with this application

Bridge Creek, located in the South Cariboo, is a major tributary of the Clearwater River, which drains into the North Thompson River. The portion in the study area is approximately 58km in length and crosses the jurisdictions of CRD, 100 Mile House and the Canim Lake Band between Horse Lake and Canim Lake, with flood-prone areas intersecting about \$110M in assessed building improvements within 100 Mile House and about \$36M within CRD. Land use is a mix of residential, semi-rural and agricultural with commercial and institutional buildings in 100 Mile House. Population of 100 Mile House is 1980 based on 2016 census, and there is approximately 2440 people in the CRD portion of the study area. Value of improvements on Canim Lake Reserve are not assessed, but about 406 people live on the floodplain within the Reserve boundary. Developed areas along Bridge Creek have historically and recently experienced damaging floods requiring emergency response efforts and were rated as high priority for further assessment in previous reports. See maps in the work plan included with this application, as well as photos of recent flooding in 2020.

- b. Does the proposed project build on other recent projects in your region? If yes, please explain.

This project builds on a geohazard risk management initiative across the entire Thompson River Watershed which was initiated in 2018. A geohazard risk prioritization was completed for the entire Thompson River Watershed in 2019, and

base level flood mapping completed in 2020 for Bridge Creek. Current funding is updating the Bridge Creek base level flood mapping with LiDAR data acquired in fall 2019. Work completed to date has been entirely desktop-based; the proposed detailed flood mapping would involve bathymetric surveys and field investigations. Each subsequent iteration of work focuses on a more specific area given the risk identified, and proposes a more detailed level of detail.

6. Proposed Activities.

- a. What specific activities will be undertaken as part of the proposed project? Please refer to Section 4 of the Program & Application Guide for eligibility and note that activities must align with the required workplan and budget.

See the work plan attached to this application for more details (in particular table 2-1). In summary, the specific activities are as follows:

- Characterization of the study area including regional physiography, hydroclimate, local watershed characteristics, geology, site characteristics, flood history and mitigation activity
- Compilation of data and baseline analyses required for assessment. This includes topographic and creek bathymetry data collection including terrain, hydrologic, hydraulic, fluvial geomorphologic analyses and consideration of climate change impacts
- Completion of detailed hazard mapping and assessment according to provincial and national standards for select flood return periods
- Delivery of flood hazard maps and supporting information
- Throughout the project, project management, meetings, informing applicants of progress, sharing progress and status updates, and presenting final results

- b. If applicable, describe how hydrology analysis and/or hydraulic modeling may be conducted as part of your project.

Hydrology analysis and hydraulic modelling is a key component of the project. See answer above, and the detailed work plan.

- 7. Implementation Risks.** List any potential implementation risks that may impact the ability to deliver on the project, and explain what mitigation measures are in place to address them (e.g. staff capacity, procurement, etc.).

Staff capacity to provide local information and data may delay the progress. Mitigation measures are that LiDAR data and orthoimagery exists for the area.

- 8. Rationale.** What is the rationale and evidence for undertaking this project? This may include local flood hazard and/or seismic vulnerability as identified in the Emergency Plan or flood mapping, threat levels identified in completed flood risk assessments and/or recent flood history (e.g. evacuation order and/or disaster financial assistance).

Other than the base level flood mapping completed in 2020, there is no flood mapping completed for the study area. The area has been subject to repeated flood events, notably 1999 and 2020. Evacuation alerts at multiple properties were issued (some for as long as 4 months), the main park in 100 Mile House was closed, roads and access was limited, and emergency response resources were mobilized by all applicants in 2020.

9. Engagement & Collaboration

- a. Describe how the proposed project will contribute to a comprehensive, cooperative and regional approach to flood planning.

This project builds on a geohazard risk management initiative across the entire Thompson River Watershed which was initiated in 2018. A geohazard risk prioritization was completed for the entire Thompson River Watershed in 2019, and base level flood mapping completed in 2020. Each subsequent iteration of work focuses on a more specific area given the risk identified, and proposes a more detailed level of detail.

Since 2018, \$2.7M has been secured from multiple sources (National Disaster Mitigation Program, UBCM CEPF) to advance this work. Fraser Basin Council has taken a coordination role in bringing orders of government to the table, to seek input on priorities, raise awareness of the work underway, and provide a comprehensive and coordinated approach. FBC has shared all deliverables with 4 regional districts, 15 municipalities, and 26 First Nations bands or tribal councils. A website has been established to host reports, maps and other information at www.thompsonflood.ca

- b. List current and potential regional stakeholders and partnerships, and describe their level of engagement and commitment to the project. This may include other local governments or First Nations that are located in proximity to the project.

A Thompson Flood Advisory Committee was struck in 2018 to provide oversight to the entire project, consisting of a mix of local government and First Nations staff, elected officials, as well as staff from MFLNRORD, Emergency Management BC, and Ministry of Transportation and Infrastructure. CRD and District of 100 Mile House have been engaged since the beginning. Canim Lake Band has been the recipient of reports and maps for all work completed to date.

10. Proposed Deliverables & Outcomes

- a. What specific deliverables will result from this project?

- Field surveys of channel bathymetry of Bridge Creek and a section of Little Bridge Creek at 100 Mile House and hydraulic structures (e.g. bridges) along Bridge Creek, focusing on high priority areas based on input from project applicants
- Assessment of historic channel change in Bridge Creek
- Detailed flood hazard maps across a range of select flood return periods from the 20-year to the 500-year return period [annual exceedance probability (AEP) from 0.05 to 0.002].

- Flood Construction Level map for the 200-year return period flood event (0.005 AEP).

- b. Describe how the proposed project considers climate change in the project methodology and adapts to the impacts of climate change through the final deliverables.

Climate change will be considered in the scope of work through adjustments to streamflow for different return periods used for hydraulic modelling. Subject to confirmation during the study, BGC expects to adjust flood quantiles (peak discharges at each return period) upwards by 20% according to professional practice guidelines (EGBC August 28, 2018). As part of work supporting baseline flood hazard mapping (BGC April 30, 2020), BGC quantitatively considered impacts of climate change in the development of flood estimates based on Representative Concentration Pathway (RCP) 6.5 and 8.5 for the 2050s, as defined by the Intergovernmental Panel on Climate Change (IPCC). This quantitative analysis, while not conclusive, supported the adjustment according to EGBC guidelines.

It must be stressed that the effects of anthropogenic climate change are extremely complex in their manifestation in watershed geophysics and hence runoff change (Jakob, 2020). Changes in beetle infestations, wildfires, and shifts from nival (snow) to hybrid (rainfall and snow) or hybrid to rainfall-dominated systems are all intertwined and non-linear. Society has entered a climate with characteristics outside the recorded human experience. What this means for this study is that historic events and flows on stream systems may not be adequate predictors of future conditions. The understanding of the trajectory and magnitude of change will evolve in the coming years. All climate change assumptions applied in this study will warrant periodic review as climate science evolves.

- c. How will this proposed project lead to a better understanding of the social and economic impacts of flood events to the community?

It will quantify the value of improvements at risk, at the parcel level, and can be used to anticipate the number of people impacted by flood events (e.g., on evacuation alert or order) for different flood scenarios.

- d. If applicable, how does this project address and/or inform existing or future amendments to local plans, policies, building codes, floodplain zoning bylaws, and/or public awareness/education?

The project will provide detailed flood construction level maps for the 200 year return period that can be incorporated into plans, policies and bylaws. The project will provide information that can be communicated to the public, such as flood maps.

- 11. Monitoring & Performance Measures.** Describe how the project will be monitored and what performance measurements will be used (e.g. work progress reports, timeline review, resource planning, procurement plan and roll out, etc.).

Updates by BGC to the applicants or FBC as required; periodic (approximately quarterly) updates provided to the Thompson Flood Advisory Committee. Monitoring of progress against the proposed dates in Table 2-1 of the work plan. Monitoring of budget spent.

12. Qualified Professionals. Flood risk assessment, flood mapping and flood mitigation planning require specialized technical knowledge and experience to provide meaningful results to your community. Outline your procurement process to engage the necessary subject matter expertise (Qualified Professionals) required for this work and the criteria you will use to make the selection.

A geohazard risk management initiative for the entire Thompson River watershed (TRW) was launched in February 2018 at a Community-to-Community Forum in Kamloops, BC, coordinated by Fraser Basin Council with participation of local governments and First Nations, including CRD. FBC subsequently retained BGC Engineering Inc. (BGC) to carry out an initial phase of this work, including clear-water flood, steep creek and landslide-dam risk prioritization (BGC, 2019) and screening-level floodplain mapping (BGC, 2020). The proposed project, if funded, will represent a continuation of this initiative with the same subject matter experts.

13. Additional Information. Please share any other information you think may help support your submission.

Previous Thompson River Watershed geohazard mapping assessment and prioritization reports and maps, as well as terms of reference and meeting summaries of the Thompson Flood Advisory Committee can be found at www.thompsonflood.ca

The proposed work advances multiple recommendations of the Auditor General's Report (2018) including the following:

- Recommendation #64: Undertake a portfolio approach to prevention where all possible partners are identified, collaborate to reduce risk, and assess performance and success at the portfolio level. In combination with other participants in this integrated project initiative, the proposed study area encompasses a regional district, a municipality, and a First Nation.

- Recommendation #80: To increase the resiliency of BC's ecosystems and communities against climate change, BC establish a predictable and stable revenue stream to provide enhanced investment in prevention and preparedness. This integrated geohazard risk management initiative is a case-example of how step-by-step advancement of hazard and risk knowledge, supported by multiple revenue streams, can advance hazard and risk management until such time that a consistent provincial revenue stream is established.

SECTION 4: Required Application Materials

Only complete applications will be considered for funding.

The following separate attachments are required to be submitted as part of the application:

- Local government Council or Board resolution, Band Council resolution or Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- Detailed workplan and budget for each component identified in the application. This must include a breakdown of work activities, tasks, deliverables or products, resources, timelines (start and end dates), and other considerations or comments. The budget must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.
- Map identifying the location of the proposed project.
- If applicable, copies of any relevant documents that support the rationale for this project must be included with this application. E.g. Mitigation planning applications should be supported by flood mapping and/or risk assessments for the proposed area. For risk assessments it is encouraged that proponents utilize the National Disaster Mitigation Program RAIT methodology and provide the complete RAIT with the application.

Approved applicants are required to grant the Province of British Columbia free and clear access and distribution rights, specifically a perpetual, royalty-free, non-exclusive, worldwide license to use, reproduce, modify and distribute, any and all of the spatial data products acquired/produced using CEPF funding.

SECTION 6: Signature

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within our local authority's jurisdiction (or appropriate approvals are in place).

Name: Roy Scott

Title: Chief Administrative Officer

Signature:

Date:

An electronic or original signature is required.

Submit applications to Local Government Program Services, Union of BC Municipalities

E-mail: cepf@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8



LEGISLATIVE ASSEMBLY
of BRITISH COLUMBIA

February 22, 2021

MLA Lorne Doerkson
PO Box 95, 100 Mile
VOK 2E0

Re: Support for Flood Mapping and Strategy Plan for Bridge Creek Application

To Whom It May Concern:

As the MLA for the Cariboo Chilcotin, I am very pleased to support the mapping and strategy project application put together by the Cariboo Regional District, the District of 100 Mile House and Canim Lake First Nation.

Our region has seen significant flooding since 2017, causing damage in all areas, be it personal property and /or land. I know this project will help the local governments and constituents to prepare and protect properties and eco systems from further damage.

Please accept this letter as support of this project and thank you for your consideration of the application.

Yours truly,

Lorne Doerkson, MLA Cariboo Chilcotin
bm

February 25, 2021
Project No.: P21087

Mike Simpson, Director, Interior Regional Programs
Fraser Basin Council
200A – 1383 McGill Road
Kamloops, BC V2C 6K7

Dear Mike,

Re: Work Plan: Detailed Flood Hazard Mapping, Bridge Creek – DRAFT

1.0 INTRODUCTION

BGC Engineering Inc. (BGC) is pleased to provide this work plan to Fraser Basin Council (FBC) to conduct a detailed flood hazard mapping project for Bridge Creek, British Columbia (BC), which flows through the jurisdictions of Cariboo Regional District (CRD), the District of 100 Mile House (100 Mile House), and the Canim Lake Band.

This work plan supports funding applications by CRD, 100 Mile House, and the Canim Lake Band to the Union of BC Municipalities Emergency Preparedness Fund (UBCM CEPF) to complete detailed flood hazard mapping of Bridge Creek from Canim Lake to Horse Lake (Drawing 1). This work plan has been written in response to a request made in email correspondence from CRD, and 100 Mile House to FBC on February 9, 2021. Collectively, CRD, 100 Mile House, and the Canim Lake Band are referred to as the *project applicants* in this work plan.

If funding applications are successful, each project applicant will enter into a contribution agreement with FBC to coordinate the project, with the work to be completed by BGC as one integrated study. This coordination will increase cost effectiveness and enable detailed flood hazard mapping that is seamless across local jurisdiction boundaries. Because this work plan supports a funding application, it is considered draft pending confirmation of funding.

A geohazard risk management initiative for the entire Thompson River watershed (TRW) was launched in February 2018 at a Community-to-Community Forum in Kamloops, BC as coordinated by FBC with participation of local governments and First Nations. FBC subsequently retained BGC to carry out several phases of this initiative, which has progressed from watershed-wide geohazard risk prioritization (BGC March 31, 2019) to base level flood hazard mapping of higher priority areas¹ (BGC April 30, 2020).

¹ See Section 1.1 for discussion of base level flood mapping.

1.1. Why this Study?

Bridge Creek crosses the jurisdictions of CRD, 100 Mile House and the Canim Lake Band between Horse Lake and Canim Lake, with flood-prone areas intersecting about \$110M in assessed building improvements within 100 Mile House and about \$36M within CRD. Improvements on Canim Lake Reserve are not assessed, but about 406 people live on the floodplain within the Reserve boundary. Developed areas along Bridge Creek have historically and recently experienced damaging floods requiring emergency response efforts and were rated as high priority for further assessment by BGC (September 24, 2020).

Figure 1-1 to Figure 1-4 provide representative photos of May 2020 flooding within CRD, Canim Lake Reserve, and 100-Mile House. The CRD issued evacuation alerts at multiple properties and mobilized emergency response resources during this period.



Figure 1-1. View of flooded properties at Houseman Road, looking south at Houseman Bridge within the CRD. (May 2, 2020, Photo Courtesy CRD, 2020).



Figure 1-2. Flood inundation at 6013 Horse Lake Road near the outlet of Bridge Creek into Horse Lake, looking North (within the CRD). The Google Earth Image shows the banks of Bridge Creek at the same location, for comparison. (May 2, 2020, Photo Courtesy CRD, 2020).



Figure 1-3. View east across flooded areas of Bridge Creek near Canim Lake, Tso'escen Road in foreground (Canim Lake Band Reserve) (May 2, 2020, Photo Courtesy CRD, 2020).



Figure 1-4. View of Centennial Park, which was closed due to flooding of Bridge Creek (within 100 Mile House) (May 3, 2020, Photo: 100 Mile Free Press, 2020).

Flood management planning, policy, and bylaw implementation along Bridge Creek is currently challenged by the lack of detailed flood hazard mapping and knowledge of flood risk and the large number of sites of concern. Flood hazard mapping conducted by BGC for Bridge River (BGC April 30, 2020) provided flood hazard mapping at a “base” level of detail (Figure 1-5). The current mapping was entirely desktop based using available lidar (with no bathymetric surveys or other fieldwork) and was prepared for a single flood event (200-year return period flood). While an advancement over previous work, it is not sufficiently detailed for use in regulation (bylaws) such as the preparation of Flood Construction Levels (FCLs).

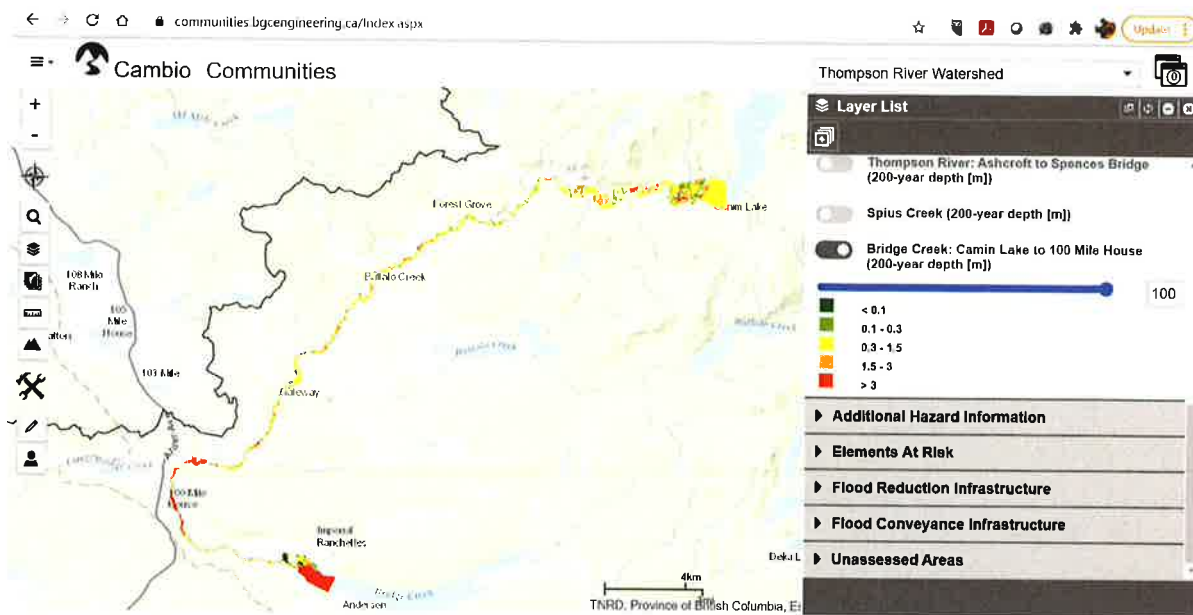


Figure 1-5. Base level floodplain mapping as displayed in Cambio (BGC April 30, 2020).

The proposed work will build on the regional flood frequency analysis and hydraulic modelling already completed by BGC (April 30, 2020), to provide maps required for bylaw implementation and mitigation planning. Specifically, the proposed project will provide the following:

- Field surveys of channel bathymetry of Bridge Creek and a section of Little Bridge Creek at 100 Mile House and hydraulic structures (e.g., bridges) along Bridge Creek, focusing on high priority areas based on input from project applicants.
- Assessment of historic channel change in Bridge Creek.
- Detailed flood hazard maps across a range of select flood return periods from the 20-year to the 500-year return period [annual exceedance probability (AEP) from 0.05 to 0.002].
- FCL map for the 200-year return period flood event (0.005 AEP).

2.0 SCOPE OF WORK

2.1 Work Plan

In summary, the scope of work includes:

- Characterization of the study area (Bridge Creek) including regional physiography and hydroclimate, and local watershed characteristics, geology and site characteristics flood history and mitigation activity.
- Compilation of data and baseline analyses required for assessment. This includes topographic and creek bathymetry data collection including terrain, hydrologic, hydraulic, fluvial geomorphologic analyses, and consideration of climate change impacts.
- Completion of detailed hazard mapping and assessment according to provincial and national standards for select flood return periods, as described in Section 3.0.
- Delivery of flood hazard maps and supporting information.

Drawing 1 shows the location of the study area and defines channel sections where detailed bathymetric surveys will be focused. Table 2-1 lists tasks, deliverables, and an expected timeline. While the work plan generally progresses through data compilation, fieldwork, analyses and preparation of deliverables, the activities performed are largely overlapping. Table 2-2 lists potential project risks and how BGC will manage these risks should they occur.

BGC notes the following about project activities:

- Channel Surveys: The primary field activity will involve channel surveys as input for hydraulic modelling. BGC will retain subcontractors to execute the survey according to BGC's requirements. The survey scope may be affected by factors such as the degree of channel change since lidar acquisition (more change will increase the survey effort) and field conditions. BGC will update FBC if the overall scope requires revision within the fixed budget, depending on the level of survey work.
- Bank Erosion Assessment: The scope of work will quantify historic channel change and will highlight areas relatively more susceptible to future change. The work will not include geotechnical assessment of bank or dike stability, or quantitative predictions of bank erosion at a specific flood discharge.

Table 2-1. Work plan.

Work Phase	Work Activities	Tasks	Deliverables/Products	Resources	Timeline Start	Timeline End
1	PROJECT MANAGEMENT					
1.1	Project Management	Meetings, project management and administration	Presentations and updates.	BGC, FBC, Stakeholders	May-21	May-22
2	NEW DETAILED CLEAR-WATER FLOOD HAZARD ASSESSMENT AND MAPPING					
2.1	Data Compilation	Survey and base data collection	Base inputs for hazard analyses, incorporating previous work where existing.	BGC, FBC, Stakeholders Surveyors	July-21	Sept-22
		Asset inventory	Base inputs for hydraulic modelling	BGC, FBC, Stakeholders	July-21	Oct-22
2.2	Fieldwork	Fieldwork planning	Site visit planning, coordination with contractors as required.	BGC	July-21	Aug-22
		Conduct field site visits	Field data for modelling and assessment inputs	BGC	Aug-21	Oct-22
2.3	Hazard Analysis	Hydrology and climate change assessment	Hydrologic inputs for hydraulic modelling including climate-change adjusted precipitation and runoff inputs	BGC	Sept-21	Dec-22
		Hydraulic modelling	Model outputs showing flood extent, flow depth and velocity.	BGC	Sep-21	Dec-22
3	3.1	Bank erosion assessment	Historical channel change assessment to show areas prone to erosion.	BGC	Jul-21	Oct-22
		DELIVERABLES				
3.1	Reporting	Reporting	Description of methods, results, and limitations.	BGC	Feb-21	May-22
3.2	Maps and data	Hazard maps	Clear-water flood hazard maps showing the areas of inundation at different return periods; delivered in digital (GIS) format and via Cambio web application.	BGC	Feb-21	May-22
3.3	Presentation	In person meetings	Presentation (via web)	BGC, FBC, Stakeholders	May-21	May-22

Table 2-2. Project risk register.

ID	Risk Description	Likelihood of Risk Occurring	Impact on the Project	Risk Type	Mitigation Action
1	Project dependant becomes unavailable	Low	Medium	Schedule	Project team includes redundancy to meet the project schedule.
2	Insufficient data to complete project	Medium	High	Schedule Budget Quality	BGC will work with FBC to review the problem and develop suitable solutions that may include additional data collection.
3	Tight project timelines	Low	Medium	Schedule	BGC will closely track the progress of the project and report any issues to FBC.
4	Additional modelling scenarios are required	Low	Medium	Schedule Budget	If FBC wishes to conduct additional scenarios, BGC will work to issue a scope change request within constraints of the available budget.
5	Data collection during high flows	Medium	High	Life Safety; Schedule	BGC will work with staff and contractors to undertake a go-no-go risk assessment prior to the collection of field data.

2.2. Climate Change

Planning decisions based on hazard maps can have implications for half a century or longer, making consideration of climate change a key priority for planning, policy, and bylaw implementation.

Climate change will be considered in the scope of work through adjustments to streamflow for different return periods used for hydraulic modelling. Subject to confirmation during the study, BGC expects to adjust flood quantiles (peak discharges at each return period) upwards by 20% according to professional practice guidelines (EGBC August 28, 2018). As part of work supporting baseline flood hazard mapping (BGC April 30, 2020), BGC quantitatively considered impacts of climate change in the development of flood estimates using Pacific Climate Impacts Consortium (PCIC) bias corrected general circulation model (GCM) ensembles for Representative Concentration Pathways (RCP) 4.5 and 8.5, as defined by the Intergovernmental Panel on Climate Change (IPCC).

It must be stressed that the effects of anthropogenic climate change are extremely complex in their manifestation in watershed geophysics and hence runoff change (Jakob, 2020). Changes in beetle infestations, wildfires, and shifts from nival (snow) to hybrid (rainfall and snow) or hybrid to rainfall-dominated systems are all intertwined and non-linear. Society has entered a climate with characteristics outside the recorded human experience. What this means for this study is that historic events and flows on stream systems may not be adequate predictors of future conditions.

The understanding of the trajectory and magnitude of change will evolve in the coming years. All climate change assumptions applied in this study will warrant periodic review as climate science evolves.

3.0 DELIVERABLES

The deliverables of this study will be provided in the form of reports and appendices, and as digital deliverables provided as web maps and downloads. BGC will display mapping results on Cambio™ web application through an access license extended for at least one year following report delivery. All mapping results displayed in Cambio will be provided separately for download.

BGC will prepare two types of maps for Bridge Creek, including flood hazard scenario maps and a FCL map (200-year return period) for the return period classes shown in Table 3-1. The scenario maps support emergency planning and risk analyses, and the FCL map supports communication and policy implementation, as described further below.

Drawing 1 and Table 3-2 shows areas proposed for detailed bathymetric survey, based on discussion with CRD and review of study reaches where damaging floods have occurred in the past. These locations may be refined at project initiation based on the initial data review. Flood scenario maps prepared within areas containing bathymetric survey will be considered detailed maps; these will be the areas where FCL maps are also provided. The remaining reaches will be modelled at the return period classes shown in Table 3-1, but will be considered “base level” maps.

Table 3-1. Return period classes.

Return Period (years)	Annual Exceedance Probability	Map Type
20	0.05	Flood Hazard Map
50	0.02	Flood Hazard Map
200	0.005	Flood Hazard & FCL Maps
500	0.002	Flood Hazard Map

Table 3-2. Total mapping length by level of detail and project applicant.

Area	Mapping Level of Detail	Mapping Length (km)
Camin Lake Band	Base-level	1
	Detailed	24
CRD	Base-level	21
	Detailed	30
100 Mile House	Base-level	6
	Detailed	5
Total		87

3.1.1. Flood Hazard Scenario Maps

The flood hazard scenario maps will include separate layers displaying flow depth, velocity, and intensity (destructive potential considering combined flood depth and velocity).

Maps displaying flow depth support assessments where inundation is the primary mechanism of damage. Flow intensity maps highlight locations where a combination of higher flow velocity and depth may warrant additional assessment (i.e., analyses of bank stability, erosion, or life safety). As an example from a different area, Figure 3-1 shows a flood hazard model scenario map (200-year flood depth) for Kaslo River in the Regional District of Central Kootenay (RDCK).

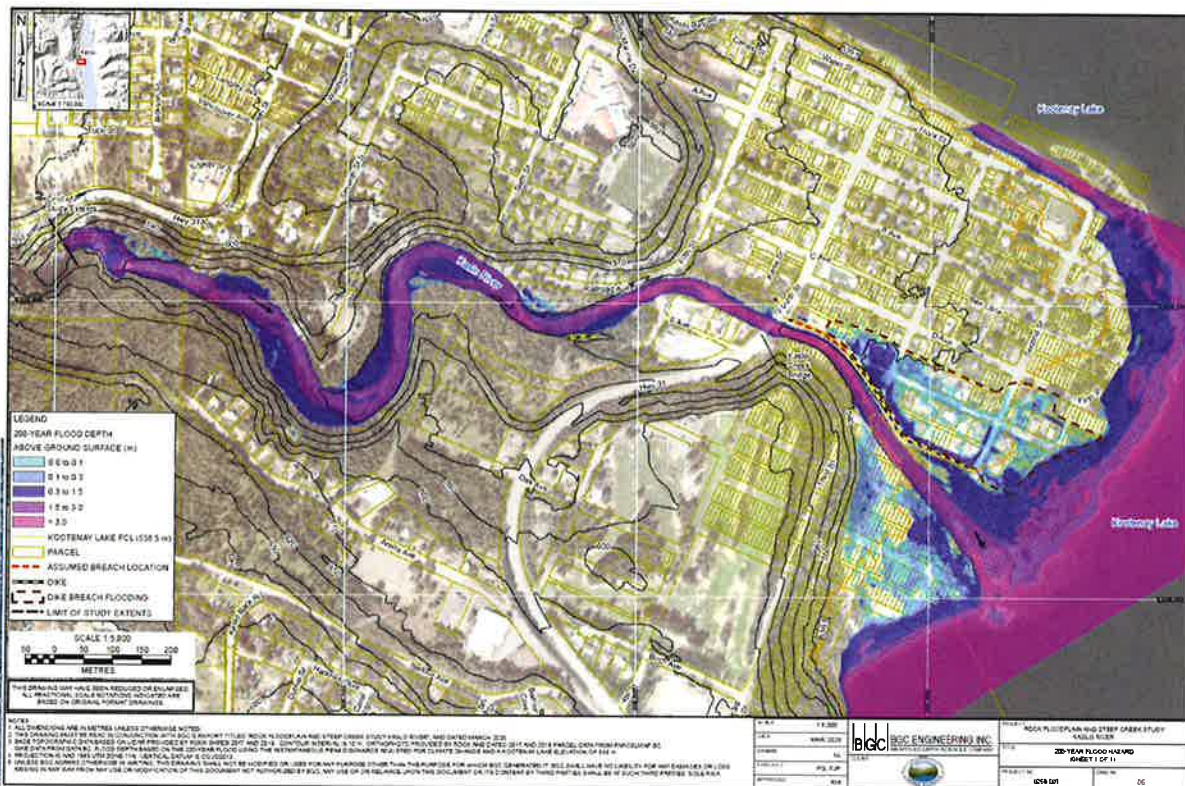


Figure 3-1. Example of a flood hazard model scenario map (200-year flood depth) for Kaslo River, Regional District of Central Kootenay.

3.1.2. Flood Construction Level (FCL) Mapping

FCLs are required for areas adjacent to river floodplains for consideration during planning (e.g., Figure 3-2). An FCL can be incorporated into regulation by authorities to provide guidance for new construction on the extent and elevation of possible flooding in the area. FCLs provide a standards-based approach that is relatively straightforward to apply and interpret.

In BC, FCLs have historically been calculated as the higher of the following:

- Water surface profile for the design peak instantaneous flow plus 0.3 m of freeboard
- Water surface profile for the design daily flow plus 0.6 m of freeboard.

Recently, several studies have recommended using 0.6 m of freeboard above the design peak instantaneous flow and others have challenged the use of standard freeboards in favour of statistical confidence intervals. BGC will confirm methods and assumptions to calculate freeboard and prepare FCL maps as part of the course of study.

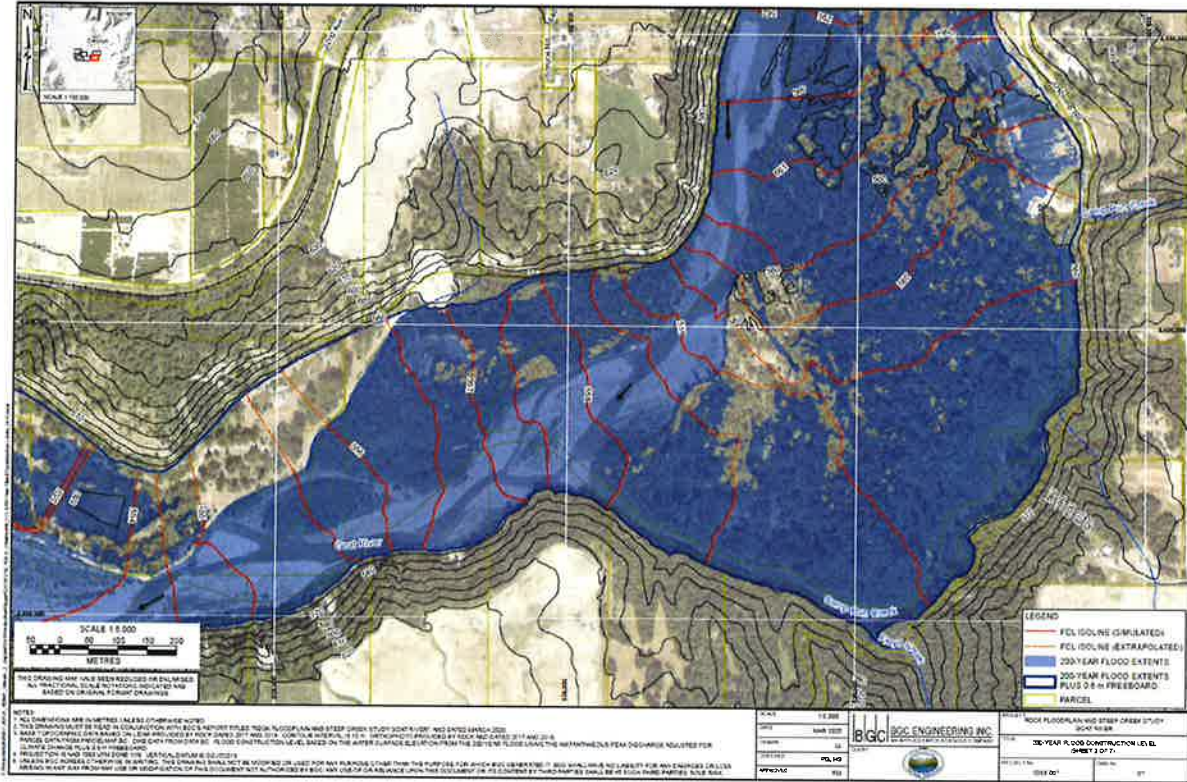


Figure 3-2. Example of the Flood Construction Level map (200-year flood depth) for the Goat River near Creston, BC.

4.0 TEAM MEMBERS

This section provides representative bios for senior team members – more detailed resumes are available on request. The team is based in BGC’s Vancouver office, except for Patrick Grover (Toronto). BGC has a sub-contract agreement with Ecoscape Environmental Consultants (Ecoscape) to support survey data collection and will coordinate with CRD to determine if landowner notifications are required. Redundancy has been built into the project team to account for situations where one team member may not be available or if there are unexpected delays in the project schedule.

Kris Holm, M.Sc., P.Geo.

Principal Geoscientist and Project Director

Mr. Holm has 22 years of geoscience consulting experience and leads BGC’s Community Sector group. His experience includes geohazard and risk assessments for transportation, development and industry at scales ranging from site-specific studies to broad regions. Mr. Holm has led each phase of the integrated TRW studies to date, and has previously led regional and detailed flood

and geohazard risk studies for numerous government and major industry clients in North and South America. Mr. Holm will act as project director and primary client contact, and will work with FBC to integration study results into future steps of watershed scale geohazard and risk management in the TRW.

**Elisa Scordo, M.Sc., P.Ag., P.Geo.
Senior Hydrologist**

Ms. Scordo is a senior hydrologist with 13 years of diverse experience in water resources, geohazard risk assessment, sediment and erosion control, water management and mine closure planning. Elisa's experience includes hydrologic modelling, peak flow analysis, baseline flow monitoring, hydrometric instrumentation and site investigation. Elisa was the hydrology technical lead for BGC's flood and geohazard risk review for the TRW, and technical lead for a major, detailed floodplain mapping study for the RDCK that completed in Spring 2020. Elisa will act as project manager; she will also coordinate channel surveys and act as technical lead for flood hazard mapping.

**Marc Olivier Trottier, M.A.Sc., P.Eng.
Hydrotechnical Engineer**

Mr. Trottier has a background in civil engineering with a master's degree focusing on water resources optimization. His research was primarily on evaluating the advantage of using inflow stochastic modelling to optimize hydropower systems. Marc Olivier has worked on projects involving hydrologic and hydraulic modelling including 1-, 2-, and 3-D models to support structures design, scour analysis, river engineering, mine water management, dam safety, and floodplain mapping. He was a hydraulic modeler on BGC's base level flood mapping study for TRW, and completed hydraulic modelling for a major detailed floodplain mapping project in the RDCK delivered in Spring 2020. Marc Olivier will complete the hydraulic modelling component of the work.

**Patrick Grover, M.A.Sc., Ph.D. Candidate, P.Eng.
Senior Hydrotechnical Engineer and Technical Reviewer, Numerical Modelling**

Mr. Grover has been involved in a wide range of water resources projects involving hydrotechnical engineering, geospatial information technology and software development for the past 15 years. He is a specialist in computational fluid dynamics and has completed hydraulic studies for a wide spectrum of flooding and dam breach projects in Canada and Asia. Patrick is on the Implementation Team for the River Network Tool™ (RNT) managing the ongoing maintenance and development of the system. RNT is BGC's hydrological analyses and communication tool for stream networks across North America. Mr. Grover was the technical reviewer on BGC's base level flood mapping study for the TRW, and will act in the same role for this project.

**Hamish Weatherly, M.Sc., P.Geo.
Principal Hydrologist**

Mr. Weatherly is BGC's team lead for the surface water discipline. He has more than 23 years of experience in his main areas of expertise which are hydrology, fluvial geomorphology, and hydraulic modelling (including floods, debris floods and debris flows). In addition, Hamish has completed extensive work on channel stability problems in western Canada, with a particular emphasis on anthropogenic and natural influences on channel planform and sediment transport rates. His geomorphology expertise is complemented by his knowledge of river engineering

including the integration of river morphology and flow hydraulics in assessing bank erosion and scour. He will act as overall technical reviewer for the study.

5.0 COST ESTIMATE SUMMARY

A total cost estimate of \$450,000 is proposed as summarized in Table 5-1. The proposed costs would be divided between each project applicant as separate applications. Table 5-1 to 5-4 lists detailed estimated total costs for the proposed work for each applicant. While the total budget is the same, task effort differs slightly between applicants.

All costs presented in this proposal are in Canadian dollars and include FBC's administration fee (10%) and half (2.5%) of total project budget GST reimbursed to FBC by Canada Revenue Agency. Disbursements will be charged at cost. Invoicing will be monthly with 30-day terms. The quoted rates remain in effect until December 31, 2021. Conditions are included in the contract to which this work plan is appended.

Table 5-1. Proposed cost estimate summary.

Project Applicant	Total Cost (\$)
CRD	\$150,000
100 Mile House	\$150,000
Canim Lake Band	\$150,000
Total Proposed	\$450,000

Table 5-2. Flood hazard mapping detailed budget estimate for CRD.

Work Phase	Work Activities	Tasks	Estimated Total	
1	PROJECT MANAGEMENT			
1.1	Project Management	Meetings, project management and administration	\$8,019	
		Integrated project administration		
2	DETAILED CLEAR-WATER FLOOD HAZARD ASSESSMENT AND MAPPING			
2.1	Data Compilation	Survey and base data collection	\$99,054	
		Asset inventory		
2.2	Fieldwork	Fieldwork planning		
		Conduct field site visits		
2.3	Hazard Analysis	Hydrology and climate change		
		Hydraulic modelling		
		Bank erosion assessment		
3	DELIVERABLES			
3.1	Reporting	Reporting	\$24,634	
3.2	Maps and data	Hazard maps		
3.3	Presentation	Meetings		
			BGC FEES (\$)	\$131,707
			FBC FEES (\$) + 50% of GST	\$18,293
			TOTAL FEES (\$)	\$150,000

Table 5-3. Flood hazard mapping detailed budget estimate for 100 Mile House.

Work Phase	Work Activities	Tasks	Estimated Total	
1	PROJECT MANAGEMENT			
1.1	Project Management	Meetings, project management and administration	\$8,019	
		Integrated project administration		
2	DETAILED CLEAR-WATER FLOOD HAZARD ASSESSMENT AND MAPPING			
2.1	Data Compilation	Survey and base data collection	\$79,898	
		Asset inventory		
2.2	Fieldwork	Fieldwork planning		
		Conduct field site visits		
2.3	Hazard Analysis	Hydrology and climate change		
		Hydraulic modelling		
		Bank erosion assessment		
3	DELIVERABLES			
3.1	Reporting	Reporting	\$44,634	
3.2	Maps and data	Hazard maps		
3.3	Presentation	Meetings		
			BGC FEES (\$)	\$131,707
			FBC FEES (\$) + 50% of GST	\$18,293
			TOTAL FEES (\$)	\$150,000

Table 5-4. Flood hazard mapping detailed budget estimate for Canim Lake Band.

Work Phase	Work Activities	Tasks	Estimated Total	
1	PROJECT MANAGEMENT			
1.1	Project Management	Meetings, project management and administration	\$8,019	
		Integrated project administration		
2	DETAILED CLEAR-WATER FLOOD HAZARD ASSESSMENT AND MAPPING			
2.1	Data Compilation ³	Survey and base data collection	\$89,898	
		Asset inventory		
2.2	Fieldwork	Fieldwork planning		
		Conduct field site visits		
2.3	Hazard Analysis	Hydrology and climate change		
		Hydraulic modelling		
		Bank erosion assessment		
3	DELIVERABLES			
3.1	Reporting	Reporting	\$34,634	
3.2	Maps and data	Hazard maps		
3.3	Presentation	Meetings		
			BGC FEES (\$)	\$131,707
			FBC FEES (\$) + 50% of GST	\$18,293
			TOTAL FEES (\$)	\$150,000

6.0 CLOSURE

We trust the above satisfies your requirements at this time. The information presented in this proposal document is proprietary and was prepared and submitted in confidence solely for consideration by the Fraser Basin Council (FBC). The contents of this proposal document are not to be communicated, disclosed, duplicated, or distributed in whole or in part to anyone or any organization outside of BGC by FBC or the project applicants without the express written permission of BGC. Should you have any questions or comments, please do not hesitate to contact us.

Yours sincerely,

BGC ENGINEERING INC.
per:

Kris Holm, M.Sc., P.Geo.
Principal Geoscientist

Elisa Scordo, M.Sc., P.Geo.
Senior Hydrologist

Reviewed by:

Hamish Weatherly, M.Sc., P.Geo.
Principal Hydrologist

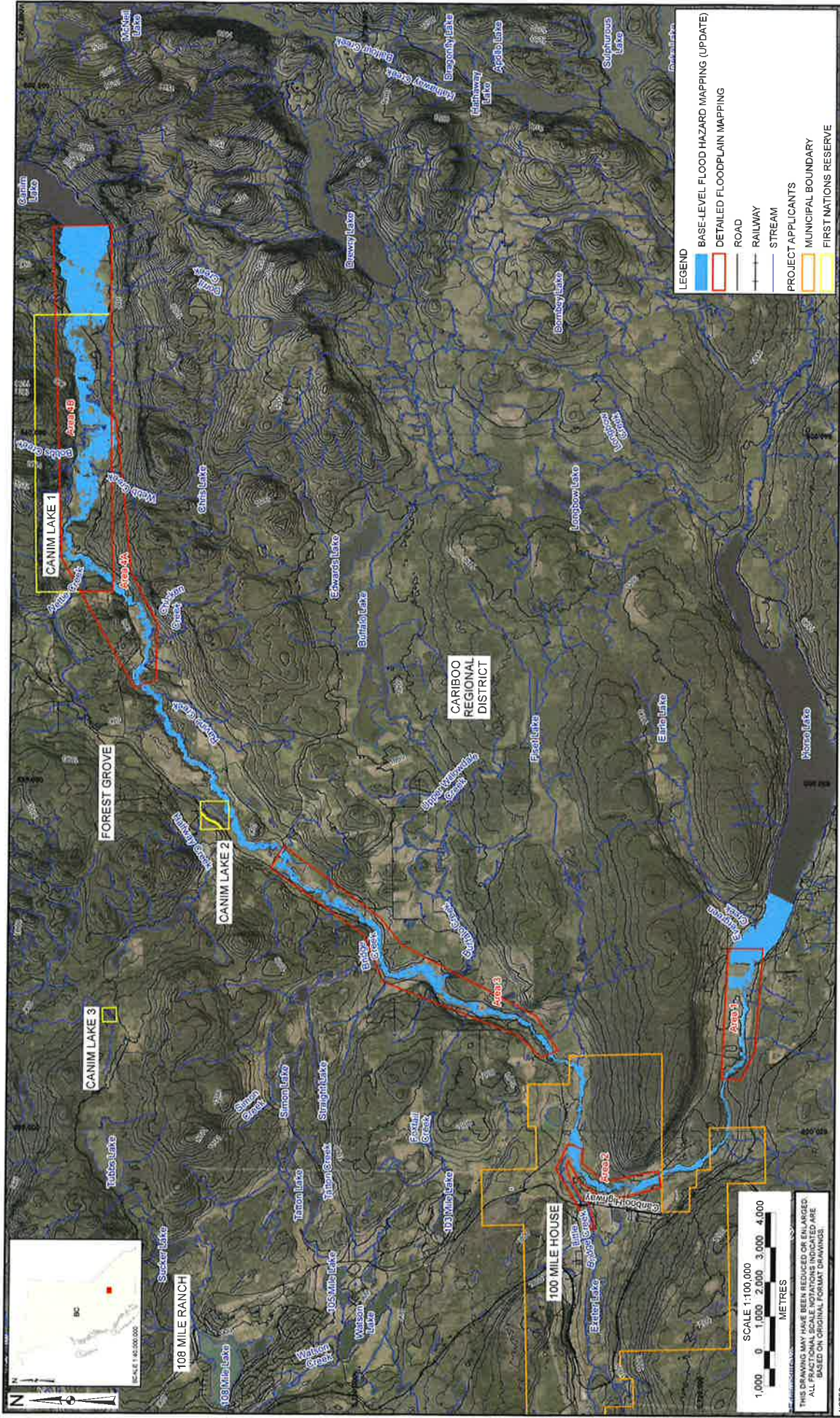
KH/ES/HW/mj/mm

Attachment: Drawings

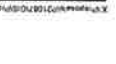
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- BGC Engineering Inc. (2019, March 31). *Thompson River Watershed Geohazard Risk Prioritization* [Report]. Prepared for Fraser Basin Council.
- BGC Engineering Inc. (2020, September 24). *Flood Risk Prioritization*. Final Report Prepared for Cariboo Regional District.
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<https://www.egbc.ca/getmedia/f5c2d7e9-26ad-4cb3-b528-940b3aaa9069/Legislated-Flood-Assessments-in-BC.pdf.aspx>

DRAWINGS



DRAFT		SCALE: 1:100,000	CLIENT: FRASER BASIN COUNCIL
DATE: FEB 2021	SCALE: LL	DATE: FEB 2021	CLIENT: FRASER BASIN COUNCIL
DRAWN: RM	SCALE: ES	DATE: FEB 2021	CLIENT: FRASER BASIN COUNCIL
REVIEW: RM	SCALE: ES	DATE: FEB 2021	CLIENT: FRASER BASIN COUNCIL
APPROVED: ES	SCALE: ES	DATE: FEB 2021	CLIENT: FRASER BASIN COUNCIL
<p>NOTES:</p> <p>1. DIMENSIONS ARE IN METRES UNLESS OTHERWISE NOTED.</p> <p>2. THIS DRAWING MUST BE READ IN CONJUNCTION WITH BCOS PROPOSAL TITLED "BRIDGE CREEK DETAILED FLOOD HAZARD MAPPING" AND DATED FEBRUARY 2021.</p> <p>3. BASE TOPOGRAPHIC DATA BASED ON GEOSCAN CANADIAN ELEVATION DATA (CDED). IMAGERY FROM WORLD IMAGERY BASEMAP. CONTOUR INTERVAL IS 20 m.</p> <p>4. COORDINATE SYSTEM IS NAD83.</p> <p>5. UNLESS BCOS AGREES OTHERWISE IN WRITING, THIS DRAWING SHALL NOT BE MODIFIED OR USED FOR ANY PURPOSE OTHER THAN THE PURPOSE FOR WHICH BCOS GENERATED IT. BCOS SHALL HAVE NO LIABILITY FOR ANY DAMAGES OR LOSS ARISING IN ANY WAY FROM ANY USE OR MODIFICATION OF THIS DOCUMENT NOT AUTHORIZED BY BCOS. ANY USE OF OR RELIANCE UPON THIS DOCUMENT OR ITS CONTENT BY THIRD PARTIES SHALL BE AT SUCH THIRD PARTIES SOLE RISK.</p>		PROJECT: BRIDGE CREEK	TITLE: DETAILED FLOOD HAZARD MAPPING
		PROJECT No: P21087	DWG No: 01





DISTRICT OF 100 MILE HOUSE

M E M O

Date: March 3, 2021
To: Mayor & Council
From: Administration
Subject: 2021 Grants for Assistance

At the February 9th, 2021 Regular meeting of Council, the District approved Grant in Aid funds for the 100 Mile Nordics and the PSO Dry Grad Committee.

Unfortunately, Administration provided inaccurate information for Council consideration. The amount approved for the 100 Mile Nordics was \$1,250 and should have been \$1,500.

Hence the following corrective action would address the error.

RECOMMENDATION:

BE IT RESOLVED THAT Council resolution No. 17/21 be rescinded and further,

BE IT RESOLVED THAT the Council of the District of 100 Mile House approve the following 2021 Grant in Aid contributions:

100 Mile Nordics	\$ 1,500.
PSO Dry Grad	250.

Sheena Elias
D/Corporate Officer (trainee)

DISTRICT OF 100 MILE HOUSE



Bylaw No. 1375

Being a Bylaw to amend the District of 100 Mile House Cemetery Bylaw 1341-2019

This bylaw may be cited for all purposes as **“District of 100 Mile House Cemetery Amendment Bylaw No. 1375-2021.”**

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

- 1) That the District of 100 Mile House Cemetery Bylaw No. 1341, 2019 is hereby amended as follows:
 - i. Inurnment shall be permitted only in columbarium structures owned and maintained by the District.
 - ii. All inurnments, disinurnments and removals, including all openings and closings niches shall be made only by persons designated by the Administrator, or designate.
 - iii. No more than one urn may be placed in a single size niche and the external dimensions of the urn to be placed shall not exceed 25cmx25cmx25cm.
 - iv. No more than two urns may be placed in a double size niche and the external dimensions of the two urns to be placed shall not exceed 25cmx25cmx35cm.
 - v. Upon payment of the fee prescribed in Schedule “A” of this bylaw, a memorial inscription plate shall be supplied and installed by the District on the door of the niche.

READ A FIRST, SECOND AND THIRD TIME this 9th day of February, 2021.

ADOPTED this _____ day of _____, 2021.

Mayor

Corporate Administrator



J2

DISTRICT OF 100 MILE HOUSE

MEMO

Date: March 4, 2021
To: Mayor & Council
From: Administration
Subject: Animal Control and Pound Operation Amendment Bylaw No. 1376-2021

At the January 12th Regular Council meeting a letter was received prompting the discussion of amending the Animal Control and Pound Operation Bylaw No. 1131-2008.

Council at that time instructed staff to draft an amendment including the following changes:

- A permitted animal list
- Changing dog licencing from annual to lifetime

Should Council approve the amendment:

BE IT RESOLVED THAT District of 100 Mile House "Animal Control and Pound Operation Amendment Bylaw No. 1376-2021" be read a first, second, and third time this 9th day of March 2021.

S. Elias D/Corporate Officer

R.Scott CAO

DISTRICT OF 100 MILE HOUSE

Bylaw No. 1376

Being a Bylaw to amend the District of 100 Mile House Animal Control and Pound Operation
Bylaw No. 1131-2008

This bylaw may be cited for all purposes as **“District of 100 Mile House Animal Control and Pound Operation Amendment Bylaw No.1376-2021**

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

- 1) That Part 1 – Interpretation, “Animal” be amended to read:

“animal” means species as listed on “Schedule B – Permitted Animals”

- 2) That “Schedule B – Permitted Animals” be added to form part of this bylaw

- 3) a) That Part 2 – Licensing of Dogs, Section 2.2 be amended to read:

2.2 Every license and corresponding license tag issued under this bylaw shall be valid for the lifetime of the dog.

- b) That section 2.4, Fees, be amended to read:

2.4 The owner of every dog shall pay a license fee for that dog assessed as follows:

- c) That Section 2.4 (d) be amended to read:

d. notwithstanding the provisions of sub paragraphs (a), (b), (c), above:

(i) an application for a license received on or before February 28th in a licensing year will be issued at no cost to the applicant.

- c) That Part 5 –General Prohibitions, be amended to add:

5.8 Only those species listed on Schedule B, attached and forming part of this bylaw, shall be allowed within the District of 100 Mile House.

READ A FIRST, SECOND AND THIRD TIME this 9th day of March, 2021.

ADOPTED this _____ day of _____, 2021.

Mayor

Corporate Administrator

Animal Control and Pound Operations Bylaw No. 1376, 2021

Schedule B

Permitted Animals

Only the following animals be permitted in the District, subject to the restrictions set out below:

- Agricultural Livestock
 - Only horse, sheep, goat, ass, swine, poultry, llama, cow, or other animals of the bovine species, when permitted by zoning.
- Amphibians
 - Only amphibians of the non-poisonous type are permitted
- Arachnids
 - Only arachnids of the non-venomous type and not from the Theraphosidae (tarantula) family of spiders are permitted
- Birds
- Cats
- Chinchilla
- Dogs
- Domestic Mice
- Domestic Rabbit
- Domestic Rat
- Ferret
- Fish
- Gerbil
- Guinea pig
- Hamster
- Hedge hog
- Reptiles
 - Only reptiles of the non-poisonous and non-venomous type that do not exceed 30 centimeters or 12 inches in length at maturity are permitted
- Snakes
 - Only snakes of the non-poisonous and non-venomous type that do not exceed 45 centimeters or 18 inches in length at maturity are permitted



J3

DISTRICT OF 100 MILE HOUSE

M E M O

Date: March 4th, 2021
To: Mayor & Council
From: Finance
Subject: Financial Plan Bylaw #1377, 2021

Please be advised of the following increases/decreases within the 2021 Budget that has been used to prepare the five-year financial plan Bylaw #1377.

Revenues

The General & Debt levy (Municipal Tax collection) will be based on the 2020 actual collections with one significant “assumption”.

Given the recent announcement from Norboard of permanent plant closure in 100 Mile House, we have reduced our estimates for Class 4 taxation revenue by \$200,000. The offset for this amount is reflected in line expense line item “**Transfer to Other Reserves**” (2282884). Specifically, the “surplus from operations” component has been reduced by that same amount.

Determination of actual tax rates cannot be completed until the revised roll is received from BC Assessment Authority in March of 2021. The proposed collection amount is an estimate only based on the 2021 Completed Roll totals.

The grant funded works in the Woodlot continues into 2021 along with the final clean up of DL 4180.

Multiple planning projects have received grant funding and have been brought forward into 2021 (Websites, Community Transition Capacity, Housing Needs Assessment

Funding contributions from the CRD remain strong and support multiple functions. The contribution towards the Emergency Social Services has been increased and the fire protection services agreement is currently under review.

Utility Frontage & User Rates

Sewer & Water Frontage taxes were increased annually at 5%. The Frontage Tax Bylaws expire on December 31st, 2022

Sewer & Water User fees are increased annually at 5%, as per current Bylaw that expires on December 31st, 2023.

A solid overview of the Water and Sewer infrastructure, rate schedules and cost recovery will be completed before the renewal of the frontage and user fee Bylaws. It is advisable that the system recover sufficient funds each year to offset the annual depreciation values. This action would adhere to the District philosophy to “pay as we go” and minimize long term debt.

Government Grants

The “Small Communities Grant” is budgeted at \$385,000; these funds are used to offset current year operating expenses.

The Community Works funding (Gas Tax Contribution) is determined by the UBCM Federal Gas Tax Agreement Allocation Schedule. These funds are to be used for the eligible projects identified within the funding program or transferred at the year end to the reserve fund.

The Ministry of Municipal Affairs & Housing recently provided Safe Restart Grants to the community in the amount of \$750,000+/- . These funds allow the District to recoup revenue shortfalls and increased operating costs in 2020 and beyond related to the C-19 pandemic. Upgrades to technology infrastructure is encouraged with the grant funding and upgrades to Council chambers is underway to make virtual meetings more user friendly.

Expense (all funds)

Wage increases for the bargaining unit are adjusted by 1% which is reflective of provisions in the collective agreement. All exempt staff adjustments are in accordance with the District Exempt Staff policy.

Volunteer FD members wage line item is being held at \$130,000.

Employee benefits are based on 28% of wages. The benefit agreement was just renewed in September and we saw an increase in all items except dental.

Training budgets are being maintained at prior year allocations. We note that employee travel/training will likely be reduced again in 2021 with the majority of education providers offering on-line training opportunities.

Heat, hydro, insurance, sewer, and water charges are increased @ 5% each year. We saw another increase to insurance costs in 2020, the distribution was adjusted to reflect the addition of the new Water Treatment Plant.

The Bylaw Enforcement contract with the commissionaires has just been renewed for an additional 2 years increasing at 1.5% annually.

Janitorial contract expires in April 2021 & park and campground attendee contract expired in November 2020.

Fast charge stations (2) were not completed in 2020 and will be brought forward for 2021.

Final two picnic shelters will be installed adjacent to the waterpark in 2021.

With the retirement of the Aspen/Birch debenture in 2020, "specified area" debt is the sewer debenture in the Blackstock area. Only affected residents contribute to this debt.

Water & Sewer Funds

CCTV inspections of the sewer system were completed and a number of infrastructure issues were identified. Those areas of concern are being planned for in the Utility budgets going forward.

Hydrant maintenance has been scheduled for 2021 - the last major hydrant maintenance was performed in 2017.

Debt Principal Payments:

2024: Blackstock Sewer Specified Area debt will be retired

CAPITAL

The long-term capital plan is subject to change; grant funding applications can significantly impact proposed projects. Discussions on the replacement of major pieces of equipment and projects will always be brought forward to Council during these budget discussions.

Community Service 2021

CS Fleet Upgrades – Unit #326 (Grader)

CS Safety Equipment Upgrades

2022 - 2025

CS Fleet Upgrades

CS Equipment Upgrades

Fire Dept 2021

Small Equipment & Turn Out Gear
Begbie Communication Tower
ESTC Burn Room Liner
Fire Hose Replacement

2022 – 2025

Replacement of 1996 Freightliner (2022)
FD Fleet Upgrades
FD Equipment Upgrades

Infrastructure

Sidewalks – Cariboo Trail Sidewalk – Approved Funding
Horse Lake Bridge – Funding Pending - 2022
Paving Projects / Multiple Sites / Yearly Program

Utility Infrastructure

Sewage Lagoon Upgrades

This is a large project with multiple components; funding is pending and if approved project will be underway in 2021.


CONCLUSION

BE IT RESOLVED THAT the District of 100 Mile House 2021 Financial Plan Bylaw No. 1377, 2021 be read a first, second and third time this 9th day of March 2021.

Prior to the adoption of the “2021 Financial Plan Bylaw”, public consultation is required, therefore be advised that the presentation and Bylaw will be available to the public on our website www.100milehouse.com and hard copies will be made available upon request. Public comments are welcome up to the next regular meeting held April 13th, 2021. Due to Covid-19 no public meeting will be held, we encourage taxpayers to contact the District with any comments or questions.



T. Boulanger; Dir. of Finance



R. Scott, CAO

DISTRICT OF 100 MILE HOUSE
Bylaw No. 1377, 2021

A bylaw to adopt the 2021 to 2025 Financial Plan.

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

TITLE

1. This bylaw may be cited for all purposes as "**District of 100 Mile House 2021 Financial Plan Bylaw No. 1377, 2021**".

ENACTMENT

2. THAT, the Five Year Financial Plan hereto annexed and marked as Schedule "A" and Schedule "B" is hereby approved and authorized and shall be in full force and effect from January 1, 2021 until amended, repealed or replaced.

READ A FIRST, SECOND AND THIRD TIME this 9 day of March , 2021.

ADOPTED this _____ day of _____, 2021.

Mayor

Corporate Officer

DISTRICT OF 100 MILE HOUSE
2021 Financial Plan Bylaw No. 1377, 2021
Schedule A

REVENUES	2021	2022	2023	2024	2025
Taxes & Grants In Lieu	\$ 2,928,190	\$ 2,837,355	\$ 2,846,980	\$ 2,857,085	\$ 2,867,695
Utility Rates	930,930	977,335	1,025,950	1,077,000	1,130,605
Sales of Services	169,945	172,145	173,785	175,450	177,175
Government Grants	1,724,955	1,106,485	1,114,790	1,116,130	1,117,500
Contributions & DCC	4,090	4,090	4,090	4,090	4,090
Other Revenue	275,700	288,200	288,200	288,200	288,200
Transfer from Reserves	63,500	33,500	33,500	33,500	33,500
Transfer from Other	1,211,450	1,184,745	1,176,195	1,123,675	1,087,725
	\$ 7,308,760	\$ 6,603,855	\$ 6,663,490	\$ 6,675,130	\$ 6,706,490

EXPENDITURES	2021	2022	2023	2024	2025
General Government	\$ 1,129,945	\$ 923,765	\$ 939,510	\$ 942,425	\$ 952,035
Protective Services	743,285	737,175	742,980	748,935	754,950
Transportation Services	1,333,770	1,352,475	1,372,695	1,393,295	\$ 1,414,545
Environmental & Public Health	121,775	124,090	126,435	128,845	131,295
Recreation & Culture	216,910	203,790	206,735	208,505	210,305
Utility Operations	885,070	886,305	904,600	920,300	936,660
Development & Planning	790,455	299,040	302,050	303,585	305,135
Interest & Bank Charges	6,930	6,930	6,930	6,930	3,000
Principal Debt Payment	5,280	5,280	5,280	5,280	-
Amortization	1,211,450	1,184,740	1,179,915	1,123,665	1,088,430
Transfer to Capital Reserve	229,195	283,535	319,755	368,940	425,290
Transfer to Equipment Reserve	156,000	156,000	156,000	156,000	156,000
Transfer to Other Reserves	478,695	440,730	400,605	368,425	328,845
	\$ 7,308,760	\$ 6,603,855	\$ 6,663,490	\$ 6,675,130	\$ 6,706,490

\$0	\$0	\$0	\$0	\$0
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CAPITAL	2021	2022	2023	2024	2025
Capital Expenditure	3,312,000	4,808,000	1,390,000	1,435,000	824,000
Transfer from Operating Surplus	-	-	-	-	-
Transfer from Reserves	2,062,000	4,808,000	1,390,000	1,435,000	824,000
Grant Funding	1,250,000	-	-	-	-
	\$ -	\$ -	\$ -	\$ -	\$ -

DISTRICT OF 100 MILE HOUSE
2021 Financial Plan Bylaw No. 1377, 2021
Schedule "B"

STATEMENT OF OBJECTIVES & POLICIES

In accordance with the Sec 165 (3.1) of the *Community Charter*, the Council of the District of 100 Mile House must set out objectives and policies of the municipality in relation to the following:

- a) The proportion of total revenue that is proposed to come from each of the funding sources;
- b) The distribution of property taxes among the property classes; and
- c) The use of permissive tax exemptions.

FUNDING SOURCES

The table below shows the proportion of total revenue to be raised from each funding source in 2021. Property taxes, which provide a stable and consistent source of funding, are the primary revenue source for the District, while Government grants and transfers from other and reserves, (which will fluctuate year to year) are second highest for planned funding sources.

Revenue Source	% of Total Revenue	Dollar Value
Property & Parcel Taxes	39%	\$ 2,928,190
Government Grants	24%	1,724,955
Transfers from Other	17%	1,211,450
Utility User Fees	13%	930,930
Other Revenue	6%	449,735
Transfer from Own Reserves	1%	63,500
	100%	\$ 7,308,760

Objectives

- To adequately maintain core municipal services exclusive of alternative local government funding programs.
- That the cost of living increases reduce the net worth of municipal taxation dollars.
- To review user fees and charges on an ongoing basis.

**DISTRICT OF 100 MILE HOUSE
2021 Financial Plan Bylaw No. 1377, 2021
Schedule "B"**

Policies

- Utility user fees have been established and if needed, will be adjusted to ensure that these funds are self-liquidating.
- Other revenues including franchise fees will be considered as general revenue in the financial plan and any restrictions placed on these revenues will be determined annually.
- The District will ensure that all government transfers are used in accordance with the terms and conditions attached to the funding and that all reporting requirements are met. Unconditional government transfers will be considered as general revenue in the financial plan. The District will continue to apply for grant funding to support projects and initiatives.
- The District will initiate partnerships and other measures that will diversify revenues in order to provide services and opportunities to the community that may have not otherwise been possible.

DISTRIBUTION OF PROPERTY TAXES

The projected distribution of property tax values included in the financial plan among the property classes for 2021 is as follows:

Assessment Class	% of Total Collection	Collection Dollar Value
Class 1 - Residential	25%	647,710
Class 2 - Utilities	18%	473,116
Class 4 - Major Industry	25%	611,587
Class 5 - Light Industry	1%	21,884
Class 6 - Business	31%	800,084
Class 8 - Recreation & Non-Profit	0%	1,793
Class 9 - Farm	0%	1,341
	100%	\$ 2,557,515

**DISTRICT OF 100 MILE HOUSE
2021 Financial Plan Bylaw No. 1377, 2021
Schedule "B"**

Objectives

- To have stable taxation rates and that Council give consideration to cost of living increase for all classes.
- To have user fees that cover the cost of the service and reduce the burden on the entire tax base.
- Continue to encourage economic development initiatives designed to attract more investment in the community to expand the tax base.

Policy

- It is the policy of Council to approve Municipal property tax rates annually by considering changes in the assessment base, inflationary factors and economic conditions and costs of providing ongoing and new District services.

PERMISSIVE TAX EXEMPTIONS

Objectives

- To exempt certain parcels of land in the District of 100 Mile House from taxation as provided by Section 220 and 224 of the Community Charter, Chapter 26.

Policy

- To continue to provide permissive exemptions to include religious institutions, not for profit societies and service organizations that the District feels are a benefit to the community. Historically these exemptions have been granted at 100% of taxes payable.
-

DISTRICT OF 100 MILE HOUSE
2021 Financial Plan Bylaw No. 1377, 2021
Schedule "B"

SURPLUS AND RESERVES

It is in the best interest of the District of 100 Mile House to maintain healthy and functional surplus accounts and reserve funds in order to ensure long term financial sustainability.

Objectives

- Capital funding provided through the annual process will be adequate to maintain the District's capital assets and infrastructure and provide for the replenishment of capital assets.
- Establish and maintain reserves to provide stability to municipal operations and ensure the District can meet both current fiscal requirements and future obligations.
- Strive to increase the sum of the balances of the reserve funds and unappropriated surplus accounts.

Policies

- To establish a target of operational surplus in the General Fund in the amount of twenty percent (20%), of the total revenues to a maximum of \$500,000, in a given fiscal year. Any accumulated surplus which exceeds this amount shall be allocated to capital reserves.
 - To establish a target of operational surplus in each of the Sewer and Water funds in the amount of twenty percent (20%) of the total revenues from sales of sewer and water services in a given fiscal year and any accumulated surplus which exceeds these amounts shall be allocated to the Utility Infrastructure Reserve Fund.
 - To increase the following reserves annually from revenues in accordance with the annual approved budget:
 - Municipal Infrastructure Reserve Fund
 - Mobile Equipment Replacement Reserve Fund
 - Emergency Equipment Replacement Reserve Fund
 - Computer System Reserve Fund
-

DISTRICT OF 100 MILE HOUSE
2021 Financial Plan Bylaw No. 1377, 2021
Schedule "B"

DEBT MANAGEMENT

Proceeds from borrowing will be used within the guidelines of the bylaw established to borrow the funds. The maximum amount of accumulated borrowings will be in accordance with the regulations outlined in the Community Charter.

Objectives

- Maintain the long-term debt servicing liability at a manageable level.

Policies

- Limit the creation of long-term debt to the financing of large infrastructure and economic development projects.
- Minimize debt costs by seeking out and applying for provincial and federal government grants whenever possible.

The objectives and policies as stated above are broad in nature to assist Council in their decision-making process. Rate capping and ratio limitations on property tax were intentionally excluded so as not to restrict Council's ability to make future decisions.

DISTRICT OF 100 MILE HOUSE

Cheque Register-Summary-Bank

paid & EFT'S



AP5090

Page : 1

Date : Mar 04, 2021

Time : 10:56 am

K1

Supplier : 079850 To ZZ9950

Pay Date : 01-Feb-2021 To 28-Feb-2021

Bank : 0099 - CASH CLEARING/SUSPENSE "BANK" To 6 - 100

Seq : Cheque No. Status : All

Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
25664	05-Feb-2021	BCTR50	BC TRANSIT	Issued	42	C	19,772.96
25665	05-Feb-2021	BYWY50	BYSTEDT, WYLIE	Issued	42	C	262.50
25666	05-Feb-2021	CENT50	CENTRAL CARIBOO DISPOSAL SERVICES LT	Issued	42	C	7,088.21
25667	05-Feb-2021	DEMC50	DEREK MCNIECE PROMOTIONS	Issued	42	C	337.33
25668	05-Feb-2021	ELIB50	BRAD ELIAS	Issued	42	C	60.00
25669	05-Feb-2021	INTU50	INTERNATIONAL UNION OF OPERATING ENG	Issued	42	C	424.87
25670	05-Feb-2021	JUST50	JUSTICE INSTITUTE OF BC	Issued	42	C	574.05
25671	05-Feb-2021	KONF50	KONDOLAS FURNITURE & APPLIANCE	Issued	42	C	846.38
25672	05-Feb-2021	MINI50	MINISTER OF FINANCE	Issued	42	C	214.85
25673	05-Feb-2021	NORI50	NORTHERN LIGHTS KENNELS	Issued	42	C	200.00
25674	05-Feb-2021	NORM50	NORTHERN COMPUTER	Issued	42	C	1,044.75
25675	05-Feb-2021	NURN50	NURNDY-FORFIRE EMERGENCY GRAPHICS I	Issued	42	C	479.96
25676	05-Feb-2021	QUIC50	QUICKSCRIBE SERVICES LTD	Issued	42	C	403.20
25677	05-Feb-2021	ROCY50	ROCKY MOUNTAIN PHOENIX	Issued	42	C	2,752.89
25678	05-Feb-2021	UPAN50	UPANUP	Issued	42	C	18,711.00
25679	05-Feb-2021	CAMP50	CAMPSALL, PATRICK MICHEL	Issued	43	C	65.00
25680	05-Feb-2021	CHUB50	CHUBB LIFE INSURANCE COMPANY OF CAN,	Issued	43	C	73.80
25681	05-Feb-2021	CINT50	CINTAS THE UNIFORM PEOPLE	Issued	43	C	157.59
25682	05-Feb-2021	CPAN50	THE CANADIAN PAYROLL ASSOCIATION	Issued	43	C	103.95
25683	05-Feb-2021	NORM50	NORTHERN COMPUTER	Issued	43	C	1,623.08
25684	05-Feb-2021	TODB50	TODD, BARRY	Issued	43	C	50.00
25685	19-Feb-2021	ACEC50	ACE COURIER SERVICES	Issued	46	C	342.88
25686	19-Feb-2021	BCFI50	BC FIRE TRAINING OFFICERS ASSOCIATION	Issued	46	C	157.50
25687	19-Feb-2021	BURG50	BURGESS PLUMBING HEATING & ELECTRIC/	Issued	46	C	6.09
25688	19-Feb-2021	CARN50	CARO ANALYTICAL SERVICES	Issued	46	C	126.00
25689	19-Feb-2021	COMI50	COMMISSIONAIRES BRITISH COLUMBIA	Issued	46	C	1,099.98
25690	19-Feb-2021	CRCB50	CARWEN CUSTOM BUILDERS LTD	Issued	46	C	4,966.50
25691	19-Feb-2021	DHLE50	LOOMIS EXPRESS	Issued	46	C	211.07
25692	19-Feb-2021	DONP50	DONNELLY, PAUL	Issued	46	C	42.36
25693	19-Feb-2021	EXCO50	PACIFIC BENDING INC	Issued	46	C	367.50
25694	19-Feb-2021	EXEV50	EXETER VALLEY TRUCK & CAR WASH	Issued	46	C	34.91
25695	19-Feb-2021	GART50	GARTH'S ELECTRIC CO LTD - INC NO. 248102	Issued	46	C	551.25
25696	19-Feb-2021	LONE50	LONE BUTTE SUPPLY LTD	Issued	46	C	92.64
25697	19-Feb-2021	LORD50	LORDCO AUTO PARTS LTD	Issued	46	C	215.20
25698	19-Feb-2021	MTSM50	MTS MAINTENANCE TRAINING SYSTEMS INC	Issued	46	C	711.90
25699	19-Feb-2021	PITN50	PITNEY BOWES GLOBAL CREDIT SERVICES	Issued	46	C	437.64
25700	19-Feb-2021	PREI50	PREMIUM TRUCK & TRAILER INC	Issued	46	C	559.17
25701	19-Feb-2021	RIDG50	RIGID TRUCK & TRAILER LTD	Issued	46	C	159.26
25702	19-Feb-2021	SAVE50	SAVE ON FOODS	Issued	46	C	125.34
25703	19-Feb-2021	TASC50	TASCO SUPPLIES LTD	Issued	46	C	1,566.84
25704	19-Feb-2021	WILL50	WILLIAMS LAKE WATER FACTORY	Issued	46	C	90.00
25705	25-Feb-2021	A&TH50	AWARDS & TROPHIES HEADQUARTERS	Issued	47	C	119.46
25706	25-Feb-2021	ABCC50	ABC COMMUNICATIONS LTD	Issued	47	C	1,880.93
25707	25-Feb-2021	ACEC50	ACE COURIER SERVICES	Issued	47	C	121.42
25708	25-Feb-2021	BCOE50	BC ONE CALL	Issued	47	C	79.70
25709	25-Feb-2021	CARN50	CARO ANALYTICAL SERVICES	Issued	47	C	506.10
25710	25-Feb-2021	CINT50	CINTAS THE UNIFORM PEOPLE	Issued	47	C	478.64
25711	25-Feb-2021	COMI50	COMMISSIONAIRES BRITISH COLUMBIA	Issued	47	C	1,099.98
25712	25-Feb-2021	CPMJ50	CPMJ CONSULTING INC	Issued	47	C	7,507.50
25713	25-Feb-2021	CRCB50	CARWEN CUSTOM BUILDERS LTD	Issued	47	C	1,980.00
25714	25-Feb-2021	DONP50	DONNELLY, PAUL	Issued	47	C	883.31
25715	25-Feb-2021	GART50	GARTH'S ELECTRIC CO LTD - INC NO. 248102	Issued	47	C	377.95
25716	25-Feb-2021	GRAY50	TELUS CUSTOM SECURITY SYSTEMS	Issued	47	C	193.99
25717	25-Feb-2021	GUIL50	GUILLEVIN INTERNATIONAL CO	Issued	47	C	879.31
25718	25-Feb-2021	INNO50	INNOV8 DIGITAL SOLUTIONS	Issued	47	C	241.01

DISTRICT OF 100 MILE HOUSE

Cheque Register-Summary-Bank

Bid +
EFT'S



AP5090

Page : 2

Date : Mar 04, 2021

Time : 10:56 am

K1

Supplier : 079850 To ZZ9950

Pay Date : 01-Feb-2021 To 28-Feb-2021

Bank : 0099 - CASH CLEARING/SUSPENSE "BANK" To 6 - 100

Seq : Cheque No. Status : All

Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
Bank : 4	ROYAL BANK - CURRENT ACCOUNT						
25719	25-Feb-2021	INTA50	INTERIOR HEALTH - ACCOUNTS RECEIVABLE	Issued	47	C	250.00
25720	25-Feb-2021	INTU50	INTERNATIONAL UNION OF OPERATING ENG	Issued	47	C	435.22
25721	25-Feb-2021	JUIC50	JUICE BOBCAT & EXCAVATING SERVICES	Issued	47	C	577.50
25722	25-Feb-2021	JUST50	JUSTICE INSTITUTE OF BC	Issued	47	C	820.34
25723	25-Feb-2021	KING50	KINGSGATE AUTO (1974) LTD	Issued	47	C	716.63
25724	25-Feb-2021	MCLM50	MCLAUCHLIN, MITCHELL	Issued	47	C	100.00
25725	25-Feb-2021	NEWE50	NEW ERA FALLING & FORESTRY LTD	Issued	47	C	8,925.00
25726	25-Feb-2021	NORW50	NORTH-WESTERN SPRINTER GLASS INC.	Issued	47	C	745.19
25727	25-Feb-2021	ROCY50	ROCKY MOUNTAIN PHOENIX	Issued	47	C	400.69
25728	25-Feb-2021	SHEN50	SHERINE INDUSTRIES LTD	Issued	47	C	232.96
25729	25-Feb-2021	SMIT50	SMITTY'S JANITORIAL SERVICES (1993)	Issued	47	C	2,016.00
25730	25-Feb-2021	TRUE50	TRUE CONSULTING GROUP	Issued	47	C	26,329.80
25731	25-Feb-2021	VANH50	VAN HOUTTE COFFEE SERVICES INC	Issued	47	C	314.67
25732	25-Feb-2021	VERN50	VERNON BATTERY LTD	Issued	47	C	300.78
25733	25-Feb-2021	WCEL50	W.C. ELECTRIC LTD	Issued	47	C	726.09
03594-0001	19-Feb-2021	BCHY50	BC HYDRO & POWER AUTHORITY	Issued	48	E	16,461.56
03595-0001	19-Feb-2021	FORT50	FORTIS BC - NATURAL GAS	Issued	49	E	1,643.80
03596-0001	19-Feb-2021	FORT50	FORTIS BC - NATURAL GAS	Issued	50	E	114.16
03597-0001	19-Feb-2021	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	51	E	7,270.66
03598-0001	02-Feb-2021	PENS50	PENSION CORPORATION	Issued	52	E	7,416.33
03599-0001	18-Feb-2021	PENS50	PENSION CORPORATION	Issued	53	E	7,455.61
03600-0001	10-Feb-2021	RECE50	RECEIVER GENERAL OF CANADA	Issued	54	E	14,790.25
03601-0001	10-Feb-2021	RECE50	RECEIVER GENERAL OF CANADA	Issued	55	E	1,414.25
03602-0001	25-Feb-2021	RECE50	RECEIVER GENERAL OF CANADA	Issued	56	E	907.12
03603-0001	25-Feb-2021	RECE50	RECEIVER GENERAL OF CANADA	Issued	57	E	15,383.29
03604-0001	15-Feb-2021	ROYL50	ROYAL BANK VISA	Issued	58	E	86.58
03605-0001	15-Feb-2021	ROYL50	ROYAL BANK VISA	Issued	59	E	260.38
03606-0001	15-Feb-2021	ROYL50	ROYAL BANK VISA	Issued	60	E	999.82
03607-0001	15-Feb-2021	ROYL50	ROYAL BANK VISA	Issued	61	E	453.50
03608-0001	16-Feb-2021	SHAW50	SHAW CABLE	Issued	62	E	186.96
03609-0001	16-Feb-2021	SHAW50	SHAW CABLE	Issued	63	E	192.42
03610-0001	22-Feb-2021	SHAW50	SHAW CABLE	Issued	64	E	94.03
03611-0001	22-Feb-2021	SHAW50	SHAW CABLE	Issued	65	E	45.87
03612-0001	12-Feb-2021	SHAW50	SHAW CABLE	Issued	66	E	402.78
03613-0001	22-Feb-2021	TELU50	TELUS COMMUNICATIONS COMPANY	Issued	67	E	17.01
03614-0001	03-Feb-2021	TELU50	TELUS COMMUNICATIONS COMPANY	Issued	68	E	72.80
03615-0001	12-Feb-2021	TELU50	TELUS COMMUNICATIONS COMPANY	Issued	69	E	256.46
03616-0001	04-Feb-2021	TELU50	TELUS COMMUNICATIONS COMPANY	Issued	70	E	775.62
03617-0001	01-Feb-2021	TELM50	TELUS MOBILITY CELLULAR INC	Issued	71	E	575.01
03618-0001	01-Feb-2021	GRWL50	THE GREAT-WEST LIFE ASSURANCE COMPA	Issued	72	E	9,582.62

Total Computer Paid : 126,350.57

Total EFT PAP : 86,858.89

Total Paid : 213,209.46

Total Manually Paid : 0.00

Total EFT File : 0.00

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

Capital \$26,329.80