



A.	<p><u>CALL TO ORDER</u></p> <p>Mayor to call the regular meeting to order at 7:00 PM</p> <p>Acknowledgement that this meeting is being held on Secwepemculecw.</p>
B.	<p><u>APPROVAL OF AGENDA:</u></p>
	<p>B1</p> <p>BE IT RESOLVED THAT the May 10th, 2022 Regular Council agenda <u>be approved</u>.</p>
C.	<p><u>INTRODUCTION OF LATE ITEMS AND FROM COMMITTEE OF THE WHOLE:</u></p>
D.	<p><u>DELEGATIONS:</u></p>
PMT Audit Presentation	<p>D1</p> <p>PMT Accountants will appear before Council to present the 2021 Audited Financial Statements.</p>
	<p>BE IT RESOLVED THAT the District of 100 Mile House 2021 Audited Financial Statements <u>be approved</u> as presented.</p>
	<p>D2</p> <p>Cindy Parent to speak with concerns to Cemetery Bylaw amendment No 1384-2022.</p>

E.	<u>MINUTES:</u>
Court of Revision – April 12th, 2021	E1 BE IT RESOLVED THAT the minutes of the Court of Revision meeting of April 12 th , 2022 <u>be adopted</u> .
Public Hearing – April 12th, 2022	E2 BE IT RESOLVED THAT the report of the Public Hearing of April 12 th , 2022 <u>be received</u> .
Regular Council – April 12th, 2022	E3 BE IT RESOLVED THAT the minutes of the Regular Council meeting of April 12 th , 2022 <u>be adopted</u> .
Special Council – April 21st, 2022	E4 BE IT RESOLVED THAT the minutes of the Special Council meeting of April 21 st , 2022 <u>be adopted</u> .
F.	<u>UNFINISHED BUSINESS:</u>
G.	<u>MAYOR'S REPORT:</u>
H.	<u>CORRESPONDENCE:</u>
Commissionaires Report April 2022	H1 BE IT RESOLVED THAT the By-Law Officer report for the period of April 1 st to April 30 th , 2022 <u>be received</u> .
I.	<u>STAFF REPORTS:</u>
Grants for Assistance	I1 BE IT RESOLVED THAT the memo from administration dated May 2 nd , 2022 regarding the South Cariboo Chamber of Commerce Grants for Assistance application <u>be received</u> ; and further BE IT RESOLVED THAT the Council of the District of 100 Mile House approve the following 2022 Grants for Assistance contributions: South Cariboo Chamber of Commerce \$ 1,500.00

2021 Annual Report	<p>I2</p> <p>BE IT RESOLVED THAT the 2021 Annual Report be <u>received</u> and made available for public inspection.</p>
Housing Needs Report – Summary Form	<p>I3</p> <p>BE IT RESOLVED THAT the memo from administration dated May 2, 2022 regarding the Housing Needs Report Summary Form <u>be received</u>; and further</p> <p>BE IT RESOLVED THAT the Housing Needs Report Summary Form dated April 2022 <u>be received</u>.</p>
Community Services RFQ (Water Utility Service Truck)	<p>I4</p> <p>BE IT RESOLVED THAT the report from Administration dated May 2nd, 2022 regarding the RFQ for the supply of a “Water Utility Service Truck” be received; and further</p> <p>BE IT RESOLVED THAT the RFQ to supply the District of 100 Mile House with a new 2022 5500 Water Utility Service Truck be awarded to Metro Motors Ltd. for the stipulated price of \$170,059.00 plus applicable taxes.</p>
J.	<u>BYLAWS:</u>
Cemetery Amendment Bylaw No. 1384-2022	<p>J1</p> <p>BE IT RESOLVED THAT Cemetery Bylaw Amendment 1384-2022 <u>be adopted</u> this 10th day of May, 2022.</p>
Tax Rates Bylaw No. 1388-2022	<p>J2</p> <p>BE IT RESOLVED THAT District of 100 Mile House Tax Rate Bylaw No. 1388-2022 <u>be adopted</u> this 10th day of May 2022.</p>
OCP Amendment Bylaw No. 1389, 2022	<p>J3</p> <p>BE IT RESOLVED THAT Official Community Plan Amendment Bylaw No. 1389, 2022 <u>be adopted</u> this 10th day of May 2022.</p>
Zoning Amendment Bylaw No. 1390, 2022	<p>J4</p> <p>BE IT RESOLVED THAT Zoning Amendment Bylaw No. 1390, 2022 <u>be adopted</u> this 10th day of May 2022.</p>

General Local Government Election Bylaw No. 1391-2022	<p>J5</p> <p>BE IT RESOLVED THAT the memo from administration dated May 5, 2022, regarding General Local Government Election Bylaw No. 1391-2022 be received, and further;</p> <p>BE IT RESOLVED THAT General Local Government Election Bylaw No. 1391-2022 be read a first, second, and third time this 10th day of May, 2022.</p>
K.	<u>VOUCHERS</u>
Paid Vouchers (April) #27054 to #27141 & EFTs	<p>K1</p> <p>BE IT RESOLVED THAT the paid manual vouchers #27054 to #27141 and EFT's totaling \$417,146.08 <u>be received</u>.</p>
L.	<u>OTHER BUSINESS:</u>
M.	<u>QUESTION PERIOD:</u>
N.	<p><u>ADJOURNMENT</u></p> <p>BE IT RESOLVED THAT this May 10th, 2022 meeting of Council be adjourned: Time:</p>

DISTRICT OF 100 MILE HOUSE
Consolidated Financial Statements
Year Ended December 31, 2021

Draft Pending Council Approval

DISTRICT OF 100 MILE HOUSE
Index to Consolidated Financial Statements
Year Ended December 31, 2021

	Page
MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING	1
INDEPENDENT AUDITOR'S REPORT	2 - 3
CONSOLIDATED FINANCIAL STATEMENTS	
Consolidated Statement of Financial Position	4
Consolidated Statement of Financial Activities	5
Consolidated Statement of Changes in Net Financial Assets	6
Consolidated Statement of Cash Flow	7
Notes to Consolidated Financial Statements	8 - 21
Consolidated Schedule - Covid-19 Safe Restart Grant for Local Government <i>(Schedule 1)</i>	22



MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The accompanying consolidated financial statements of the District of 100 Mile House (the "District") are the responsibility of management and have been approved by the Mayor and Council of the District.

The consolidated financial statements have been prepared by management in compliance with legislation, and in accordance with Canadian public sector accounting standards. The significant accounting policies are described in Note 1 to the consolidated financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The District maintains systems of internal accounting and administrative controls, consistent with reasonable cost. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the District's assets are appropriately accounted for and adequately safeguarded.

The District is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the financial statements.

The District of 100 Mile House's Mayor and Council reviews and approves the financial statements. The District's Mayor and Council meets periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities. The Mayor and Council also appoint the engagement of the external auditors.

PMT Chartered Professional Accountants LLP, the auditors appointed by the Council, have reviewed the systems of internal control and examined the financial statements in accordance with Canadian generally accepted auditing standards to enable them to express an independent opinion on the financial statements. Their report accompanies these statements.

Tammy Boulanger
Director of Financial Administration

Mitch Campsall
Mayor



INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of the District of 100 Mile House

Report on the Consolidated Financial Statements

Opinion

We have audited the consolidated financial statements of the District of 100 Mile House (the "District"), which comprise of the consolidated statement of financial position as at December 31, 2021, and the consolidated statement of financial activities, changes in net financial assets and consolidated statement of cash flow for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the District as at December 31, 2021, and the consolidated results of its operations and consolidated cash flow for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the District in accordance with ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the District or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the District's financial reporting process.

(continues)



Independent Auditor's Report to the councillors of District of 100 Mile House *(continued)*

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

DISTRICT OF 100 MILE HOUSE
Consolidated Statement of Financial Position
Year Ended December 31, 2021

	2021	2020
Financial Assets		
Cash and short term investments (Note 3)	\$ 18,059,084	\$ 14,941,418
Accounts receivable (Note 4)	689,007	2,462,236
Investment in 100 Mile Development Corporation (Note 6)	853,642	1,156,905
MFA deposits (Note 7)	8,240	8,190
	<u>19,609,973</u>	<u>18,568,749</u>
Financial Liabilities		
Accounts payable and accrued liabilities (Note 8)	650,412	597,209
Deferred revenue (Note 9)	2,464,180	1,939,446
Development cost charges (Note 9)	437,057	430,758
MFA debt reserve (Note 7)	8,240	8,190
Long term debt (Note 10)	38,135	49,656
Other liabilities	9,437	752
	<u>3,607,461</u>	<u>3,026,011</u>
Net Financial Assets	<u>16,002,512</u>	<u>15,542,738</u>
Non-Financial Assets		
Tangible capital assets (Note 11)	38,218,609	36,033,594
Supply inventory	66,456	74,554
Prepays	54,643	47,100
	<u>38,339,708</u>	<u>36,155,248</u>
	<u>54,342,220</u>	<u>51,697,986</u>
Represented by		
Operating fund (Note 15)	3,415,363	3,658,985
Statutory reserves (Note 15)	14,730,990	12,083,660
Equity in tangible capital assets (Note 16)	36,195,867	35,955,341
Accumulated surplus	<u>\$ 54,342,220</u>	<u>\$ 51,697,986</u>
 Contingent liabilities and commitments (Note 18)		

The accompanying notes are an integral part of this statement

DISTRICT OF 100 MILE HOUSE
Consolidated Statement of Financial Activities
Year Ended December 31, 2021

	Budget (Unaudited) (Note 21) 2021	2021	2020
Revenue			
Property taxation & grants in lieu (Note 12)	\$ 2,928,190	\$ 3,157,660	\$ 3,142,830
Government transfers (Note 13)	2,974,955	1,635,703	2,079,918
Sale of services (Note 14)	1,100,875	1,230,930	1,404,708
Earnings of 100 Mile Development Corporation (Note 6)	-	1,196,737	1,612,428
Developer contributions	4,090	1,133,768	-
Other revenue	195,700	213,649	267,311
Investment income	80,000	109,557	148,669
Gain on disposal of assets	-	14,666	3,474
	<u>7,283,810</u>	<u>8,692,670</u>	<u>8,659,338</u>
Direct costs			
General government	1,165,755	973,551	860,428
Protective services	845,705	926,318	768,345
Solid waste management and recycling	90,330	115,331	108,774
Public health	31,445	39,096	25,592
Planning and development	790,455	631,863	588,555
Transportation	2,014,800	1,985,273	1,832,776
Parks, recreation and culture	296,850	207,862	166,597
Water services	651,725	725,118	670,647
Sewer services	552,525	438,746	497,664
Debt financing	5,280	5,278	12,637
Loss from sale/write down of tangible capital assets	-	-	19,501
	<u>6,444,870</u>	<u>6,048,436</u>	<u>5,551,516</u>
Annual surplus	838,940	2,644,234	3,107,822
Accumulated surplus, beginning of year	51,697,986	51,697,986	48,590,164
Accumulated surplus, end of year	<u>\$ 52,536,926</u>	<u>\$ 54,342,220</u>	<u>\$ 51,697,986</u>

The accompanying notes are an integral part of this statement

DISTRICT OF 100 MILE HOUSE
Consolidated Statement of Changes in Net Financial Assets
Year Ended December 31, 2021

	Budget (Unaudited) 2021	2021	2020
Annual surplus	\$ -	\$ 2,644,234	\$ 3,107,822
Amortization of tangible capital assets	1,211,450	1,493,519	1,461,608
Purchase of tangible capital assets	-	(3,678,534)	(1,784,403)
Proceeds on disposal of tangible capital assets	-	14,666	36,842
Gain on disposal of tangible capital assets	-	(14,666)	(3,474)
Loss on disposal of tangible capital assets	-	-	19,501
Decrease (increase) in supply inventory	-	8,098	574
Decrease (increase) in prepaid expenses	-	(7,543)	(3,959)
	1,211,450	(2,184,460)	(273,311)
Increase (decrease) in net financial assets	1,211,450	459,774	2,834,511
Net financial assets, beginning of year	15,542,738	15,542,738	12,708,227
Net financial assets, end of year	\$ 16,754,188	\$ 16,002,512	\$ 15,542,738

The accompanying notes are an integral part of this statement

DISTRICT OF 100 MILE HOUSE
Consolidated Statement of Cash Flow
Year Ended December 31, 2021

	2021	2020
Operating activities		
Annual surplus	\$ 2,644,234	\$ 3,107,822
Items not affecting cash:		
Amortization	1,493,519	1,461,608
Gain on disposal of assets	(14,666)	(3,474)
Loss from sale/write down of tangible capital assets	-	19,501
Earnings of 100 Mile Development Corporation	(1,196,737)	(1,612,428)
	<u>2,926,350</u>	<u>2,973,029</u>
Changes in non-cash working capital:		
Accounts receivable	1,773,229	(1,315,073)
Supply inventory	8,098	574
Accounts payable and accrued liabilities	53,203	(99,492)
Deferred revenue and development cost charges	531,034	544,847
Prepays	(7,543)	(3,959)
Other liabilities	8,685	8,868
	<u>2,366,706</u>	<u>(864,235)</u>
Cash flow from operating activities	<u>5,293,056</u>	<u>2,108,794</u>
Investing and capital activity		
Acquisition of tangible capital assets and work in progress	(3,678,535)	(1,784,402)
Proceeds on disposal of tangible capital assets	14,666	36,842
Dividend paid from 100 Mile Development Corporation	1,500,000	1,000,000
Cash flow used by investing and capital activity	<u>(2,163,869)</u>	<u>(747,560)</u>
Financing activity		
Debt repayment	<u>(11,521)</u>	<u>(27,574)</u>
Increase in cash flow	<u>3,117,666</u>	<u>1,333,660</u>
Cash - beginning of year	<u>14,941,418</u>	<u>13,607,758</u>
Cash - end of year	<u>\$ 18,059,084</u>	<u>\$ 14,941,418</u>

The accompanying notes are an integral part of this statement

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

The District of 100 Mile House was incorporated in 1965 and operates under the provision of the *Local Government Act* and the *Community Charter of British Columbia*. The District provides municipal services including administrative, protective, transportation, environmental, recreational, water, sewer, and fiscal management.

1. Significant Accounting Policies

The consolidated financial statements of the District have been prepared in accordance with Canadian generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board (PSAB) of Chartered Professional Accountants of Canada. Significant aspects of the accompanying policies adopted by the District are as follows:

a) Reporting Entity

The consolidated financial statements reflect a combination of the assets, liabilities, revenues, expenditures, and changes in fund balances and in financial position of the District's General, Water, Sewer and Reserve Funds. The reporting entity is comprised of all organizations, committees and local boards accountable for the administration of their financial affairs and resources to the District and which are owned or controlled by the District except for the District's government business enterprise, 100 Mile Development Corporation which is accounted for on the modified equity basis of accounting.

The Perpetual Care Fund is excluded from the consolidated financial statements.

b) Basis of Accounting

The District follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and/or the creation of a legal obligation to pay.

Funds within the consolidated financial statements consist of General, Water, Sewer and Reserve Funds. Transfers between funds are recorded as adjustments to the appropriate fund balance.

The resources and operations of the District have been separated for accounting and financial reporting purposes into eight Funds. Each Fund is treated as a separate centre of operations responsible for the resources or activities allocated to it.

i. Capital Funds:

The purpose of the Capital Funds is to reflect capital assets and the related financing and equity therein.

ii. Operating Funds:

The purpose of the Operating Funds is to reflect the operating activities, administration, and debt servicing functions of the District.

iii. Trust and Reserve Funds:

The purpose of these funds is to hold assets of a trust nature and funds provided to finance future capital expenditures.

The Capital Funds and Operating Funds have been segregated into the functions of sewer, water, and general operations.

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

1. Significant Accounting Policies (continued)

c) Cash and Short Term Investments

Cash and short term investments consist of cash on hand less outstanding cheques and deposits with a maturity of less than three months at the time of purchase, term deposits with a maturity of less than one year, and investments in the Municipal Finance Authority of British Columbia pooled investments that can be liquidated on demand. When outstanding cheques are in excess of cash on hand, the excess is reported in bank indebtedness.

d) Investment in Government Business Enterprise

The investment in 100 Mile Development Corporation (the "Corporation"), a government business enterprise, is accounted for on a modified equity basis, consistent with Canadian generally accepted accounting principles as recommended by PSAB for investments in Government Business Enterprises. Under the modified equity basis, the Corporation's accounting policies are not adjusted to conform with those of the municipality and inter-organizational transactions and balances are not eliminated. The District recognizes its equity interest in the annual income or loss of the Corporation in its consolidated statement of operations with a corresponding increase or decrease in its investment asset account. Any dividends that the District may receive from the Corporation will be reflected as reductions in the investment asset account.

e) Revenue Recognition

Grants and contributions (other than grants in lieu of taxes) are recorded when receivable. Grants in lieu of taxes are recognized at the earlier of when received or when money is determined to be more likely than not collected.

Revenue unearned in the current period is recorded as deferred revenue.

f) Long-Term Debt

Debt charges, including principal, interest, and foreign exchange losses, are charged against current revenue in the periods in which they are paid.

g) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

i. Tangible Capital Assets

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

<u>Asset Category</u>	<u>Useful Life Range</u>
Buildings	40 to 75 years
Building Improvements	10 to 40 years
Furniture, Equipment & IT Technology	4 to 20 years
Machinery, Equipment & Vehicles	5 to 20 years
Roads	10 to 100 years
Underground & Other Engineered Structures	10 to 100 years

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

1. Significant Accounting Policies (continued)

The District regularly reviews its tangible capital assets to eliminate obsolete items.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

II. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and recorded as revenue.

III. Leased Assets

Leased assets which transfer substantially all the benefits and risk incidental to ownership of property, are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are included in expenses as incurred.

IV. Supply inventory

Inventories are valued at the lower of cost and net realizable value. Cost is determined using average costing.

h) Government Transfers

Government transfers are recognized in the financial statements as revenues in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made. Transfers received for which expenses are not yet incurred are included in deferred revenue.

i) Investment Income

The District follows the practice of investing individually significant unspent funds within individual funds. Interest earned is allocated on the basis of actual earnings from the specific instruments. Excess funds or temporary borrowings of all functions and capital projects are pooled and interest income or expense is allocated to the individual function on a monthly basis.

j) Management Uncertainty

The preparation of consolidated financial statements in conformity with PSAB requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure on contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenue and expenditures during the reporting period. Significant areas requiring use of management estimates relate to valuation of inventory and the collectability of accounts receivable and amortization of capital assets. Actual results could differ from those estimates.

k) Budget Reporting

Unaudited budget figures shown represent the Financial Plan Bylaw adopted by Council on April 13, 2021. These figures do not reflect subsequent amendments made by the Board of Directors to reflect changes in the budget throughout the year.

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

1. Significant Accounting Policies (continued)

i) Employee Future Benefits

The cost of multi-employer defined contribution pension plan benefits, such as the Municipal Pension Plan pensions, are the employer's contributions due to the plan in the period.

2. Financial Instruments

The District is exposed to various risks through the financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the District's risk exposure and concentration as of December 31, 2021.

a) Liquidity Risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The District is exposed to this risk mainly in respect of its receipt of funds from its customers and other related sources, long-term debt, contributions to the pension plan, and accounts payable.

There is no change in the risk exposure from the previous period.

b) Interest Rate Risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the District manages exposure through its normal operating and financing activities. The District is exposed to interest rate risk primarily through its term deposits and long-term debt where the interest rates are based on market rates.

There is no change in the risk exposure from the previous period.

c) Credit Risk

Credit risk arises from cash and short-term investments and the potential that a counter party will fail to perform its obligations. In order to reduce its credit risk, the District invests its cash and short term investments with high-rated financial institutions and monitors the creditworthiness of its counterparties. The District has a significant number of customers which minimizes the concentration of credit risk.

There is no change in the risk exposure from the previous period.

3. Cash and Short-Term Investments

	2021	2020
Bank	\$ 17,600,406	\$ 14,482,683
Short Term Investments	458,678	458,735
	<u>\$ 18,059,084</u>	<u>\$ 14,941,418</u>

Short Term Investments consist of investments with the Municipal Finance Authority of BC in a pooled money market fund with an annual rate of return of approximately 0.15% (2020 – 0.85%).

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

4. Accounts Receivable

	2021	2020
Property Taxes and Utilities	\$ 325,130	\$ 322,021
Other Governments	104,471	110,906
100 Mile Development Corporation	177	1,014,060
Trade and Other	259,229	1,015,249
Total Accounts Receivable	\$ 689,007	\$ 2,462,236

5. Related party transactions

During the year, the District provided operational funding of \$99,509 (2020 - \$75,000) and Covid funding of \$47,391 (2020 - \$35,912) to the 100 Mile Development Corporation, a wholly owned subsidiary. The District also charged rent of \$17,985 (2020 - \$17,985) to the 100 Mile Development Corporation for the Visitor Information Center and nil (2020 - \$10,000) for the website.

The District and the Cariboo Regional District signed a 3-year agreement commencing January 1, 2020 to support the operation of the Martin Exeter Hall Complex through the District up to a maximum of \$60,000 annually. This complex is owned by the District but operated by the 100 Mile Development Corporation. This contribution is recognized in the subsidiary's revenue.

The 100 Mile Development Corporation declared a dividend payable of \$1,500,000 (2020 - \$1,000,000) to the District on July 30, 2021, which was paid on August 9, 2021.

Included in accounts receivable on December 31, 2021 is \$177 (2020 - \$1,014,060) due from the 100 Mile Development Corporation. Included in accounts payable on December 31, 2021 is \$49,509 (2020 - \$35,912) due to the 100 Mile Development Corporation.

These transactions are in the normal course of business and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

6. Investment in 100 Mile Development Corporation

The Corporation is owned and controlled by the District and is considered a Government Business Enterprise. As such, the Corporation is accounted for on the modified equity basis in these consolidated financial statements. The Corporation is charged with responsibility for economic development activities, operation of the Visitor Information Centre and management of the Community Forest.

	2021	2020
100 Mile Development Corporation 100 Class A Shares (100%)	\$ 100	\$ 100
Opening retained earnings	1,156,805	544,477
Net income for the year	1,196,737	1,612,428
Dividend	(1,500,000)	(1,000,000)
Closing Retained Earnings	\$ 853,542	\$ 1,156,805
Investment in the Corporation	\$ 853,642	\$ 1,156,905

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

6. Investment in 100 Mile Development Corporation (continued)

The following provides condensed supplementary financial information for the Corporation for the year ended December 31:

<u>Financial Position</u>	2021	2020
Assets:		
Current	883,289	2,217,566
Tangible Capital Assets	751	981
Total Assets	\$ 884,040	\$ 2,218,547
Liabilities:		
Accounts payable	30,221	47,582
District of 100 Mile House	177	1,014,060
Total Liabilities	\$ 30,398	\$ 1,061,642
Equity:		
Share Capital	100	100
Retained Earnings	853,542	1,156,805
Total Equity	\$ 853,642	\$ 1,156,905
Total Liabilities and Equity	\$ 884,040	\$ 2,218,547
Operations:		
Revenue	2,045,984	2,566,566
Expenses	849,247	954,138
Net Income	\$ 1,196,737	\$ 1,612,428
Dividend	1,500,000	1,000,000
Change In Equity	\$ (303,263)	\$ 612,428

7. Deposit and Reserve Municipal Finance Authority

The Municipal Finance Authority of British Columbia (MFA) provides capital financing for regional districts and their member municipalities. MFA is required to establish a Debt Reserve Fund. Each regional district, through its member municipalities who share in the proceeds of a debt issue, is required to pay into the Debt Reserve Fund certain amounts set out in the debt agreements. MFA pays into the Debt Reserve Fund these monies from which interest earned thereon less administration expenses becomes an obligation to the regional districts. It must then use this Fund, if at any time there are insufficient funds, to meet payments on its obligations. If this occurs, the regional districts may be called upon to restore the Fund.

Upon the maturity of a debt issue, the unused portion of the Debt Reserve Fund established for that issue will be discharged to the District. The District has estimated that there is only a remote possibility that these funds will not be paid to it and therefore these funds have been included in other assets. As of December 31, the total of the Debt reserve fund was comprised of cash deposits of \$2,983 (2020 - \$2,933) and deposit notes of \$5,257 (2020 - \$5,257).

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

8. Accounts Payable & Accrued Liabilities

	2021	2020
Other Government	\$ 12,820	\$ 38
Accrued Wages & Benefits	105,578	76,327
Trade & Other	532,014	520,844
	\$ 650,412	\$ 597,209

9. Deferred Revenue

	2021	2020
Canada Community – Building Fund	\$ 1,678,623	\$ 1,379,286
Prepaid taxes	163,337	131,299
Miscellaneous	622,220	428,861
Total Deferred Revenue	2,464,180	1,939,446
Development Cost Charges	437,057	430,758
Total Deferred Revenue & Development Cost Charges	\$ 2,901,237	\$ 2,370,204

Balance, beginning of year:

	2021	2020
Development Cost Charges – sewer utility fund	\$ 132,079	\$ 130,136
Development Cost Charges – water utility fund	207,072	198,354
Development Cost Charges – drainage utility fund	14,419	14,183
Development Cost Charges – roads utility fund	77,188	46,882
Canada Community – Building Fund	1,379,286	1,232,651
Prepaid taxes	131,299	125,779
Capital projects	87,500	-
Miscellaneous	341,361	77,372
	2,370,204	1,825,357
Add:		
Canada Community – Building Fund received	283,530	138,507
Interest income restricted for projects	20,888	14,017
Development Cost Charges	1,218	35,315
Capital projects	460,000	87,500
Other amounts received	401,962	552,199
Total contributions	1,167,598	827,538
Less: Amount spent on projects and recorded as revenue	636,565	282,691
Closing balance of unspent funds	\$ 2,901,237	\$ 2,370,204

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

9. Deferred Revenue (continued)

Canada Community – Building Fund

The Canada Community – Building Fund is provided by the Government of Canada. The use of the funding is established by a funding agreement between the local government and the Union of British Columbia Municipalities. Canada Community – Building Fund may be used towards designated public transit, community energy, water, wastewater, solid waste, and capacity building projects as specified in the funding agreements.

Development Cost Charges

Development Cost Charges are restricted revenue liabilities representing funds received from developers and deposited into a separate reserve fund for capital expenses. In accordance with generally accepted accounting principles, the District records these funds as restricted revenue which is then recognized as revenue when the related costs are incurred.

10. Long Term Debt

Regular payments are made in accordance with the loan terms. Final payment amounts are based on actuarial calculations. Interest paid on long-term debt is included in the Sewer Revenue Fund \$3,927 (2020 - \$16,855 and in the General Revenue Fund).

	Balance Beginning of Year	Additions	Principal Amount	Actuarial Adjustment	Balance End of Year
Sewer Fund					
MFA Issue 85	49,656	-	5,278	6,243	38,135
Total	\$ 49,656	\$ -	\$ 5,278	\$ 6,243	\$ 38,135

MFA 85 Maturity Date 2024 Interest Rate 4.575%

The following principal amounts are payable over the next five years:

	2022	2023	2024	2025	2026
Sewer Fund	5,278	5,278	5,278	-	-
	\$ 5,278	\$ 5,278	\$ 5,278	\$ -	\$ -

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

11. Tangible Capital Assets

2021	Land	Buildings	Vehicles, Furniture & Equipment	Transportation	Recreation Facilities	Water	Sewer	Assets Under Construction	Total
Cost									
Balance, beginning of year	\$ 1,916,301	\$ 3,399,886	\$ 5,046,504	\$ 24,080,220	\$ 2,120,823	\$ 16,312,207	\$ 8,038,704	\$ 257,045	\$ 61,171,691
Add: Acquisitions	172,310	-	435,180	532,500	-	323,196	259,338	2,016,143	3,738,667
Less: Disposals/ WIP allocation	-	-	128,110	-	-	-	-	60,133	188,243
Less: Write-downs	-	-	-	-	-	-	-	-	-
Balance, end of year	\$ 2,088,611	\$ 3,399,886	\$ 5,353,574	\$ 24,612,720	\$ 2,120,823	\$ 16,635,403	\$ 8,298,042	\$ 2,213,055	\$ 64,722,115
Accumulated amortization									
Balance, beginning of year	\$ -	\$ 2,407,982	\$ 2,694,340	\$ 10,531,273	\$ 928,492	\$ 4,595,763	\$ 3,980,247	\$ -	\$ 25,138,097
Add: Amortization	-	76,917	267,478	554,305	79,942	342,318	172,559	-	1,493,519
Less: Disposals	-	-	128,110	-	-	-	-	-	128,110
Balance, end of year	\$ -	\$ 2,484,899	\$ 2,833,708	\$ 11,085,578	\$ 1,008,434	\$ 4,938,081	\$ 4,152,806	\$ -	\$ 26,503,506
Net book value, end of year	\$ 2,088,611	\$ 914,987	\$ 2,519,866	\$ 13,527,142	\$ 1,112,389	\$ 11,697,322	\$ 4,145,236	\$ 2,213,055	\$ 38,218,609

2020	Land	Buildings	Vehicles, Furniture & Equipment	Transportation	Recreation Facilities	Water	Sewer	Assets Under Construction	Total
Cost									
Balance, beginning of year	\$ 1,916,301	\$ 3,399,886	\$ 4,582,766	\$ 23,521,135	\$ 2,120,823	\$ 9,794,198	\$ 8,004,607	\$ 6,398,706	\$ 59,738,423
Add: Acquisitions	-	-	814,873	559,084	-	6,518,009	34,097	497,376	8,423,440
Less: Disposals/ WIP allocation	-	-	351,135	-	-	-	-	6,639,037	6,990,172
Less: Write-downs	-	-	-	-	-	-	-	-	-
Balance, end of year	\$ 1,916,301	\$ 3,399,886	\$ 5,046,504	\$ 24,080,220	\$ 2,120,823	\$ 16,312,207	\$ 8,038,704	\$ 257,045	\$ 61,171,691
Accumulated amortization									
Balance, beginning of year	\$ -	\$ 2,330,259	\$ 2,748,773	\$ 9,979,328	\$ 848,550	\$ 4,256,001	\$ 3,811,844	\$ -	\$ 23,974,755
Add: Amortization	-	77,723	243,833	551,945	79,942	339,762	168,403	-	1,461,608
Less: Disposals	-	-	298,266	-	-	-	-	-	298,266
Balance, end of year	\$ -	\$ 2,407,982	\$ 2,694,340	\$ 10,531,273	\$ 928,492	\$ 4,595,763	\$ 3,980,247	\$ -	\$ 25,138,097
Net book value, end of year	\$ 1,916,301	\$ 991,904	\$ 2,352,164	\$ 13,548,947	\$ 1,192,331	\$ 11,716,444	\$ 4,058,457	\$ 257,045	\$ 36,033,594

a) Contributed tangible capital assets

Contributed tangible capital assets have been recognized at fair value at the date of contribution. The value received during the year is \$1,133,768 (2020 - nil) comprised of roads infrastructure in the amount of \$532,500, water and sewer infrastructure \$521,758 and land \$79,510.

b) Write-down of tangible capital assets

Write-down of assets during the year was nil (2020 - \$500)

c) Capital leases

There are no capital leases included in 2021 (2020 - nil)

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

12. Property Taxation and Grants in Lieu

Taxes Collected	2021	2020
Property taxes	\$ 5,236,869	\$ 4,878,047
Special assessments	201,096	183,880
1% Utility tax	77,434	91,537
Grants In Lieu of taxes	82,794	92,928
Penalties and interest on taxes	17,839	17,132
	\$ 5,616,032	\$ 5,263,524
Less transfers to other governments		
School District	1,169,184	858,084
Regional District	734,917	712,258
Regional Hospital District	361,651	356,671
Joint Boards & Commissions	33,300	33,088
Other	159,320	160,593
	\$ 2,458,372	\$ 2,120,694
Net Taxes available for municipal purposes	\$ 3,157,660	\$ 3,142,830

13. Government Transfers

<u>Provincial grants</u>	2021	2020
Union of BC Municipalities Well Upgrade	\$ -	\$ 164,159
BC Active Transportation Infrastructure	337,500	
Covid-19 Safe Restart (<i>schedule 1</i>)	-	752,000
Community Transition Capacity project	32,411	10,300
Community Support Grant	24,820	36,682
Ministry of Forests – Forestry Employment Program	109,182	32,576
Labour Market Partnership	36,797	38,587
Other	144,653	121,598
Small Community Protection	385,000	386,266
<u>Federal grants</u>		
Canada Summer Jobs	14,220	16,347
<u>Regional & other grants</u>		
Cariboo Regional District	470,230	398,528
NDI Trust	70,481	58,679
UBCM	10,409	38,607
Forest Enhancement Society	-	25,589
	\$ 1,635,703	\$ 2,079,918

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

14. Sales of Services

	2021	2020
Water user rates	\$ 543,485	\$ 505,348
Sewer user rates	398,599	416,455
Garbage/Recycling	25,241	24,976
Timber sales	34,984	310,994
Other	228,621	146,935
	\$ 1,230,930	\$ 1,404,708

15. Accumulated Surplus

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

Surplus	2021	2020
General operating fund	\$ 2,600,205	\$ 2,755,326
Sewer operating fund	380,922	424,603
Water operating fund	434,236	479,056
Operating fund surplus	\$ 3,415,363	\$ 3,658,985

Reserves	2021	2020
Municipal infrastructure	\$ 4,023,999	\$ 3,473,854
Utility infrastructure	2,763,959	2,302,532
Parkland	6,138	6,069
Machinery & Equipment	2,292,111	1,766,334
Covid-19 (schedule 1)	121,733	531,863
Woodlot	380,705	360,663
Community Forest	5,142,345	3,642,345
Total reserves	\$ 14,730,990	\$ 12,083,660

- a) Included in the General Operating Fund are internally restricted funds of \$100,000 (2020 - \$100,000) for the purposes of planning.
- b) Included in the General Operating Fund are internally restricted funds of \$42,414 (2020 - \$56,289) to be used to fund Interior Health Transit expense.

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

16. Equity in Tangible Capital Assets

Equity in tangible capital assets (TCA) represents the net book value (NBV) of total capital assets less long term obligations assumed to acquire those assets. The change in consolidated equity in tangible capital assets is as follows:

	2021		2020
Equity in TCA, beginning of year	\$ 35,955,341	\$	29,496,679
Add: Capital acquisitions	1,722,524		7,926,064
Debt principal repayment	5,278		12,637
Actuarial adjustment	6,243		14,937
Less: Proceeds from the issue of debt	-		-
Disposition at NBV less loss on disposal	-		33,368
Amortization	1,493,519		1,461,608
Equity in TCA, end of year	<u>\$ 36,195,867</u>	\$	<u>35,955,341</u>

17. Expenses by Object

	2021		2020
Goods and services	\$ 2,455,007	\$	2,118,426
Salary, wages and benefits	2,089,118		1,921,186
Amortization	1,493,519		1,461,608
Interest and finance charges	5,514		18,158
Debenture debt payments	5,278		12,637
Loss from sale/write down of tangible capital assets	-		19,501
	<u>\$ 6,048,436</u>	\$	<u>5,551,516</u>

18. Contingent Liabilities and Commitments

a) Municipal Pension Plan

The District of 100 Mile House and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The Board of Trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2020, the Plan has about 220,000 active members and approximately 112,000 retired members. Active members include approximately 42,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

18. Contingent Liabilities and Commitments (continued)

The most recent actuarial valuation for the Municipal Pension Plan as of December 31, 2018 indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2021 with results available in 2022.

Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

The District of 100 Mile House paid \$104,110 (2020 - \$100,028) for employer contributions while employees contributed \$89,228 (2020 - \$85,874) to the Plan in fiscal 2021.

b) Joint and Several Liability

The District of 100 Mile House, as a member of the Cariboo Regional District, is jointly and severally liable under the provisions of Sections 815 and 816 of the Local Government Act for any default on monies borrowed by the Cariboo Regional District.

c) Potential Litigation

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

d) Municipal Insurance Association

The District is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible the District, along with the other participants, would be required to contribute towards the deficit.

e) B.C. Active Transportation Infrastructure Grant – Cariboo Trail Sidewalk

The District entered a conditional grant agreement with the Ministry of Transportation and Infrastructure on August 20, 2020 for this project. Work in progress as of December 31, 2021 is \$1,353,214 (2020 - \$69,656) and is 95% complete; deadline to complete is extended to August 2022. The total cost for the project is estimated to be \$1,330,000. The project costs are financed to a maximum of \$500,000 by contribution from the Province of B.C. and \$830,000 from capital reserves.

f) Tangible Capital Assets

The District entered into a contract with Hub Fire Engines & Equipment Ltd. on December 21, 2021 for a Fire Engine Apparatus costing \$880,394 plus tax.

19. Trust

The District operates the 100 Mile Cemetery and maintains a Cemetery Perpetual Care Fund in trust, in accordance with the Cremation, Internment and Funeral Services Act of British Columbia. The funds held in trust amount to \$188,069 (2020 - \$188,453) and have not been included in the consolidated statement of financial position nor have their operations been included in the consolidated statement of operations.

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2021

20. Pandemic

Potential impacts of the COVID-19 pandemic and the resulting state of emergency on the future operations of the District at this time is unknown and therefore an estimate of the financial effect on the District is not practicable at this time.

21. Asset Retirement Obligations (PS 3280)

In August 2018, the Public Sector Accounting Board (PSAB) issued PS 3280 Asset Retirement Obligations to establish recognition, measurement, presentation and disclosure standards for legal obligations associated with the retirement of tangible capital assets. The new section defines the asset retirement activities to include in the cost of a tangible capital asset and the corresponding asset retirement obligation, establishes how to estimate the liability and provides the related financial statement presentation and disclosure requirements. PS 3280 is effective to fiscal years beginning on or after April 1, 2022. The District has not yet determined the effect of the new section on its consolidated financial statements.

22. Budget data

The budget data presented in these consolidated financial statements is based upon the 2021 operating and capital budgets approved as the 2021 to 2025 Financial Plan by Council on April 21, 2020. The legislative requirements for the Financial Plan are that the cash inflows for the period must equal planned cash outflows.

Cash inflows and outflows budgeted for include such items as transfers to and from reserves, transfers to and from operating surpluses and proceeds on sale of assets. These items are not recognized as revenues and expenses in the Statement of Operations as they do not meet the definition of such under public sector accounting standards. PSAB requires that budget figures be presented on the same basis of accounting as actual figures.

The chart below reconciles the budget figures reported in these consolidated financial statements.

	Budget Amount
Budget surplus per Statement of Financial Activities	\$ 838,940
Adjust for budgeted items not included in Statement of Financial Activities:	
Transfers from reserve funds	1,261,610
Transfer from operating surplus	-
Acquisition of tangible capital assets	(3,312,000)
Non-cash items - amortization	1,211,450
Financial Plan (Budget) Bylaw surplus for the year	<u>\$ -</u>

DISTRICT OF 100 MILE HOUSE**Consolidated Schedule - Covid-19 Safe Restart Grant for Local Government (Schedule 1)****Year Ended December 31, 2021***(Unaudited)*

	2021	2020
Revenue		
BC Safe Restart Grant (Note 13)	\$ -	\$ 752,000
Eligible costs incurred		
Computer & IT Costs - Virtual Communications	62,240	39,281
Facility Reopening and Operating Costs	53,895	42,287
Emergency Planning & Response Cost	2,406	4,334
Revenue Shortfalls	221,589	134,235
Services for Vulnerable Persons	70,000	-
	<u>410,130</u>	<u>220,137</u>
Annual (deficit) surplus	(410,130)	531,863
Reserve balance, beginning of year	531,863	-
Reserve balance, end of year (Note 15)	\$ 121,733	\$ 531,863

The accompanying notes are an integral part of this statement

From: Cindy Parent [REDACTED]
Sent: April 27, 2022 6:24 PM
To: Sheena Elias <selias@100milehouse.com>
Subject: RE: Proposed cemetery bylaw.

On May 10th I am going to be speak regarding the proposed cemetery bylaw. I have concerns with this bylaw. To my understanding the bylaw states that from May to October we are only allowed to leave fresh flowers at the sites. Grief is a very complex emotion. Some days I want to bring my son a tea or a teddy bear and on and on. Different days bring on different emotions which leads me to leave different items. Fresh flowers are also nice but the deer tend to eat them within a day or two. Other cemeteries have a shelf located at their cemetery which district staff members can remove items left on the sites and place on this shelf when it is time to mow the grass. From there it is the families responsibility to place items back to the site. I feel this is a great option. I hope this is what you were asking for Sheena. These are my reasons why I have concerns with the proposed bylaw.

DISTRICT OF 100 MILE HOUSE

**MINUTES OF THE COURT OF REVISION OF THE DISTRICT OF 100 MILE HOUSE
HELD IN THE MUNICIPAL COUNCIL CHAMBERS
TUESDAY APRIL 12, 2022**

PRESENT:	Mayor	Mitch Campsall
	Councilor	Ralph Fossum
	Councilor	Dave Mingo
	Councilor	Chris Pettman (via Teams)
	Councilor	Maureen Pinkney
 STAFF:	Dir. of Finance	Tammy Boulanger (via Teams)
	Dir. Of Com. Services	Todd Conway
	Dir. Of Ec. Dev/Planning	Joanne Doddridge
	D/Corporate Officer	Sheena Elias
 Media:	(1) (via Teams)	
 Others:	(1) (via Teams)	

CALL TO ORDER: Mayor Mitch Campsall called the Court of Revision to order at 6:15 p.m.

Mayor Campsall acknowledged that this meeting is being held on the Traditional Territory of the Secwepemc People.

**Approval of the
Agenda**

Res: 01/22

Moved by: Councilor Fossum
Seconded by: Councilor Mingo

That the Court of Revision agenda for April 12th 2022 be approved.

CARRIED.

Assessment Roll

The Director of Finance noted that the purpose of the Court of Revision is to hear any objections to the Sewer & Water Frontage Tax Rolls, and Blackstock Specified Area Sewer Parcel Tax Roll.

The Director of Finance also provided a brief overview of roll changes and noted that there was one written appeal received from those properties directly affected by any changes to the roll. Dues to legislation, the written appeal was not able to be granted.

Res: 02/22

Moved By: Councilor Pinkney
Seconded By: Councilor Mingo

BE IT RESOLVED THAT the frontage tax rolls for Water, Sewer, and Blackstock Specified Area Sewer Parcel Tax be confirmed.

CARRIED.

ADJOURNMENT

Res: 03/22

Moved By: Councilor Pinkney
Seconded By: Councilor Mingo

There being no further business the meeting adjourned at 6:20 p.m.

CARRIED.

I hereby certify these minutes to be correct:

Mayor:

Corporate Administrator:

**DISTRICT OF 100 MILE HOUSE
REPORT OF THE PUBLIC HEARING
OF THE MUNICIPAL COUNCIL HELD IN COUNCIL CHAMBERS
TUESDAY April 12th, 2022 AT 6:30 PM**

<u>PRESENT:</u>	Chair Councillor Councillor Councillor Councillor	Mitch Campsall Ralph Fossum Dave Mingo Chris Pettman (via teams) Maureen Pinkney
<u>STAFF:</u>	D/ Corporate Officer Dir. of Finance Dir. Of Com Services Dir. Ec-Dev/Planning	Sheena Elias Tammy Boulanger Todd Conway Joanne Doddridge
<u>OTHERS:</u>	Media (1 - via teams) Others (12)(3- via teams)	

Chair Campsall called the Public Hearing to order at 6:30 p.m.

Chair Campsall acknowledged that this meeting is being held on the Traditional Territory of the Secwepemc People.

Chair Campsall stated that the purpose of the Public Hearing is to receive public input regarding Official Community Plan Amendment Bylaw No. 1389-2022 and Zoning Amendment Bylaw No. 1390-2022.

DCO outlined the process for receiving public comment to the proposed Bylaws.

Official Community Plan Amendment Bylaw No. 1389-2022

Official Community Plan Amendment Bylaw No. 1389-2022 proposes the following amendment(s):

- (1) That District of 100 Mile House Official Community Plan Bylaw No. 1288, 2016 is hereby amended as follows:
 - a. Amend Schedule B: Land Use District Wide and Main Community Inset to change the designation of Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch A and B on attached Schedule A, and located on Seventh Street, **from Rural Residential to Low Density Residential;**

- b. Amend Schedule B: Land Use District Wide and Main Community Inset to change the designation of Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch C and D on attached Schedule A, and located on Seventh Street, **from Rural Residential to Medium Density Residential**;
- c. Amend Schedule B: Land Use District Wide and Main Community Inset to change the designation of Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch E on attached Schedule A, and located on Seventh Street, **from Rural Residential to Parks, Recreation and Open Space**.

Zoning Amendment Bylaw No. 1390-2022

Zoning Amendment Bylaw No. 1390-2022 proposes the following amendment(s):

- (1) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch A on attached Schedule A, and located on Seventh Street, **from Small Holdings Zone (A-2) to Residential Low Density Zone (R-1)**;
- (2) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch B on attached Schedule A, and located on Seventh Street, **from Small Holdings Zone (A-2) to Residential Small Lot Zone (R-3)**;
- (3) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch C on attached Schedule A, and located on Seventh Street, **from Small Holdings Zone (A-2) to Residential Medium Density Zone (R-4)**;
- (4) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch D on attached Schedule A, and located on Seventh Street, **from Small Holdings Zone (A-2) to Residential Mobile Home Park Zone (R-6)**;
- (5) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch E on attached Schedule A, and located on Seventh Street, **from Small Holdings Zone (A-2) to Parks and Open Space Zone (P-2)**;
- (6) That consequential map changes be made to Schedule 2 Zoning Bylaw Map District Wide and Main Community Inset;
- (7) That Section 9.3.13 Specific Use Regulations is amended by adding:
 - a. Despite Section 9.3.4, the minimum parcel area shall be 1.21 hectares for the mobile home park development, for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, located on Seventh Street.

DCO read aloud two (2) written submissions received. Submissions attached and forming part of this report.

Lynda Walters

208 Eighth Street

100 Mile House

Ms. Walters listed five main concerns as to how the rezoning and ultimately the future development could affect her property.

Darron Campbell

Cariboo Regional District

Williams Lake

Mr. Campbell wrote in to bring Councils attention to an adjoining recreation land that the CRD would like to be considered for access during the subdivision stage of this development.

A speakers list was established and those wishing to speak to the proposed amendments are to first register with the Clerk prior to speaking, the Speakers list was a combination of in person and attendants through MS Teams.

Chair Campsall called for those wishing to speak to the proposed amendments in the order of the speakers list allowing each person a maximum of two speaking opportunities.

Nigel Hemingway

401 Exeter Rd

100 Mile House

Mr. Hemingway spoke on behalf of the developer. He gave an overview of the development plans. The subject property is already designated residential in the OCP, the change requested is for density purposes. The proposed development would be completed in 3 phases, 2023- 20 lots, 2028- 29 lots, and 2033- 18 lots. The different phases of the development would bring a mixture of different residential zoned properties. The designated park land is at 16.5%, which is three times the requirement. The owner's goal is to have non-motorized trails that could connect to the marsh trail. A traffic study has been completed and has been approved by the Ministry of Transportation, the study includes potential traffic from this development and the Cariboo Ridge development. The study found 46 vehicles may use Eighth Street at build out of the development.

Donna Barnett

39-208 Eighth St

100 Mile House

Ms. Barnett has objections to the proposed amendments. Her concerns are regarding the connecting streets and their ability to handle any more traffic, as well as the disruption of the residents in Scenic Place MHP. Written comments submitted.

Don Savjord

230 Heron Ridge Rd

100 Mile House

Mr. Savjord is in support of the development. He is the representative for the Ranch on the West boundary of the development. Mr. Savjord would like to see a three-meter treed buffer of no access from the Ranch property with a 5-foot tall no climb fence. The buffer would serve to keep dogs out and keep the ranch animals away from the proposed higher density residential.

Graham Farstad**Cariboo Ridge****100 Mile House**

Mr. Farstad is the owner of the neighboring Cariboo Ridge Development. He acknowledges that this proposed development would open up the potential for a third access to his development. An additional access and connectivity of the developments could allow possible transit and connected trails in the future. Mr. Farstad pointed out that the Cariboo Ridge development has a 10-meter buffer from the ALR lands in their development plans. The proposed development could impose some issues that would impact the Cariboo Ridge Development. Mr. Farstad is open to coordinating with the applicant to work out possible issues.

Rick Stock (via teams)**208 Eighth Street****100 Mile House**

Mr. Stock is opposed to the amendments. His mom lives in Scenic Place MHP, and he doesn't believe the increased traffic to the MHP is a good idea.

Lynda Walters (via teams)**208 Eighth Street****100 Mile House**

Ms. Walters is the owner of Scenic Place HMP. She has concerns with the proposed amendments with respect to her mobile home park. The main concern is additional traffic, followed by snow removal and disruption of her residents.

Trevor Embree**5742 Mahood Lake Rd****100 Mile House**

Mr. Embree, the developer spoke to comment on the concerns posed so far. He doesn't believe there will be any drainage problems from the property as it is the lower property in the area. He understands the traffic concerns and wants people to understand that after a developer builds the roads, they will be handed off to the District to maintain them. He proposed multiple options to slow any traffic that may impact the MHP, including a 4 way stop, 30km speed zone, speed bumps or a lit crosswalk.

Learning this evening that the Cariboo Ridge development has a 10-meter buffer from the ALR lands, Mr. Embree agreed to carry on that buffer through his development. The buffer would be 3 meters of a treed no-go zone and the remaining 7 meters to be a trail that connects with the Cariboo Ridge development.

Mr. Embree pointed out that the District will require any off-site services later in the process.

Margot Spears**40-208 Eighth St****100 Mile House**

Ms. Spears lives in Scenic Place MHP and is concerned with the increased traffic to the MHP and keeping people driving slow enough. Ms. Spears expressed residents would have difficulty backing out of their driveways with increased traffic on the local road. She has also been witnessing traffic line ups currently on 7th & Alpine, without this development. How long will the line ups be if these amendments are allowed.

Trevor Embree**5742 Mahood Lake Rd****100 Mile House**

Mr. Embree spoke again to clear up what he believed to be a misunderstanding regarding the MHP park road. The proposed development would not be using the current road used by the MHP but building a new road on an existing road dedication that will cross the MHP road.

Lynda Walters (via teams)

208 Eighth Street

100 Mile House

Ms. Walters spoke a second time to emphasize her concern with the increased traffic and that the road being built through her property is her main concern. She is supportive of growth in 100 Mile House and is not anti-development but believes there are still details to work out, so her residents are not disturbed.

Nigel Hemingway

401 Exeter Rd

100 Mile House

Mr. Hemingway spoke a second time to clarify the proposed road that is causing most of the concern he is hearing. The road dedication has been there for 25 years and just not constructed. He wanted to remind people that this public hearing is only the first step and the question that is being asked is "is this an appropriate use of the land?" After this step there will be engineers and services involved to work out the details.

Donna Barnett

39-208 Eighth St

100 Mile House

Ms. Barnett took a second opportunity to speak to emphasize her overall safety concern for seventh, eighth and Alpine. Although the road dedication exists it does not mean the District has to agree to allow the road to be built.

Councillor Fossum commented that while the road is the concern of most in attendance, the new road would create an alternative egress for the MHP during emergencies.

Chair Campsall called for additional input from the public. With no further input forthcoming, this Public Hearing for Official Community Plan Amendment Bylaw No. 1389-2022 and Zoning Amendment Bylaw No. 1390-2022 is now adjourned at 7:25 PM

I hereby certify this report to be correct:

Chair

Corporate Officer

Hi Joanne, attached is the site plan options report from 2012 for the South Cariboo Recreation Centre property. The report was developed by the Regional District and the District of 100 Mile House to encourage some long-term thinking about options to grow the recreation assets and opportunities at the location.

We would appreciate it if this report was included in the background information for the residential land development proposal to the south of the recreation area. Perhaps it can help guide the subdivision design and decisions made for the proposal such that future recreation area development will benefit. Of particular interest to us is the future opportunity for an access road and/or trail across the ravine to connect to the South Cariboo Recreation Centre lands. A new major facility, such as an aquatic centre, will require much better parking, traffic flow as well as emergency egress.

Feel free to give me a call if you need to.

Thanks Joanne.

Darron Campbell

Manager of Community Services

Ph: 250-392-3351 or 1-800-665-1636

www.cariboord.ca



Joanne Doddridge
Director of Economic Development & Planning
District of 100 Mile House
#1 385 Birch Ave
100 Mile House, B.C. V0K 2E0

April 10, 2022

Sent Via Email

RE: Public Hearing Meeting to Amend Bylaw 1389, 2022 and Zoning Amendment Bylaw 1390, 2022.

I am the owner of Scenic Place MHP at 208 8th Street in 100 Mile House. These are my written comments to be shared at the meeting.

I have concerns with the rezoning and ultimately the proposed development that backs onto my property and would ultimately have a public road running through my property.

1. The proposed change would mean a public road would cross through our park, which is currently served by a dead-end private road. Some of my residents have expressed concern about the increased traffic, the noise and increased risk to pedestrians it would create and the added pollution.
2. Increased traffic will increase the road maintenance and repairs needed and it is unclear to me if I would be responsible for these additional expenses.
3. Snow removal is an ongoing concern and I am unclear as to where the city would put the snow removed from the city portion of the streets.
4. I understand there will be an environmental or geo studies because the lay of the land will change current drainage and I would need to know more about the plan for drainage. I do not want to incur additional expense to make the necessary changes or maintain future repairs and maintenance related to the drainage.
5. I do not understand how this change would impact water source and sewer issues, including the water hardness and the cost of any changes. Does the District have a plan for water/sewer issues that will not decrease the quality of current services or increase the costs to my residents or my business.

These are my concerns and questions. I appreciate the District's attention to these questions and concerns. I can be reached at [REDACTED]

Respectfully,

Lynda L. Walters
Owner, Scenic Place MHP

Mayor & Council.
District of 100 Mile House
Box 340 100 Mile House
B.C. VOK 2EO

April 12, 2022.

Regarding By Law 1390

Dear Mayor & Council,

I am a resident at #39 208 8th Street 100 Mile House. I have objections to the proposed by law. My objections are the access and existing road infrasture.

As proposed in the drawings I have been shown the following are issues that I feel must be addressed before this zoning by law is approved.

Alpine 7th & 8th will all be used as access to this proposal. None are wide enough to handle a subdivision of any size. Alpine too narrow and too steep. Turning off of Alpine to 8th now has a very small radius to turn plus the grade of Alpine makes it unsafe now for vechicles. 7th is also too narrow you have a high school a Storage Facility with large trucks coming and going daily, you have a very busy food bank and other small businesses. Neither Alpine or 7th have sidewalks and no room to build them. 8th has a partial sidewalk at the Seniors complex with no room to extend. There are no stop or yield signs and the traffic flow now at times is dangerous. Alpine is extremely busy with Heavy Trucks and traffic to the many businesses located on Alpine.

The proposal to come through Scenic Trailer Park must be changed. Having traffic of the magnitude this proposal would allow would certainly disturb park and all residents of the park are seniors. Not only the constant traffic but as the proposed access is through the middle of the park how will the traffic flow go. Those in the park will they have to stop to let the traffic through? Will there be stop signs and who will patrol the area as the park is private property.

I support growth and the plans I have seen for this land use proposal would be a benefit as the community continues to grow. But addressing the safety of the existing community and the future of the community must be the first priority.

Yours truly
Donna Barnett





DISTRICT OF 100 MILE HOUSE

MEETING HELD IN DISTRICT COUNCIL CHAMBERS

Tuesday, April 12th, 2022, AT 6:00 PM

PRESENT:	Mayor	Mitch Campsall
	Councillor	Ralph Fossum
	Councillor	Dave Mingo
	Councillor	Chris Pettman (via Teams)
	Councillor	Maureen Pinkney
STAFF:	Dir. of Finance	Tammy Boulanger (via Teams)
	Dir. of Com Services	Todd Conway
	Dir. Ec Development	Joanne Doddridge
	And Planning	
	D/Corp Officer	Sheena Elias
	Others (1)	
	Media (1) (via Teams)	

A	<p><u>CALL TO ORDER</u></p> <p>Mayor Campsall called the meeting to order at 6:00 PM</p> <p>Mayor Campsall acknowledged that this meeting is being held on Secwepemculecw.</p> <p>Res: 34/22 Moved By: Councillor Fossum Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT, pursuant to Section 92 of the Community Charter, that this meeting of Council be closed to the public under Section 90 (1)(k) of the Community Charter.</p> <p style="text-align: center;">CARRIED.</p> <p>Regular meeting resumed at 7:20 PM</p>
----------	--

B	<u>APPROVAL OF AGENDA</u>
	<p>B1</p> <p>Res: 35/22 Moved By: Councillor Fossum Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT April 12th, 2022 Regular Council agenda be approved.</p> <p style="text-align: right;">CARRIED.</p>
C	<p><u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE</u></p> <p>No Late items.</p>
D	<u>DELEGATIONS</u>
E	<u>MINUTES</u>
Financial Plan Public Meeting	<p>E1</p> <p>Res: 36/22 Moved By: Councillor Mingo Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT the report for the Financial Plan Public Meeting of March 8th, 2022 <u>be received</u>.</p> <p style="text-align: right;">CARRIED.</p>
Public Hearing – March 8th, 2022	<p>E2</p> <p>Res: 37/22 Moved By: Councillor Mingo Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the report of the Public Hearing of March 8th, 2022 <u>be received</u>.</p> <p style="text-align: right;">CARRIED.</p>



<p>Regular Council – March 8th, 2022</p>	<p>E3</p> <p>Res: 38/22 Moved By: Councillor Pinkney Seconded By: Councillor Pettman</p> <p>BE IT RESOLVED THAT the minutes of the Regular Council meeting of March 8th, 2022 <u>be adopted</u>.</p> <p>CARRIED.</p>
	<p><u>UNFINISHED BUSINESS</u></p> <p>No unfinished business.</p>
<p>G</p>	<p><u>MAYOR'S REPORT</u></p> <p>Mayor Campsall commented that the annual COFI conference is upcoming, and Councillor Pinkney will be attend with him this year. Mayor Campsall discussed his having COVID and that he is recovered but it was not a pleasant experience.</p> <p>Councillor Pinkney shared that the Wranglers did not make the playoffs this year. Having attended the CRD board meeting recently Councillor Pinkney brought to everyone's attention the upcoming provincial electoral area boundary changes, something for everyone to be aware of.</p> <p>Councillor Mingo shared that a Wrangler alumni has been drafted by the Washington Capitals, a very proud moment for the Wrangler.</p>
<p>H</p>	<p><u>CORRESPONDENCE</u></p>
<p>Commissionaires Report March 2022</p>	<p>H1</p> <p>Res: 39/22 Moved By: Councillor Mingo Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT the By-Law Officer report for the period of March 1st to March 31st, 2022 <u>be received</u>.</p> <p>CARRIED.</p>



Canim Lake Band – Request to Raise Flag	<p>H2</p> <p>Res: 40/22 Moved By: Councillor Pettman Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the memo from Administration dated April 2nd 2022 regarding Canim Lake Band request to raise the Secwepemculew flag at the District office be received; and</p> <p>BE IT RESOLVED THAT the Council of the District of 100 Mile House authorize the installation of a new flagpole and the raising of the Secwepemculew flag at the District office.</p> <p style="text-align: center;">CARRIED.</p> <p>Community Services will communicate with Administration on the status of the flagpole on order. The flag will be raised by the Canim Lake band during a flag raising ceremony at a future date.</p>
Farmers Market Street Closure Request	<p>H3</p> <p>Res: 41/22 Moved By: Councillor Pinkney Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the memo from Administration dated April 6th, 2022, regarding the Farmers Market Street Closure request be received; and further</p> <p>BE IT RESOLVED THAT Council authorize the closure of Third St from Birch Ave east to the intersecting laneway behind the Community Hall on Fridays during the operating season from May 6th thru to September 30th, 2022</p> <p style="text-align: center;">CARRIED.</p>



<p>PSO Graduation Parade Route</p>	<p>H4</p> <p>Res: 42/22 Moved By: Councillor Pinkney Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT the memo from Administration dated April 6th, 2022, regarding the PSO Graduation Parade Route be received; and further;</p> <p>BE IT RESOLVED THAT the Council of the District of 100 Mile House approve the PSO graduation parade route through the downtown core of 100 Mile House into Centennial Park on Saturday, June 18th, 2022 between 2:00pm and 3:30 pm, and further;</p> <p>BE IT RESOLVED THAT the PSO Grad Committee be directed to work closely with District of 100 Mile House Community Services Dept to coordinate the event.</p> <p style="text-align: center;">CARRIED.</p>
<p>Gold Wing Road Riders Assoc. – District Rally</p>	<p>H5</p> <p>Res: 43/22 Moved By: Councillor Mingo Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT the memo from Administration dated April 7th, 2022, regarding the Gold Wing Road Riders District Rally be received; and further;</p> <p>BE IT RESOLVED THAT Council approves the Gold Wing Road Riders Association request to hold a “motorcycle light show parade” in the District of 100 Mile House, and further</p> <p>BE IT RESOLVED THAT all requests for logistical support be directed to the Community Services Dept.</p> <p style="text-align: center;">CARRIED.</p>



South Cariboo Sustainability Society -Request for increased composting	<p>H6</p> <p>Res: 44/22 Moved By: Councillor Pinkney Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the memo from Administration dated April 7th, 2022, regarding the South Cariboo Sustainability Society's request for increased composting at the Community Garden be received; and</p> <p>BE IT RESOLVED THAT the Council of the District of 100 Mile House support a one-year trial period for increased public composting at the Community Place Garden.</p> <p style="text-align: center;">CARRIED.</p> <p>Municipal staff will monitor to ensure that wildlife attractants / encounters, odour, excessive dumping, and other possible 'nuisance' factors are minimal.</p>
I.	<u>STAFF REPORTS</u>
Winter Sand Supply	<p>I1</p> <p>Res: 45/22 Moved By: Councillor Pinkney Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the memo from Administration dated April 1st, 2022 regarding the Supply of Winter Abrasive Sand / Liquid Chloride Mix (Three Year Term) be received; and further</p> <p>BE IT RESOLVED THAT the Tender to supply the works as detailed in Tender 2022-001 be awarded to United Concrete & Gravel Ltd. for the stated total price of \$135,970 plus applicable taxes</p> <p style="text-align: center;">CARRIED.</p>



By-Law Vehicle Replacement	<p>I2</p> <p>Res: 46/22 Moved By: Councillor Mingo Seconded By: Councillor Pettman</p> <p>BE IT RESOLVED THAT the memo from Administration dated April 1st, 2022 regarding the vehicle replacement RFQ be received; and further</p> <p>BE IT RESOLVED THAT the Council of the District of 100 Mile House, approve the purchase of a 2021 1/2 Ton Crew Cab from regency Chrysler for the submitted quotation of \$48,399.64 plus applicable taxes.</p> <p>CARRIED.</p>
Birch Ave Water Loop NRFP Award	<p>I3</p> <p>Res: 47/22 Moved By: Councillor Fossum Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT the memo from Administration dated March 31st, 2022 regarding the Birch Avenue Water Loop NRFP be received; and further</p> <p>BE IT RESOLVED THAT Council award the Birch Avenue Watermain Looping project to Bree Contracting Ltd. for the submitted price of \$ 1,543,417.00 plus applicable taxes.</p> <p>CARRIED.</p>



<p>Waste-Water Treatment Plan NRFP Award</p>	<p>14</p> <p>Res: 48/22 Moved By: Councillor Mingo Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT the memo from Administration dated April 1st, 2022 regarding the Waste-Water Treatment Plant Upgrades NRFP be received; and further</p> <p>BE IT RESOLVED THAT Council awards the 2022 Waste-Water Treatment Plant Upgrades project to Bree Contracting Ltd. for the submitted price of \$ 1,063,522. plus, applicable taxes.</p> <p style="text-align: center;">CARRIED.</p>
<p>Late NCLGA Resolutions for Consideration</p>	<p>15</p> <p>Res: 49/22 Moved By: Councillor Mingo Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the memo from Administration dated March 25 ,2022, regarding joint submission of two late resolutions to NCLGA be received; and further</p> <p>BE IT RESOLVED THAT Council approve the resolutions titled "Rural MD Locum Funding" and "Mental Health Crisis" for submission to the North Central Local Government Association for consideration at the 2022 NCLGA AGM and Conference.</p> <p>BE IT RESOLVED THAT the email poll conducted on March 28th, 2022 is hereby ratified.</p> <p style="text-align: center;">CARRIED.</p>



<p>100 Mile House Curling Club – NDI Funding Application</p>	<p>I6</p> <p>Res: 50/22 Moved By: Councillor Pinkney Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT the memo from Administration dated April 7th, 2022, regarding 100 Mile House Curling Club – NDI Funding Application be received; and further</p> <p>BE IT RESOLVED THAT the District of 100 Mile House Council support the 100 Mile House Curling Club 2022 funding application to the Northern Development Initiative Trust Recreation Infrastructure program.</p> <p>CARRIED.</p>
<p>J</p>	<p><u>BYLAWS</u></p>
<p>OCP Amendment Bylaw No. 1385-2022</p>	<p>J1</p> <p>Res: 51/22 Moved By: Councillor Mingo Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT Official Community Plan Amendment Bylaw No. 1385-2022 be adopted this 12th day of April, 2022.</p> <p>CARRIED.</p>
<p>Zoning Amendment Bylaw No. 1386-2022</p>	<p>J2</p> <p>Res: 52/22 Moved By: Councillor Pinkney Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT Zoning Amendment Bylaw No. 1386-2022 be adopted this 12th day of April, 2022.</p> <p>CARRIED.</p>



<p>2022 Financial Plan Bylaw No. 1387-2022</p>	<p>J3</p> <p>Res: 53/22 Moved By: Councillor Mingo Seconded By: Councillor Pettman</p> <p>BE IT RESOLVED THAT the District of 100 Mile House 2022 Financial Plan Bylaw No. 1387-2022 be adopted this 12th day of April, 2022.</p> <p>CARRIED.</p>
<p>OCP Amendment Bylaw No. 1389-2022</p>	<p>J4</p> <p>Res: 54/22 Moved By: Councillor Pinkney Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT Official Community Plan Amendment Bylaw No. 1389-2022 be read a third time this 12th day of April 2022.</p> <p>CARRIED.</p>
<p>Zoning Amendment Bylaw No. 1390-2022</p>	<p>J5</p> <p>Res: 55/22 Moved By: Councillor Pettman Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT Zoning Amendment Bylaw No. 1390-2022 be read a third time this 12th day of April 2022.</p> <p>CARRIED.</p>



April 12th, 2022

K	<u>GENERAL VOUCHERS</u>
Paid Vouchers (March) #26979 to #27052 & EFTs	K1 Res: 56/22 Moved By: Councillor Mingo Seconded By: Councillor Pinkney BE IT RESOLVED THAT the paid manual vouchers #26979 to #27052 and EFT's totaling \$431,309.43 <u>be received</u> . CARRIED.
L	<u>OTHER BUSINESS:</u>
M	<u>QUESTION PERIOD:</u>
N	<u>ADJOURNMENT</u> Res: 57/22 Moved By: Councillor Pettman Seconded By: Councillor Pinkney BE IT RESOLVED THAT this April 12 th , 2022 meeting of Council be adjourned: Time: 7:50 PM. CARRIED.
	I hereby certify these minutes to be correct. _____ Mayor
	_____ Corporate Officer





DISTRICT OF 100 MILE HOUSE

MEETING HELD IN DISTRICT COUNCIL CHAMBERS

Thursday April 21, 2022, AT 12:00 PM

PRESENT: Mayor Mitch Campsall (via Teams)
 Councillor Ralph Fossum
 Councillor Dave Mingo
 Councillor Maureen Pinkney

STAFF: CAO Roy Scott
 D/Corp Officer Sheena Elias
 Dir. Of Com Services Todd Conway (arrived at 12:30)
 Dir. Ec Development Joanne Doddridge
 And Planning

Others (3)
 Media (2) (1 via Teams)

A	<u>CALL TO ORDER</u> Councillor Mingo called the meeting to order at 12:00 PM Councillor Mingo acknowledged that this meeting is being held on Secwepemculecw.
B	<u>APPROVAL OF AGENDA</u>
	B1 Res: 58/22 Moved By: Councillor Fossum Seconded By: Councillor Pinkney BE IT RESOLVED THAT the April 21st, 2022, Special Regular Council agenda be approved. <p style="text-align: right;">CARRIED.</p>

C	<u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE</u>
D	<p><u>DELEGATIONS</u></p> <p>Jerome Lengkeek from Calibrate Assessments Ltd. provided an overview of the findings of the South Cariboo Housing Needs Assessment. The South Cariboo Housing Assessment report was completed for the District of 100 Mile House and Areas G, H, and L of the Cariboo Regional District.</p> <p>Res: 59/22 Moved By: Councillor Pinkney Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the South Cariboo Housing Needs Assessment report be received and made available to the public.</p> <p style="text-align: right;">CARRIED.</p>
E	<u>MINUTES</u>
	<u>UNFINISHED BUSINESS</u>
G	<u>MAYOR'S REPORT</u>
H	<u>CORRESPONDENCE</u>
I.	<u>STAFF REPORTS</u>
J	<u>BYLAWS</u>
Tax Rates Bylaw No. 1388-2022	<p>J1</p> <p>Res: 60/22 Moved By: Councillor Fossum Seconded By: Councillor Pinkney</p> <p>BE IT RESOLVED THAT District of 100 Mile House Tax Rate Bylaw No. 1388-2022 be read a first, second and third time this 21st day of April 2022.</p> <p style="text-align: right;">CARRIED.</p>



April 21, 2022



COMMISSIONAIRES

TRUSTED - EVERYDAY - EVERYWHERE

H1

Monthly Progress Report

District of 100 Mile House – Bylaw Enforcement Site 545
April 1st to April 30th, 2022

In April there was 4 Request for Service:

- Unsightly premises – Call regarding an unsightly property, visited location. The house does not meet unsightly bylaw- house is being worked on.
- Unsightly premises – Old fridges, stove, and construction material. Called the owner of the apartment complex, items were cleaned up.
- Garbage – Complaint from a renter of a storage unit near recycling depot. He was concerned about a collection of garbage attracting rodents. Spoke to recycling company, area was cleaned up.
- Dog complaint – Dog messing on neighbor's yard. Talked to the owner of the dog, he will keep the dog in his yard from now on.

Other issues dealt with in April:

- 2 Hr Parking over limit – 2 District warnings left – not repeat offenders
- No Parking Zones – 1 District warning left
- Dog off leash in town – talked to the owner and the dog was put on a leash
- Noise – People getting together in the evening at the turn around don Heron Ridge playing loud music and placed bench there. Bench was removed, will monitor.

Harold Underhill
Employee No.3258
Commissionaires B.C.



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 2nd, 2022
To: Mayor & Council
From: Administration
Subject: 2022 Grants for Assistance

At the April 14, 2022 South Cariboo Joint Committee, one late 2022 Grants for Assistance application was reviewed.

The South Cariboo Chamber of Commerce requested \$2500.00 towards their June 4th, 2022, Community Appreciation Event in 100 Mile House. The District of 100 Mile suggested a contribution of \$1,500 with the balance of the request to be sent to the CRD South Cariboo Rural directors Caucus for review by CRD Electoral Areas G, H & L.

Should Council want to provide the \$1500.00 contribution the following resolution would be in order:

RECOMMENDATION:

BE IT RESOLVED THAT the memo from administration dated May 5th, 2022 regarding the South Cariboo Chamber of Commerce Grants for Assistance application be received; and further

BE IT RESOLVED THAT the Council of the District of 100 Mile House approve the following 2022 Grants for Assistance contributions:

South Cariboo Chamber of Commerce \$ 1,500.00


S. Elias, D/Corporate Officer


R. Scott, CAO

2021

Annual Report

DISTRICT OF 100 MILE HOUSE



District of 100 Mile House
385 Birch Ave, PO Box 340
100 Mile House, BC V0K 2E0

250. 395.2434
www.100milehouse.com
Visit us on Facebook

Table of Contents

Incorporated July 1965

District Area - 5308 hectares

929.64 metres
AVERAGE ELEVATION

POPULATION (2021) 1928

15 Full Time Employees

22.6 kms Watermains
37.5 kms Sanitary & Storm

46.9 km Surfaced & Gravel Roads

96 WATER HYDRANTS

840 Water Connections
785 Sanitary Connections

Building Permit Value
\$4,890,669 (2021)

Business Licences Issued
410 (2021)

Table of Contents

Introductory

History of 100 Mile House	3
Message from the Mayor	5
District Council	8
District Council Appointments	9
Mission Statement	11
Organizational Chart	12

Departmental Services

Corporate Service	13
Financial Service	17
Planning & Development Service	23
Community Service	29
Fire Service	33

Community Forest

Community Forest	36
------------------	----

Financial Statements

History of 100 Mile House



The South Cariboo historic roots go to the fur trading days before the gold strike. By 1860, thousands of gold seekers thronged to the Cariboo to seek the precious metal. Between 1862 and 1870, over 100,000 travelled the Cariboo Wagon road from Lillooet, aiming their way into Cariboo Country.

Throughout this gold fever, certain roadhouses, because of their favorable locations along the Cariboo Wagon Road from Lillooet to Soda Creek, grew to supply points for the old seekers and the surrounding district, 100 Mile House, South Cariboo's dominant community, was originally one of these stopping points along the gold rush trail. 100 Mile House was so named because it was located 100 Miles from Lillooet (Mile 0) of the Cariboo Wagon Road. As the gold rush subsided, ranchers began to settle in the surrounding areas.

History of 100 Mile House



The District of 100 Mile House is worldily recognized as the "Handcrafted Log Home Capital of North America" and has a population of approximately 1900. 100 Mile House is the commercial hub of the South Cariboo and the main service centre for many outlying communities. The service area has a population roughly ten times the size of the District. It includes the communities of Lac La Hach, Forest Gove, Lone Butte, Horse Lake, Bridge Lake, 70 Mile House, Canim Lake and 108 Mile Ranch, and is the largest residential centre between Kamloops and Williams Lake.

100 Mile House is a thriving community with an economy based in forestry, ranching, log home building and tourism. Tourism experiences significant growth each year as travelers from around the world come to 100 Mile House as it is well known for its outdoor recreational activities and friendly atmosphere.

Message from the Mayor



On behalf of Council, I am pleased to present the 2021 Annual Report of the District of 100 Mile House.

2021 continued to present challenges with the ongoing pandemic, heat domes, flooding and wildfires.

A good part of 2021 was focused on the safety and well-being of our residents and our economic survival as a community. I want to take this opportunity to thank all the emergency responders and essential support workers who have sustained the District throughout these past two years.

We also must thank every business and various organizations in the community that have gone the extra mile to maintain a safe operation during these challenging times. As we emerge from the pandemic in 2022 let us all remember to honour these businesses and organizations by shopping local and supporting them in any way we can

Despite many challenges, the District continued to fulfill its commitment to provide the smooth delivery of the essential services to our residents. I maintain that the District is fortunate to have such a dedicated group of employees and volunteers that go beyond to ensure the quality of life to which we have all become accustomed.

Despite the many challenges we had to overcome this past year; our ongoing commitment to improving community infrastructure was a big part of 2021. It was particularly satisfying to see the Cariboo Trail sidewalk project near completion in 2021-this was long overdue. The District also began construction of a sidewalk and storm water collection system along Dogwood Ave in 2021 and will be completed early in 2022.

Admittedly in 2021 some of our planned works were derailed and postponed. Hence, we expect 2022 and 2023 to be remarkably busy years in terms of capital projects. We will see upgrades to the wastewater treatment plant, water system upgrades, equipment/fleet upgrades and other significant projects soon to be announced. These projects will see some 10 to 12 million dollars invested in the community.

Message from the Mayor

With success of senior government grant applications and our strong financial stewardship over the years we have been able to limit the impacts of our capital spending on our tax rates. Years ago, we committed to a "pay as you go" philosophy and through debt retirement and sustained growth of reserves, we have not had to borrow monies and saddle the District with long term debt. I do hope future Councils continue this commitment to strong financial stewardship - it is the foundation of long-term community stability.

Our commitment to you, our residents and businesses is unwavering - we will continue to strive to exceed your expectations and build a great future for 100 Mile House - a community we all can be proud of.

2021 Achievements

- Cariboo Trail Sidewalk Project (\$1,400,000+/-)
- Utility system upgrades various locations (\$250,000)
- Fleet/Equipment Upgrades – Grader & Fire Engine (\$1,200,000)
- Engineering/Design (HL Bridge, Water Mains, WWTP Upgrades (\$260,000)

As I close out my career in local politics, I am immensely proud to look back over this past term and over the past 25 years and see a community that is well positioned moving into the future. All the goals we set for ourselves over the years have been accomplished. There will be new leaders, fresh staff, and new goals as time marches on; but this Council and those before us have positioned the community for continued success for many years to come.

My words are not hollow when I thank all of you for allowing me the privilege to serve as your Mayor this past 15 years.

Finally, I want to remind everyone that along with our elected Council in October of 2018; we established four pillars to guide us going forward for the term of office to which we were elected.

Maintain Strong Financial Stewardship

- Balanced Budgets
- Retire long-term debt (accomplished in July 2019)
- Continue to build reserve funds – support our "pay as we go" philosophy
- Maintain competitive tax rates

Message from the Mayor

Infrastructure Upgrades and Development

- Continue replacement of water/sewer systems
- Horse Lake Road Bridge Replacement
- Continue upgrade/replacement of municipal equipment
- Replace aging Emergency Services Equipment
- Support the development of new and improved recreation facilities

Staff Development & Succession Planning

- Continue to develop staff throughout organization
- Plan for retirement of senior staff members in 2020/21
- Identify long term staffing needs and recruit to fill long term needs

Planning & Economic Development

- Support affordable Housing initiatives – connect developers & investors
- Support transportation initiatives both locally and regionally
- Review Trade School concept
- Emphasis on business and resident attraction
- Continue upgrades to Valley Room & Marten Exeter Hall
- Strong effort towards relationship building & strategic partnerships

District Council / 2018-2022



Left to right: Councilor Ralph Fossum, Councilor Chris Pettman, Mayor Mitch Campsall, Councilor Maureen Pinkney, Councilor Dave Mingo.

Council's Roles

Council's key roles for leading the community are to:

- Make informed decisions for, and in the interest of the community.
- Anticipate and provide for the community's local service needs.
- Determine policies and programs for the community.
- Set priorities to guide staff and committees.
- Be fiscally prudent and accountable.
- Be open and transparent.
- Champion and advocate for the District of 100 Mile House.
- Have an "enabling effect" through bylaws and regulations.
- Develop a foundation for economic development.
- Actively promote the diversity and growth of the community and local economy.
- Expand relationships with First Nations, other levels of government and other agencies.



Council meetings are held on the second Tuesday of each month. Council and Committee meetings are open to the public. Agendas are available at the Municipal Office or on the District's website www.100milehouse.com. In-Camera meetings are held as per section 90 of the Community Charter where necessary.

District Council Appointments



Mayor Mitch Campsall

- NDI Regional Advisory Committee
- Union BC Municipalities - Small Town Representative
- Cariboo Regional District
- Administration Liaison
- Budget Committee
- Economic Development Committee
- Emergency Executive Committee
- Forest Advisory Committee
- Hospital Liaison
- RCMP Liaison
- Treaty Advisory Committee
- And other community boards as invited.



Councilor Ralph Fossum

- Acting Mayor Nov 6/2018 to Nov 30/2019
- South Cariboo Health Foundation Director
- South Cariboo Community Concerts
- Age Friendly Society of the South Cariboo
- Budget Committee
- Chamber of Commerce Representative
- Community Forest Management Committee
- Woodlot Committee

District Council Appointments



Councilor Dave Mingo

- Acting Mayor Dec/2021 to Nov 30/2022
- Administration Liaison
- Budget Committee
- Community Forest Management Committee
- NDI Regional Advisory Committee
- 100 Mile & District Safety Committee
- Woodlot Committee



Councilor Chris Pettman

- Acting Mayor Dec/2019 to Nov 30/2020
- Budget Committee
- Cariboo Chilcotin Beetle Action Coalition
- Collective Bargaining
- Treaty Advisory Committee



Councilor Maureen Pinkney

- Acting Mayor Dec/2020 to Nov 30/2021
- Age Friendly Initiative
- Budget Committee
- Cariboo Regional District
- Hospital Liaison
- Economic Development Liaison

Mission Statement

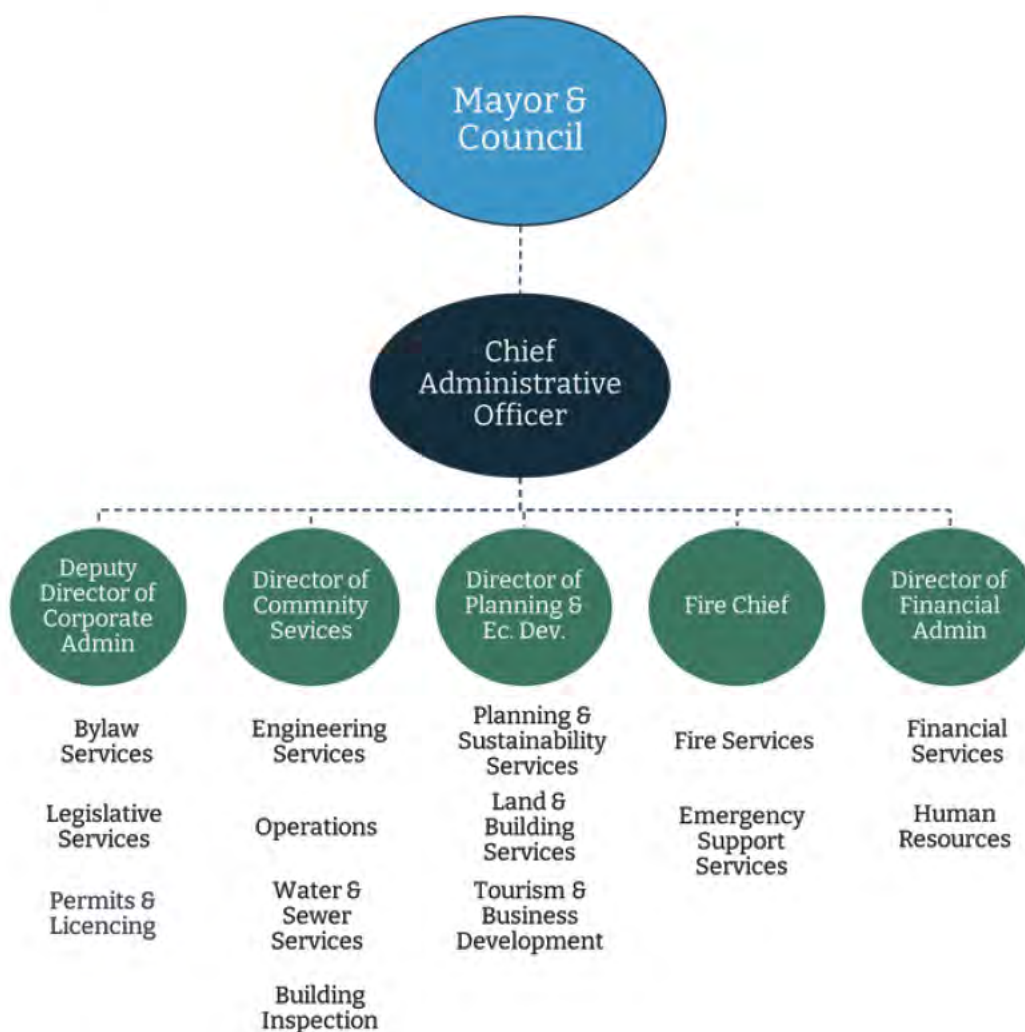
COUNCIL'S MISSION STATEMENT

'To provide accountable government that ensures fairness, transparency, equality, equal representation, inclusiveness, and collaboration among partners.'

To utilize the Community Charter to provide fair and flexible taxation and service options.'

Organizational Chart

2021 ORGANIZATIONAL CHART





Corporate Services



Corporate Services



The Chief Administrative Officer (CAO) is statutorily appointed under the *Community Charter* and is responsible for the overall management of District operations and programs providing guidance and direction to Senior Managers.

The CAO assists Council in establishing and implementing policies through municipal staff and ensures that all departments are working towards the same goals and objectives as Council.

This department is responsible for:

- Bylaws, Policies and Procedures
- Council Meeting Agendas & Minutes
- Human Resource Management
- Records & Information Management
- Legal and Administrative Services
- Public Relations
- Technology including website and social media communications.



Corporate Services

2021 Achievements

Corporate Services has been working with staff to encourage and support staff training by developing individual professional development plans to build more capacity within administrative staff. There is ongoing progress in this area and staff uptake to training has been excellent.

This past year we have been transitioning a new Deputy Director of Corporate Administration from within the organization - we are very proud of our practice of training and promoting from within. We feel we have become an employer of choice - employees now when they are hired that if they take advantage of training opportunities and are committed, opportunities will open up for them over time.

As the world turned virtual we had to learn a new way of holding meetings and training. Council Chambers saw upgrades including screens and cameras to allow attendance from the safety of the home or office. The upgrades were made possible by the COVID Provincial Restart grant.

The District welcomed a fresh new website and a larger presence on social media in 2021. The Department continues to improve communications and a conscious effort to be a reliable source of up-to-date information. This proved invaluable during the wildfire season we experienced during the summer. We feel we are a trusted source online that our residents can turn to during an emergency.

2022 Future Goals

- Facilitate a successful 2022 Municipal Election
- Continue with staff development/training
- Improve information technology to support virtual communications
- Ongoing review of bylaws that require updating





Financial Services



Financial Services

Finance Team



Finance staff provides accurate and full disclosure on the financial affairs of the District as set out in the Community Charter and the Local Government Act. This information includes annual municipal reporting forms, operational and capital budgets, setting of annual property tax, water and sewer rates, annual financial statements, long term financial plans, investments, statement of financial information report and grant reporting.

"You get the best out of others when you give the best of yourself."

Service to our client base remains our number one priority. The department ensures financial and information technology controls are in place to safeguard District assets and prevent fraud and error. We continue to support residents and staff through Covid with online services and safe face-to-face interactions. The department is staffed with one full time Finance Clerk and the Chief Financial Officer.



2021 Achievements

- Over \$500,000. invested in District assets
- Grant in Aid provided to support local organization
- 37 Trees Planted with the assistance of Tree Canada
- Staff training & cross-training
- Municipal Building improvements
- Implemented E-Mail Utility Invoicing
- Over \$1.2 Million in grant funding received to support multiple community projects

Many of the projects staff are working on in one year can spill over into multiple years, our project list is a living document that can grow with grant funding opportunities. With direction and support of Council, the Finance Department strives to build fiscal capacity that supports future equipment and capital projects with a focus on debt avoidance, thus reducing or eliminating any negative impact to rate payers. First and foremost, our priority is to continue contributions to reserves, with a view of reducing our infrastructure deficit. This has been and will continue to be our number one goal.

2022 Future Goals

- Continue to build reserves
- Support 2022 Municipal Election
- Fire Department & Community Services fleet upgrades
- Staff training & Development
- Complete full analysis of District roadways to support long term capital asset planning
- Continue to source grant opportunities to support community projects
- Work with IT provider to improve protection from Cyber attack and information security



Consolidated Revenue by Source

	2021	2020	2019	2018	2017
Property Tax & GIL	\$3,157,660	\$3,142,830	\$3,072,768	\$3,031,606	\$3,026,418
Government Transfers	\$1,635,703	2,079,918	2,583,600	2,983,076	949,376
Sale of Services	\$1,230,930	1,404,708	1,474,865	1,718,144	1,462,662
Other Revenue	\$213,649	267,311	1,668,899	596,030	359,356
Investment Income	\$109,557	148,669	288,672	241,373	133,990
Earnings of 100 Mile Dev Corp	\$1,196,737	1,612,428	735,827	26,109	230,57
DCC's / *Developer Contributions	*\$1,133,768	-	-	-	-
Gain on Disposal	\$14,666	3,474	1,055	44,453	4,325

The municipal portion of your property taxes fund items like parks & recreation, fire protection, road maintenance, sidewalks, water, sewer, capital projects and much more! The remainder of the taxation is collected on behalf of the Provincial School and Police Tax, BCAA, MFA, CRD & Hospital District.



Consolidated Expenses by Category

	2021	2020	2019	2018	2017
General Government	\$973,551	\$860,428	\$806,355	\$886,895	\$784,090
Protective Services	\$926,318	768,345	774,648	785,443	1,082,179
Solid Waste Management	\$115,331	108,774	127,164	124,241	120,498
Public Health	\$39,096	25,592	29,142	37,508	24,565
Planning & Development	\$631,863	588,555	418,669	473,932	194,649
Transportation	\$1,985,273	1,832,776	1,872,890	1,948,396	1,811,839
Parks, Recreation & Culture	\$207,862	166,597	194,629	198,840	184,055
Water Services	\$725,118	670,647	528,817	500,792	505,527
Sewer Services	\$438,746	497,664	512,575	393,970	410,325
Debt Financing	\$5,278	12,637	1,275,179*	81,552	85,514
Loss from Sale/Write down of TCA's	-	19,501	-	57,400	1,337

* 2019 - Payout of general municipal debt

Permissive Tax Exemptions

A permissive tax exemption (PTE) is an exemption from the payment of municipal tax which is granted by Council to help support organizations that provide services that are deemed to contribute to the well being of the community. In accordance to the Community Charter, the following is a listing of organizations granted a permissive tax exemption in 2021, along with the amount of municipal taxes that would have been imposed on the property if it were not considered exempt.

Organization	Property value	Tax Class	Tax * Exemption
100 Mile House United Church	\$ 160,200	8	\$522
Evangelical Free Church of America	258,600	8	843
Christ the King Lutheran Church	126,800	8	413
Bethal Chapel Society	1,967,600	8	6,411
Bethal Chapel Society	36,300	6	297
Fraser Basin Property Society	174,400	8	568
100 Mile House Sikh Society	171,800	8	560
Emissaries of Divine Light - Leesees	8,631	6	71
Cedar Crest Society for Community Living	815,400	1	3,010
Cedar Crest Society for Community Living	177,200	1	654
Canadian Red Cross	33,400	6	273
100 Mile House Community Club	74,600	6	611
100 Mile House Community Club	292,000	6	2,390
100 Mile House Nordic Ski Society	169,000	8	551
Cariboo Elders Building & Rec Society	399,700	6	3,271
100 Mile House Snowmobile Club	132,600	8	432
100 Mile House Snowmobile Club	161,000	6	1,318



Planning & Development Services



Planning & Development Services

This department is responsible for the administration of the District's Official Community Plan, review and approvals of development and subdivision applications, land use planning and economic development .

Long range planning and sustainability – Coordination of updates and amendment to the Official Community Plan. Development and implementation of strategies and policies related to climate change adaptation and mitigation, recreation, transportation and trails network planning.

Land use planning and development applications – Review of development proposals and processing of applications for development permit, development variance permit, sign permit applications and amendments to the Zoning bylaws.

Subdivision applications – As Approving Officer, management of subdivision review process involving fee-simple, bare land strata or strata conversion applications and the administration of subdivision related agreements such as statutory right-of-way, covenants and servicing agreements.

Economic Development – The 100 Mile Development Corporation (a subsidiary of the District) serves to promote economic development activity throughout the region. Functions include the operations of the Visitor Information Centre, South Cariboo Marketing Program and the operation of the Lodge/Martin Exeter Hall complex.



Driven largely by COVID-10 pressures, 2021 saw a continued increase in Lower Mainland and Okanagan residents relocating to our area. People are looking to live and work in a safe environment, where they have a little extra space, and some privacy not readily available in the city. This has resulted in very strong housing sales and development inquiries again in 2021. It has also increased housing pressures significantly. The Planning and Development Department has been very successful in securing grant funding, which has meant another busy year in terms of project management.

2021 Achievements

- Relocation Guide completed, marketed to major employers, posted on website, promoted for labour and resident recruitment.
- Investment Opportunity Profile Sheets completed, marketed to investors and distributed as investment attraction tool.
- Completed Economic Development Plan, initiated many recommendations throughout
- Completed and launched District and Visitor Centre Website upgrades
- Initiated South Cariboo Housing Needs Assessment, project nearing completion, with presentation to Council expected early in 2022
- Secondary Suite Policy development underway and nearing completion, with full Policy and recommendations presented to Council for endorsement early in 2022
- Worked on partnership projects with CRD and member municipalities, including: Explore Cariboo, Make the Move Labour and Resident Recruitment webpage
- Continued to support NDIT programs locally for Business Retention, including Love100MileHouse.com and Business Facade Improvement Program
- Refined our priority sectors (NAICs), re-enrolled, and began responding to backlog of inquiries regarding the BC PNP Entrepreneur Immigration Regional Pilot Project
- Completed the Marsh Walk and Beautification Project, with front area Visitor Centre grounds and amenities completed
- Hired Community Transition Assistant, continued supporting Economic Development role and completing projects
- Successful funding applications prepared for Outdoor washroom facility, Active Transportation Grant, Community Support Guide

2022 Future Goals

- Continue implementation of Economic Development Strategy recommendations
- Complete Housing Needs Assessment, present to Council, submit to the Province, and begin implementation of recommendations
- Complete Secondary Suite Policy, present to Council for endorsement, and implement policy direction
- Complete Public Washroom and Grounds Improvement Project at Visitor Centre, funding is approved
- Community Support Guide, engage contractor(s), prepare content, design, publish and distribute guide, funding is approved
- Commence Active Transportation Plan, funding is approved
- Continue Make the Move Labour Recruitment partnership with CRD
- Continue PNP Entrepreneur Immigration Pilot Project
- Continue supporting Community Transition Assistant position
- Finalize original Community Support Grant Project
- Continue participation on CRD Solid Waste Management Committee
- Other projects to be initiated pending external funding approvals - Tree replacement, Tourism Asset Inventory, Wayfinding Strategy, e-bike acquisition
- Initiate DCC Bylaw review



Development Cost Charges

New development typically triggers need for expansion of services like roads, sewer, drainage and water systems. The level of investment needed to support new development is significant and one of the mechanisms available to municipalities to help finance this investment is Development Cost Charges (DCCs).

DCCs are monies collected from developers to help offset the costs of the infrastructure investments needed to service new development. They are imposed by bylaw, pursuant to the Local Government Act, and provide the Municipality with a way to finance capital investment related specifically to roads, sewers, drainage, water and parks.

In 2021, there were relatively few new residential lots created as a result of subdivision, with the previous year more active. Likewise, there was limited commercial, institutional and industrial construction, which would see DCCs collected at the building permit stage. However, 2021 was extremely active with single family and duplex residential building permits, neither of which were subject to DCCs at the time of construction. For single family residential construction, DCCs are paid at the time of subdivision not at the time of building.

In 2021, DCCs were collected for only one new residential lot. This resulted in much lower DCC's collected than in the previous year.

2022 is likely to see continued strong trends in single family residential construction. As such, this type of construction activity will not yield DCCs. Commercial, industrial and multi-family residential development is expected to be modest; and therefore modest DCCs are anticipated.



Development Cost Charges

The following provides some information about DCC collections and expenditures from 2021 for each of the infrastructure types:

	Sewer	Water	Drainage	Roads	Total
Opening Balance	\$ 132,079	\$ 207,072	\$ 14,419	\$ 77,189	\$ 430,759
Collections	1,021	197	-	-	1,218
Interest	1,575	2,439	152	915	5,081
Expenditure	-	-	-	-	-
	\$ 134,675	\$ 209,708	\$ 14,571	\$ 78,104	\$ 437,058
Waivers & Reductions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

Note:

Collections are reported net of Waivers & Reductions. In some instances, a developer will undertake work that would otherwise be done by the Municipality and funded by DCC's. When this occurs, the amount of DCC's related to those works may be forgiven. The amounts forgiven are reported as Waivers & Reductions.

Tammy Boulanger
Director of Finance



Community Services



Community Services

The role of the department is to ensure that pro-active planning, renewal and maintenance of the District's timely capital works programs that maximize benefits to the community. The department seeks to foster good communications with the community, with a view to working together to achieve the best balance between cost and benefit.

The department is responsible for: Roads, Transportation, Recreation, Cemetery, Airport, Water & Sewer facilities, Vehicle and Equipment fleet and Municipal buildings.

Community Services also oversees road and utility construction and design, transportation planning (including traffic, pedestrian and cycling planning, parking and road construction), utility planning, and environmental programs. The department plays an integral role in the long-term planning of infrastructure design and costing, and managing the District's infrastructure to promote sustainability.

The department is staffed with 7 full time, 2 part time and the Director of Community Services.



Community Services

2021 Achievements



- Created a new park/picnic area at the Visitor Information Centre
- Completely re-finished log work and trim on the Visitor Information Centre building

- Created a safe pedestrian link on Cariboo Trail for the large residential neighborhood and the facilities and amenities of the District's downtown core which included sidewalks, storm and street lights.



Community Services

2021 Achievements



- Dogwood Avenue sidewalk project got underway in 2021, to be completed in 2022. This project includes new sidewalks and storm from Cedar Avenue to Aspen Street and sidewalk from Dogwood Avenue to Cedar Avenue along First Street.

- A new Grader was purchased to replace the aging 1992 John Deere Grader. This unit is our snow removal "work horse" and used in summers to grade any remaining gravel area.



Community Services

2022 Future Goals

- Complete the Dogwood sidewalk and storm project
- Add outdoor washroom at the Visitor Information Centre
- Waster Water Project, remove all the sludge from lagoons, new emergency overflow and main lift station
- New water main from Fifth to works yard, this will create a second loop for water to high zone and 99 water towers
- New water/sewer truck with a crane for pulling pumps
- New Bylaw vehicle







Fire Services



Fire Services

The Fire Services department has been providing service to 100 Mile House and area since 1956 and is made up of 28 Paid-On-Call members and a career Fire Chief and Deputy Chief.

The department provides the community with fire suppression, rescue services, medical aid and public education. Fire Services also operates the Emergency Services Training Centre providing training opportunities to the entire region. Over the last 5 years the department has responded to an average of 350+ incidents per year ranging from wildland fires, motor vehicle incidents, medical aid, structure fires, gas leaks and fire alarms.

The department actively participates in numerous community organizations such as Safe Ride Home, P.A.R.T.Y Program (Preventing Alcohol and Risk Related Trauma in Youth), Grad Ceremonies, Fill the Truck Day, School Tours, etc.



2021 Achievements

- Continued to respond to COVID-19 emergency calls for service, procured related personal protective equipment, and stayed current with related changing procedures and best practices.
- One additional Firefighter obtained their National Fire Protection Association (NFPA) 1001 certification in 2021.
- Two additional members obtained NFPA Fire Officer 1 & 4 certifications respectfully.
- Emergency calls for service for the year were 561 (124 fires, 124 MVI's, 240 Medicals and 73 Admin).

Fire Services

2022 Future Goals

- Training is ongoing for 2012 in order to maintain the department's "full service" fire designation as well as other services such as medical, auto extrication, embankment rescue, and public safety programs.
- Recruitment is also ongoing and will continue in 2022 with the department looking to recruit up to eight new members in spring.
- Replace small equipment and turn out gear.
- Continue to work with CN staff regarding the department communications capabilities via placement of repeater station at Begbie Summit.





Community Forest



Community Forest

2021 Achievements

2021 operations were focused on fuel management activities along the Horse Lake Road ridge corridor, Ranchettes and other areas within the Community Forest.

Activities included:

- Completed Harvesting of Fuel Break Cutting Permit CP15: north side of Horse Lake Rd. North from the end of Horse Lake Rd to start of the Earl Lake FSR and the area around Horse Lake School – Garrett Road, Katchmar Road and Hwy 24 north of Irish Lake.
- All planned mechanical treatments have been completed. 2,500 piles required burning of which all were completed excepting 25 remaining piles to be burned.
- There were approximately 7,000 hand piles of which 1,700 were burned. High priority hand piles were burned first. Priority determined by proximity to residential units.
- A total of 25,050 M3 of timber were harvested in 2021. There will be limited harvesting in fiscal 2022 and 2023. A new five-(5) year AAC will commence in the fall of 2023.
- Subsequent to burning remaining hand & mechanical piles; in the fall of 2022, the three-(3) year FES project will be complete.



Community Forest

Cost Recovery

The community had strong support from FESBC for the Fuel Management and Fire Mitigation projects completed in 2021 including – prescriptions/layout; incremental harvest costs; debris piling; pulp recovery; debris removal and manual fuel treatments. 100% cost recovery was approved.

Community Forest 2021 Revenue/Expense Summary

Revenues		Expenditures	
Harvesting	\$1,212,295	Operating costs	\$538,365
FESBC	\$523,185	Dividends Paid	\$1,500,000
	<hr/>		<hr/>
	\$1,735,480		\$2,038,365

1. Periodically, dividends are declared & paid to the District of 100 Mile House Community Forest Reserve Fund. Funds are used to support critical community infrastructure projects.
2. Net revenues/expenditures are held by the 100 Mile Development Corporation as retained earnings for Community Forest operations.
3. Approved FESBC funding is allocated over a three-(3) year horizon and may not reflect actual costs in any given reporting period. This will equalize over the term of the project.



Financial Statements



Prepared by:
PMT Chartered Professional Accountants LLP



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 2, 2022
To: Mayor & Council
From: Administration
Subject: Housing Needs Report – Summary Form

Legislative requirements took effect April 16, 2019, which require local governments to collect data, analyze trends and present reports that describe current and anticipated housing needs in B.C. communities [*Local Government Act, Part 14, Division 22 – Housing Needs Reports*].

Housing needs reports are a way for communities to better understand their current and future housing needs. Local governments are required to consider the most recent housing needs report when amending an official community plan in relation to housing statements, map designations or policies.

Attached is the Housing Needs Report – Summary Form – prepared by Calibrate Assessment Ltd., in the format required by the province, and which must be received at a Council meeting open to the public, then published on a public and freely accessible internet site.

Should Council be in favour, the following resolution is in order:

BE IT RESOLVED that the memo from administration dated May 2, 2022 regarding the Housing Needs Report Summary Form be received; and further

BE IT RESOLVED THAT the Housing Needs Report Summary Form dated April 2022 be received.

A handwritten signature in blue ink, appearing to read "Doddridge".

J. Doddridge, Director Ec Dev / Planning

A handwritten signature in black ink, appearing to read "Roy Scott".

Roy Scott, CAO

Housing Needs Reports – Summary Form

MUNICIPALITY/ELECTORAL AREA/LOCAL TRUST AREA: District of 100 Mile House

REGIONAL DISTRICT: Located within but not part of the Cariboo Regional District

DATE OF REPORT COMPLETION: April 2022 (MONTH/YYYY)

PART 1: KEY INDICATORS & INFORMATION

Instructions: please complete the fields below with the most recent data, as available.

LOCATION	Neighbouring municipalities and electoral areas:
	Thomspon-Nicola RD to the south and east. Surrounded by Cariboo Regional District EA G, H and L
	Neighbouring First Nations:
	Canim Lake First Nation within CRD EA H.

POPULATION	Population: 1,811		Change since 2011 : 5.23 %	
	Projected population in 5 years: 1,850		Projected change: 2.17 %	
	Number of households: 890		Change since 2011 : 7.2 %	
	Projected number of households in 5 years: 907.74		Projected change: 2 %	
	Average household size: 2			
	Projected average household size in 5 years: 2.256			
	Median age (local): 51.2	Median age (RD): 54	Median age (BC): 43	
	Projected median age in 5 years: 52			
	Seniors 65+ (local): 24.6 %	Seniors 65+ (RD): 28.9 %	Seniors 65+ (BC): 18.8 %	
	Projected seniors 65+ in 5 years:			24.9 %
	Owner households: 56.5 %	Renter households: 43.5 %		
	Renter households in subsidized housing:			19.5 %

INCOME	Median household income	Local	Regional District	BC
	All households	\$ 41025	\$ 51258	\$ 69995
	Renter households	\$ 23660	\$ 36191	\$ 44600
	Owner households	\$ 66693	\$ 58965	\$ 81300

ECONOMY	Participation rate: 49.8 %	Unemployment rate: 10.7 %
	Major local industries: Occupation codes 44-45, 31-33, 62 and 72 (retail trade, manufacturing, health care/social assistance and accommodation/food services)	

HOUSING	Median assessed housing values: \$ 279,100	Median housing sale price: \$ 226,000
	Median monthly rent: \$ 697	Rental vacancy rate: N/A for this area %
	Housing units - total: 895	Housing units – subsidized: 102
	Annual registered new homes - total: 25	Annual registered new homes - rental: 0
	Households below <i>affordability</i> standards (spending 30%+ of income on shelter):	24.7 %
	Households below <i>adequacy</i> standards (in dwellings requiring major repairs):	6.18 %
	Households below <i>suitability</i> standards (in overcrowded dwellings):	4.5 %

Briefly summarize the following:

1. Housing policies in local official community plans and regional growth strategies (if applicable):

The District of 100 Mile House's 2019 Official Community Plan sets out orderly processes for housing development that is regulated through the zoning bylaws. A new 2021 Economic Development Strategy sets out strategies for planned growth that leads to greater stability through economic diversification. The District plans to carefully review recommendations in its 2022 Housing Needs Assessment for ways to improve housing policies.

2. Any community consultation undertaken during development of the housing needs report:

Community engagement was done through public meetings in the summer and fall of 2021. The consultant who prepared the report also conducted in person meetings and phone interviews with key stakeholders. A survey was also administered through the District's website and social media accounts, and 87 responses to the surveys were received by the deadline from this and other electoral areas of the CRD in the South Cariboo.

3. Any consultation undertaken with persons, organizations and authorities (e.g. local governments, health authorities, and the provincial and federal governments and their agencies).

Due to the regional inter-connectedness of the South Cariboo's populations, consultation was combined with the surrounding electoral areas G, H, and L of the Cariboo Regional District. We consulted with representatives of Interior Health, local fire departments, School District, BC Housing, landlords, realtors, people employed by non-profit housing providers and seniors housing facilities, and the Canada Mortgage and Housing Corporation.

4. Any consultation undertaken with First Nations:

The First Nations of the South Cariboo were invited to participate in consultation, but enquiries were not responded to. A representative of Canim Lake First Nation was also included in the steering committee guiding this report's creation. Some individual members of First Nations responded to the online survey and others attended the community engagement meetings, sharing their views in that manner.

PART 2: KEY FINDINGS

Table 1: Estimated number of units needed, by type (# of bedrooms)

	Currently	Anticipated (5 years)
0 bedrooms (bachelor)	2	15
1 bedroom	15	40
2 bedrooms	29	30
3+ bedrooms	45	15
Total	91	100

Comments:

As the population in the South Cariboo continues to steadily age, the housing shortage will increasingly be experienced with smaller units that are easier for seniors to maintain. If the existing stock of 3+ bedroom older detached homes is maintained, the shortfall in that category can be expected to drop while the shortage of housing appropriate for seniors will become more acute.

Table 2: Households in Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>	810	100	830	100	890	100
Of which are in core housing need	100	12.3	135	16.3	190	21.3
Of which are owner households	30	3.7	30	3.6	30	3.4
Of which are renter households	70	8.6	105	12.7	160	18.0

Comments:

Core housing need rates have been persistently high in 100 Mile House for years. Unlike surrounding areas, this need is experienced especially by renter households. This is because many of the services used by people with low income are in town. The surrounding EAs in the CRD have fluctuating but persistently high rates of housing need, but 100 Mile House is steadily worsening, particularly among renter households.

Table 3: Households in Extreme Core Housing Need

	2006		2011		2016	
	#	%	#	%	#	%
<i>All households in planning area</i>	810	100	830	100	890	100
Of which are in extreme core housing need	55	6.8	85	10.2	95	10.7
Of which are owner households	15	1.9	15	1.8	15	1.7
Of which are renter households	40	4.9	70	8.4	80	9.0

Comments:

Core housing need rates have been persistently high in 100 Mile House for years. Unlike surrounding areas, this need is experienced especially by renter households. This is because many of the services used by people with low income are in town. The surrounding EAs in the CRD have fluctuating but persistently high rates of housing need, but 100 Mile House is steadily worsening, particularly among renter households. Extreme core housing need households have doubled in the ten years from 2006 to 2016.

Briefly summarize current and anticipated needs for each of the following:

1. Affordable housing:

2021 BC assessment data, engagement feedback, and survey results indicate that prices are increasing rapidly, which at the same time is decreasing affordability. The rate of price increases has followed the overall provincial trend with a slight time lag. New buyers from the Lower Mainland, Okanagan, and other provinces have contributed to this trend.

2. Rental housing:

Chronic shortages of rental housing in 100 Mile House and the macro price trends from elsewhere in the province and inflation have caused shortages and the rising price issue to worsen significantly over the past two years. Vacancy rates are reportedly near-zero. The community engagement also found many stories of people functionally homeless.

3. Special needs housing:

There was no particular issue expressed in any of the community consultation or engagement or in the survey results related to special needs housing, but this would be affected by the generally acute shortage of rental housing in 100 Mile House.

4. Housing for seniors:

The South Cariboo region has one of the oldest populations in the province and is aging at a faster pace. Lack of services in rural areas may put pressure on the aging population to move into 100 Mile House in the coming years, exacerbating their already acute shortage of seniors housing. The housing mix will need to include smaller units.

5. Housing for families:

There is a shortage of family housing in 100 Mile House. As seniors from the surrounding EAs in the South Cariboo downsize to 100 Mile House, this will free up larger family homes in those areas. The key to unlocking a healthy transition will be the creation of more housing in 100 Mile House that is appropriate for seniors.

6. Shelters for people experiencing homelessness and housing for people at risk of homelessness:

With the high rate of extreme core housing need in the region, there are increasing numbers of people who are homeless, but especially those who are functionally homeless (living in unsafe or unsanitary conditions, overcrowded, or illegal situations). There will need to be more shelters in the future, but also more small/safe apartments or suites.

7. Any other population groups with specific housing needs identified in the report:

No.

Were there any other key issues identified through the process of developing your housing needs report?

There are opportunities for more housing stock to be created through densification and by encouraging more people to create safe and legal secondary suites or structures. To allow for adequate responses to housing shortages in the South Cariboo, however, various arms of the provincial and federal government will need to participate in a discussion about freeing up more development land in the South Cariboo that is owned or restricted by senior government (e.g., non-arable land in the ALR, "crown land" near 100 Mile House, etc).



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 2nd, 2022

To: Mayor & Council

From: Administration

Subject: Community Services RFQ (Water Utility Service Truck)

The District issued an RFQ for the supply of a new 5500 Service Utility Truck. This opportunity was posted on BC Bid, District web site and in local media. Approved budget for this apparatus was \$170,000 plus applicable taxes.

Four-(4) submissions were received by the April 29th deadline.

Submissions were opened in the presence of Director Of Finance Tammy Boulanger and Director of Community Services, Todd Conway.

SUBMISSION	Base Price	PST	GST (100% Rebate)	Total
Brutus Truck Bodies	\$ 154,900	\$ 10,843	\$ 7,745	\$ 173,488
Commercial Truck Equipment Co.	166,000	11,620	8,300	185,920
Abbotsford Chrysler Dodge Jeep Ram	167,870	11,751	8,394	188,015
Metro Motors Ltd.	170,059	11,904	8,503	190,466

The RFQ package provided an opportunity for proponents to quote additional items with separate costing, including upgrading to a diesel motor and supply of a VMAC air compressor. Neither option was considered in the RFQ review.

Two-(2) of the submissions were deemed not to meet our requirements due to an inability to meet specification in full and/or inability to guarantee the chassis pricing quoted. We were left with two-(2) submissions – one from a BC company and one from Alberta.

After an internal review, staff recommendation is to award RFQ to Metro Motors Ltd. of BC primarily due to:

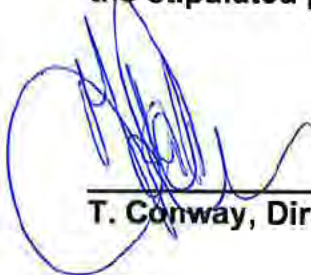
- Price stability for the cab/chassis; and
- The service box being supplied is being sourced from Work Truck West; a BC company the District has a history with and are confident in the quality and support received from this company in past years.

It is important to note that due to instability in the supply chain, delivery for the cab/chassis will be 400 +/- days after award. There are no delivery issues associated with the service box component of this order.

Recommendation:

BE IT RESOLVED THAT the report from Administration dated May 2nd, 2022, regarding the RFQ for the supply of a “Water Utility Service Truck” be received; and further

BE IT RESOLVED THAT the RFQ to supply the District of 100 Mile House with a new 2022 5500 Water Utility Service Truck be awarded to Metro Motors Ltd. for the stipulated price of \$170,059.00 plus applicable taxes.



T. Conway, Dir. Of Com. Services



Roy Scott, CAO



BRUTUS TRUCK BODIES

District of 100 Mile House

REQUEST FOR QUOTATION

RFQ Number 2022-003

The District of 100 Mile House is requesting quotations for:

One (1) - NEW 5500 Service Utility Truck

This is a Request for Quotation only. By requesting quotations, the District does not intend to enter into, and shall not be considered to have entered into, contractual relations upon the submission of a quotation by any person and no "Contract A" shall be formed between the District and any supplier upon the submission of a quotation. Without limiting the foregoing, the District shall not be obligated in any manner whatsoever to any supplier until a written agreement for the performance of the work herein contemplated has been duly executed.

Inquiries regarding this Request for Quotation may be directed to Todd Conway, Director of Community Services, 250-706-2217, e-mail: tconway@100milehouse.com.

A quotation shall be prepared and submitted at the sole expense of the proponent and without cost to the District of 100 Mile House. All quotations received by the District of 100 Mile House become the property of the District of 100 Mile House and as such are subject to the Municipal Freedom of Information and Protection of Privacy Act.

Quotations sealed in an envelope, clearly marked with the supplier's name and the product and/or service name will be accepted up to 2:00 p.m. (local time), April 29th, 2022 and will be received by:

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

DISTRICT OF 100 MILE HOUSE
TERMS AND CONDITIONS – QUOTATIONS

GENERAL

1. **THE LOWEST OR ANY QUOTATION NOT NECESSARILY ACCEPTED.** The District of 100 Mile House may accept any quotation in whole or in part, unless otherwise stipulated.
2. Bidders will be advised of acceptance or rejection within a reasonable time following receipt of bid.
3. Quotations received after the specified closing time & date, will be rejected and returned.
4. The District shall not be obliged to purchase any goods or services from any bidder until a Purchase Order has been issued. Any discussions, inspections or meetings with District staff will not constitute an expressed approval to purchase.

QUOTATION REQUIREMENTS

1. **Acceptance:** Quotations must remain valid for thirty (30) days after the closing date.
2. **Errors:** Quotations as received shall be considered final and no quotation shall be altered, amended or withdrawn after the specified closing date.
3. **Form:** Quotations will not be accepted unless properly signed and submitted on this form.
4. **Taxes:** Quotations must show appropriate taxes as indicated on the form attached.
5. **Quotes for Services:** In the event this quotation is for contracted services, the successful bidder will be required to provide
 - A copy of your current WorkSafeBC Clearance Letter
 - A copy of your current District of 100 Mile House Business Licence (IF applicable)
 - A copy of your insurance acceptable to the District of 100 Mile House



6. **Submissions of Bids:** The District shall not be bound and the Bidder agrees not to rely upon any written or verbal statements or representations of any other persons, whether employed by the District or not, in the preparation and submission of their bid.
7. **Quantities:** The District reserves the right to increase or decrease quantities related herein to meet operational or budget requirements.
8. **Delivery Requirements:** The product must be delivered by December 31st, 2022. Notification will be given post Council approval and will accompany the issuance of a purchase order.

CONDITIONS OF PURCHASE

1. **Acknowledgement/Acceptance:** The District intends to award a contract through the issuance of a letter of award to the selected bidder.
2. **FOB Point:** All goods shall be quoted F.O.B. at the District specified site or unless otherwise specified.
3. **Shipments:** The District reserves the right to cancel this order, if the contract delivery date shown herein, is not met. All materials must be transported based on the conditions herein.
4. **Indemnity:** Notwithstanding the providing of insurance coverage by the Bidder, the Bidder hereby agrees to indemnify and save harmless the District, its officers, agents, servants and employees and each of them from and against all claims, demands, losses, costs, damages, actions, suites or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out, related to, occasioned by or attributable to the activities of the Bidders, its servants, agents, subcontractors and sub-subcontractors, in providing the services and performing the work of this Contract, excepting always liability arising solely out of the negligent act or omission of the District.



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

SPECIFICATIONS

<i>The quoted vehicle must comply with government regulation and requirements – Federal government Motor Vehicle Safety Act, BC Motor Vehicle Act, and BC Work Safe Regulations.</i>	<i>Indicate YES if equipment complies to specifications</i>	<i>Please indicate manufacturer's specifications of equipment offered.</i>
Make:		
State the make of the vehicle:	Ram	
Model:		
State the model of the vehicle:	5500	
Year: NEW – 2022 or 2023		
State the year of the vehicle:	2022	
GVWR: Not less than 19,500 lbs		
State the net weight	7,000 lb	
State the vehicle's GVWR	19,500	
State the vehicle's GCWR	28,500	
Vehicle will come with a registered CVI	Yes	
Engine:		
High efficiency gas engine	Yes	
HD Alternator. State how many amps	220 Amp	
Heavy duty radiator and cooling system	Yes	
State the engine torque and horsepower	429 lb-ft / 410HP	
State fuel tank capacity (Full on delivery)	197 L	
State the fuel rating in the city and on the highway (L/100km)	N/A	
Transmission:		
Heavy duty automatic with tow haul mode	Yes	
External oil cooler	Yes	
State the type of transmission	Disin	
Axles:		
Limited slip	Yes	
Dual rear wheels	Yes	
4 x 4	Yes	
Suspension:		
Heavy duty suspension	Yes	
Brakes		
Four wheel disc brakes	Yes	
Four wheel ABS	Yes	



Tires and Wheels:		
225 / 70 / R 19.5 traction type mud all season radials on front and rear	Yes	
Silver painted steel rims	Yes	
Body:		
Colour must be white	Yes	
Reg Cab (2 door)	Yes	
Adjustable trailer tow mirrors, both right and left side	Yes	
Heavy duty front bumper	Yes	
Front and rear mud flaps. Mud flaps on the front wheels	Yes	
84" CA (Cab to Axle) to accommodate 11" Service Body	Yes	
Running Boards	Yes	Tubular Step
Interior:		
Front HD cloth 40/20/40 bench seat with	Yes	
Grey colour seats	Yes	
Power windows, locks and mirrors	Yes	
AM/FM/CD/AUX Player	No	No CD
Integrated Bluetooth	Yes	
Integrated backup camera	Yes	
Air Conditioning	Yes	
Tilt steering	Yes	
Rubber flooring	Yes	
Rubber mats	Yes	
Uplifter switches	Yes	
Includes HD commercial seat covers supplied and installed	Yes	
Trailer Tow:		
Comes with 7-way RV style commercial trailer plug complete with integrated electric brake controller suited for four-wheel trailer brakes	Yes	
Unit is to be equipped with heavy duty trailer tow package	Yes	
Keys:		
Set of four programmed keys and fobs per vehicle are required	Yes	
Operating manuals / Service manuals		
Must come with operators manual and one complete service manual	Yes	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Parts List:		
A complete list of part numbers for first major service	Yes	
A complete recommended service schedule	Yes	
Misc:		
Wiring to end of frame for body installation	Yes	
Finished vehicle to have completed CVI	Yes	
Service Body:		
Work Truck West Body Pkg or Equivalent	Yes	
State body builder who will supply and install body package	Yes	Bentley Forward Bodies
Aluminum Service Body Package	Yes	
Service Body to be 132" long x 92" wide x 56" high	Yes	138X 97X 60
19" Workbench bumper	Yes	
Side compartments to be 21" deep	Yes	24" Deep
Galley area to be 50" Wide	No	49" Wide
Clear inside height of loadspace to be 38"	Yes	
Construction:		
Cabinets to be constructed of .125" Aluminum	Yes	
Galley decking to be .188" smooth aluminum with armaguard coating	Yes	
Mail sills 4"	Yes	
Cross sills 4" structural aluminum channel	No	3" Channel
Double skin aluminum doors	No	3/16" Thick
Armguard coated rock guards on front of cabinets either side	No	Diamond Plate
All cabinet to be vented into galley area	No	Bottom Venting
All compartments to have 12V LED lighting	Yes	
(4) LED work lights on exterior of body	Yes	
All LED lighting as per CMVSS Specifications	Yes	
Hardware:		
Whale tail style handles with 3 point locking	Yes	
All drawers to have 300lb rated lock in / lock out roller slides	Yes	
Automotive bulb type rubber door seals	Yes	
Compartments:		
DS1		
24" Wide x 21" deep x 56" high	Yes	24X 24X 60
Open cabinet	Yes	
DS2		
36" Wide x 21" Deep x 56" High	Yes	36X 24X 60
(3) Shelves	Yes	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

DS3		
46" Wide x 21" deep x 33" high	Yes	46" X 24 X 37
(2) 4" drawers with bolt bin dividers	Yes	
(1) Pull out work tray under drawers	Yes	
1 shelf	Yes	
Upward opening door on gas props	Yes	
DS4		
26" Wide x 21" deep x 56" height	Yes	28 X 24 X 60
(2) Shelves with rear access door	Yes	
PS1		
24" Wide x 21" deep x 56" high	Yes	24 X 24 X 60
(3) Shelves	Yes	
PS2		
36" Wide x 21" deep x 56" high	Yes	36 X 24 X 60
8 Drawer tool chest. 1-7", 3-5", 4-3" drawers	Yes	
(1) Shelf	Yes	
PS3		
46" Wide x 21" deep x 33" high	Yes	44 X 24 X 60
(2) 4" Drawers with bolt bin dividers	Yes	
Pull out work tray under drawers	Yes	
1 Shelf	Yes	
Upward opening door on gas props	Yes	
PS4 - Crane Cabinet	Yes	
26" Wide x 21" deep x 56" high	Yes	28 X 24 X 60
2 Shelves	Yes	
Galley Area:		
3-Piece sliding roof on polyethylene glides. Roof to slide in 2 directions with multiple pinning locations	Yes	
Full rear barn doors	Yes	
(8) Floor mounted tie down rings in loadspace	Yes	
E-Track on loadspace walls either side. 1 track 8" down from top, and 1 track 8" up from bottom.	Yes	
Rear Bumper:		
Structural steel rear bumper to accommodate outrigger legs	Yes	
Bumper to be 19" deep to accommodate work surface	Yes	



Black anti-skid powder coating applied to bumper	Yes	
Full armguard coating applied to outrigger legs, and loadspace floor	Yes	
Receiver hitch on rear with 7-way plug	Yes	
(2) Tow hooks	Yes	
(2) Vertical vice pockets	Yes	
6" Vice with cover	Yes	
Misc:		
Body to be fully powder coated white. No exceptions	No	Baked PPG Paint
LED amber beacon mounted in center of bulkhead with switch in cab	Yes	
LED amber flashers in front grill and on rear of body tied into beacon wiring	Yes	
LED amber traffic stick mounted under beacon	Yes	
(4) LED work lights mounted on exterior of body	Yes	
Crane:		
Cobra 4400.L 2 E.Elec/Hydraulic Crane	Yes	
Capable of lifting 1,720 lbs @ 9'11" - 705 lbs @ 19'8"	Yes	
(2) Hydraulic extensions	Yes	
Winch with 5/16" Cable 30m long	Yes	
Proportional wireless remote control	Yes	
Dual HD manual outriggers	Yes	
Must include all necessary structural engineers and 360 degree stability testing	Yes	
LED work light mounted at end of boom	Yes	
Inverter System:		
3000 watt pure sine inverter with shore power	Yes	
(2) 6V batteries	Yes	2 x 12V
GFI plug on rear of body on PS	Yes	
Plug in to of PS2 cabinet	Yes	
Optional Items: (Priced Separate)		
Upgrade to diesel engine	\$ 9950 + tax	
VMAC G30 Air compressor system to include compressor, 60' x 1/2" spring rewind air reel, 20 gallon air tank, filter/regulator/lubricator	\$ 9,900 + tax	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

QUOTATION SHEET

Quotation Bid Sheet – Bidders must complete the form below and return it to the District office on or before the published closing date.

Name of Firm Bidding:

Brutus Truck Bodies (Nav-Mar Industries)

Authorized Signature [Signature] Print Name Wayne Penner

Position Sales Agent

Address 682 Okanagan Ave E.

City Penticton Postal Code V2A 3K7

Phone # 1-866-344-6480 Fax # 1-250-492-0686

E-Mail Address Pennerindustries@telus.net

ITEM DESCRIPTION	PRICE
1 – NEW – 5500 Service Utility Truck	\$154,900.00
	TAXES \$18,588.00
	TOTAL QUOTED PRICE
Additional Items as Quoted in Spec. Table: (Diesel Motor)	\$7,450 + tax
VMAC Air Compressor	\$7,900 + tax



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

District of 100 Mile House
#1 – 385 Birch Avenue
PO Box 340
100 Mile House, BC V0K 2E0

April 27, 2022
Page 1 of 20

Attention: Todd Conway

Re: Request for Quotation, RFQ Number 2022-003
One (1) – New 5500 Service Utility Truck

Please find attached our response to your RFQ Number 2022-003

Sincerely,
Ralph Johnston – Sales



604-818-7958
rjohnston@comtruck.ca

All applicable taxes extra, Quote is Valid for 60 Days, FOB Surrey

Providing Expert Truck Equipment Solutions Across Canada

www.comtruck.ca

Delta (HO)
Surrey
Calgary

604 526 6126
604 888 0513
403 253 6421

Edmonton
Regina
Winnipeg

780 468 5151
306 721 9575
204 294 0601

Woodstock
Quebec

519 421 4488
418 653 0000

Chassis Approx ETA 350 Days

SPECIFICATIONS

<i>The quoted vehicle must comply with government regulation and requirements – Federal government Motor Vehicle Safety Act, BC Motor Vehicle Act, and BC Work Safe Regulations.</i>	<i>Indicate YES if equipment complies to specifications</i>	<i>Please indicate manufacturer's specifications of equipment offered.</i>
Make:		
State the make of the vehicle:	Yes	Ford
Model:		
State the model of the vehicle:	Yes	F-550 XL
Year: NEW – 2022 or 2023		
State the year of the vehicle:	Yes	2023
GVWR: Not less than 19,500 lbs		
State the net weight	Yes	7,137 lbs. Chassis
State the vehicle's GVWR	Yes	19,500 lbs.
State the vehicle's GCVWR	Yes	28,000 lbs.
Vehicle will come with a registered CVI	Yes	
Engine:		
High efficiency gas engine	Yes	
HD Alternator. State how many amps	Yes	240 amps
Heavy duty radiator and cooling system	Yes	
State the engine torque and horsepower	Yes	350 HP 468 ft.-lb
State fuel tank capacity (Full on delivery)	Yes	151.4 L
State the fuel rating in the city and on the highway (L/100km)	Yes	N/A for Super Duty
Transmission:		
Heavy duty automatic with tow haul mode	Yes	
External oil cooler	Yes	
State the type of transmission	Yes	10-Speed Auto
Axles:		
Limited slip	Yes	
Dual rear wheels	Yes	
4 x 4	Yes	
Suspension:		
Heavy duty suspension	Yes	
Brakes		
Four wheel disc brakes	Yes	
Four wheel ABS	Yes	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Tires and Wheels:		
225 / 70 / R 19.5 traction type mud all season radials on front and rear	Yes	
Silver painted steel rims	Yes	
Body:		
Colour must be white	Yes	
Reg Cab (2 door)	Yes	
Adjustable trailer tow mirrors, both right and left side	Yes	
Heavy duty front bumper	Yes	
Front and rear mud flaps. Mud flaps on the front wheels	Yes	
84" CA (Cab to Axle) to accommodate 11" Service Body	Yes	84" CA
Running Boards	Yes	
Interior:		
Front HD cloth 40/20/40 bench seat with	Yes	
Grey colour seats	Yes	
Power windows, locks and mirrors	Yes	
AM/FM/CD/AUX Player	Yes	
Integrated Bluetooth	Yes	
Integrated backup camera	Yes	Supply Camera Installed
Air Conditioning	Yes	
Tilt steering	Yes	
Rubber flooring	Yes	
Rubber mats	Yes	
Uplifter switches	Yes	
Includes HD commercial seat covers supplied and installed	Yes	
Trailer Tow:		
Comes with 7-way RV style commercial trailer plug complete with integrated electric brake controller suited for four-wheel trailer brakes	Yes	Brake Control
Unit is to be equipped with heavy duty trailer tow package	Yes	
Keys:		
Set of four programmed keys and fobs per vehicle are required	Yes	
Operating manuals / Service manuals		
Must come with operators manual and one complete service manual	Yes	Operators Hardcopy Service Online Only



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Parts List:		
A complete list of part numbers for first major service	Yes	Available online
A complete recommended service schedule	Yes	Available online
Misc:		
Wiring to end of frame for body installation	Yes	
Finished vehicle to have completed CVI	Yes	
Service Body:		
Work Truck West Body Pkg or Equivalent	Yes	Equivalent
State body builder who will supply and install body package	Commercial Truck Equipment	General Body & Equipment
Aluminum Service Body Package	Yes	Custom 11' Aluminum Body
Service Body to be 132" long x 92" wide x 56" high	Yes	
19" Workbench bumper	Yes	
Side compartments to be 21" deep	Yes	
Galley area to be 50" Wide	Yes	
Clear inside height of loadspace to be 38"	Yes	
Construction:		
Cabinets to be constructed of .125" Aluminum	Yes	
Galley decking to be .188" smooth aluminum with armaguard coating	Yes	
Mail sills 4"		3" x 3" aluminum tubing
Cross sills 4" structural aluminum channel		3" x 2" aluminum channel
Double skin aluminum doors	Yes	
Armguard coated rock guards on front of cabinets either side		Aluminum Treadplate
All cabinet to be vented into galley area	Yes	
All compartments to have 12V LED lighting	Yes	
(4) LED work lights on exterior of body	Yes	
All LED lighting as per CMVSS Specifications	Yes	
Hardware:		
Whale tail style handles with 3 point locking	Yes	
All drawers to have 300lb rated lock in / lock out roller slides	Yes	
Automotive bulb type rubber door seals	Yes	
Compartments:		
DS1	Yes	
24" Wide x 21" deep x 56" high	Yes	
Open cabinet	Yes	
DS2	Yes	
36" Wide x 21" Deep x 56" High	Yes	
(3) Shelves	Yes	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

DS3	Yes	
46" Wide x 21" deep x 33" high	Yes	
(2) 4" drawers with bolt bin dividers	Yes	
(1) Pull out work tray under drawers	Yes	
1 shelf	Yes	
Upward opening door on gas props	Yes	
DS4	Yes	
26" Wide x 21" deep x 56" height	Yes	
(2) Shelves with rear access door	Yes	
PS1	Yes	
24" Wide x 21" deep x 56" high	Yes	
(3) Shelves	Yes	
PS2	Yes	
36" Wide x 21" deep x 56" high	Yes	
8 Drawer tool chest. 1-7", 3-5", 4-3" drawers	Yes	
(1) Shelf	Yes	
PS3	Yes	
46" Wide x 21" deep x 33" high	Yes	
(2) 4" Drawers with bolt bin dividers	Yes	
Pull out work tray under drawers	Yes	
1 Shelf	Yes	
Upward opening door on gas props	Yes	
PS4 - Crane Cabinet	Yes	
26" Wide x 21" deep x 56" high	Yes	
2 Shelves	Yes	
Galley Area:		
3-Piece sliding roof on polyethylene glides. Roof to slide in 2 directions with multiple pinning locations	Yes	Slides forward and back from the rear
Full rear barn doors	Yes	
(8) Floor mounted tie down rings in loadspace	Yes	
E-Track on loadspace walls either side. 1 track 8" down from top, and 1 track 8" up from bottom.	Yes	
Rear Bumper:		
Structural steel rear bumper to accommodate outrigger legs	Yes	
Bumper to be 19" deep to accommodate work surface	Yes	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Black anti-skid powder coating applied to bumper	Yes	
Full armguard coating applied to outrigger legs, and loadspace floor	Yes	
Receiver hitch on rear with 7-way plug	Yes	
(2)Tow hooks	Yes	2 Front, 2 Rear
(2)Vertical vice pockets	Yes	
6" Vice with cover	Yes	
Misc:		
Body to be fully powder coated white. No exceptions	Yes	
LED amber beacon mounted in center of bulkhead with switch in cab	Yes	
LED amber flashers in front grill and on rear of body tied into beacon wiring	Yes	
LED amber traffic stick mounted under beacon	Yes	
(4)LED work lights mounted on exterior of body	Yes	
Crane:		
Cobra 4400.L 2 E.Elec/Hydraulic Crane	Yes	
Capable of lifting 1,720 lbs @ 9'11" - 705 lbs @ 19'8"	Yes	
(2)Hydraulic extensions	Yes	
Winch with 5/16" Cable 30m long	Yes	
Proportional wireless remote control	Yes	
Dual HD manual outriggers	Yes	
Must include all necessary structural engineers and 360 degree stability testing	Yes	
LED work light mounted at end of boom	Yes	
Inverter System:		
3000 watt pure sine inverter with shore power	Yes	
(2)6V batteries	Yes	
GFI plug on rear of body on PS	Yes	
Plug in to of PS2 cabinet	Yes	
Optional Items: (Priced Separate)		
Upgrade to diesel engine	\$ 10,075.00	
VMAC G30 Air compressor system to include compressor, 60' x 1/2" spring rewind air reel, 20 gallon air tank, filter/regulator/lubricator	\$ 10,600.00	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

QUOTATION SHEET

Quotation Bid Sheet – Bidders must complete the form below and return it to the District office on or before the published closing date.

Name of Firm Bidding:

Commercial Truck Equipment Corp.

Authorized Signature  Print Name Ralph Johnston

Position Sales

Address 9475 - 192 Street

City Surrey, BC Postal Code V4N 3R7

Phone # 604-888-0513 Fax # 604-888-1036

E-Mail Address rjohnston@comtruck.ca

ITEM DESCRIPTION	PRICE
1 – NEW – 5500 Service Utility Truck	\$166,000.00
Due to the volatility of the current economic situation, chassis pricing is subject to any manufacturers surcharge that may occur closer to the actual delivery date. Chassis ETA is 350 days.	
TAXES	19,920.00
TOTAL QUOTED PRICE	\$185,920.00
Additional Items as Quoted in Spec. Table: (Diesel Motor)	\$10,075.00
VMAC Air Compressor	\$10,600.00



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Prepared for: , District of 100 Mile House

2022 Model Year Shown. 2023 Spec not yet available

2022 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 245



Client Proposal

Prepared by:

Ryan Keenan

Office: 604-464-0271

Quote ID: RFQ202-003

Date: 04/25/2022



Metro Motors Ltd | 2505 Lougheed Highway, Port Coquitlam, British Columbia, V3B1B2

Office: 604-464-0271 | Fax: 604-941-8254

Prepared for:

District of 100 Mile House
Prepared by: Ryan Keenan
04/25/2022



Metro Motors Ltd | 2505 Lougheed Highway Port Coquitlam British Columbia | V3B1B2

2022 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 245 | Quote ID: RFQ202-003

Warranty

Standard Warranty*Basic*

Distance	60,000 km	Months	36 months
----------	-----------	--------	-----------

Powertrain

Distance	100,000 km	Months	60 months
----------	------------	--------	-----------

Corrosion Perforation

Distance	Unlimited km	Months	60 months
----------	--------------	--------	-----------

Roadside Assistance

Distance	100,000 km	Months	60 months
----------	------------	--------	-----------

Accessories

Distance	60,000 km	Months	36 months
----------	-----------	--------	-----------

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:

District of 100 Mile House

Prepared by: Ryan Keenan

04/25/2022

Metro Motors Ltd | 2505 Lougheed Highway Port Coquitlam British Columbia | V3B1B2

**2022 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)**

Price Level: 245 | Quote ID: RFQ202-003

As Configured Vehicle

Description

Base Vehicle

Base Vehicle Price (F5H)

Packages

Order Code 660A

*Includes:**- Engine: 7.3L 2V DEVCT NA PFI V8 Gas**- Transmission: TorqShift 10-Speed Automatic**10R140 with neutral idle. Includes SelectShift and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery.**- 4.88 Axle Ratio w/Limited Slip**- Wheels: 19.5" Argent Painted Steel**- Radio: AM/FM Stereo w/MP3 Player**Includes 4 speakers.**- SYNC Communications & Entertainment System**Includes enhanced voice recognition, 911 Assist, 4.2" LCD centre stack screen, AppLink, 1 smart-charging USB-C port and instrument panel compass display.*

Powertrain

Engine: 7.3L 2V DEVCT NA PFI V8 Gas**Transmission: TorqShift 10-Speed Automatic***10R140 with neutral idle. Includes SelectShift and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery.***4.88 Axle Ratio w/Limited Slip****GVWR: 8,845 kgs (19,500 lbs) Payload Package***Includes upgraded frame, upgraded rear-axle, low deflection/high capacity rear springs and 14,706 lbs. max rear GAWR. Note: See Super Duty Supplemental Reference Manual for further details on GVWR.*

Wheels & Tires

Tires: 225/70R19.5G BSW Max Traction #2*Includes 4 traction tires on the rear and 2 traction tires on the front. Not recommended for over the road applications; could incur irregular front tire wear and/or NVH. Spare may not be the same as the road tire.***Wheels: 19.5" Argent Painted Steel**

Seats & Seat Trim

HD Cloth 40/20/40 Bench Seat w/Recline*Includes integrated armrest with 2 cupholders, storage and driver manual lumbar.*

Other Options

Monotone Paint Application**169" Wheelbase**

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:

District of 100 Mile House
Prepared by: Ryan Keenan

04/25/2022

Metro Motors Ltd | 2505 Lougheed Highway Port Coquitlam British Columbia | V3B1B2

**2022 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)**

Price Level: 245 | Quote ID: RFQ202-003

As Configured Vehicle (cont'd)**Description**

Radio: AM/FM Stereo w/MP3 Player

Includes 4 speakers.

Includes:

- SYNC Communications & Entertainment System

Includes enhanced voice recognition, 911 Assist, 4.2" LCD centre stack screen, AppLink, 1 smart-charging USB-C port and instrument panel compass display.

Exterior Back-Up Alarm

Trailer Brake Controller

Includes smart trailer tow connector. Verified to be compatible with electronic actuated drum brakes only.

Rear View Camera & Prep Kit

Includes loose camera and wiring bundle.

Platform Running Boards

Snow Plow Prep Package

Includes pre-selected springs (See Super Duty supplemental reference manual for springs/GAWR of specific vehicle configurations). Note 1: Restrictions apply; see Super Duty supplemental reference manual or body builders layout book for details. Note 2: Also allows for the attachment of a winch. Note 3: Upgraded front springs will result in stiffer ride when a snow plow is not installed. Note 4: Highly recommended to add (86M) dual battery on 6.2L and 7.3L gas engines.

Fleet Options

Power Equipment Group (LPO)

Valid with fleet FIN code.

Includes upgraded door-trim with soft armrest/grab handle, moulded upper applique and single map pocket with front bench seats only or dual map pockets with front bucket or 40/20/40 seats only.

Includes:

- Trailer Tow Mirrors w/Power Heated Glass

Includes manual telescoping/folding, heated convex spotter mirror and integrated clearance lights/turn signals.

- Accessory Delay

- Power Locks

- Remote Keyless-Entry (Key Fobs)

- Illuminated Entry

- Panic Feature

- Advanced Security Pack

Includes inclination/intrusion sensors in overhead console.

- Power Front Side Windows

Includes 1-touch up/down driver/passenger window.

Fleet Customer Powertrain Limited Warranty

Requires valid FIN code.

Ford is increasing limited powertrain warranty to 5-years, 160,000 kms. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty.

Utility Lighting System (Fleet)

Includes LED side-mirror spotlights.

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:

District of 100 Mile House

Prepared by: Ryan Keenan

04/25/2022

Metro Motors Ltd | 2505 Lougheed Highway Port Coquitlam British Columbia | V3B1B2

**2022 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)**

Price Level: 245 | Quote ID: RFQ202-003

As Configured Vehicle (cont'd)**Description****Interior Colour**

Medium Earth Grey w/HD Cloth 40/20/40 Bench Seat w/Recline

Exterior Colour

Oxford White

Upfit Options

Tray Rubber Floor Mats

+2 Key FOB's

\$ 64,975.00 + Tax & Tire LevyTire Levy \$14 per tire
Chassis ETA Approx 350 Days**Ryan Keenan**
Commercial Sales Associate

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:

District of 100 Mile House

Prepared by: Ryan Keenan

04/25/2022

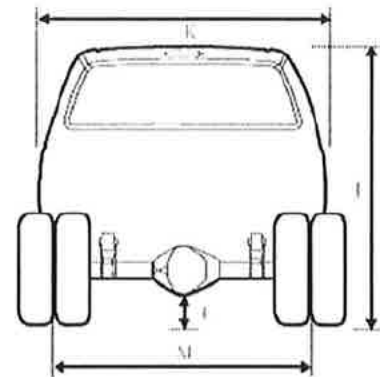
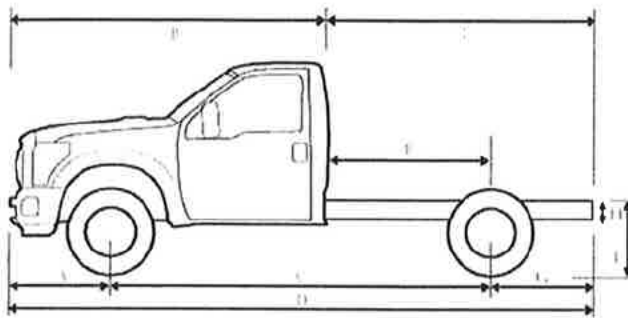
Metro Motors Ltd | 2505 Lougheed Highway Port Coquillam British Columbia | V3B1B2

**2022 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)**

Price Level: 245 | Quote ID: RFQ202-003

Vehicle Dimension and Performance Summary

Performance predictions in this report represent an estimate of vehicle performance based on standard operating conditions. Variations in customer equipment, load configuration, ambient conditions, and/or operator driving techniques can cause significant variations in vehicle performance. These values are not representative of results that may be shown in actual dynamometer tests. This report should therefore be used as a guide for comparative vehicle performance.

**Dimensions**

A	Front of Bumper to Front Axle	38.30 in.
B	Front Bumper to Back of Cab (BBC)	123.70 in.
C	Wheelbase (WB)	169.00 in.
D	Overall Length (OAL)	254.80 in.
E	Back of Cab to Rear Axle (CA)	84.00 in.
F	Back of Cab to End of Frame	131.20 in.
G	Rear Axle to End of Frame (AF)	47.20 in.
H	Frame Section Height	N/A
I	Rear Frame Height Unloaded	34.50 in.
I	Rear Frame Height Loaded	28.60 in.
J	Cab Height	81.10 in.
K	Body Width	80.00 in.
L	Maximum Ground Clearance	N/A
L	Minimum Ground Clearance	8.30 in.
M	Front Tread	74.80 in.
M	Rear Tread	74.00 in.

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:

District of 100 Mile House

Prepared by: Ryan Keenan

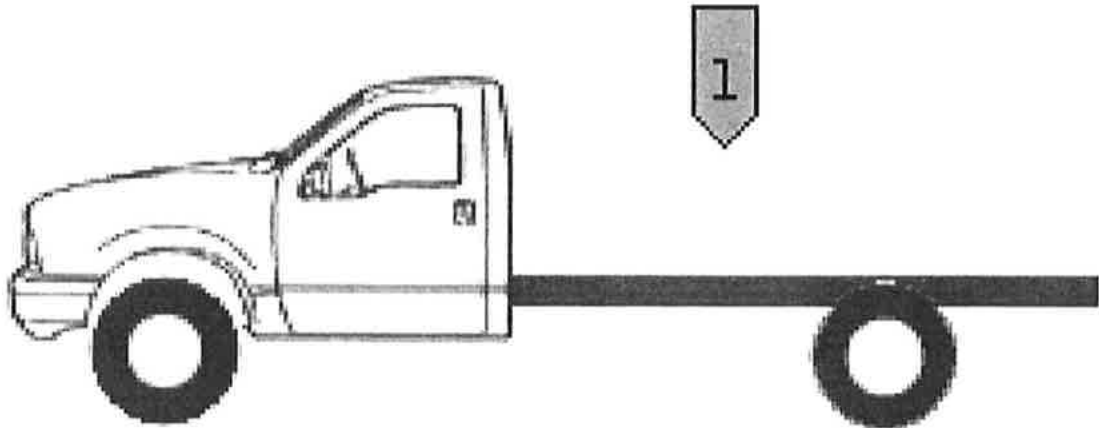
04/25/2022

Metro Motors Ltd | 2505 Lougheed Highway Port Coquitlam British Columbia | V3B1B2



2022 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 245 | Quote ID: RFQ202-003

Vehicle Dimension and Performance Summary (cont'd)**Weight**

GVW	Front Axle	Rear Axle	Totals
Chassis	4,099 lbs	3,038 lbs	7,137 lbs
Body	0 lbs	0 lbs	0 lbs
Occupants Weight	300 lbs	150 lbs	450 lbs
1 Max Payload - (Max Payload)	2,601 lbs	9,312 lbs	11,913 lbs
TOTAL	7,000 lbs	12,500 lbs	19,500 lbs

Ratings	Front Axle	Rear Axle	GVWR
GAWR	7,000 lbs	14,706 lbs	19,500 lbs
Wheels/Tires	7,500 lbs	15,000 lbs	
Suspension	7,000 lbs	14,706 lbs	
Axle	7,000 lbs	14,706 lbs	
Legal Axle Limit	0 lbs	0 lbs	

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:

District of 100 Mile House
 Prepared by: Ryan Keenan
 04/25/2022



Metro Motors Ltd | 2505 Lougheed Highway Port Coquitlam British Columbia | V3B1B2

2022 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 245 | Quote ID: RFQ202-003

Vehicle Dimension and Performance Summary (cont'd)

Start, Grade and Speed

Start	Ratio	Desired	Calculated
Start grade capability in 1st gear	4.62	15.00 %	32.09 %
Start grade capability in reverse	4.70	15.00 %	32.65 %
Grade	Ratio	Desired	Calculated
Maximum grade in 8th gear	0.85	3.00 %	6.01 %
Maximum grade in 9th gear	0.69	3.00 %	4.85 %
Maximum grade in 10th gear	0.63	3.00 %	4.46 %
Speed		Desired	Calculated
Top Speed (level grade)		75 mph	118 mph
<i>To meet your requirement you need a maximum axle ratio of 9.18</i>			
Top Speed on 3.0% grade		55 mph	
<i>To meet your requirement you need a maximum of 122 hp</i>			
Cruise Speed		60 mph	78 mph
Engine RPM at desired cruise speed			1,989 rpm

Variables in Use

Rear axle ratio:	4.88/4.88	Peak Torque RPM:	3,900 rpm
Tire size:	225/70R19.5 (645 rev/mile)	Frontal Area:	40.06 Sq.Ft.
Gross Vehicle Weight (GVW):	19,500 lbs	Cruising RPM	2,600 rpm
Clutch engagement torque:	234 ft.lbs.	Worst road surface	Typical Highway
Torque conversion ratio:	1.97	Final Drive Ratio:	0.63
Peak engine torque:	468 ft.lbs.	Drag Coefficient	0.80
Engine Power:	350 hp @ 3,900 rpm		

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for:

District of 100 Mile House

Prepared by: Ryan Keenan

04/25/2022

Metro Motors Ltd | 2505 Lougheed Highway Port Coquitlam British Columbia | V3B1B2

**2022 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)**

Price Level: 245 | Quote ID: RFQ202-003

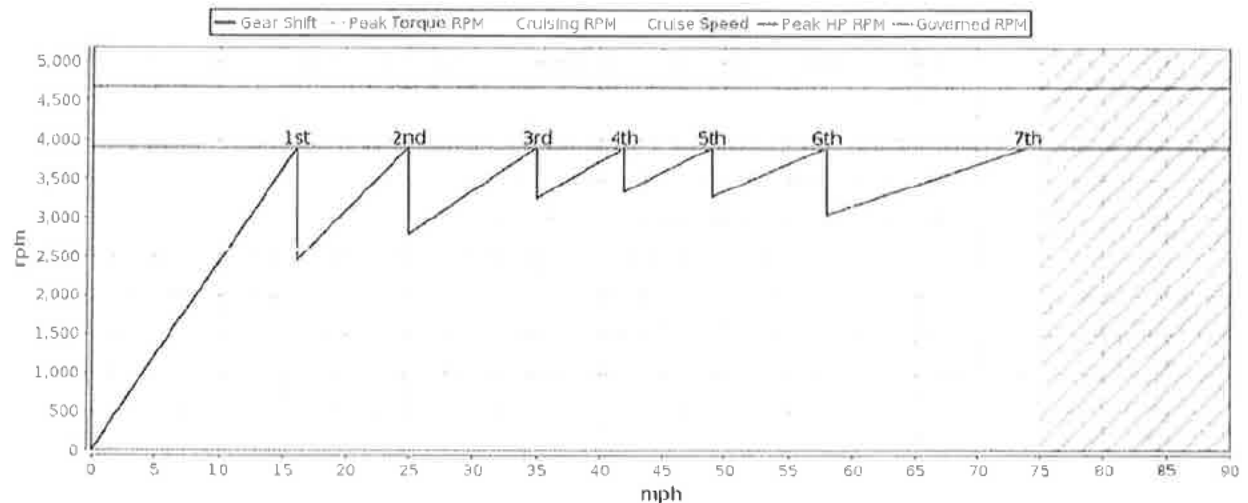
Vehicle Dimension and Performance Summary (cont'd)

Shift Chart

Shift Chart displays mathematical geared speed.

Diesel engines use Governed RPM for shift points.

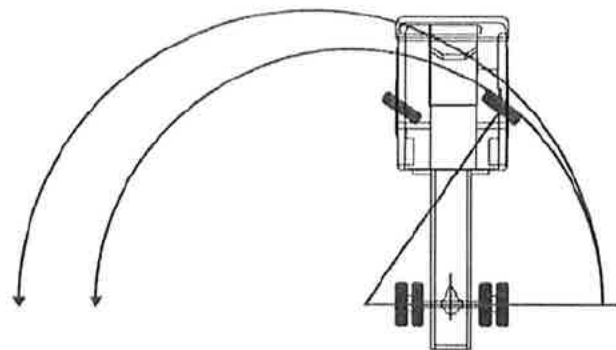
Gas engines use Peak Torque RPM for shift points.



Turning Radius

Turning Radius

24.25 ft



Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



GENERAL

BODY & EQUIPMENT

Quote # DK15032201

Date: March 15, 2022

Prepared For:

Commercial Truck Equipment Co.

Attention: Reggie Bann

9475 192 St

Surrey, BC V4N 3R7

Phone: 604.888.0513

Cell: 604.789.8764

Email: rbann@comtruck.ca

Prepared By:

General Body & Equipment Ltd.

c/o Darrell Kerner

8124 Davies Road

Edmonton, AB T6E 4N2

Toll Free: 800-410-1613

Phone: 780-468-5331

Fax: 780-465-5301

Email: dkerner@generalbody.ca

General Body & Equipment Ltd. is pleased to present the following for your consideration:
Supply only One (1) General Body & Equipment Ltd. Custom Built 11' Aluminum Service Body
to fit on customer's chassis:
Customer supplied Chassis:

Material Specifications For Aluminum Service Bodies:

- Compartment sizes and layout as per CAD drawing
- Compartments fabricated from 1/8" in aluminum, stitch welded inside and out
- 3" aluminum channel crosssills
- 3" x 3" aluminum tubing longsills
- 3/16" smooth aluminum floor inside body center

Standard Body Features:

- Heavy duty rolled edge shelving with safety hem
- Extruded aluminum wheel well edge moldings
- Aluminum checkerplate stone guards installed on both front corners of body
- Heavy duty rear bumper mounted dependent of body
- Fuel spouts are recessed as per Federal safety laws
- One (1) set of rear mud flaps
- All welds and edges are dressed to remove weld spatter, sharp edges, etc.
- All bolts used are cadmium plated or stainless steel, all nuts are nylock style

Compartment Doors:

- 1/8" aluminum double panel compartment doors fabricated from 5052 aluminum alloy
- Extruded aluminum frames
- Hollow bulb, automotive style, snap-in rubber door seals
- Aircraft cable door checks
- Stainless steel hinges on all compartment doors
- Black 3-point "Whale Tail" handle door locks with lock cylinders and rattle proof rods
- All doors are keyed alike
- Integral full length drip moldings above compartment doors

Lighting:

- Tail, stop, signal, back-up, and license lights complete with reflectors to comply with Federal/Canada Motor Vehicle Safety Standard 108
- Clearance lights on separate circuit
- Tail lights are to be LED
- Clearance lights are to be LED
- Backup lights are to be LED

Paint:

- Exterior of aluminum service body is to be left in natural unpainted finish (Commercial to powdercoat unit)
- Compartment interiors of aluminum service bodies are left in natural unpainted finish

Compartment Configuration:

- Designed and fabricated utilizing computer-aided-design (CAD) methodology
- Overall length: 132"
- Overall width: 92"
- Overall height: 56"
- Height of cargo area to be 38" clear
- All compartments to be vented into cargo area
- **Drivers side front compartment (DS1)**
 - 56"H x 24"W x 21"D
 - Single door vertically hinged
 - Open
- **Drivers side second compartment (DS2)**
 - 56"H x 36"W x 21"D
 - Single door vertically hinged
 - Three (3) adjustable shelves
- **Drivers side horizontal compartment (DS3)**
 - 33"H x 46"W x 21"D
 - Single door opening upwards with gas cylinder holdbacks
 - One fixed shelf
 - Two (2) 4" drawers on locking slides
 - One (1) pullout work tray on locking slides below drawers
- **Drivers side rear compartment (DS4)**
 - 56"H x 26"W x 21"D
 - Single door vertically hinged
 - Two (2) adjustable shelves
 - Door in rear of sidepack
- **Passengers side front compartment (PS1)**
 - 56"H x 24"W x 21"D
 - Single door vertically hinged
 - Three (3) adjustable shelves
- **Passengers side second compartment (PS2)**
 - 56"H x 36"W x 21"D
 - Single door vertically hinged
 - One fixed shelf
 - Four (4) 3.5" drawers on locking slides
 - Three (3) 5" drawers on locking slides
 - One (1) 7" drawers on locking slides
- **Passengers side horizontal compartment (PS3)**
 - 33"H x 46"W x 21"D
 - Single door opening upwards with gas cylinder holdbacks
 - One fixed shelf
 - Two (2) 4" drawers on locking slides c/w adjustable dividers front to back and side to side
 - One (1) pullout work tray on locking slides below drawers
- **Passengers side rear compartment (PS4)**
 - 56"H x 26"W x 21"D
 - Single door vertically hinged
 - Reinforced for crane
 - Two fixed shelves
- **Cargo area**
 - Three piece sliding roof
 - Eight (8) folding d-rings spaced evenly in cargo area floor (4 per side)
 - Two (2) rows of e-track on each side wall. 8" down from top and 8" up from floor
- Full height barn-style rear doors
- 19"D Aluminum tail shelf/bumper c/w integral manual in/out and up/down outriggers
 - Two HD tow hooks incorporated in bumper
 - Two vertical 2" receiver tubes

- 2" hitch receiver under rear of bumper

Installation:

- Complete installation by CTEC

Supply Only One (1) Maxilift Cobra Model 4400L.2TSE Service Crane

Specifications:

- Hydraulic planetary gear winch, high speed and efficiency
- Two hydraulically telescoping boom sections
- Remote control with handheld ergonomic and light control box with 26 ft. of cable
- Fully digital proportional controls enable fast smooth precise operation.
- Digital processor, LED display, water proof casing.
- Solenoid operated valves with emergency manual override
- Painted Cobra white with epoxy primer and fade resistant polyurethane enamel

Technical data:

- Crane rating: 16,000 ft. lbs.
- Horizontal reach: 19' 8"
- Slewing angle: continuous 400 Deg.
- Boom elevation angle: -5 to +80 degrees
- Crane weight: 825 Lbs.

Crane Lifting Capacities:

Feet	Pounds
9'11"	1720
14'5"	990
19'8"	705

Installation:

- Commercial to install crane and do all necessary hydraulic & electrical hook ups
- Radio Remote upgrade
- Supply spring loaded boom rest

Terms and Conditions

Customer Supplied Equipment and Information:

- Complete Chassis Specification to be provided by Customer at time of Order.
- Truck/Chassis to be supplied to GBE with a minimum 1/4 tank of fuel.
 - Fuel charges will be added to invoice if chassis arrives below 1/4 tank
- Relocation of exhaust, Air Tanks, Battery Boxes, Fuel or Urea Tanks will be an additional charge.
- Additional chassis programming required upon chassis arrival at General Body and Equipment will be an additional charge.

Payment Terms:

- FOB GBE Edmonton
- 30% Down Payment required at time of order.
 - Balance due upon completion of unit at Production facility
 - Unit will be held at GBE Edmonton until payment arrangements have been confirmed
- Taxes Extra
- Payment by credit card is limited to the first \$2,000.00 of order amount.
 - A convenience fee of 4% will be applied to any amount in excess of \$2,000.00
- Third Party Financing Options available on request.

Pricing:

- Quote valid for 20 Days. Acceptance of quote after this period will require a review of proposed pricing.
- GBE Supplied Products affected by monetary exchange rates may require price adjustment at start of build when rates have changed by a differential of 5% from the date was officially awarded to GBE.
- GBE reserves the right to review and make adjustments to any accepted quote where drastic changes in material or equipment cost have occurred between accepted quote date and actual build date due to lengthy delays or supply chain issues that are beyond our control.

Warranty Terms:

- All Warranty work to be completed by GBE. If geography prevents the unit from being returned to GBE for warranty repairs, prior to any work being completed by a third party, third party estimate must be provided in writing and approved by GBE, before work commences.

- 1-year Defects in Material and Workmanship.
- 1-year on all parts, materials and equipment (Some third party equipment warranties exceed this period, ask salesman for details)
- 2-years on de-lamination (Rock Chips excluded).
- 5-years No Rust-through guarantee.
- In accordance with GBE's Continuous Improvement program, specifications are subject to change without notice or obligation

Change Order Policies:

- Minimum Change order costs after Specifications and Drawings are approved by customer are as follows:
 - Change order at less than 25% project completion = Minimum \$500 charge + minimum 1-week delivery delay
 - Change order at greater than 25% project completion = Minimum \$1,000 charge + minimum 3-week delivery delay
 - If Customer Supplied Chassis does not match Chassis specification used in quoting process = All associated modification cost + minimum 1-week delivery delay

Cancellation Policy:

- Cancellation must be communicated to General Body and Equipment in writing
- Resulting Cancellation Costs are the responsibility of the customer as follows:
 - Cancellation prior to start of Purchasing/Fabrication process = No Charge
 - Cancellation after start of Purchasing/Fabrication process = All labour and material costs incurred up to and including date of written notice plus any re-stocking charges associated with return of materials to vendors.

Delivery:

- Delivery of completed project is generally determined by the **longer period of time** of the following:
 - 12 to 14 weeks from receipt of order or,
 - 8 to 10 weeks from receipt of truck or chassis
- This is a guide only and not guaranteed. Delivery is determined by complexity of project, current workloads and availability of chassis' and other equipment.

Acceptance by customer: _____ Date: _____



Abinots Fred Chris Moore
Dadaw Jeep Ram

District of 100 Mile House

REQUEST FOR QUOTATION

RFQ Number 2022-003

The District of 100 Mile House is requesting quotations for:

One (1) - NEW 5500 Service Utility Truck

This is a Request for Quotation only. By requesting quotations, the District does not intend to enter into, and shall not be considered to have entered into, contractual relations upon the submission of a quotation by any person and no "Contract A" shall be formed between the District and any supplier upon the submission of a quotation. Without limiting the foregoing, the District shall not be obligated in any manner whatsoever to any supplier until a written agreement for the performance of the work herein contemplated has been duly executed.

Inquiries regarding this Request for Quotation may be directed to Todd Conway, Director of Community Services, 250-706-2217, e-mail: tconway@100milehouse.com.

A quotation shall be prepared and submitted at the sole expense of the proponent and without cost to the District of 100 Mile House. All quotations received by the District of 100 Mile House become the property of the District of 100 Mile House and as such are subject to the Municipal Freedom of Information and Protection of Privacy Act.

Quotations sealed in an envelope, clearly marked with the supplier's name and the product and/or service name will be accepted up to 2:00 p.m. (local time), April 29th, 2022 and will be received by:

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

DISTRICT OF 100 MILE HOUSE
TERMS AND CONDITIONS – QUOTATIONS

GENERAL

1. **THE LOWEST OR ANY QUOTATION NOT NECESSARILY ACCEPTED.** The District of 100 Mile House may accept any quotation in whole or in part, unless otherwise stipulated.
2. Bidders will be advised of acceptance or rejection within a reasonable time following receipt of bid.
3. Quotations received after the specified closing time & date, will be rejected and returned.
4. The District shall not be obliged to purchase any goods or services from any bidder until a Purchase Order has been issued. Any discussions, inspections or meetings with District staff will not constitute an expressed approval to purchase.

QUOTATION REQUIREMENTS

1. **Acceptance:** Quotations must remain valid for thirty (30) days after the closing date.
2. **Errors:** Quotations as received shall be considered final and no quotation shall be altered, amended or withdrawn after the specified closing date.
3. **Form:** Quotations will not be accepted unless properly signed and submitted on this form.
4. **Taxes:** Quotations must show appropriate taxes as indicated on the form attached.
5. **Quotes for Services:** In the event this quotation is for contracted services, the successful bidder will be required to provide
 - A copy of your current WorkSafeBC Clearance Letter
 - A copy of your current District of 100 Mile House Business Licence (If applicable)
 - A copy of your insurance acceptable to the District of 100 Mile House



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

6. **Submissions of Bids:** The District shall not be bound and the Bidder agrees not to rely upon any written or verbal statements or representations of any other persons, whether employed by the District or not, in the preparation and submission of their bid.
7. **Quantities:** The District reserves the right to increase or decrease quantities related herein to meet operational or budget requirements.
8. **Delivery Requirements:** The product must be delivered by December 31st, 2022. Notification will be given post Council approval and will accompany the issuance of a purchase order.

CONDITIONS OF PURCHASE

1. **Acknowledgement/Acceptance:** The District intends to award a contract through the issuance of a letter of award to the selected bidder.
2. **FOB Point:** All goods shall be quoted F.O.B. at the District specified site or unless otherwise specified.
3. **Shipments:** The District reserves the right to cancel this order, if the contract delivery date shown herein, is not met. All materials must be transported based on the conditions herein.
4. **Indemnity:** Notwithstanding the providing of insurance coverage by the Bidder, the Bidder hereby agrees to indemnify and save harmless the District, its officers, agents, servants and employees and each of them from and against all claims, demands, losses, costs, damages, actions, suites or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out, related to, occasioned by or attributable to the activities of the Bidders, its servants, agents, subcontractors and sub-subcontractors, in providing the services and performing the work of this Contract, excepting always liability arising solely out of the negligent act or omission of the District.



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

SPECIFICATIONS

<i>The quoted vehicle must comply with government regulation and requirements – Federal government Motor Vehicle Safety Act, BC Motor Vehicle Act, and BC Work Safe Regulations.</i>	<i>Indicate YES if equipment complies to specifications</i>	<i>Please indicate manufacturer's specifications of equipment offered.</i>
Make:		
State the make of the vehicle:	✓	Ram
Model:		
State the model of the vehicle:	✓	5500
Year: NEW – 2022 or 2023		
State the year of the vehicle:	✓	2022
GVWR: Not less than 19,500 lbs		
State the net weight		7328
State the vehicle's GVWR		19500
State the vehicle's GCVWR		28500
Vehicle will come with a registered CVI	✓	Yes
Engine:		
High efficiency gas engine	✓	
HD Alternator. State how many amps	✓	220
Heavy duty radiator and cooling system	✓	
State the engine torque and horsepower	✓	370 bhp & 429 ft-lbs
State fuel tank capacity (Full on delivery)	✓	197 litres
State the fuel rating in the city and on the highway (L/100km)	X	Not rated
Transmission:		
Heavy duty automatic with tow haul mode	✓	
External oil cooler	✓	
State the type of transmission	✓	AISIN
Axles:		
Limited slip	✓	
Dual rear wheels	✓	
4 x 4	✓	
Suspension:		
Heavy duty suspension	✓	
Brakes		
Four wheel disc brakes	✓	
Four wheel ABS	✓	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Tires and Wheels:		
225 / 70 / R 19.5 traction type mud all season radials on front and rear	✓	ALL Traction
Silver painted steel rims	✓	
Body:		
Colour must be white	✓	
Reg Cab (2 door)	✓	
Adjustable trailer tow mirrors, both right and left side	✓	
Heavy duty front bumper	✓	
Front and rear mud flaps. Mud flaps on the front wheels	✓	
84" CA (Cab to Axle) to accommodate 11" Service Body	✓	
Running Boards	✓	
Interior:		
Front HD cloth 40/20/40 bench seat with	✓	
Grey colour seats	✓	
Power windows, locks and mirrors	✓	
AM/FM/CD/AUX Player	✓	NO CD
Integrated Bluetooth	✓	
Integrated backup camera	✓	
Air Conditioning	✓	
Tilt steering	✓	
Rubber flooring	✓	
Rubber mats	✓	
Uplifter switches	✓	
Includes HD commercial seat covers supplied and installed	✓	
Trailer Tow:		
Comes with 7-way RV style commercial trailer plug complete with integrated electric brake controller suited for four-wheel trailer brakes	✓	
Unit is to be equipped with heavy duty trailer tow package	✓	
Keys:		
Set of four programmed keys and fobs per vehicle are required	✓	
Operating manuals / Service manuals		
Must come with operators manual and one complete service manual	X	NOT AVAILABLE if not included



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Parts List:		
A complete list of part numbers for first major service	✓	
A complete recommended service schedule	✓	
Misc:		
Wiring to end of frame for body installation	✓	
Finished vehicle to have completed CVI	✓	
Service Body:		
Work Truck West Body Pkg or Equivalent		Work Truck West
State body builder who will supply and install body package		
Aluminum Service Body Package		
Service Body to be 132" long x 92" wide x 56" high		
19" Workbench bumper		
Side compartments to be 21" deep		
Galley area to be 50" Wide		
Clear inside height of loadspace to be 38"		
Construction:		
Cabinets to be constructed of .125" Aluminum		
Galley decking to be .188" smooth aluminum with armaguard coating		
Mail sills 4"		
Cross sills 4" structural aluminum channel		
Double skin aluminum doors		
Armguard coated rock guards on front of cabinets either side		
All cabinet to be vented into galley area		
All compartments to have 12V LED lighting		
(4) LED work lights on exterior of body		
All LED lighting as per CMVSS Specifications		
Hardware:		
Whale tail style handles with 3 point locking		
All drawers to have 300lb rated lock in / lock out roller slides		
Automotive bulb type rubber door seals		
Compartments:		
DS1		
24" Wide x 21" deep x 56" high		
Open cabinet		
DS2		
36" Wide x 21" Deep x 56" High		
(3) Shelves		



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

		Work Tray
DS3		
46" Wide x 21" deep x 33" high		
(2) 4" drawers with bolt bin dividers		
(1) Pull out work tray under drawers		
1 shelf		
Upward opening door on gas props		
DS4		
26" Wide x 21" deep x 56" height		
(2) Shelves with rear access door		
PS1		
24" Wide x 21" deep x 56" high		
(3) Shelves		
PS2		
36" Wide x 21" deep x 56" high		
8 Drawer tool chest. 1-7", 3-5", 4-3" drawers		
(1) Shelf		
PS3		
46" Wide x 21" deep x 33" high		
(2) 4" Drawers with bolt bin dividers		
Pull out work tray under drawers		
1 Shelf		
Upward opening door on gas props		
PS4 - Crane Cabinet		
26" Wide x 21" deep x 56" high		
2 Shelves		
Galley Area:		
3-Piece sliding roof on polyethylene glides. Roof to slide in 2 directions with multiple pinning locations		
Full rear barn doors		
(8) Floor mounted tie down rings in loadspace		
E-Track on loadspace walls either side. 1 track 8" down from top, and 1 track 8" up from bottom.		
Rear Bumper:		
Structural steel rear bumper to accommodate outrigger legs		
Bumper to be 19" deep to accommodate work surface		



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Black anti-skid powder coating applied to bumper		Work Truck
Full armguard coating applied to outrigger legs, and loadspace floor		
Receiver hitch on rear with 7-way plug		
(2) Tow hooks		
(2) Vertical vice pockets		
6" Vice with cover		
Misc:		
Body to be fully powder coated white. No exceptions		
LED amber beacon mounted in center of bulkhead with switch in cab		
LED amber flashers in front grill and on rear of body tied into beacon wiring		
LED amber traffic stick mounted under beacon		
(4) LED work lights mounted on exterior of body		
Crane:		
Cobra 4400.L 2 E.Elec/Hydraulic Crane		
Capable of lifting 1,720 lbs @ 9'11" - 705 lbs @ 19'8"		
(2) Hydraulic extensions		
Winch with 5/16" Cable 30m long		
Proportional wireless remote control		
Dual HD manual outriggers		
Must include all necessary structural engineers and 360 degree stability testing		
LED work light mounted at end of boom		
Inverter System:		
3000 watt pure sine inverter with shore power		
(2) 6V batteries		
GFI plug on rear of body on PS		
Plug in to of PS2 cabinet		
Optional Items: (Priced Separate)		
Upgrade to diesel engine	\$ Add	\$9450.00
VMAC G30 Air compressor system to include compressor, 60' x 1/2" spring rewind air reel, 20 gallon air tank, filter/regulator/lubricator	\$	Work Truck.



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

QUOTATION SHEET

Quotation Bid Sheet – Bidders must complete the form below and return it to the District office on or before the published closing date.

Name of Firm Bidding:

Abbotsford Chrysler Dodge Jeep Ram

Authorized Signature

Print Name

Dan Hebrej

Position

Fleet Manager

Address

30285 Auto Mall Drive

City

Abbotsford

BC

Postal Code

V2T-5M1

Phone #

604 728 9675 cell

Fax #

N/A

E-Mail Address

DAN@TROTMANAUTOGROUP.COM

ITEM DESCRIPTION	PRICE
1 – NEW – 5500 Service Utility Truck	167,835. ⁰⁰
Time levy	35. ⁰⁰
TAXES	20144. ⁴⁰
TOTAL QUOTED PRICE	188,014. ⁴⁰
Additional Items as Quoted in Spec. Table: (Diesel Motor)	\$9450. ⁰⁰
VMAC Air Compressor	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

ABBOTSFORD CHRYSLER DODGE JEEP RAM LTD
30285 AUTO MALL DRIVE
ABBOTSFORD, BC V2T5M1

Configuration Preview

Date Printed: 2022-04-25 6:00 PM
Estimated Ship Date:

VIN:
VON:

Quantity: 1
Status: BA - Pending order
FAN 1: C9875 Abbotsford Chrysler
Dodge Jeep
FAN 2:

Sold to:
ABBOTSFORD CHRYSLER DODGE JEEP RAM
LTD. (C9875)
30285 AUTO MALL DRIVE
ABBOTSFORD, BC V2T5M1

Ship to:
ABBOTSFORD CHRYSLER DODGE JEEP RAM LTD. (C9875)
30285 AUTO MALL DRIVE
ABBOTSFORD, BC V2T5M1

Bld Number:
PO Number:

Vehicle: 2022 5500 REG CAB CHASSIS (168.5 IN WB - CA of 84 IN) (DP0L64)

	Sales Code	Description	MSRP(CAD)
Model:	DP0L64	5500 REG CAB CHASSIS (168.5 IN WB - CA of 84 IN)	61,995
Package:	27A	Customer Preferred Package 27A	0
	ESB	6.4L HEMI(R) V8 engine	0
	DF3	6-speed AISIN(R) heavy-duty automatic	0
Paint/Seat/Trim:	PW7	Bright White	0
	APA	Monotone paint	0
	*V9	Cloth front 40/20/40 bench seat	125
	-X9	Black w/ Black seats	0
Options:	AH5	Payload Upgrade Package	500
	XCH	2 additional key fobs	200
	CLY	Mopar(R) front all-weather floor mats	150
	XAC	ParkView(R) Rear Back-Up Camera	475
	A61	Tradesman(R) Level 1 Equipment Group	795
	MRU	Black Mopar(R) tubular side steps	700
	MKM	Mopar(R) splash guards w/ft mud flaps	100
	TY5	225/70R19.5G All-Traction tires	150
	AZB	Heavy-Duty Front Suspension Group	350
	ADH	Electrical Accessory Group	500
	5N6	Easy Order	0
	4FM	Fleet option editor	0
	4FT	Fleet Sales Order	0
	125	Zone 25-Canada-Alberta	0
	4EA	Sold Vehicle	0
Non Equipment:	4FK	Fleet Government Sale	0
Discounts:	4CP	Federal A/C Excise Tax	0
Destination Fees:			2,095

Total Price: 68,135

Order Type: Fleet
Scheduling Priority: 1-Sold Order
Salesperson:
Customer Name: 100 Mile House
Customer Address: 30285 automall drive
abbotsford BC v2t5m1 CAN

PSP Month/Week:
Build Priority: 99

* Build sheet *

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

SPECIFICATIONS

<i>The quoted vehicle must comply with government regulation and requirements – Federal government Motor Vehicle Safety Act, BC Motor Vehicle Act, and BC Work Safe Regulations.</i>	<i>Indicate YES if equipment complies to specifications</i>	<i>Please indicate manufacturer's specifications of equipment offered.</i>
Make:		
State the make of the vehicle:		Dealer
Model:		
State the model of the vehicle:		Dealer
Year: NEW – 2022 or 2023		
State the year of the vehicle:		Dealer
GVWR: Not less than 19,500 lbs		
State the net weight		Dealer
State the vehicle's GVWR		Dealer
State the vehicle's GCVWR		Dealer
Vehicle will come with a registered CVI	✓	
Engine:		
High efficiency gas engine		Dealer
HD Alternator. State how many amps		Dealer
Heavy duty radiator and cooling system		Dealer
State the engine torque and horsepower		Dealer
State fuel tank capacity (Full on delivery)		Dealer
State the fuel rating in the city and on the highway (L/100km)		Dealer
Transmission:		
Heavy duty automatic with tow haul mode		Dealer
External oil cooler		Dealer
State the type of transmission		Dealer
Axles:		
Limited slip		Dealer
Dual rear wheels		Dealer
4 x 4		Dealer
Suspension:		
Heavy duty suspension		Dealer
Brakes		
Four wheel disc brakes		Dealer
Four wheel ABS		Dealer



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Tires and Wheels:		
225 / 70 / R 19.5 traction type mud all season radials on front and rear		Dealer
Silver painted steel rims		Dealer
Body:		
Colour must be white		Dealer
Reg Cab (2 door)		Dealer
Adjustable trailer tow mirrors, both right and left side		Dealer
Heavy duty front bumper		Dealer
Front and rear mud flaps. Mud flaps on the front wheels		Dealer
84" CA (Cab to Axle) to accommodate 11" Service Body		Dealer
Running Boards		Dealer
Interior:		
Front HD cloth 40/20/40 bench seat with		Dealer
Grey colour seats		Dealer
Power windows, locks and mirrors		Dealer
AM/FM/CD/AUX Player		Dealer
Integrated Bluetooth		Dealer
Integrated backup camera		Dealer
Air Conditioning		Dealer
Tilt steering		Dealer
Rubber flooring		Dealer
Rubber mats		Dealer
Uplifter switches		Dealer
Includes HD commercial seat covers supplied and installed		Dealer
Trailer Tow:		
Comes with 7-way RV style commercial trailer plug complete with integrated electric brake controller suited for four-wheel trailer brakes		Dealer - Controller WTW - Hitch and plugs
Unit is to be equipped with heavy duty trailer tow package	✓	
Keys:		
Set of four programmed keys and fobs per vehicle are required		Dealer
Operating manuals / Service manuals		
Must come with operators manual and one complete service manual		Dealer



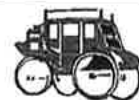
HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Parts List:		
A complete list of part numbers for first major service		Dealer
A complete recommended service schedule		Dealer
Misc:		
Wiring to end of frame for body installation		Dealer
Finished vehicle to have completed CVI	✓	
Service Body:		
Work Truck West Body Pkg or Equivalent	✓	
State body builder who will supply and install body package	✓	Work Truck West
Aluminum Service Body Package	✓	
Service Body to be 132" long x 92" wide x 56" high	✓	
19" Workbench bumper	✓	
Side compartments to be 21" deep	✓	
Galley area to be 50" Wide	✓	
Clear inside height of loadspace to be 38"	✓	
Construction:		
Cabinets to be constructed of .125" Aluminum	✓	
Galley decking to be .188" smooth aluminum with armaguard coating	✓	
Mail sills 4"	✓	
Cross sills 4" structural aluminum channel	✓	
Double skin aluminum doors	✓	
Armguard coated rock guards on front of cabinets either side	✓	
All cabinet to be vented into galley area	✓	
All compartments to have 12V LED lighting	✓	
(4) LED work lights on exterior of body	✓	
All LED lighting as per CMVSS Specifications	✓	
Hardware:		
Whale tail style handles with 3 point locking	✓	
All drawers to have 300lb rated lock in / lock out roller slides	✓	
Automotive bulb type rubber door seals	✓	
Compartments:		
DS1		
24" Wide x 21" deep x 56" high	✓	
Open cabinet	✓	
DS2		
36" Wide x 21" Deep x 56" High	✓	
(3) Shelves	✓	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

DS3		
46" Wide x 21" deep x 33" high	✓	
(2) 4" drawers with bolt bin dividers	✓	
(1) Pull out work tray under drawers	✓	
1 shelf	✓	
Upward opening door on gas props	✓	
DS4		
26" Wide x 21" deep x 56" height	✓	
(2)Shelves with rear access door	✓	
PS1		
24" Wide x 21" deep x 56" high	✓	
(3)Shelves	✓	
PS2		
36" Wide x 21" deep x 56" high	✓	
8 Drawer tool chest. 1-7", 3-5", 4-3" drawers	✓	
(1)Shelf	✓	
PS3		
46" Wide x 21" deep x 33" high	✓	
(2) 4" Drawers with bolt bin dividers	✓	
Pull out work tray under drawers	✓	
1 Shelf	✓	
Upward opening door on gas props	✓	
PS4 – Crane Cabinet		
26" Wide x 21" deep x 56" high	✓	
2 Shelves	✓	
Galley Area:		
3-Piece sliding roof on polyethylene glides. Roof to slide in 2 directions with multiple pinning locations	✓	
Full rear barn doors	✓	
(8)Floor mounted tie down rings in loadspace	✓	
E-Track on loadspace walls either side. 1 track 8" down from top, and 1 track 8" up from bottom.	✓	
Rear Bumper:		
Structural steel rear bumper to accommodate outrigger legs	✓	
Bumper to be 19" deep to accommodate work surface	✓	



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

Black anti-skid powder coating applied to bumper	✓	
Full armguard coating applied to outrigger legs, and loadspace floor	✓	
Receiver hitch on rear with 7-way plug	✓	
(2) Tow hooks	✓	
(2) Vertical vice pockets	✓	
6" Vice with cover	✓	
Misc:		
Body to be fully powder coated white. No exceptions	✓	
LED amber beacon mounted in center of bulkhead with switch in cab	✓	
LED amber flashers in front grill and on rear of body tied into beacon wiring	✓	
LED amber traffic stick mounted under beacon	✓	
(4) LED work lights mounted on exterior of body	✓	
Crane:		
Cobra 4400.L 2 E.Elec/Hydraulic Crane	✓	
Capable of lifting 1,720 lbs @ 9'11" - 705 lbs @ 19'8"	✓	
(2) Hydraulic extensions	✓	
Winch with 5/16" Cable 30m long	✓	
Proportional wireless remote control	✓	
Dual HD manual outriggers	✓	
Must include all necessary structural engineers and 360 degree stability testing	✓	
LED work light mounted at end of boom	✓	
Inverter System:		
3000 watt pure sine inverter with shore power	✓	
(2) 6V batteries	✓	
GFI plug on rear of body on PS	✓	
Plug in to of PS2 cabinet	✓	
Optional Items: (Priced Separate)		
Upgrade to diesel engine	\$	Dealer
VMAC G30 Air compressor system to include compressor, 60' x 1/2" spring rewind air reel, 20 gallon air tank, filter/regulator/lubricator	\$ 8,300.00	

Service Body Package Supplied and Installed as per spec above by Work Truck West: \$99,700.00 + Tax FOB Langley, BC



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA



METRO MOTORS LTD.

District of 100 Mile House

REQUEST FOR QUOTATION

RFQ Number 2022-003

The District of 100 Mile House is requesting quotations for:

One (1) – NEW 5500 Service Utility Truck

This is a Request for Quotation only. By requesting quotations, the District does not intend to enter into, and shall not be considered to have entered into, contractual relations upon the submission of a quotation by any person and no "Contract A" shall be formed between the District and any supplier upon the submission of a quotation. Without limiting the foregoing, the District shall not be obligated in any manner whatsoever to any supplier until a written agreement for the performance of the work herein contemplated has been duly executed.

Inquiries regarding this Request for Quotation may be directed to Todd Conway, Director of Community Services, 250-706-2217, e-mail: tconway@100milehouse.com.

A quotation shall be prepared and submitted at the sole expense of the proponent and without cost to the District of 100 Mile House. All quotations received by the District of 100 Mile House become the property of the District of 100 Mile House and as such are subject to the Municipal Freedom of Information and Protection of Privacy Act.

Quotations sealed in an envelope, clearly marked with the supplier's name and the product and/or service name will be accepted up to 2:00 p.m. (local time), April 29th, 2022 and will be received by:

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

PK

DISTRICT OF 100 MILE HOUSE
TERMS AND CONDITIONS - QUOTATIONS

GENERAL

1. **THE LOWEST OR ANY QUOTATION NOT NECESSARILY ACCEPTED.** The District of 100 Mile House may accept any quotation in whole or in part, unless otherwise stipulated.
2. Bidders will be advised of acceptance or rejection within a reasonable time following receipt of bid.
3. Quotations received after the specified closing time & date, will be rejected and returned.
4. The District shall not be obliged to purchase any goods or services from any bidder until a Purchase Order has been issued. Any discussions, inspections or meetings with District staff will not constitute an expressed approval to purchase.

QUOTATION REQUIREMENTS

1. **Acceptance:** Quotations must remain valid for thirty (30) days after the closing date.
2. **Errors:** Quotations as received shall be considered final and no quotation shall be altered, amended or withdrawn after the specified closing date.
3. **Form:** Quotations will not be accepted unless properly signed and submitted on this form.
4. **Taxes:** Quotations must show appropriate taxes as indicated on the form attached.
5. **Quotes for Services:** In the event this quotation is for contracted services, the successful bidder will be required to provide
 - A copy of your current WorkSafeBC Clearance Letter
 - A copy of your current District of 100 Mile House Business Licence (IF applicable)
 - A copy of your insurance acceptable to the District of 100 Mile House



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

LK

6. **Submissions of Bids:** The District shall not be bound and the Bidder agrees not to rely upon any written or verbal statements or representations of any other persons, whether employed by the District or not, in the preparation and submission of their bid.
7. **Quantities:** The District reserves the right to increase or decrease quantities related herein to meet operational or budget requirements.
8. **Delivery Requirements:** The product must be delivered by December 31st, 2022. Notification will be given post Council approval and will accompany the issuance of a purchase order. **Approx. ETA 400 days from issue of PO**

EK

CONDITIONS OF PURCHASE

1. **Acknowledgement/Acceptance:** The District intends to award a contract through the issuance of a letter of award to the selected bidder.
2. **FOB Point:** All goods shall be quoted F.O.B. at the District specified site or unless otherwise specified.
3. **Shipments:** The District reserves the right to cancel this order, if the contract delivery date shown herein, is not met. All materials must be transported based on the conditions herein.
4. **Indemnity:** Notwithstanding the providing of insurance coverage by the Bidder, the Bidder hereby agrees to indemnify and save harmless the District, its officers, agents, servants and employees and each of them from and against all claims, demands, losses, costs, damages, actions, suites or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out, related to, occasioned by or attributable to the activities of the Bidders, its servants, agents, subcontractors and sub-subcontractors, in providing the services and performing the work of this Contract, excepting always liability arising solely out of the negligent act or omission of the District.



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

EK

SPECIFICATIONS

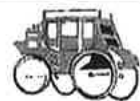
<i>The quoted vehicle must comply with government regulation and requirements – Federal government Motor Vehicle Safety Act, BC Motor Vehicle Act, and BC Work Safe Regulations.</i>	<i>Indicate YES if equipment complies to specifications</i>	<i>Please indicate manufacturer's specifications of equipment offered.</i>
Make:		
State the make of the vehicle:	Yes	Ford
Model:		
State the model of the vehicle:	Yes	F-550 XL
Year: NEW – 2022 or 2023		
State the year of the vehicle:	Yes	2023
GVWR: Not less than 19,500 lbs		
State the net weight	Yes	7,137 lbs. Chassis
State the vehicle's GVWR	Yes	19,500 lbs.
State the vehicle's GCWR	Yes	28,000 lbs.
Vehicle will come with a registered CVI	Yes	
Engine:		
High efficiency gas engine	Yes	
HD Alternator. State how many amps	Yes	240 amps
Heavy duty radiator and cooling system	Yes	
State the engine torque and horsepower	Yes	350 HP 468 ft.-lb
State fuel tank capacity (Full on delivery)	Yes	151.4 L
State the fuel rating in the city and on the highway (L/100km)	Yes	N/A for Super Duty
Transmission:		
Heavy duty automatic with tow haul mode	Yes	
External oil cooler	Yes	
State the type of transmission	Yes	10-Speed Auto
Axles:		
Limited slip	Yes	
Dual rear wheels	Yes	
4 x 4	Yes	
Suspension:		
Heavy duty suspension	Yes	
Brakes		
Four wheel disc brakes	Yes	
Four wheel ABS	Yes	



Tires and Wheels:		
225 / 70 / R 19.5 traction type mud all season radials on front and rear	Yes	
Silver painted steel rims	Yes	
Body:		
Colour must be white	Yes	
Reg Cab (2 door)	Yes	
Adjustable trailer tow mirrors, both right and left side	Yes	
Heavy duty front bumper	Yes	Standard Ford
Front and rear mud flaps. Mud flaps on the front wheels	Yes	
84" CA (Cab to Axle) to accommodate 11" Service Body	Yes	
Running Boards	Yes	
Interior:		
Front HD cloth 40/20/40 bench seat with	Yes	
Grey colour seats	Yes	
Power windows, locks and mirrors	Yes	
AM/FM/CD/AUX Player	Yes	
Integrated Bluetooth	Yes	
Integrated backup camera	Yes	
Air Conditioning	Yes	
Tilt steering	Yes	
Rubber flooring	Yes	
Rubber mats	Yes	
Uplifter switches	Yes	
Includes HD commercial seat covers supplied and installed	Yes	
Trailer Tow:		
Comes with 7-way RV style commercial trailer plug complete with integrated electric brake controller suited for four-wheel trailer brakes	Yes	
Unit is to be equipped with heavy duty trailer tow package	Yes	
Keys:		
Set of four programmed keys and fobs per vehicle are required	Yes	
Operating manuals / Service manuals		
Must come with operators manual and one complete service manual	Yes	Operators Hardcopy Service Online Only



Parts List:		
A complete list of part numbers for first major service	Yes	Available online
A complete recommended service schedule	Yes	Available online
Misc:		
Wiring to end of frame for body installation	Yes	
Finished vehicle to have completed CVI	Yes	
Service Body:		
Work Truck West Body Pkg or Equivalent	Yes	
State body builder who will supply and install body package	Yes	Work Truck West
Aluminum Service Body Package	Yes	
Service Body to be 132" long x 92" wide x 56" high	Yes	
19" Workbench bumper	Yes	
Side compartments to be 21" deep	Yes	
Galley area to be 50" Wide	Yes	
Clear inside height of loadspace to be 38"	Yes	
Construction:		
Cabinets to be constructed of .125" Aluminum	Yes	
Galley decking to be .188" smooth aluminum with armaguard coating	Yes	
Mail sills 4"	Yes	
Cross sills 4" structural aluminum channel	Yes	
Double skin aluminum doors	Yes	
Armguard coated rock guards on front of cabinets either side	Yes	
All cabinet to be vented into galley area	Yes	
All compartments to have 12V LED lighting	Yes	
(4) LED work lights on exterior of body	Yes	
All LED lighting as per CMVSS Specifications	Yes	
Hardware:		
Whale tail style handles with 3 point locking	Yes	
All drawers to have 300lb rated lock in / lock out roller slides	Yes	
Automotive bulb type rubber door seals	Yes	
Compartments:		
DS1		
24" Wide x 21" deep x 56" high	Yes	
Open cabinet	Yes	
DS2		
36" Wide x 21" Deep x 56" High	Yes	
(3) Shelves	Yes	



DS3		
46" Wide x 21" deep x 33" high	Yes	
(2) 4" drawers with bolt bin dividers	Yes	
(1) Pull out work tray under drawers	Yes	
1 shelf	Yes	
Upward opening door on gas props	Yes	
DS4		
26" Wide x 21" deep x 56" height	Yes	
(2)Shelves with rear access door	Yes	
PS1		
24" Wide x 21" deep x 56" high	Yes	
(3)Shelves	Yes	
PS2		
36" Wide x 21" deep x 56" high	Yes	
8 Drawer tool chest. 1-7", 3-5", 4-3" drawers	Yes	
(1)Shelf	Yes	
PS3		
46" Wide x 21" deep x 33" high	Yes	
(2) 4" Drawers with bolt bin dividers	Yes	
Pull out work tray under drawers	Yes	
1 Shelf	Yes	
Upward opening door on gas props	Yes	
PS4 - Crane Cabinet		
26" Wide x 21" deep x 56" high	Yes	
2 Shelves	Yes	
Galley Area:		
3-Piece sliding roof on polyethylene glides. Roof to slide in 2 directions with multiple pinning locations	Yes	
Full rear barn doors	Yes	
(8)Floor mounted tie down rings in loadspace	Yes	
E-Track on loadspace walls either side. 1 track 8" down from top, and 1 track 8" up from bottom.	Yes	
Rear Bumper:		
Structural steel rear bumper to accommodate outrigger legs	Yes	
Bumper to be 19" deep to accommodate work surface	Yes	



Black anti-skid powder coating applied to bumper	Yes	
Full armguard coating applied to outrigger legs, and loadspace floor	Yes	
Receiver hitch on rear with 7-way plug	Yes	
(2) Tow hooks	Yes	
(2) Vertical vice pockets	Yes	
6" Vice with cover	Yes	
Misc:		
Body to be fully powder coated white. No exceptions	Yes	
LED amber beacon mounted in center of bulkhead with switch in cab	Yes	
LED amber flashers in front grill and on rear of body tied into beacon wiring	Yes	
LED amber traffic stick mounted under beacon	Yes	
(4) LED work lights mounted on exterior of body	Yes	
Crane:		
Cobra 4400.L 2 E.Elec/Hydraulic Crane	Yes	
Capable of lifting 1,720 lbs @ 9'11" - 705 lbs @ 19'8"	Yes	
(2) Hydraulic extensions	Yes	
Winch with 5/16" Cable 30m long	Yes	
Proportional wireless remote control	Yes	
Dual HD manual outriggers	Yes	
Must include all necessary structural engineers and 360 degree stability testing	Yes	
LED work light mounted at end of boom	Yes	
Inverter System:		
3000 watt pure sine inverter with shore power	Yes	
(2) 6V batteries	Yes	
GFI plug on rear of body on PS	Yes	
Plug in to of PS2 cabinet	Yes	
Optional Items: (Priced Separate)		
Upgrade to diesel engine	\$ 10,075.00	
VMAC G30 Air compressor system to include compressor, 60' x 1/2" spring rewind air reel, 20 gallon air tank, filter/regulator/lubricator	\$ 8,300.00	



2K


HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

QUOTATION SHEET

Quotation Bid Sheet – Bidders must complete the form below and return it to the District office on or before the published closing date.

Name of Firm Bidding:

Metro Motors Ltd.

Authorized Signature  Print Name Ryan Keenan

Position Commercial Sales Associate

Address 2505 Lougheed Highway

City Port Coquitlam, BC Postal Code V3B 1B2

Phone # 604-837-6433 Fax # 236-477-8401

E-Mail Address ryan@municipity.com

ITEM DESCRIPTION	PRICE
1 – NEW – 5500 Service Utility Truck	\$169,975.00
2 - Tire Levy	\$84.00
3 - Subtotal	\$170,059.00
4 - GST 5%	\$8,502.95
5 - PST 7%	\$11,904.13
TAXES	Above
TOTAL QUOTED PRICE	\$190,466.08
Additional Items as Quoted in Spec. Table: (Diesel Motor)	\$10,075.00
VMAC Air Compressor	\$8,300.00



HANDCRAFTED LOG HOME CAPITAL OF NORTH AMERICA

RK

DISTRICT OF 100 MILE HOUSE**Bylaw No. 1384**

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. 1384-2022."**

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:

8. a) Placing memorial items on plots

- i. No glass permitted year round
- ii. Cut real flowers only between May 1st and October 31st (flowers will be disposed of when condition degrades)
- iii. Between November 1st and April 30th memorial items are permitted, including artificial flowers and wreaths. An opportunity for the collection of items prior to the May 1st date will be advertised.
- iv. A one-month grace period for placing of memorial items is permitted following a burial.
- v. Any memorial items placed on plots may be removed by the Caretaker when their condition is considered to be detrimental to the Cemetery.

- (a) THAT, Bylaw No. 1341-2019 Cemetery Bylaw Schedule "A" be repealed and replaced with the Schedule "A" attached to and forming part of this bylaw.

READ A FIRST, SECOND AND THIRD TIME this 8th day of February, 2022.

ADOPTED this _____ day of _____, 2022.

Mayor

Corporate Administrator

SCHEDULE "A"

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

Price List Effective: _____
(date adopted)

RESIDENT FEES

Grave Space	Right of Interment (Including Care Fund)	Care Fund (@ 50%)	Burial Fees Monday to Sunday (except statutory holidays)	Burial Fees After hours (less than 24 hours notice or statutory holidays)	Liner (Supplied by District)
Adult	\$ 550.00	\$ 275.00	\$ 650.00	\$ 910.00	\$ 450.00
Child	415.00	207.50	490.00	680.00	450.00
Infant	275.00	137.50	325.00	455.00	450.00
Cremated Remains	210.00	105.00	300.00	450.00	100.00

NON-RESIDENT FEES

Grave Space	Right of Interment (Including Care Fund)	Care Fund (@ 50%)	Burial Fees Monday to Sunday (except statutory holidays)	Burial Fees After hours (less than 24 hours notice or statutory holidays)	Liner (Supplied by District)
Adult	\$ 715.00	\$ 357.50	\$ 650.00	\$ 910.00	\$ 450.00
Child	525.00	262.50	490.00	680.00	450.00
Infant	355.00	177.50	325.00	455.00	450.00
Cremated Remains	245.00	122.50	300.00	450.00	100.00

**DISINTERMENT/EXHUMATION
FEES**

Grave Space	Burial Fees Monday to Sunday (except statutory holidays)	Burial Fees After hours (less than 24 hours notice or statutory holidays)			
Adult	\$ 1,025.00	\$ 1,650.00			
Child	810.00	1,295.00			
Infant	665.00	1,115.00			
Cremated Remains	415.00	825.00			

Schedule "A"

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

Price List Effective:

 (date adopted)

COLUMBARIUM	Niche (Including Care Fund)	Care Fund (@ 20%)	Replacement Fund (@ 50%)	Inurnment	Inurnment Less than 24hrs notice or Statutory Holidays	Engraving and Handling of Niche Plates (Flat Rate)
Resident	\$ 900.00	\$ 180.00	\$ 450.00	\$ 105.00	\$ 105.00	\$ 175.00
Non-Resident	1,250.00	250.00	625.00	130.00	130.00	200.00

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

Cemetery Goods and Services

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

DISTRICT OF 100 MILE HOUSE**Bylaw No. 1388**

Being a Bylaw to impose a percentage addition to unpaid taxes, establish the date on which property taxes are due and for the levying of rates, for Municipal, Hospital and Regional District purposes for the year 2022.

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

- (1) This bylaw may be cited as **"Tax Rates Bylaw No. 1388-2022"**
- (2) The following rates are hereby imposed and levied for the year 2022.
 - (a) For all lawful general purposes of the District of 100 Mile House on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "A" of the Schedule attached hereto and forming a part hereof.
 - (b) For debt purposes on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in Column "B" of the Schedule attached hereto and forming a part hereof.
 - (c) For Regional Hospital District purposes on the assessed value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column "C" of the Schedule attached hereto and forming a part hereof.
 - (d) For Regional District purposes on the assessed value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column "D" of the Schedule attached hereto and forming a part of hereof.
 - (e) For South Cariboo Recreation purposes of the Cariboo Regional District on the assessed value of land and improvements taxable for General Municipal purposes, rates appearing in Column "E" of the Schedule attached hereto and forming a part of hereof.
 - (f) For Regional District residential garbage collection purposes on the assessed value of land and improvements taxable for Regional Hospital District purposes, rates appearing in Column "F" of the Schedule attached hereto and forming a part of hereof.
- (3) The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
- (4) (a) As per Section 235 (1) of the Community Charter, all Municipal Property Taxes levied by and due to the District of 100 Mile House for the 2022 taxation year must be received by 4:30 PM on July 4th, 2022.

- (b) The District of 100 Mile House Collector, shall add to the unpaid taxes of the current year, for each parcel of land and its improvements on the property tax roll, 10% of the current amount unpaid at 4:30 pm on July 4th, 2022.

READ A FIRST, SECOND AND THIRD TIME this 21st day of April, 2022.

ADOPTED this 10th day of May, 2022.

Mayor

Corporate Officer

DISTRICT OF 100 MILE HOUSE

2022 Tax Rates Bylaw No. 1388, 2022

Schedule "A"

	"A"	"B"	"C"	"D"	"E"	"F"
	General	Municipal Debt	Cariboo-Chilcotin Regional Hospital District	Cariboo Regional District	CRD South Cariboo Recreation	CRD Residential Garbage
1 Residential	2.98058	-	0.68316	0.82327	0.21845	0.06390
2 Utilities	40.00000	-	2.39106	2.88145	2.93160	
3 Supportive Housing	2.98058	-	0.68316	0.82327	0.21845	
4 Major Industry	58.05087	-	2.32274	2.79912	4.25541	
5 Light Industry	8.78175	-	2.32274	2.79912	0.64443	
6 Business	7.96266	-	1.67374	2.01701	0.58326	
7 Managed Forest	8.07737	-	2.04948	2.46981	0.59200	
8 Recreational/Non Profit	3.21191	-	0.68316	0.82327	0.23593	
9 Farm	3.76316	-	0.68316	0.82327	0.27525	

DISTRICT OF 100 MILE HOUSEBylaw No. 1389

A bylaw to amend the District of 100 Mile House Official Community Plan
Bylaw No. 1288-2016

This bylaw may be cited for all purposes as **"Official Community Plan Amendment Bylaw No. 1389-2022."**

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

- (1) That District of 100 Mile House Official Community Plan Bylaw No. 1288, 2016 is hereby amended as follows:
 - a. Amend Schedule B: Land Use District Wide and Main Community Inset to change the designation of Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch A and B on attached Schedule A, and located on Seventh Street, **from Rural Residential to Low Density Residential**;
 - b. Amend Schedule B: Land Use District Wide and Main Community Inset to change the designation of Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch C and D on attached Schedule A, and located on Seventh Street, **from Rural Residential to Medium Density Residential**;
 - c. Amend Schedule B: Land Use District Wide and Main Community Inset to change the designation of Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch E on attached Schedule A, and located on Seventh Street, **from Rural Residential to Parks, Recreation and Open Space**.

READ A FIRST AND SECOND TIME this 8th day of February, 2022.

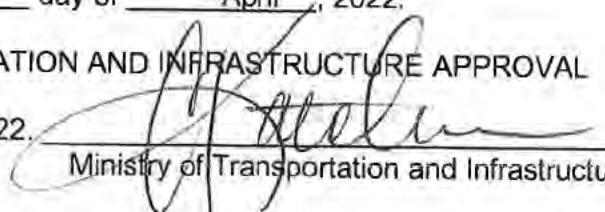
ADVERTISEMENTS in the paper March 31st & April 7th, 2022.

PUBLIC HEARING HELD this 12th day of April, 2022.

READ A THIRD TIME this 12th day of April, 2022.

RECEIVED MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

this 22nd day of April, 2022.


Ministry of Transportation and Infrastructure

ADOPTED this _____ day of _____, 2022.

Mayor

Corporate Officer



OCP Designation

From Rural Residential
To Low Density Residential

EP9504

From Rural Residential
To Low Density Residential

From Rural Residential
To Medium Density Residential

From Rural Residential
To Medium Density Residential

From Rural Residential
To Parks, Recreation & Open Space

ZONING

PROPOSED R-1 ZONING - 1.67 HA
(RESIDENTIAL LOW DENSITY)

PROPOSED R-2 ZONING - 1.85 HA
(RESIDENTIAL SMALL LOT)

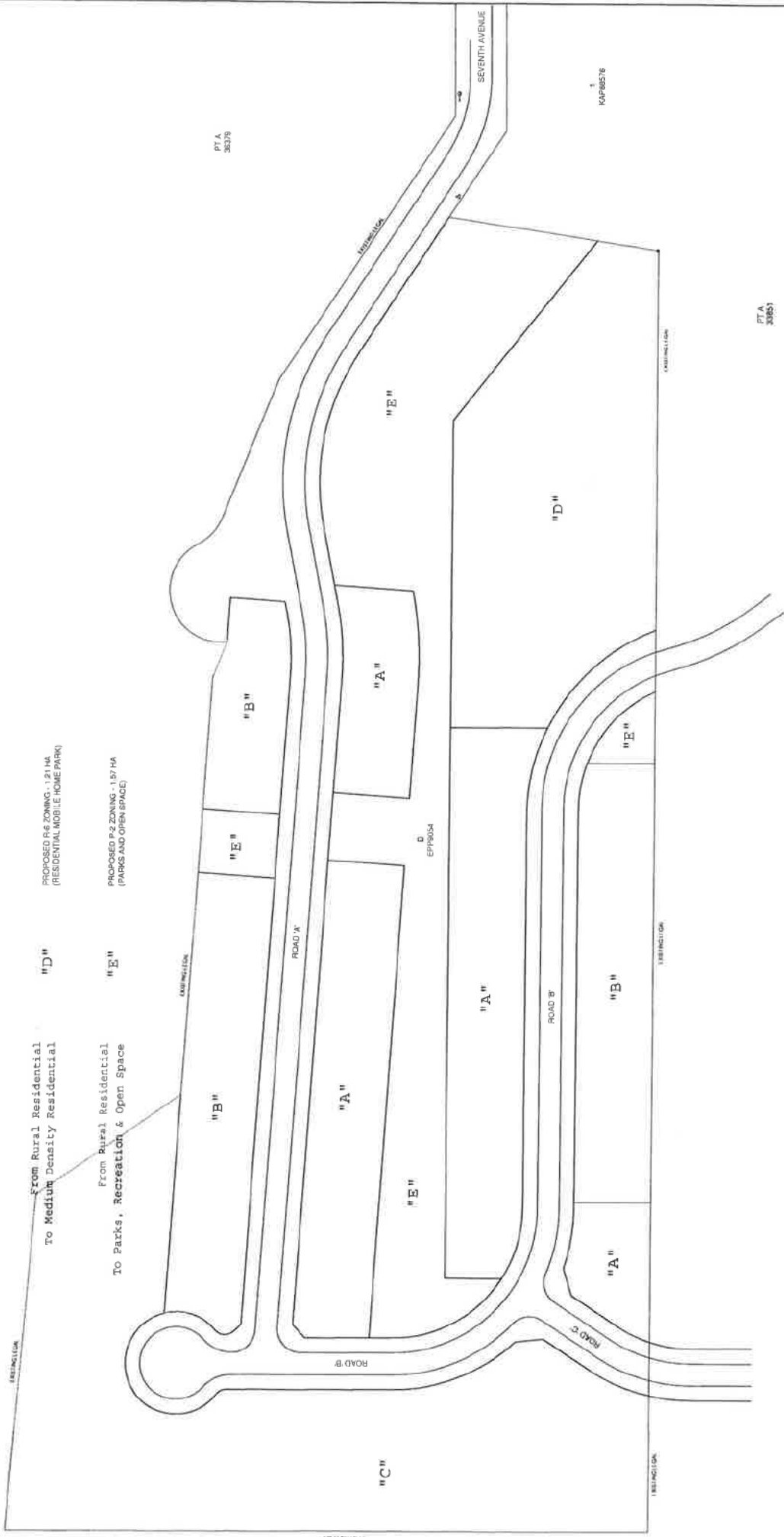
PROPOSED R-4 ZONING - 1.88 HA
(RESIDENTIAL MEDIUM DENSITY)

PROPOSED R-6 ZONING - 1.21 HA
(RESIDENTIAL MOBILE HOME PARK)

PROPOSED P-2 ZONING - 1.57 HA
(PARKS AND OPEN SPACE)

Bylaw 1389, 2022
SCHEDULE A

PT B
25648



PT A
33851

PT A
33851

DL
4847

DL
KAST181

SPRUCE AVENUE

DISTRICT OF 100 MILE HOUSE

J4

Bylaw No. 1390

A bylaw to amend the District of 100 Mile House Zoning Bylaw No. 1290, 2016

This bylaw may be cited for all purposes as ***"Zoning Amendment Bylaw No. 1390, 2022"***

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

- (1) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch A on attached Schedule A, and located on Seventh Street, **from** Small Holdings Zone (A-2) **to Residential Low Density Zone (R-1)**;
- (2) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch B on attached Schedule A, and located on Seventh Street, **from** Small Holdings Zone (A-2) **to Residential Small Lot Zone (R-3)**;
- (3) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch C on attached Schedule A, and located on Seventh Street, **from** Small Holdings Zone (A-2) **to Residential Medium Density Zone (R-4)**;
- (4) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch D on attached Schedule A, and located on Seventh Street, **from** Small Holdings Zone (A-2) **to Residential Mobile Home Park Zone (R-6)**;
- (5) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, Lillooet District, shown as hatch E on attached Schedule A, and located on Seventh Street, **from** Small Holdings Zone (A-2) **to Parks and Open Space Zone (P-2)**;
- (6) That consequential map changes be made to Schedule 2 Zoning Bylaw Map District Wide and Main Community Inset;
- (7) That Section 9.3.13 Specific Use Regulations is amended by adding:
 - a. Despite Section 9.3.4, the minimum parcel area shall be 1.21 hectares for the mobile home park development, for Lot D, Plan EPP9054, except Plan EPP21199, DL 2139, located on Seventh Street.

READ A FIRST AND SECOND TIME this 8th day of March, 2022.

ADVERTISED March 31st & April 7th, 2022.

PUBLIC HEARING held this 12th day of April, 2022.

READ A THIRD TIME this 12th day of April, 2022.

RECEIVED MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

this 22nd day of April, 2022.


Ministry of Transportation and Infrastructure

ADOPTED this _____ day of _____, 2022.

Mayor

Corporate Officer



Bylaw 1390, 2022
SCHEDULE A

PT B
25648

ZONING

"A"
PROPOSED R-1 ZONING - 1.57 HA
(RESIDENTIAL LOW DENSITY)

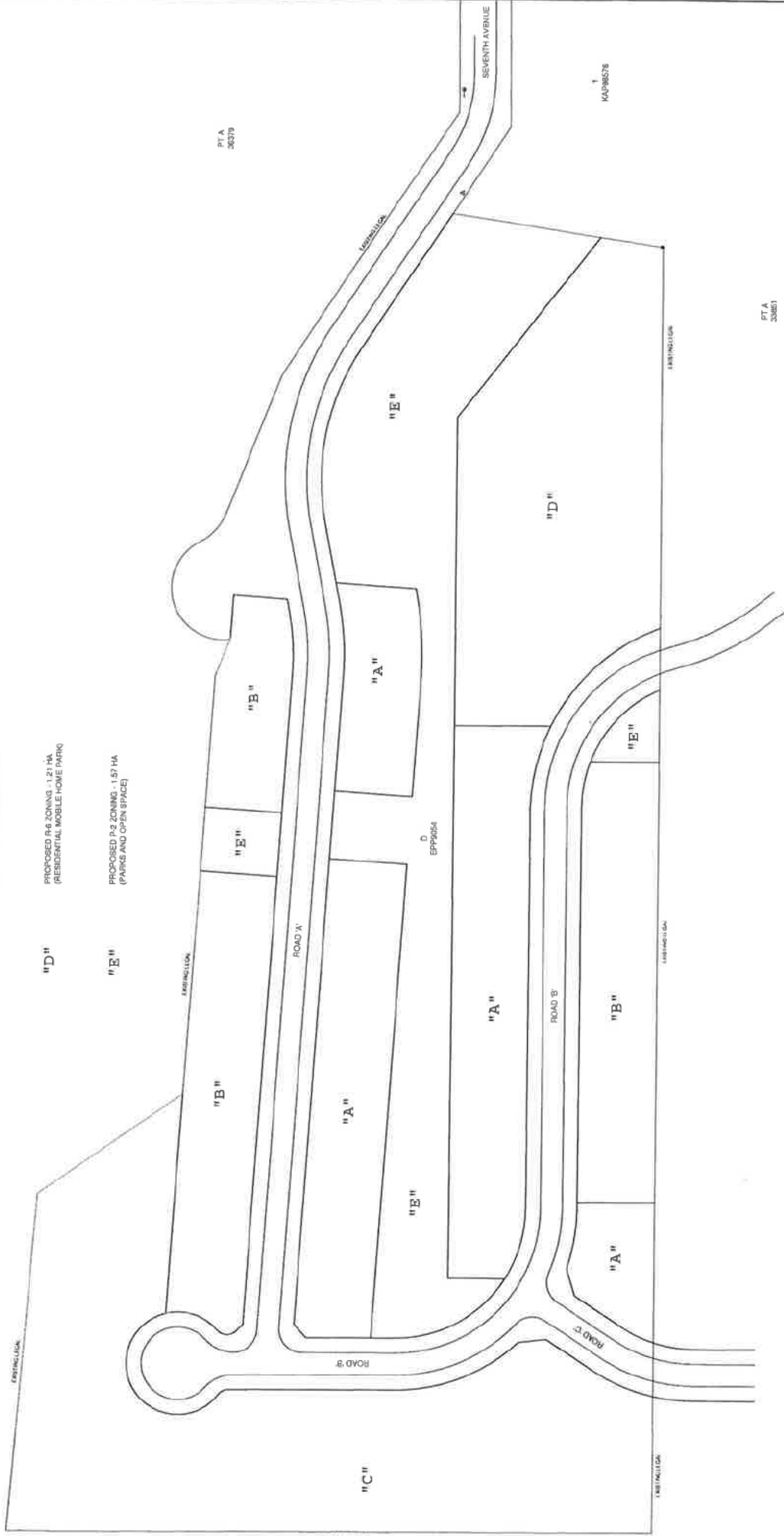
"B"
PROPOSED R-3 ZONING - 1.25 HA
(RESIDENTIAL SMALL LOT)

"C"
PROPOSED R-4 ZONING - 1.88 HA
(RESIDENTIAL MEDIUM DENSITY)

"D"
PROPOSED R-6 ZONING - 1.21 HA
(RESIDENTIAL MOBILE HOME PARK)

"E"
PROPOSED P-2 ZONING - 1.57 HA
(PARKS AND OPEN SPACE)

C
EPP9054



PT A
35379

PT A
35379

PT A
33851

PT A
33851

DL
4847

19
KAS1831

SPRUCE AVENUE



J5

DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 5, 2022
To: Mayor & Council
From: Administration
Subject: General Local Government Election Bylaw No. 1391-2022

At the February 8th, 2022 Regular Council meeting a memo from administration outlined required changes to the three current elections bylaws (due to legislative changes) and options for Council to consider for a new bylaw.

The following is a list of active bylaws that pertain to Local Government Elections

- Provincial Voters List Adoption Bylaw No. 976, 2005;
- General Local Government Election Bylaw No. 1048, 2006; and
- Mail Ballot Authorization & Procedure Bylaw No. 1136, 2008

Council instructed staff to draft a new General Local Government Elections bylaw which would consolidate the content of the three current bylaws and include the following changes:

- All required legislative changes
- Allow mail ballots for all residents, now permitted due to legislative changes.
- Remove special voting opportunities, as mail ballots can be used.

RESOLUTION:

BE IT RESOLVED THAT the memo from administration dated May 5, 2022, regarding General Local Government Election Bylaw No. 1391-2022 be received, and further;

BE IT RESOLVED THAT General Local Government Election Bylaw No. 1391-2022 be read a first, second, and third time this 10th day of May 2022.

S. Elias, D/CO

R. Scott, CAO

DISTRICT OF 100 MILE HOUSE

BYLAW NO. 1391

A bylaw to provide for the determination of various procedures for the conduct of local government elections and other voting.

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

1. CITATION

This Bylaw may be cited for all purposes as “**General Local Government Election Bylaw No.1391, 2022**”.

2. ADVANCE VOTING OPPORTUNITIES

In accordance with Section 107 of the *Local Government Act*, advance voting opportunities must be held for an election by voting, as follows:

- a) one on the 10th day before general voting day, and
- b) as provided by Section 107(2) of the *Local Government Act*, the advance voting opportunity required by Section 107(1)(b) of the Act will not be held.

3. ADDITIONAL ADVANCE VOTING OPPORTUNITIES

The chief election officer may:

- a) establish additional voting opportunities to be held in advance of general voting day; and
- b) designate the voting places and set the voting hours for these voting opportunities.

4. ADDITIONAL GENERAL VOTING OPPORTUNITIES

The chief election officer may designate the voting places and set the voting hours within the limits set out in the *Local Government Act* for additional general voting opportunities

5. ELECTOR REGISTRATION

The most current available Provincial list of voters prepared under the Election Act shall form the register of resident electors and shall become the register of electors on the 52nd day prior to general voting day for such elections and submissions to the electors.

6. MAIL BALLOT VOTING

6.1 Subject to Section 110 and any regulation under Section 168 of the *Local Government Act*, voting by mail ballot and elector registration by mail in conjunction with mail ballot voting are hereby authorized.

6.2 Application Procedure

- a) A person wishing to vote by mail ballot shall apply by giving their name and address to the chief election officer or his/her designate for such purposes, during the period commencing on the first business day following the closure of the nomination period and ending at 4:00 pm on the Thursday two days before general voting day.
- b) Upon receipt of a request for a mail ballot, the chief election officer or his/her designate shall, between the time when the ballots are ready and 4:00 pm on the Thursday two days before general voting day:
 - i. make available to the applicant, a mail ballot package as specified in Section 110(7& 8) of the *Local Government Act*.
 - ii. immediately record and, upon request, make available for inspection:
 - the name and address of the person to whom the mail ballot package was issued; and
 - "new elector", if that person is not on the register of electors.

6.3 Voting Procedure

- a) To vote using a mail ballot, the elector shall mark the ballot in accordance with the instructions contained in the mail ballot package provided by the chief election officer.
- b) After marking the ballot, the elector shall:
 - i. place the ballot in the secrecy envelope provided and seal the secrecy envelope;
 - ii. place the secrecy envelope in the certification envelope, and complete and sign the certification printed on such envelope, and then seal the certification envelope;
 - iii. place the certification envelope, together with a completed elector registration application, if required, in the outer envelope, and then seal the outer envelope; and
 - iv. mail, or have delivered, the outer envelope and its contents to the chief election officer at the address specified so that it is received no later than the close of voting on general voting day.

6.4 Ballot acceptance or rejection

- a) Upon receipt of the outer envelope and its contents, the chief election officer or his/her designate shall immediately record the date of such receipt and shall then open the outer envelope and remove and examine the certification envelope and the completed elector registration application, if applicable, and if satisfied as to:
 - i. the identity and entitlement to vote of the elector whose ballot is enclosed; and
 - ii. the completeness of the certification; and
 - iii. the fulfilment of the requirements of Section 70 of the *Local Government Act* in the case of a person who is registering as a new elector;

the chief election officer or designate shall mark the certification envelope as "accepted" and shall retain in his/her custody all such certification envelopes in order to deal with any challenges made in accordance with Part 6.5 of this bylaw.

- b) The unopened certification envelopes shall remain in the custody of the chief election officer or his/her designate until general election day, at which time the certification envelopes containing the secrecy envelopes shall be opened in the presence of at least one other person, including any scrutineers present.
- c) On general voting day, the chief election officer or his/her designate, and in the presence of at least one other person and any scrutineers present, the secrecy envelopes shall be opened and the ballots contained therein placed in a ballot box to be counted in accordance with the provisions of the *Local Government Act*. Where such secrecy envelopes were received from persons whose right to vote using a mail ballot has not been challenged, or where such challenge has been resolved and the challenged person permitted to vote.
- d) Where:
 - i. upon receipt of an outer envelope, the chief election officer is not satisfied as to the identity of the elector whose ballot is enclosed; or
 - ii. in the case of a person required to complete an application for registration as an elector, such application has not been completed in accordance with Section 70 of the *Local Government Act*; or

- iii. the outer envelope is received by the chief election officer or his/her designate after the close of voting on general voting day,

the certification envelope shall remain unopened, and the chief election officer shall mark such envelope as "rejected", and shall note the reasons therefore, and the ballot contained therein shall not be counted in the election.

- e) Any certification envelopes and their contents rejected in accordance with Part 6.4(f) of the bylaw shall remain unopened and shall be subject to the provisions of the *Local Government Act* with regard to their destruction.

6.5 Challenge of Elector

- a) A person who qualifies under section 126 of the *Local Government Act* may challenge the right of a person to vote by mail on the grounds set out in section 126 of the *Local Government Act* up until 4:00 pm on the Thursday two days before general voting day.

6.6 Electors name already used

- a) If, upon receiving a request for a mail ballot, the chief election officer determines that another person has voted or has already been issued a mail ballot in the elector's name, the chief election officer shall comply with section 127 of the *Local Government Act*.

6.7 Replacement of spoiled ballot

- a) If an elector unintentionally spoils a mail ballot before returning it to the chief election officer, the elector may request a replacement ballot by:
 - i. advising the chief election officer of the ballot spoilage; and
 - ii. mailing or otherwise delivering by any appropriate means, the spoiled ballot package in its entirety to the chief election officer.
- b) Upon receipt of the spoiled ballot package, the chief election officer shall, record such fact, and proceed in accordance with Part 6.3 of this bylaw.

7. ORDER OF NAMES ON BALLOT

The order of names of candidates on the ballot will be determined by lot in accordance with section 117 of the *Local Government Act*.

8. NUMBER OF SCRUTINEERS AT VOTING PLACES

As authorized under section 120(2)(d) of the *Local Government Act*, the number of scrutineers for each candidate that may attend at an election is one scrutineer for each ballot box in use.

9. RESOLUTION OF TIE VOTE AFTER JUDICIAL RECOUNT

In the event of a tie vote after a judicial recount, the tie vote will be resolved by conducting a lot in accordance with section 151 of the *Local Government Act*.

10. REPEAL

That Election Bylaw No.1048-2006, Mail Ballot Authorization and Procedure Bylaw No. 1136-2008, and Provincial Voters List Adoption Bylaw No. 976-2005, are hereby repealed.

READ A FIRST TIME this 10th day of May, 2022.

READ A SECOND TIME this 10th day of May, 2022.

READ A THIRD TIME this 10th day of May, 2022.

ADOPTED this _____ day of _____, 2022.

Mayor

Corporate Officer

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : May 03, 2022

Time : 3:46 pm

K1

Supplier : 079850 To ZZ9950

Pay Date : 01-Apr-2022 To 30-Apr-2022

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
27054	14-Apr-2022	A&KB50	A & K BURFOOT EXCAVATING AND PLUMBING	Issued	53	C	151.73
27055	14-Apr-2022	ABCC50	ABC WEBlink	Cleared	53	C	981.70
27056	14-Apr-2022	ACEC50	ACE COURIER SERVICES	Cleared	53	C	341.70
27057	14-Apr-2022	AVAN50	AVANTOR	Issued	53	C	612.22
27058	14-Apr-2022	BLAK50	BLACK PRESS GROUP LTD	Cleared	53	C	1,912.68
27059	14-Apr-2022	BUIL50	BUILDING OFFICIALS ASSOCIATION OF BC	Cleared	53	C	726.11
27060	14-Apr-2022	CARN50	CARO ANALYTICAL SERVICES	Cleared	53	C	298.62
27061	14-Apr-2022	CENT50	CENTRAL CARIBOO DISPOSAL SERVICES LTD	Cleared	53	C	14,008.06
27062	14-Apr-2022	CINT50	CINTAS CANADA LIMITED	Cleared	53	C	1,809.09
27063	14-Apr-2022	CLEA50	CLEARTECH INDUSTRIES INC	Cleared	53	C	1,005.06
27064	14-Apr-2022	COMI50	COMMISSIONAIRES BRITISH COLUMBIA	Cleared	53	C	1,116.78
27065	14-Apr-2022	DHLE50	LOOMIS EXPRESS	Cleared	53	C	222.07
27066	14-Apr-2022	DONP50	DONNELLY, PAUL	Cancelled	54	C	0.00
27067	14-Apr-2022	ELIS50	ELIAS, SHEENA	Cleared	53	C	1,347.40
27068	14-Apr-2022	EXCO50	PACIFIC BENDING INC	Cleared	53	C	126.00
27069	14-Apr-2022	EXEV50	EXETER VALLEY TRUCK & CAR WASH	Cleared	53	C	18.11
27070	14-Apr-2022	FOSR50	FOSSUM, RALPH	Cleared	53	C	1,969.33
27071	14-Apr-2022	FRAS50	FRASER BASIN COUNCIL SOCIETY	Issued	53	C	15,231.63
27072	14-Apr-2022	FRCO50	FOUR RIVERS CO-OPERATIVE	Cleared	53	C	65.97
27073	14-Apr-2022	GRIN50	GRINER BUSINESS EQUIPMENT LTD	Issued	53	C	58.62
27074	14-Apr-2022	GUIL50	GUILLEVIN INTERNATIONAL CO	Cleared	53	C	3,085.60
27075	14-Apr-2022	INNO50	INNOV8 DIGITAL SOLUTIONS	Cleared	53	C	527.20
27076	14-Apr-2022	INTO50	INTERIOR LOCKSMITH	Cleared	53	C	309.33
27077	14-Apr-2022	INTU50	INTERNATIONAL UNION OF OPERATING ENGI	Cleared	53	C	345.65
27078	14-Apr-2022	LONE50	LONE BUTTE SUPPLY LTD	Cleared	53	C	95.68
27079	14-Apr-2022	MINI50	MINISTER OF FINANCE	Issued	53	C	214.85
27080	14-Apr-2022	NICH50	NICK H.M. WEISER	Issued	53	C	5,695.79
27081	14-Apr-2022	NOAN50	NORTHLANDS WATER & SEWER SUPPLIES L	Cleared	53	C	9,697.29
27082	14-Apr-2022	NORM50	NORTHERN COMPUTER	Cleared	53	C	2,237.21
27083	14-Apr-2022	PATE50	PATERSON SEPTIC SERVICE	Cleared	53	C	315.00
27084	14-Apr-2022	PERS50	PERFECT SOLUTIONS LTD	Issued	53	C	1,075.25
27085	14-Apr-2022	PREI50	PREMIUM TRUCK & TRAILER INC	Cleared	53	C	24.78
27086	14-Apr-2022	REGE50	REGENCY CHRYSLER	Cleared	53	C	54,207.59
27087	14-Apr-2022	SCMO50	SOUTH CARIBOO MOTOR SPORTS LTD	Cleared	53	C	83.99
27088	14-Apr-2022	SCOO50	SCOTT, ROY	Cleared	53	C	1,316.82
27089	14-Apr-2022	SHAS50	SHAW'S ENTERPRISES LTD	Cleared	53	C	803.11
27090	14-Apr-2022	SUNR50	SUNRISE FORD SALES LTD	Cleared	53	C	807.07
27091	14-Apr-2022	TASC50	TASCO SUPPLIES LTD	Cleared	53	C	794.19
27092	14-Apr-2022	TYLE50	TYLER'S PAINT & DECOR	Cleared	53	C	227.29
27093	14-Apr-2022	VIMA50	VIMAR EQUIPMENT LTD	Cleared	53	C	1,482.84
27094	14-Apr-2022	WESR50	WESTERRA EQUIPMENT LP	Cleared	53	C	554.65
27095	14-Apr-2022	WILL50	WILLIAMS LAKE WATER FACTORY	Cleared	53	C	63.25
27096	14-Apr-2022	XMAU50	XM AUTO LTD	Cleared	53	C	453.05
27097	14-Apr-2022	CARN50	CARO ANALYTICAL SERVICES	Cleared	54	C	2,748.73
27098	29-Apr-2022	101850	1018173 BC LTD.	Issued	60	C	4,273.50
27099	29-Apr-2022	1MFE50	100 MILE FEED & RANCH SUPPLY LTD	Issued	60	C	850.45
27100	29-Apr-2022	ACEC50	ACE COURIER SERVICES	Issued	60	C	164.45
27101	29-Apr-2022	ACRE50	ACRES ENTERPRISES LTD.	Issued	60	C	2,500.00
27102	29-Apr-2022	BCOE50	BC ONE CALL	Issued	60	C	39.38
27103	29-Apr-2022	BCTR50	BC TRANSIT	Issued	60	C	18,239.11
27104	29-Apr-2022	BLUE50	BLUEGREEN ARCHITECTURE INC.	Issued	60	C	8,187.15
27105	29-Apr-2022	BURG50	BURGESS PLUMBING HEATING & ELECTRICAL	Issued	60	C	49.58
27106	29-Apr-2022	CAME50	CAMEO PLUMBING LTD	Issued	60	C	12.84
27107	29-Apr-2022	CAMK50	CAMERON, KEVIN AND CAMERON, TAMMY	Issued	60	C	1,667.63
27108	29-Apr-2022	CAN250	CANADIAN 2 FOR 1 PIZZA	Issued	60	C	71.17
27109	29-Apr-2022	CARN50	CARO ANALYTICAL SERVICES	Issued	60	C	372.42

DISTRICT OF 100 MILE HOUSE

Cheque Register-Summary-Bank



AP5090

Page : 2

Date : May 03, 2022

Time : 3:46 pm

Supplier : 079850 To ZZ9950
 Pay Date : 01-Apr-2022 To 30-Apr-2022
 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							
27110	29-Apr-2022	CENU50	CENTURY HARDWARE LTD	Issued	60	C	40.31
27111	29-Apr-2022	CHEC50	CHECKMATE FIRE PREVENTION LTD	Issued	60	C	196.88
27112	29-Apr-2022	CINT50	CINTAS CANADA LIMITED	Issued	60	C	356.76
27113	29-Apr-2022	COLM50	COLLINGE, MICHAEL HUGH	Issued	60	C	100.00
27114	29-Apr-2022	COMI50	COMMISSIONAIRES BRITISH COLUMBIA	Issued	60	C	2,093.98
27115	29-Apr-2022	CRAF50	CRAFTER'S MARKET	Cancelled	62	C	0.00
27116	29-Apr-2022	DHLE50	LOOMIS EXPRESS	Issued	60	C	122.68
27117	29-Apr-2022	DONA50	DONAHUE AIRFIELD SERVICES	Issued	60	C	1,050.00
27118	29-Apr-2022	DONP50	DONNELLY, PAUL	Issued	60	C	580.52
27119	29-Apr-2022	FLAG50	FLAG OUTLET	Issued	60	C	4,280.14
27120	29-Apr-2022	GUIL50	GUILLEVIN INTERNATIONAL CO	Issued	60	C	3,548.98
27121	29-Apr-2022	HOLR50	HOLLANDER, ROGER	Issued	60	C	138.00
27122	29-Apr-2022	INTO50	INTERIOR LOCKSMITH	Issued	60	C	33.59
27123	29-Apr-2022	INTU50	INTERNATIONAL UNION OF OPERATING ENGI	Issued	60	C	321.30
27124	29-Apr-2022	JONE50	JONES, LIZ	Issued	60	C	30.69
27125	29-Apr-2022	LEXI50	LEXISNEXIS CANADA INC	Issued	60	C	677.78
27126	29-Apr-2022	LONE50	LONE BUTTE SUPPLY LTD	Issued	60	C	22.02
27127	29-Apr-2022	LORD50	LORDCO AUTO PARTS LTD	Issued	60	C	985.06
27128	29-Apr-2022	MVAN50	M. VAN NOORT & SONS BULB CO LTD	Issued	60	C	772.16
27129	29-Apr-2022	NAPA50	NAPA AUTO PARTS - 100 MILE HOUSE	Issued	60	C	1,545.19
27130	29-Apr-2022	NORM50	NORTHERN COMPUTER	Issued	60	C	1,768.31
27131	29-Apr-2022	NUTH50	NUTHATCH BOOKS	Cancelled	61	C	0.00
27132	29-Apr-2022	NWLS50	NORTHWEST LANDSCAPE & STONE SUPPLY	Issued	60	C	528.64
27133	29-Apr-2022	PERB50	PERREY, BARBARA	Issued	60	C	5,000.00
27134	29-Apr-2022	PREI50	PREMIUM TRUCK & TRAILER INC	Issued	60	C	392.49
27135	29-Apr-2022	REGO50	REGIONAL DISTRICT OF BULKLEY-NECHAKO	Issued	60	C	1,500.00
27136	29-Apr-2022	SMIT50	SMITTY'S JANITORIAL SERVICES (1993)	Issued	60	C	2,320.50
27137	29-Apr-2022	TASC50	TASCO SUPPLIES LTD	Issued	60	C	704.10
27138	29-Apr-2022	TIMH50	TIM HORTON'S	Issued	60	C	39.17
27139	29-Apr-2022	TRUE50	TRUE CONSULTING GROUP	Issued	60	C	57,775.02
27140	29-Apr-2022	WATE50	WATERPLAY SOLUTIONS CORP.	Issued	60	C	2,419.72
27141	29-Apr-2022	WURT50	WURTH CANADA LTD	Issued	60	C	202.07
03824-0001	04-Apr-2022	WORK50	WORKERS' COMPENSATION BOARD	Cleared	47	E	13,524.80
03825-0001	14-Apr-2022	SHAW50	SHAW CABLE	Cleared	48	E	251.95
03826-0001	14-Apr-2022	FORT50	FORTIS BC - NATURAL GAS	Cleared	49	E	1,851.06
03826-0002	14-Apr-2022	FRCO50	FOUR RIVERS CO-OPERATIVE	Cleared	49	E	8,848.43
03826-0003	14-Apr-2022	ROYL50	ROYAL BANK VISA	Cleared	49	E	3,745.35
03826-0004	14-Apr-2022	VANH50	VAN HOUTTE COFFEE SERVICES INC	Cleared	49	E	95.33
03827-0001	14-Apr-2022	BCHY50	BC HYDRO & POWER AUTHORITY	Cleared	50	E	28,909.34
03828-0001	14-Apr-2022	SHAW50	SHAW CABLE	Cleared	51	E	395.14
03829-0001	14-Apr-2022	PENS50	PENSION CORPORATION	Cleared	52	E	7,310.81
03829-0002	14-Apr-2022	RECE50	RECEIVER GENERAL OF CANADA	Cleared	52	E	21,897.47
03830-0001	30-Apr-2022	TELM50	TELUS MOBILITY CELLULAR INC	Cleared	56	E	544.29
03830-0002	30-Apr-2022	TELU50	TELUS COMMUNICATIONS COMPANY	Cleared	56	E	17.01
03831-0001	30-Apr-2022	POST50	POSTAGE BY PHONE	Cleared	57	E	820.00
03831-0002	30-Apr-2022	RECE50	RECEIVER GENERAL OF CANADA	Cancelled	57	E	36,920.71
03831-0003	30-Apr-2022	SHAW50	SHAW CABLE	Cleared	57	E	559.81
03832-0001	30-Apr-2022	PENS50	PENSION CORPORATION	Cancelled	58	E	14,080.84
03833-0001	30-Apr-2022	PITN50	PITNEY BOWES GLOBAL CREDIT SERVICES	Cleared	59	E	437.64
03837-0001	30-Apr-2022	PENS50	PENSION CORPORATION	Cleared	74	E	6,770.03
03837-0002	30-Apr-2022	RECE50	RECEIVER GENERAL OF CANADA	Cleared	74	E	15,023.24

Cheque Register-Summary-Bank



AP5090

Page : 3

Date : May 03, 2022

Time : 3:46 pm

Supplier : 079850 To ZZ9950

Pay Date : 01-Apr-2022 To 30-Apr-2022

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						
Total Computer Paid :		255,142.83	Total EFT PAP :		162,003.25	Total Paid :	417,146.08
Total Manually Paid :		0.00	Total EFT File :		0.00		

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

Capital \$ 111,982.61