

DISTRICT OF 100 MILE HOUSE – REGULAR COUNCIL AGENDA
- MEETING HELD IN MUNICIPAL COUNCIL CHAMBERS -

May 16, 2023
 7:00 PM



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 16th, 2023 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>
United Way	<p>D1</p> <p>Natika Bock and Jeanne Legua will be presenting via MS Teams on behalf of the United Way.</p>
E.	<p><u>MINUTES:</u></p>
Regular Council – April 4, 2023	<p>E1</p> <p>BE IT RESOLVED THAT the minutes of the Regular Council meeting of April 4th 2023 <u>be adopted</u>.</p>
Court of Revision – April 4, 2023	<p>E2</p> <p>BE IT RESOLVED THAT the minutes of the Court of Revision of April 4th 2023 <u>be adopted</u>.</p>
Special Council - April 27, 2023	<p>E3</p> <p>BE IT RESOLVED THAT the minutes of the Special Regular Council meeting of April 27th 2023 <u>be adopted</u>.</p>

Community Hall Public Meeting – April 27, 2023	E4 BE IT RESOLVED THAT the report of the Community Hall Public meeting of April 27 th 2023 <u>be received</u> .
Special Council - May 4, 2023	E5 BE IT RESOLVED THAT the minutes of the Special Regular Council meeting of May 4 th 2023 <u>be adopted</u> .
F.	<u>UNFINISHED BUSINESS:</u>
G.	<u>MAYOR’S REPORT:</u>
H.	<u>CORRESPONDENCE:</u>
Commissionaires Report April 2023	H1 BE IT RESOLVED THAT the By-Law Officer report for the period of April 1 st to April 30 th , 2023 <u>be received</u> .
2023 PSO Grad Parade – Road Closure Request	H2 BE IT RESOLVED THAT the memo from Administration dated May 3, 2023, regarding the PSO Graduation Parade Route be received; and further; 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 17 th , 2023, between 2:00pm and 3:00 pm, and further; 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.
Cariboo Charitable Events Society – Airport Closure Request	H3 BE IT RESOLVED THAT the memo from Administration dated May 9, 2023, be received; and further, <i>“Further action at the direction of Council”</i>

I.	<u>STAFF REPORTS:</u>
Fire Department RFQ- One Ton Duty Officer Truck & Emergency Package	<p>I1</p> <p>BE IT RESOLVED THAT the report from Administration dated April 22nd , 2023 regarding the RFQ for the supply of a One-Ton Truck & Emergency Package be received; and further</p> <p>BE IT RESOLVED THAT the RFQ to supply the District of 100 Mile House with a new 2023 One Ton be awarded to Metro Motors at the tendered price of \$84,900 plus applicable taxes; and further</p> <p>BE IT RESOLVED THAT the RFQ to supply the Emergency Package be awarded to Mega-Tech for the tendered price of \$17,582.51 plus applicable taxes.</p>
Com. Services RFQ- 1/2 Ton Extended Cab	<p>I2</p> <p>BE IT RESOLVED THAT the report from Administration dated April 22nd, 2023 regarding the RFQ for the supply of a ½ Ton Truck be received; and further</p> <p>BE IT RESOLVED THAT all responses to the RFQ to supply the District of 100 Mile House with a new 2023 ½ Ton be rejected.</p>
Fire Department RFQ – Sprinkler Protection Unit	<p>I3</p> <p>BE IT RESOLVED THAT the report from Administration dated May 2nd, 2023 regarding the RFQ for the supply of a Cargo Trailer be received; and further</p> <p>BE IT RESOLVED THAT the RFQ to supply the District of 100 Mile House with a new Cargo Trailer be awarded to Wasp Manufacturing Ltd. for the stipulated price of \$29,520. plus, applicable taxes.</p>
2022 Annual Report	<p>I4</p> <p>BE IT RESOLVED THAT the District of 100 Mile House 2022 Annual Report be <u>received</u> and advertised for public inspection.</p>
NDIT Marketing Initiatives Application	<p>I5</p> <p>THAT Council of the District of 100 Mile House supports the application to Northern Development Initiative Trust from the District of 100 Mile House for the Wayfinding Strategy Implementation Project.</p>

Safety Committee – Restorative Justice Funding	<p>I6</p> <p>BE IT RESOLVED THAT the memo from Administration, dated May 9th 2023 regarding the establishment of a Community Justice Forum (Restorative Justice) be received; and further</p> <p>BE IT RESOLVED THAT Council contribute up to \$5,000 for the purpose of establishing and training a Community Justice organization in the South Cariboo.</p>
Accessible British Columbia Act – District of 100 Mile House Implications	<p>I7</p> <p>BE IT RESOLVED THAT Council of the District of 100 Mile House establish the Accessibility Advisory Committee; and further</p> <p>BE IT RESOLVED THAT the Terms of Reference for the Accessibility Advisory Committee be adopted; and further</p> <p>BE IT RESOLVED THAT Councillor Fossum be appointed to the Accessibility Advisory Committee.</p>
Minor Capital Projects – Centennial Park Entry	<p>I8</p> <p>BE IT RESOLVED THAT the memo from Administration dated May 12th 2023 regarding log entry way work for Centennial Park and the 100 Mile Cemetery be received; and further</p> <p><i>Action at the direction of Council</i></p>
J.	<p><u>BYLAWS:</u></p>
Growing Communities Fund Reserve Bylaw No. 1401- 2023	<p>J1</p> <p>BE IT RESOLVED THAT the District of 100 Mile House Establishment of Growing Communities Fund Reserve Bylaw No. 1401-2023 be adopted this 16th day of May 2023.</p>
Building Bylaw Amendment No. 1403- 2023	<p>J2</p> <p>BE IT RESOLVED THAT District of 100 Mile House Building Bylaw Amendment No. 1403-2023 be adopted this 4th day of May 2023.</p>

K.	<u>VOUCHERS</u>
Paid Vouchers (April) #28323 to 28418 & EFTs	K1 BE IT RESOLVED THAT the paid manual vouchers #28323 to #28418 and EFT's totaling \$ 281,630.28 <u>be received</u> .
L.	<u>OTHER BUSINESS:</u>
M.	<u>QUESTION PERIOD:</u>
N.	<u>ADJOURNMENT</u> BE IT RESOLVED THAT this May 16 th , 2023 meeting of Council be adjourned: Time:

D1

Social Issues & United Way in Your Community

District of 100 Mile House

May 16, 2023



United Way
British Columbia

Working with communities in BC's
Interior, Lower Mainland, Central
& Northern Vancouver Island



United Way BC – *Provincial in Scope, Local in Focus*



Listening to your community
- convening & collaborating
on solutions

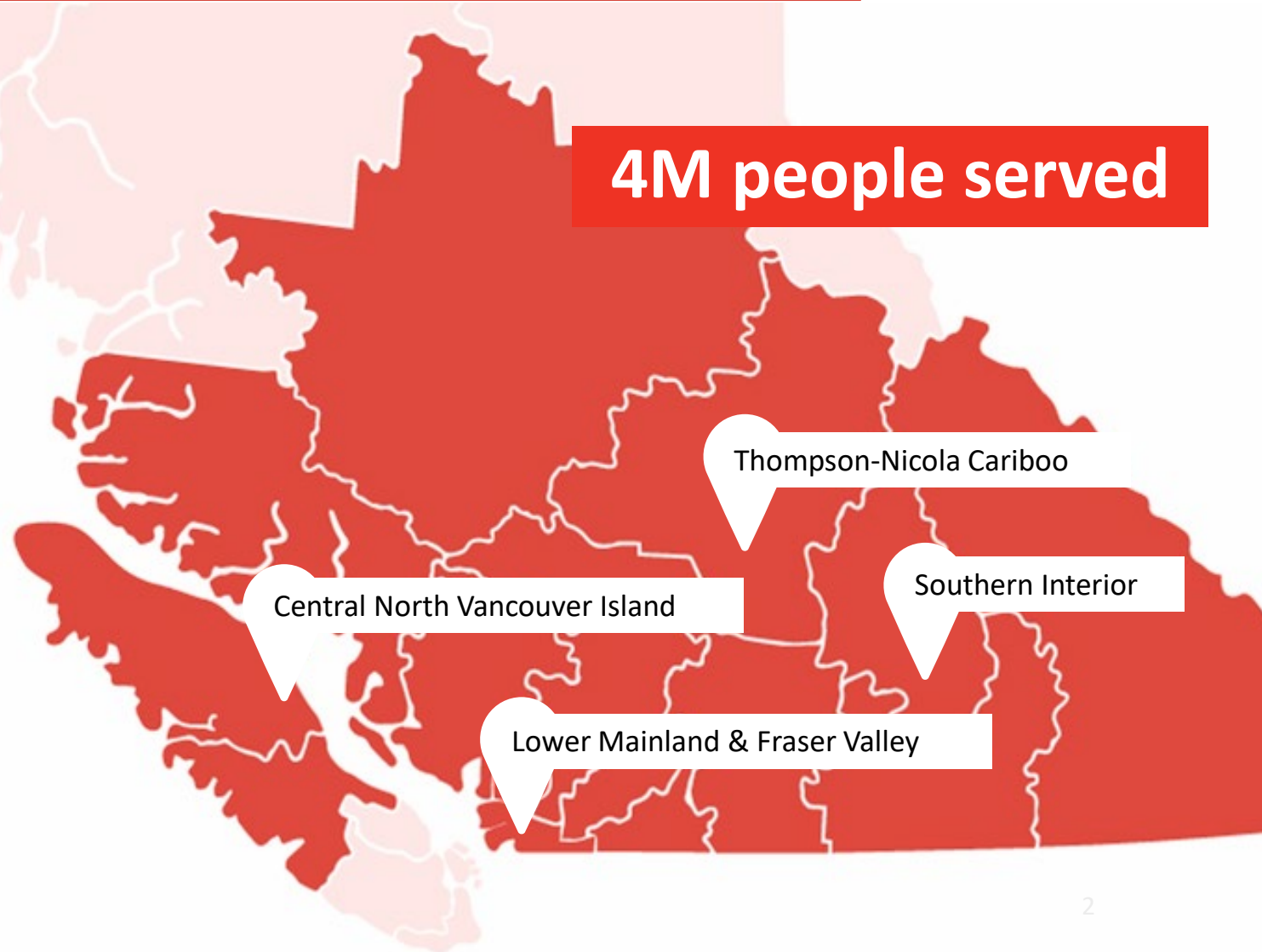


Learning from other
communities and testing
practical solutions



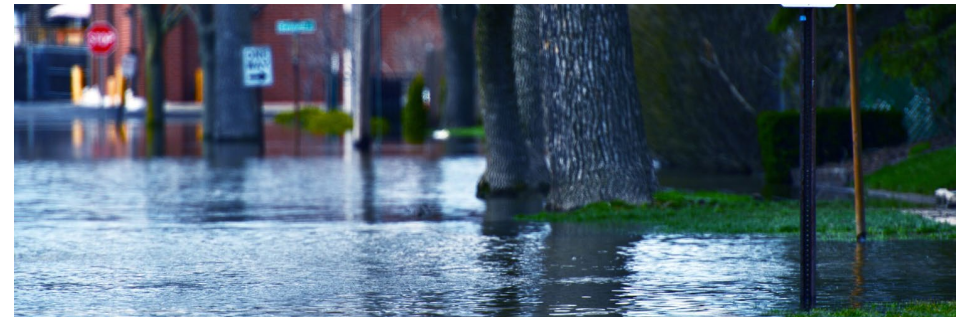
Forging strategic partnerships
with government, donors &
community partners

4M people served



Challenges faced by communities in BC

1. Lack of access to basic needs & effects of inflation
2. Rising cost of housing
3. Increased demand on critical social community services
4. Need for rapid & coordinated response to emergencies



Local Impact and Partnerships in 100 Mile House



Better at Home

Helping seniors stay independent and engaged



Emergency Preparedness & Response

Support the health and safety of isolated and/or vulnerable seniors during extreme weather events



Children and Youth Mental Health

Helping bring joy back to childhood

Partnerships in your community:

- Community Action Team
- Sector Strengthening Workshops
- iVolunteer



United Way
British Columbia

Working with communities in BC's
Interior, Lower Mainland, Central
& Northern Vancouver Island

Thank you!

Questions?

Natika Bock | NatikaB@uwbc.ca

Jeanne Legua | JeanneL@uwbc.ca

For other inquiries, contact our team at GR@uwbc.ca



United Way
British Columbia

Working with communities in BC's
Interior, Lower Mainland, Central
& Northern Vancouver Island



DISTRICT OF 100 MILE HOUSE

MEETING HELD IN DISTRICT COUNCIL CHAMBERS

Tuesday, April 4th, 2023, AT 7:00 PM

PRESENT:	Mayor Councillor Councillor Councillor Councillor	Maureen Pinkney Donna Barnett Ralph Fossum Jenni Guimond Dave Mingo
STAFF:	CAO Dir. of Finance Dir. of Com Services D/Corporate Officer	Roy Scott (via Teams) Tammy Boulanger Todd Conway Sheena Elias
OTHERS:	(0)	

A	<p><u>CALL TO ORDER</u></p> <p>Mayor Pinkney called the meeting to order at 7:00 PM</p> <p>Mayor Pinkney acknowledged that this meeting is being held on Secwepemculecw.</p>
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B	<u>APPROVAL OF AGENDA</u>
	B1 Res: 41/23 Moved By: Councillor Fossum Seconded By: Councillor Mingo BE IT RESOLVED THAT the April 4 th , 2023, Regular Council agenda be approved. CARRIED.
C	<u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE</u> No late items.
D	<u>DELEGATIONS</u>
E	<u>MINUTES</u>
Financial Plan Public Meeting – Coffee with Council	E1 Res: 42/23 Moved By: Councillor Barnett Seconded By: Councillor Guimond BE IT RESOLVED THAT the report of the Financial Plan Public meeting of March 2 nd , 2023, <u>be received</u> . CARRIED.
Regular Council – March 7, 2023	E2 Res: 43/23 Moved By: Councillor Guimond Seconded By: Councillor Fossum BE IT RESOLVED THAT the minutes of the Regular Council meeting of March 7 th , 2023, <u>be adopted</u> . CARRIED.



	<p><u>UNFINISHED BUSINESS</u></p> <p>No unfinished business.</p>
G	<p><u>MAYOR'S REPORT</u></p> <p>Mayor Pinkney noted that strategic planning would be taking place soon.</p> <p>Mayor Pinkney reported on the Heavy Metal Rocks program that will be taking place again this year and how it is a great opportunity for 12 local students to try out different types of machinery and receive multiple workplace certificates. This program is possible due to the donations of time and machines by local contractors.</p> <p>Councillor Barnett noted plans were well underway for a Volunteer Fair, scheduled for April 23rd from 12 to 4. This will be an opportunity for groups to canvas for new volunteers and to showcase what is being done by the volunteer sector in the South Cariboo. Coffee and cake will be served as a way to celebrate National Volunteer Month.</p> <p>Councillor Guimond commented on the recent big concert announcement from the South Cariboo Charitable Events Society with proceeds going to the South Cariboo Seniors Housing Society.</p>
H	<p><u>CORRESPONDENCE</u></p> <p>H1</p> <p>Res: 44/23 Moved By: Councillor Mingo Seconded By: Councillor Fossum</p> <p>Commissionaires Report March 2023</p> <p>BE IT RESOLVED THAT the By-Law Officer report for the period of March 1st to March 31st, 2023 <u>be received</u>.</p> <p>CARRIED.</p>



<p>NCLGA Correspondence</p>	<p>H2</p> <p>Res: 45/23 Moved By: Councillor Barnett Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT the correspondence dated March 16th, 2023 from North Central Local Government Association be received.</p> <p style="text-align: center;">CARRIED.</p> <p>It was requested that staff bring this item to a Committee of the Whole meeting to discuss the membership benefits to the District.</p>
<p>I.</p>	<p><u>STAFF REPORTS</u></p>
<p>Consideration of a Council Code of Conduct</p>	<p>I1</p> <p>Res: 46/23 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the memo from administration regarding the consideration of a Council Code of Conduct be received; and further</p> <p>BE IT RESOLVED THAT that Staff be directed to begin development of a Code of Conduct for the District of 100 Mile House Council.</p> <p style="text-align: center;">CARRIED.</p>



<p>Community Services RFQ (Gardener Utility Truck)</p>	<p>I2</p> <p>Res: 47/23 Moved By: Councillor Mingo Seconded By: Councillor Barnett</p> <p>BE IT RESOLVED THAT the report from Administration dated March 30th, 2023, regarding the RFQ for the supply of a Custom Gardener Utility truck be received; and further</p> <p>BE IT RESOLVED THAT the RFQ to supply the District of 100 Mile House with a new Gardener Utility truck be awarded to Work Truck West for the state price of \$124,900. plus applicable taxes.</p> <p>CARRIED.</p>
<p>Line Painting Tender Award</p>	<p>I3</p> <p>Res: 48/23 Moved By: Councillor Barnett Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT the report from Administration dated March 30th, 2023 regarding the Line Painting Tender Award be received; and further</p> <p>BE IT RESOLVED THAT Council award the tender for Line Painting services to Aardvark Pavement Marking Services for the submitted aggregate price of \$152,104.67 plus taxes over a three-(3) year term commencing in 2023.</p> <p>CARRIED.</p>
<p>Declassify In-Camera Resolution</p>	<p>I4</p> <p>Res: 49/23 Moved By: Councillor Barnett Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT In-Camera Resolution 04-23 be declassified.</p> <p>CARRIED.</p>



J	<u>BYLAWS</u>
Financial Plan Bylaw No. 1399 – 2023	<p>J1</p> <p>Res: 50/23 Moved By: Councillor Fossum Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT Financial Plan Bylaw 1399, 2023 be adopted this 4th day of April, 2023</p> <p>CARRIED.</p>
Growing Communities Fund Reserve Bylaw No. 1401- 2023	<p>J2</p> <p>Res: 51/23 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the District of 100 Mile House Establishment of Growing Communities Fund Reserve Bylaw No. 1401-2023 be read a first, second and third time this 4th day of April 2023.</p> <p>CARRIED.</p>
K	<u>GENERAL VOUCHERS</u>
Paid Vouchers (March) #28213 to #28322 & EFTs	<p>K1</p> <p>Res: 52/23 Moved By: Councillor Barnett Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT the paid manual vouchers #28213 to #28322 and EFT's totaling \$ 458,017.47 <u>be received</u>.</p> <p>CARRIED.</p>
L	<u>OTHER BUSINESS:</u>



M	<u>QUESTION PERIOD:</u>
N	<u>ADJOURNMENT</u> Res: 53/23 Moved By: Councillor Barnett Seconded By: Councillor Mingo BE IT RESOLVED THAT this April 4 th ,2023 meeting of Council be adjourned: Time: 7:20 PM <p style="text-align: center;">CARRIED.</p>
	<p>I hereby certify these minutes to be correct.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;"> <p>_____</p> <p>Mayor</p> </div> <div style="text-align: center;"> <p>_____</p> <p>Corporate Officer</p> </div> </div>



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 4, 2023**

PRESENT:	Mayor	Maureen Pinkney
	Councilor	Donna Barnett
	Councilor	Ralph Fossum
	Councilor	Jenni Guimond
	Councilor	Dave Mingo

STAFF:	Dir. of Finance	Tammy Boulanger
	Dir. Of Com. Services	Todd Conway
	D/Corporate Officer	Sheena Elias

Media: (0)
Others: (0)

CALL TO ORDER: Mayor Maureen Pinkney called the Court of Revision to order at 6:45 p.m.

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

**Approval of the
Agenda**

Res: 01/23

Moved by: Councilor Barnett
Seconded by: Councilor Fossum

That the Court of Revision agenda for April 4th 2023 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 were no written appeals.

Res: 02/23

Moved By: Councilor Barnett
Seconded By: Councilor Guimond

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

CARRIED.

ADJOURNMENT

Res: 03/23

Moved By: Councilor Guimond
Seconded By: Councilor Barnett

There being no further business the meeting adjourned at 6:50 p.m.

CARRIED.

I hereby certify these minutes to be correct:

Mayor:

Corporate Administrator:



DISTRICT OF 100 MILE HOUSE
MEETING HELD IN DISTRICT COUNCIL CHAMBERS

Thursday, April 27th, 2023, AT 1:30 PM

PRESENT:	Mayor	Maureen Pinkney
	Councillor	Donna Barnett
	Councillor	Ralph Fossum
	Councillor	Jenni Guimond
	Councillor	Dave Mingo
 STAFF:	CAO	Roy Scott
	Dir. of Finance	Tammy Boulanger

A	<p><u>CALL TO ORDER</u></p> <p>Mayor Pinkney called the meeting to order at 1:30 PM</p> <p>Mayor Pinkney acknowledged that this meeting is being held on Secwepemculecw.</p>
B	<p><u>APPROVAL OF AGENDA</u></p>
	<p>B1</p> <p>Res: 54/23 Moved By: Councillor Fossum Seconded By: Councillor Barnett</p> <p>BE IT RESOLVED THAT the April 27th 2023 Special Regular Council agenda be approved.</p> <p style="text-align: right;">CARRIED.</p>

April 4, 2023

C	<u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE</u>
D	<u>DELEGATIONS</u>
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	<p>J1</p> <p>Res: 55/23 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT District of 100 Mile House "Tax Rate Bylaw No. 1400, 2023 be read a first, second and third time this 27th day of April 2023.</p> <p style="text-align: right;">CARRIED.</p>
K	<u>GENERAL VOUCHERS</u>
L	<u>OTHER BUSINESS:</u>
M	<u>QUESTION PERIOD:</u>



April 4, 2023

N	<u>ADJOURNMENT</u> Res: 56/23 Moved By: Councillor Mingo Seconded By: Councillor Barnett BE IT RESOLVED THAT this April 27 th , 2023 meeting of Council be adjourned: Time: 1:35 PM CARRIED.
	I hereby certify these minutes to be correct. _____ Mayor _____ Corporate Officer



REPORT ON THE PUBLIC MEETING
“Coffee with Council – Let’s Talk Community Hall”
HELD at the 100 MILE COMMUNITY HALL

THURSDAY, April 27th, 2023 FROM 2 -6 PM

PRESENT:	Mayor	Maureen Pinkney
	Councillor	Donna Barnett
	Councillor	Ralph Fossum
	Councillor	Jenni Guimond
	Councillor	Dave Mingo
STAFF:		
	Dir. of Com. Services	Todd Conway
	Dir. of Planning and Ec. Dev	Joanne Doddridge
OTHERS:		
	Media (3); Others (Approx 40)	

The purpose of the Public Meeting was to provide conceptual drawings for the proposed Community Hall renovations and receive public feedback.

Members of the public were welcome to engage in conversation with Council in relation to the proposed Community Hall renovations.

The main conversation points discussed by the public were:

- Should the murals be moved or stay on the building.
- Maintaining affordable rents for non-profit groups after the renovation.
- Renovation should include:
 - More natural light
 - Improved Accessibility
 - Electrical upgrades (outlets outside and EV chargers)
 - Exterior design of the renovation

I hereby certify this report to be correct:

Mayor

Corporate Officer



DISTRICT OF 100 MILE HOUSE

MEETING HELD IN DISTRICT COUNCIL CHAMBERS

Thursday, May 4th, 2023, AT 11:15 PM

PRESENT: Mayor Maureen Pinkney
 Councillor Donna Barnett
 Councillor Ralph Fossum
 Councillor Jenni Guimond
 Councillor Dave Mingo

STAFF: CAO Roy Scott
 Dir. of Finance Tammy Boulanger
 D/Corporate Officer Sheena Elias
 Dir. of Com. Services Todd Conway

Others: Keith Greenhalgh – PMT

A	<u>CALL TO ORDER</u> Mayor Pinkney called the meeting to order at 11:15 PM Mayor Pinkney acknowledged that this meeting is being held on Secwepemculecw.
B	<u>APPROVAL OF AGENDA</u>
	B1 Res: 57/23 Moved By: Councillor Barnett Seconded By: Councillor Fossum BE IT RESOLVED THAT the May 4th, 2023, 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	<u>DELEGATIONS</u>
PMT 2022 Audit Presentation	D1 District auditors PMT Accounting; represented by Keith Greenhalgh presented a brief overview of the District of 100 Mile House 2022 Audited Financial Statements. Mr. Greenhalgh outlined responsibilities of both the Auditors and the District as it pertained to the reporting process. It was reported that the District is in a strong financial position and there are no matters that require attention or change.
	Res: 58/23 Moved By: Councillor Barnett Seconded By: Councillor Mingo BE IT RESOLVED THAT the District of 100 Mile 2022 Audited Financial Statements be approved as presented. CARRIED.
E	<u>MINUTES</u>
	<u>UNFINISHED BUSINESS</u>
G	<u>MAYOR'S REPORT</u> Mayor Pinkney shared that a successful Volunteer Fair was held at the Community Hall recently and wanted to thank staff and volunteers for making the event possible. Mayor Pinkney reported that approximately 45 people attended the most recent Coffee with Council, and it was a good opportunity to speak with residents. Councillor Barnett wanted to make all of Council aware of the Community Safety Awareness Day on May 25 th from 4-7pm at the Community Hall.
H	<u>CORRESPONDENCE</u>
I	<u>STAFF REPORTS</u>



May 4, 2023

J	<u>BYLAWS</u>
Tax Rates Bylaw No. 1400-2023	<p>J1</p> <p>Res: 59/23 Moved By: Councillor Mingo Seconded By: Councillor Fossum</p> <p>BE IT RESOLVED THAT District of 100 Mile House Tax Rate Bylaw No. 1400-2023 be adopted this 4th day of May 2023.</p> <p>CARRIED.</p>
Building Bylaw Amendment No. 1403-2023	<p>J2</p> <p>Res: 60/23 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the memo from Building Inspection dated May 1, 2023 regarding Building Bylaw Amendment No. 1403-2023 be received; and further.</p> <p>BE IT RESOLVED THAT District of 100 Mile House Building Bylaw Amendment No. 1403-2023 be read a first, second, and third time this 4th day of May 2023.</p> <p>CARRIED.</p>
K	<u>GENERAL VOUCHERS</u>
L	<u>OTHER BUSINESS:</u>
M	<u>QUESTION PERIOD:</u>



May 4, 2023

N	<u>ADJOURNMENT</u> Res: 61/23 Moved By: Councillor Barnett Seconded By: Councillor Guimond BE IT RESOLVED THAT this May 4 th , 2023 meeting of Council be adjourned: Time: 1:30 PM CARRIED.
	I hereby certify these minutes to be correct. _____ Mayor _____ Corporate Officer





COMMISSIONAIRES

TRUSTED · EVERYDAY · EVERYWHERE

H1

Monthly Progress Report

District of 100 Mile House – Bylaw Enforcement Site 545 April 1st to April 30th, 2023

In April there were 4 Requests for Service:

- Vendor licence – Vendor selling car wax. Took vendor to District Office to get licence.
- Barking dog – Dog barking for long periods. Talked to owner of dog. Suggested they get bark collar. Will monitor.
- Business licence – Mechanic doing small jobs on commercial property. Told him he needs business licence.
- Street lights – Street lights out at Travelers trailer park. Talked to manager, lights to be replaced.

Other issues dealt with in April:

- Dogs off leash – 3 – talked to owners and dogs were put on leash.
- 2 hour parking limits – 4 vehicles, left District warnings – not repeat offenders.
- Put posters up around town for District office.
- No parking zones – 2 – talked to drivers and vehicles were removed.

Harold Underhill
Employee No.3258
Marianne Lawrence
Employee No.92080
Commissionaires B.C.

**DISTRICT OF 100 MILE HOUSE****M E M O**

Date: May 3, 2023
To: Mayor & Council
From: Administration
Subject: PSO Graduation Parade Route

The PSO Grad Committee is requesting the District authorize the closure of Birch Ave. from First Street to Fourth Street, Fourth Street and the portion of Cedar Ave leading into Centennial Park on Saturday June 17th, 2023 during the hours of 2:00 PM to 3:00 PM, for the purpose of the 2023 Grad Parade. The Grad Committee will be hosting grad events in the park on this day as well.

If Council is supportive of this request; the following recommendation is provided for Council consideration.

Recommendation:

BE IT RESOLVED THAT the memo from Administration dated May 3, 2023, regarding the PSO Graduation Parade Route be received; and further;

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 17th, 2023, between 2:00pm and 3:00 pm, and further;

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.



S. Elias, D/Corporate Officer



R. Scott, CAO

Sheena Elias

From: [REDACTED]
Sent: April 16, 2023 1:27 PM
To: Sheena Elias
Subject: Permission to have Grad Parade

Hi Sheena,

I am writing on behalf of the Peter Skene Ogden Secondary Class of 2023 to request permission to have a grad parade and for use of Centennial Park on Saturday June 17, 2023 for a public showcase of the grads in their prom attire where family, friends & community members may attend.

The parade would start behind Save-On Foods, then parade to the park though Birch Avenue turning left down Fourth Street, then right onto Cedar Avenue. We would like use of the road through the park for the grads to park their vehicles and then commence with the showcase & photo sessions.

Our proposed timeline is as follows:

11:00am-1:00pm -park set up (tents, chairs, sound system, photo props)
1:30pm -marshall cars behind Save-On Foods
2:00pm -car parade through town
3:00pm -Grad promenade across bandshell stage in park
3:30pm -Group photo taken
4:00pm -Grads mingle with family & friends, photos, etc
5:00pm -Grads exit park
5:00pm-6:00pm -park clean up

Let me know what applications and permits we need to complete as well as fees needed.

We appreciate your assistance in this matter.

Thank you!
Gwen Scott
PSO Dry Grad Committee

[REDACTED]
[REDACTED]



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 9th, 2023
To: Mayor & Council
From: Administration
Subject: Airport Closure request – Parking for concert

A request was received April 22, 2023, from the Cariboo Charitable Events Society requesting closure of the 100 Mile House airport on July 1st 2023 to serve as additional parking for a concert being hosted at the South Cariboo Recreation Centre.

The request is for the District to authorize the closure of the airport on Saturday July 1st, 2023 during the hours of 3:00 PM to Midnight.

Should Council approve closure of the airport for parking, appropriate notice will need to be given to the facility users.


Recommendation:

BE IT RESOLVED THAT the memo from Administration dated May 9, 2023, be received; and further,

"Further action at the direction of Council"



Sheena Elias, D/CO



Roy Scott, CAO

Cariboo Charitable Events Society

PO Box Box 55
100 Mile House, BC V0K 2E0
info@helpingthecariboo.org



April 22, 2023

District of 100 Mile House
385 Birch Ave.
100 Mile House, BC V0K 2E0

Attention: Roy Scott, CAO

Dear Mr. Scott,

Our organization is hosting a concert at the South Cariboo Recreation Centre on July 1, 2023 which has a capacity to accommodate approximately 2100 attendees, including volunteers, artists and event staff.

We are requesting the use of the airport for backlog parking should we need it. We will be arranging volunteers to assist in parking control. The doors open at 5pm for the event and the concert is expected to be over by approx 10:30pm. We are requesting use of the airport ideally from 3pm to midnight.

We would also like to see if the District of 100 Mile House would allow the use of the 6 person "golf-cart" for the purposes of shuttling people from the parking area to the venue. I understand only staff and/or council members are insured for this. Is it possible the District has a staff member who would be interested in volunteering for this position?

Thank you for your time and consideration, we look forward to hearing from you.

Kind regards,


Jenni Guimond

Treasurer, Cariboo Charitable Events Society



DISTRICT OF 100 MILE HOUSE

M E M O

Date: April 22, 2023

To: Mayor & Council

From: Administration

Subject: Fire Department RFQ
One Ton Duty Officer Truck – Emergency Package

The District issued an RFQ for the supply of a new One Ton Duty Officer truck. A separate tender was also posted for the Emergency Package associated with the unit replacement. These opportunities were posted on BC Bid, District web site and in local media.

Three-(3) valid submissions were received for each RFQ by the deadline; submissions were opened in the presence of Dir. Of Finance Tammy Boulanger and Director of Community Services, Todd Conway. The project budget for both RFQs was approved at \$90,000.

One Ton Quotes:

SUBMISSION	Quoted Amount Prior to Taxes	Taxes	Total Amount of Tender
Metro Motors	84,900.	10,188.	95,088.
Sunrise Ford	88,000.	10,560.	98,560.
ITB	87,450.	10,494.	97,944.

Emergency Package Quotes:

SUBMISSION	Quoted Amount Prior to Taxes	Taxes	Total Amount of Tender
Mega-Tech	\$17,582.51	\$2,109.91	\$19,692.42
Sigma Safety Corp	19,340.36	2,320.85	21,661.21
ITB	29,950.	3,594.00	33,544.00

The combined tendered values exceed the approved budget by \$20,000+/-

In consultation with the Fire Department, Administration undertook a review of the approved Fire Department Capital Plan submissions and identified a project that could be deferred to future years. The project proposed for deferral is the Begbie Tower project. Project value is \$20,000.

Deferral of the Begbie project would provide for zero incremental cost to the approved Fire Department 2023 capital plan submissions in order to proceed with the tenders addressed herein.

With concurrence of Council, Administration is prepared to recommend tender approval(s) as follows:

Recommendation:

BE IT RESOLVED THAT the report from Administration dated April 22nd , 2023 regarding the RFQ for the supply of a One-Ton Truck & Emergency Package be received; and further

BE IT RESOLVED THAT the RFQ to supply the District of 100 Mile House with a new 2023 One Ton be awarded to Metro Motors at the tendered price of \$84,900 plus applicable taxes; and further

BE IT RESOLVED THAT the RFQ to supply the Emergency Package be awarded to Mega-Tech for the tendered price of \$17,582.51 plus applicable taxes.


T. Boulanger, DOF


Roy Scott, CAO



DISTRICT OF 100 MILE HOUSE

M E M O

Date: April 22, 2023

To: Mayor & Council

From: Administration

Subject: Community Services RFQ (1/2 Ton Extended Cab)

The District issued an RFQ for the supply of a new ½ Ton Extended Cab truck. This opportunity was posted on BC Bid, District web site and in local media.

Three-(3) valid submissions were received by the deadline; submissions were opened in the presence of Dir. Of Finance Tammy Boulanger and Director of Community Services, Todd Conway. The project budget for this piece of equipment was approved at \$55,000.

SUBMISSION	Quoted Amount Prior to Taxes	Taxes	Total Amount of Tender
Sunrise Ford	\$ 64,000.00	\$ 9,600.00	\$ 73,600.00
Gustafsons Central GM	61,075.00	9,161.25	70,236.25
Metro Motors	65,275.00	7,833.00	73,108.00

Given all quoted pricing exceeded the approved capital submission; Administration is of the view this item should be deferred and re-tendered at year end. Rationale is with model year changes at year end, it is likely the District will realize a significant change in pricing.

Recommendation:

BE IT RESOLVED THAT the report from Administration dated April 22nd, 2023 regarding the RFQ for the supply of a ½ Ton Truck be received; and further

BE IT RESOLVED THAT all responses to the RFQ to supply the District of 100 Mile House with a new 2023 ½ Ton be rejected.



T. Boulanger, Dir Finance



R. Scott, CAO



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 2nd, 2023

To: Mayor & Council

From: Administration

Subject: Fire Department RFQ – Sprinkler Protection Unit

The District issued an RFQ for the supply of a new Cargo Trailer to be converted into a Sprinkler Protection Unit. This opportunity was posted on BC Bid, District web site and in local media.

Two-(2) valid submissions were received by the deadline; submissions were opened in the presence of Dir. Of Finance Tammy Boulanger and CAO Roy Scott. The approved project budget is \$50,000. to purchase the cargo trailer (\$30,000+/-) and complete the conversion to sprinkler unit (\$20,000+/-). Funding is sourced from the approved UBCM grant (\$30,000) and District Equipment Reserve funds (\$20,000).

SUBMISSION	Quoted Amount Prior to Taxes	Taxes	Total Amount of Quote
Chemo RV Sales	27,122.	3,254.	30,376.
Wasp Manufacturing Ltd.	29,520.	3,542.	33,062.

The general terms and conditions related to the RFQ state:

“the lowest or any quotation may not be necessarily accepted. The District of 100 Mile House may accept any quotation in whole or in part, unless otherwise stipulated”.

In this instance Administration recommends the District award the RFQ to Wasp Manufacturing Ltd. Wasp is the leading provider of this type of trailer specific to fire departments around the Province. Wasp also provided costing for the trailer conversion to a sprinkler unit. Whereas Chemo would be supplying only the trailer unit.

Recommendation:

BE IT RESOLVED THAT the report from Administration dated May 2nd, 2023 regarding the RFQ for the supply of a Cargo Trailer be received; and further

BE IT RESOLVED THAT the RFQ to supply the District of 100 Mile House with a new Cargo Trailer be awarded to Wasp Manufacturing Ltd. for the stipulated price of \$29,520. plus, applicable taxes.


T. Boulanger, DOF


Roy Scott, CAO



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 10, 2023
To: Mayor & Council
From: Administration
Subject: 2022 Annual Report

PURPOSE:

As per Section 98 of the *Community Charter*, the Annual Municipal Report is presented to Council.

BACKGROUND:

The *Community Charter* sets out the terms of the Annual Municipal Report that municipalities are required to follow:

- present the Annual Report to Council;
- advertise the Annual Report for public inspection.
- present the Annual Report at a Public Meeting and allow the public to make submissions and ask questions;
- approve the Annual Report prior to June 30th.

The **2022 Annual Report** is attached for Council's review.

CONCLUSION:

Should Council concur with the report the following resolution would be in order:

BE IT RESOLVED THAT the District of 100 Mile House 2022 Annual Report be received and advertised for public inspection.

A blue ink signature of Sheena Elias.

Sheena Elias, DCO

A blue ink signature of Roy Scott.

Roy Scott, CAO

DISTRICT OF
100 MILE HOUSE
ANNUAL REPORT | **2022**



(250)-395-2434

www.100milehouse.com



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

Table of Contents

Introductory

100 Mile House at a Glance	3
History of 100 Mile House	4
100 Mile House Today	5
Message from the Mayor	6
District Council	9
District Council Appointments	10
Mission Statement	12
Organizational Chart	13

Departmental Services

Corporate Service	14
Financial Service	17
Planning & Development Service	23
Community Service	29
Fire Service	34
Community Forest	38

Financial Statements	40
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100 Mile at a Glance



Incorporated in 1965



District area
5308 hectares



929 metres
Average Elevation



Population - 1928
(2021 Census)



136 Pet Licences



15 Full Time
Employees



2022 Building Permit
Value - \$9,793,824



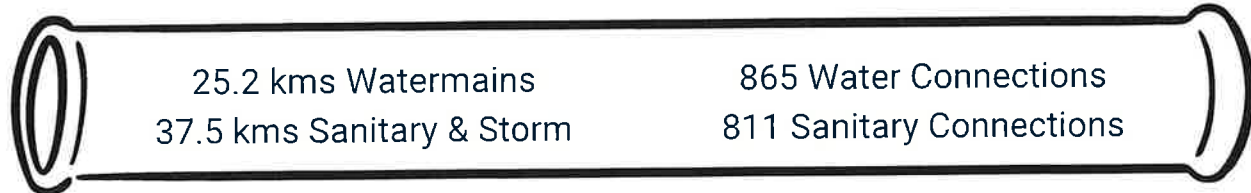
2022 Business Licences
Issued - 448



96 Water Hydrants



46.9 km Roads
Surfaced & Gravel



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 Waggon road from Lillooet, aiming their way into Cariboo Country.

Throughout this gold fever, certain roadhouses, because of their favorable locations along the Cariboo Waggon Road from Lillooet to Soda Creek, grew to supply points for the gold seekers. 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) on the Cariboo Waggon Road. As the gold rush subsided, ranchers began to settle in the surrounding areas.

100 Mile House Today



The District of 100 Mile House is recognized as the "Handcrafted Log Home Capital of North America" and has a population of approximately 1928. 100 Mile House is the commercial hub of the South Cariboo and the main service centre for many outlying communities. The South Cariboo service area has a population roughly ten times the size of the District, and includes the communities of Lac La Hache, Forest Grove, Lone Butte, Horse Lake, Bridge Lake, 70 Mile House, Canim Lake and 108 Mile Ranch. The South Cariboo 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. The area population 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



Maureen Pinkney

Mayor

It is my honor, on behalf of 100 Mile House Council, to present the 2022 Annual Report for the District of 100 Mile House. Our resilient community has maintained a strong fiscal standing in recent years, despite challenges such as COVID, wildfires, heat domes, forestry downsizing, and a volatile global economy impacting us here at home.

With our 'pay-as-you-go' philosophy we have maintained strong sustainable growth in our reserves, increasing the reach of our investments through grant applications, and completing many needed projects including planned and priority infrastructure repairs that came along. We are well positioned to complete more projects in 2023.

Our asset management assessment identified and prioritized underground and above ground assets. Some assets are in great shape, while others approach end of life. This information is crucial to planning for construction, maintenance, replacement, and repair of our assets. We intend to stay ahead of the repair and replacement curve. This saves time and taxpayers' money.

An essential part of a municipality's role is dealing with waste and storm water. This year our wastewater treatment plant and sewage lagoons got an overhaul. We were pleased to find both were in better shape than anticipated, meaning we are well situated for growth.

The water system within the District was also assessed and was found to be missing a few key lines to better loop the water flow. When completed, these upgrades will provide more consistent water pressure should breaks occur. New water lines were installed at Fifth Street, and Horse Lake Road. The 99 Mile area could also benefit from additional water lines and has been added to the list of upcoming projects.

Fire equipment, trucks, and maintenance vehicles were also assessed. Needed fire engines are ordered and should arrive soon.

Message from the Mayor

Roads and sidewalks are the most obvious of our assets – the easiest to be seen and the most annoying when they are in disrepair. Weather plays havoc with our roads and many potholes appear yearly, every one of them costing time and money to repair. We completed the Dogwood Avenue loop and will be completing Fifth Street, with many more repairs coming.

The success of the installation of speed bumps in a few of our residential streets demonstrated how reduced speeds bring safer, friendlier streets. Thank you to everyone who uses these traffic-calmed streets. We hope to install more in our community in residential areas where the need is identified.

Recreation, Arts, and Culture are important reasons why people choose to live in and around our community. We completed repairs to Martin Exeter Hall and were blessed with the return of so many events that make this venue a true treasure in our community. Centennial Park was filled with events including Music in the Park.

Thanks also to the many amazing volunteer groups who support our community with arts, culture, and recreation opportunities.



In 2022, South Cariboo Recreation, a joint function with 100 Mile House and the Cariboo Regional District, had planned for a referendum on the arts, culture, and recreation boundaries in the South Cariboo, with the desire to add a pool facility in the future. With the uncertain economy the chances of this referendum passing were deemed highly unlikely. The referendum was delayed for now. We are still looking to expand the boundary – to better care for and enhance the facilities we currently have.

Tourism is a natural asset the District of 100 Mile House continues to build upon, to attract new residents and tourists to our community. Beautiful upgrades around the grounds of the tourist information center, the new public washroom, and regular trail maintenance encourage travelers to stop and check out our area. We hope we also give them reasons to stay. Many new residents to our community made their first trip here as tourists. Whether you are new to the area or long-time resident, I encourage everyone to be a tourist in your own town. Check out the tourism center for some suggestions. You will be amazed by the options right in our backyard.

Message from the Mayor



The District was given the special honor of raising the Secwépmeć flag alongside the Tsq'escen' First Nation, formerly known as the Canim Lake Band. Joining together in recognition of truth and reconciliation, we were blessed to be able to raise the nation's flag at the District Office, acknowledging that we live, work and play on the uncaded territory of the Secwepemcúl'ecw. We are very excited to see what the future holds for our communities as we work together on this vital relationship.

November elections brought some change, but like the previous council we plan to maintain a strong fiscal District, move forward with much needed repairs and maintenance, open our doors to economic opportunities, and look beyond the boundaries of our small town, so we can be great achievers for the benefit of all of our community residents.

We know it takes business, residents, volunteers, and all levels of governments working together for societies to succeed. Together we can maintain and build 100 Mile House, so it continues to be a great place to live.

We look forward to 2023 with enthusiasm and a commitment to excellence that we believe our residential and commercial sectors expect of us as a Council. We will continue to build on the strong foundations of past Councils and put our own stamp on the continued development of our community.

Mayor Maureen Pinkney

District Council 2022-2026



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.
- Build upon our solid 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.

Council Appointments



Mayor Maureen Pinkney

- Administration Liaison
- Budget Committee
- Cariboo Regional District Representative
- Collective Bargaining
- Emergency Executive Committee
- Community Forest
- Hospital Liaison
- NDI Regional Advisory Committee
- Northern Medical Program Trust
- RCMP Liaison
- South Cariboo Joint Committee
- Treaty Advisory Committee
- Woodlot Management
- And other community boards as invited.

Councillor Donna Barnett

- Acting Mayor Dec 2024 -Nov 30 2025
- Age Friendly Liason
- Budget Committee
- Community Volunteer Development
- Hospital Liason
- RCMP Liason
- Safety Committee
- South Cariboo Joint Committee



Council Appointments



Councillor Ralph Fossum

- Acting Mayor Dec 2023- Nov 30 2024
- Age Friendly Liason
- Budget Committee
- South Cariboo Joint Committee

Councillor Jenni Guimond

- Acting Mayor Dec 2025- Nov 30 2026
- Budget Committee
- Chamber of Commerce Representative
- South Cariboo Joint Committee



Councillor Dave Mingo

- Acting Mayor Nov 2023- Nov 30 2024
- Administration Liason
- Budget Committee
- Cariboo Regional District Representative
- NDI Regional Advisory Committee
- South Cariboo Joint Committee
- Treaty Advisory Committee

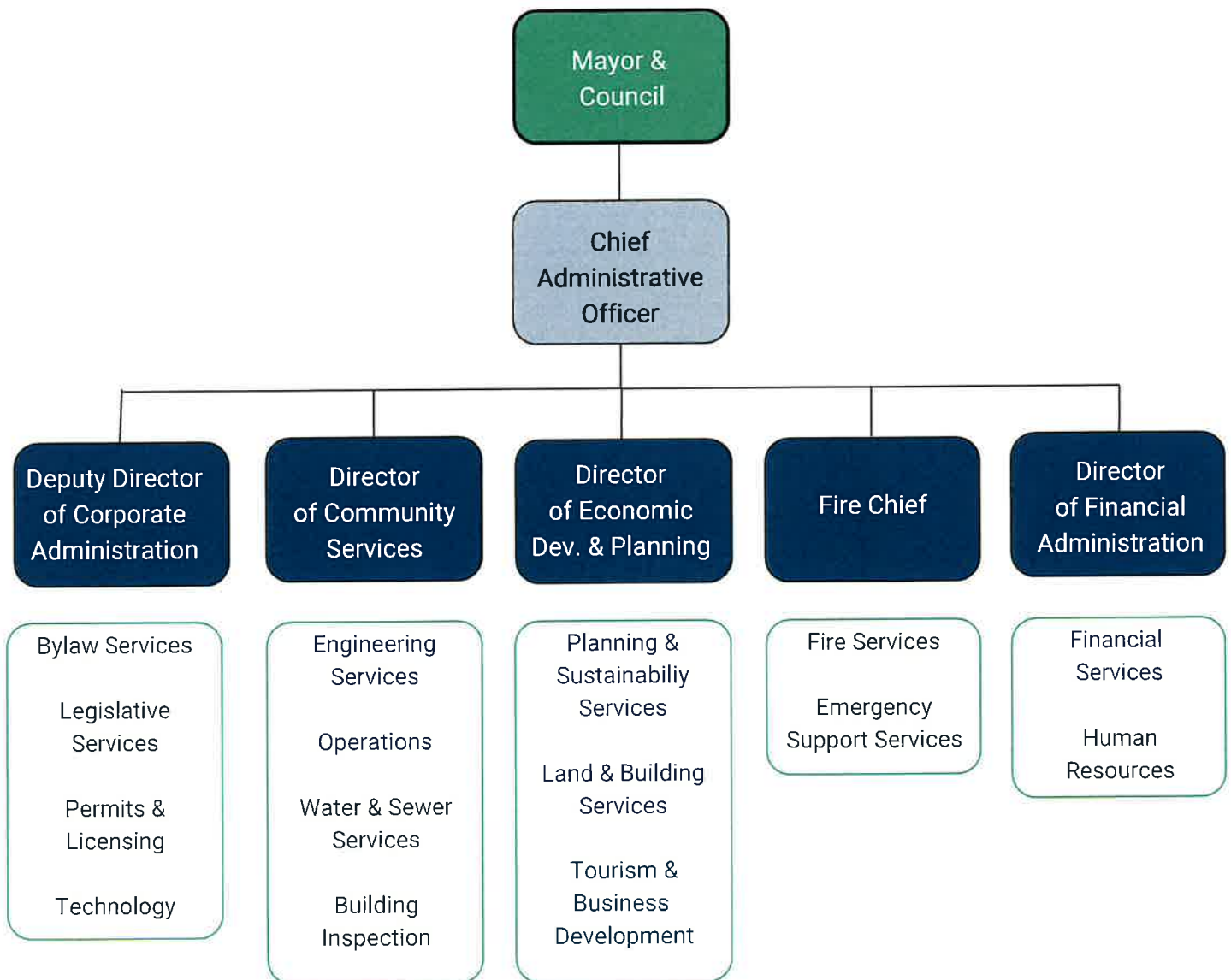


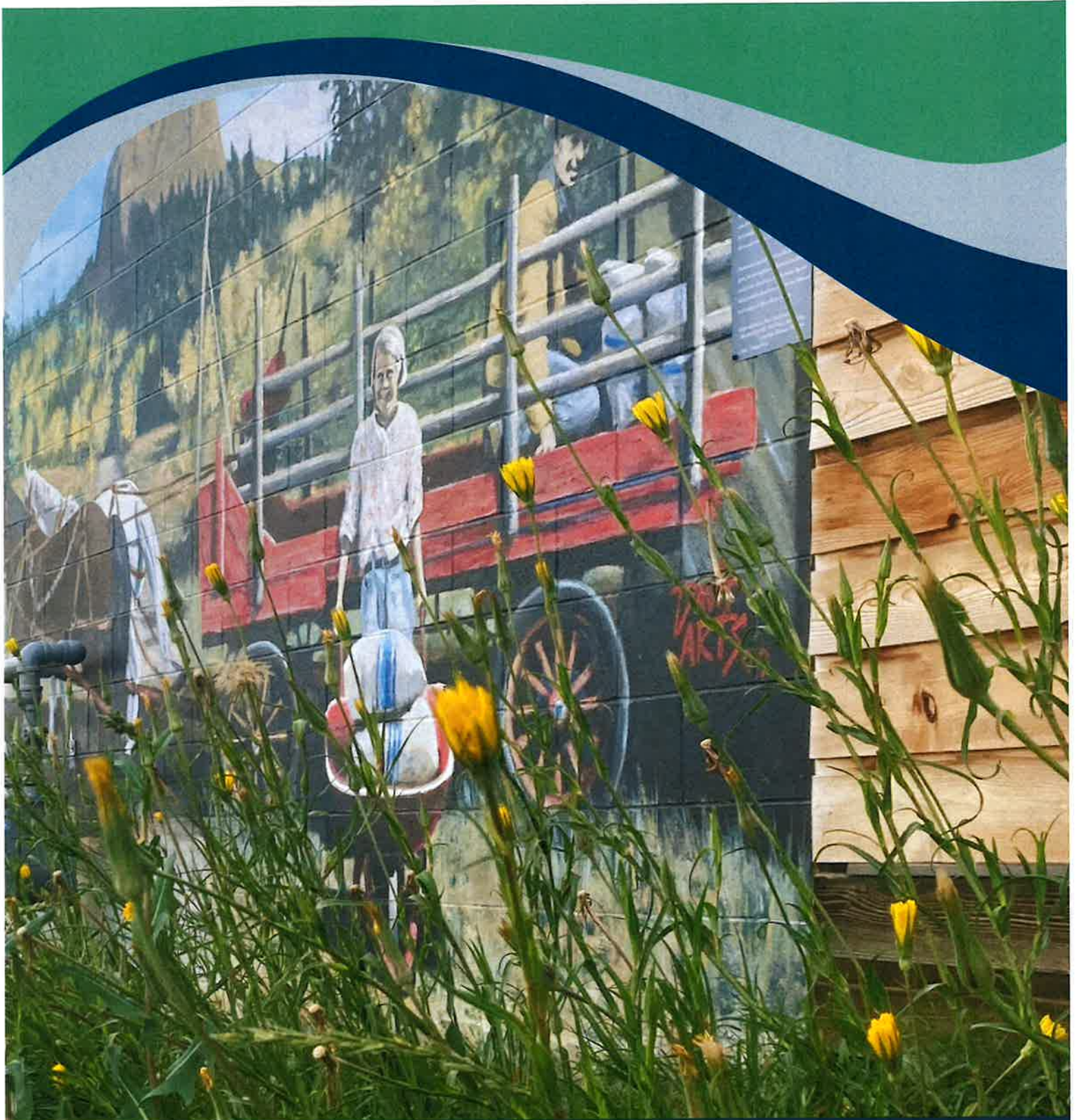
Mission Statement

'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.'

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



2022 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.

In October of 2022 Corporate Services ran a successful election. The election resulted in a new Mayor and two new Councillors.

Meetings returned back to Council Chambers in person from the fully digital environment we were working with during Covid. This presented the need for more hybrid meetings, accommodating people in person and online.

The Department continues to improve communications and a conscious effort to be a reliable source of up-to-date information. We feel we are a trusted source online that our residents can turn to during an emergency.

2023 Goals



- Launch a news subscription service
- Implement recently legislated accessibility requirements
- Establish a Council Code of Conduct
- Ongoing review of bylaws and policies as required
- Continue to improve technology and communication systems
- Recruit a new Chief Administrative Officer



Financial Services

Finance Team



The primary purpose of the Annual Report is to provide residents with a clear representation of the financial position and financial activities of the District.

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.

The department is staffed with one full time Finance Clerk and the Director of Finance.



2022 Achievements

- Over \$2.8 Million invested in District infrastructure
- Full road analysis completed to support long term asset replacement planning
- Staff training & cross-training
- Continued to support residents navigate new on-line Home Owner Grant Program
- Grant funding secured to hold community event in 2023
- Ratified 3-year collective agreement

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.

2023 Goals

- Continue to build reserves
- Fire Department & Community Services fleet upgrades
- Staff Training & Development
- Green Municipal Building improvements
- 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

	2022	2021	2020	2019	2018
Property Tax & GIL	\$3,015,002	\$3,157,660	\$3,142,830	\$3,072,768	\$3,031,606
Government Transfers	\$2,532,222	\$1,635,703	2,079,918	2,583,600	2,983,076
Sale of Services	\$1,168,318	\$1,230,930	1,404,708	1,474,865	1,718,144
Other Revenue	\$261,047	\$213,649	267,311	1,668,899	596,030
Investment Income	\$349,111	\$109,557	148,669	288,672	241,373
Earnings of 100 Mile Dev Corp	\$665,340	\$1,196,737	1,612,428	735,827	26,109
Developer Contributions	\$389,400	-	-	-	-
Gain on Disposal	\$184,109	\$14,666	3,474	1,055	44,453

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

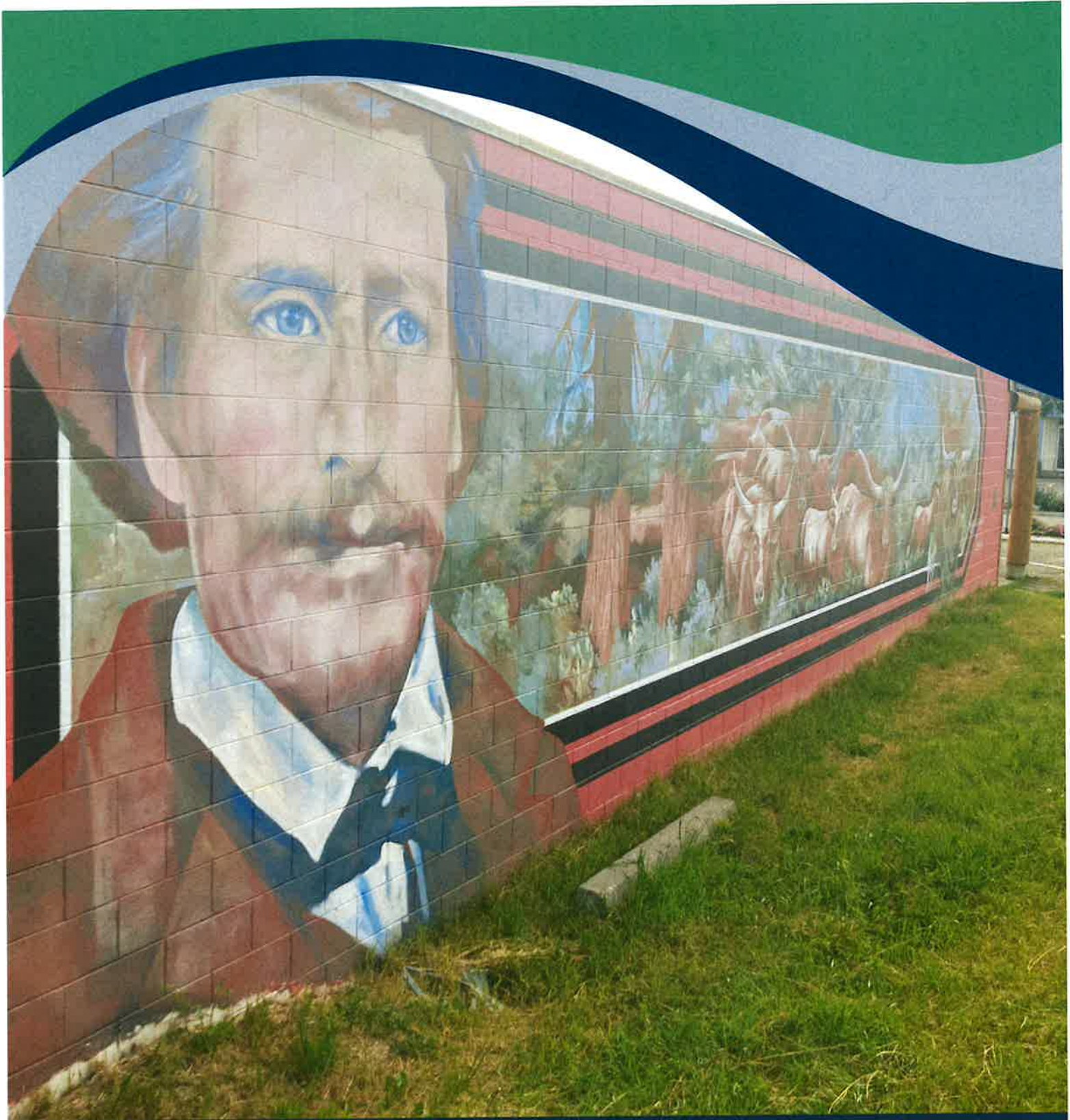
	2022	2021	2020	2019	2018
General Government	\$1,097,512	\$973,551	\$860,428	\$806,355	\$886,895
Protective Services	\$864,627	\$926,318	768,345	774,648	785,443
Solid Waste Management	\$112,199	\$115,331	108,774	127,164	124,241
Public Health	\$34,981	\$39,096	25,592	29,142	37,508
Planning & Development	\$594,746	\$631,863	588,555	418,669	473,932
Transportation	\$2,303,108	\$1,985,273	1,832,776	1,872,890	1,948,396
Parks, Recreation & Culture	\$211,765	\$207,862	166,597	194,629	198,840
Water Services	\$822,388	\$725,118	670,647	528,817	500,792
Sewer Services	\$481,019	\$438,746	497,664	512,575	393,970
Debt Financing	\$5,278	\$5,278	12,637	1,275,179*	81,552
Loss from Sale/Write down of TCA's	-	-	19,501	-	57,400

* 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 2022, 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 Community Club	91,400	6	\$728
100 Mile House Community Club	298,000	6	2,373
100 Mile House Nordic Ski Society	201,000	8	646
100 Mile House Sikh Society	194,300	8	624
100 Mile House Snowmobile Club	133,900	8	430
100 Mile House United Church	178,600	8	574
Bethel Chapel Society	1,942,100	8	6,238
Bethel Chapel Society	35,500	6	283
Canadian Red Cross	34,300	6	273
Cariboo Elders Building & Rec Society	391,900	6	3,121
Cedar Crest Society for Community Living	187,200	1	558
Cedar Crest Society for Community Living	270,700	8	869
Cedar Crest Society for Community Living	1,022,000	1	3,046
Christ the King Luthern Church	150,300	8	483
Emissaries of Divine Light - Leese	8,631	6	69
Evangelical Free Church of America	263,500	8	846
Fraser Basin Property Society	185,800	8	597
Nature Trust of BC	261,300	6	2,081



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 are part of this department's role and include development and implementation of strategies and policies related to:

- Climate change adaptation and mitigation
- Recreation
- Housing
- Transportation
- Trails network planning.

Land use planning and development applications also involve review of development proposals and processing of applications for:

- Development permit
- Development variance permit
- Sign permits
- Amendments to the Zoning Bylaw.

Planning services manage the subdivision review process for:

- Fee-simple
- Bare land strata
- Strata conversions
- Administration of subdivision related agreements such as:
 - Statutory right-of-way
 - Covenants
 - Servicing agreements.



The 100 Mile Development Corporation (a subsidiary of the District) promotes 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.

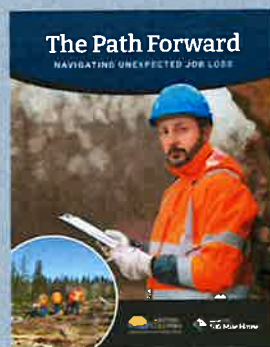
2022 Achievements

Projects Completed in 2022:

- Tree Replacement
- Tourism Asset Inventory
- Wayfinding Strategy
- E- bike acquisition
- Housing Needs Assessment
- The Path Forward: Navigating Unexpected Job Loss
- Successful grant funding applications
- Videography

Ongoing Projects worked on in 2022:

- Implementation of Economic Development Strategy recommendations
- Public Washroom and Grounds Improvement Project at Visitor Centre
- Active Transportation Plan
- Make the Move Labour Recruitment partnership with CRD
- PNP Entrepreneur Immigration Pilot Project
- Supporting Community Transition Assistant position
- Participation on CRD Solid Waste Management Committee
- Initiated DCC Bylaw review
- Support NDIIT programs locally for Business Retention, including Love 100 Mile House, com and Business Facade Improvement Program



2023 Goals

- ALR Exclusion Policy
- Secondary Suite Policy
- Implementation of Economic Development Strategy recommendations
- Review Housing Needs Assessment and identify implementation priorities
- Finalize Public Washroom and Grounds Improvement Project at Visitor Centre
- Complete Active Transportation Plan
- Implementation of Wayfinding Strategy
- Market community through videography
- Transition Love100MileHouse.com
- Other projects to be initiated pending external funding approvals
- Event Planning Guide
- Further participation on CRD Solid Waste Management Committee
- DCC Bylaw review
- March into Spring Event
- Shopping Survey
- Business Opportunity Scan



Ongoing Projects 2023:

- Make the Move Labour Recruitment and Explore Cariboo partnership with the Cariboo Regional District
- PNP Entrepreneur Immigration Pilot Project
- Supporting Community Transition Assistant position pending funding extension approval

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 to roads, sewer, drainage, water and parks.

In 2022, there were some new residential lots created as a result of subdivision triggering DCCs, and several industrial construction projects where DCCs were collected at the building permit stage. As a result, there were considerably more DCCs collected in 2022 than in the previous 2 years. 2022 was extremely active with single family and duplex residential building permits, for which DCCs are paid at the time of subdivision not at the time of building.

2023 is likely to see continued strong trends in single family residential construction, for which DCCs are already paid. Commercial, industrial and multi-family residential development is expected to be modest; and therefore modest DCCs are anticipated.



Development Cost Charges

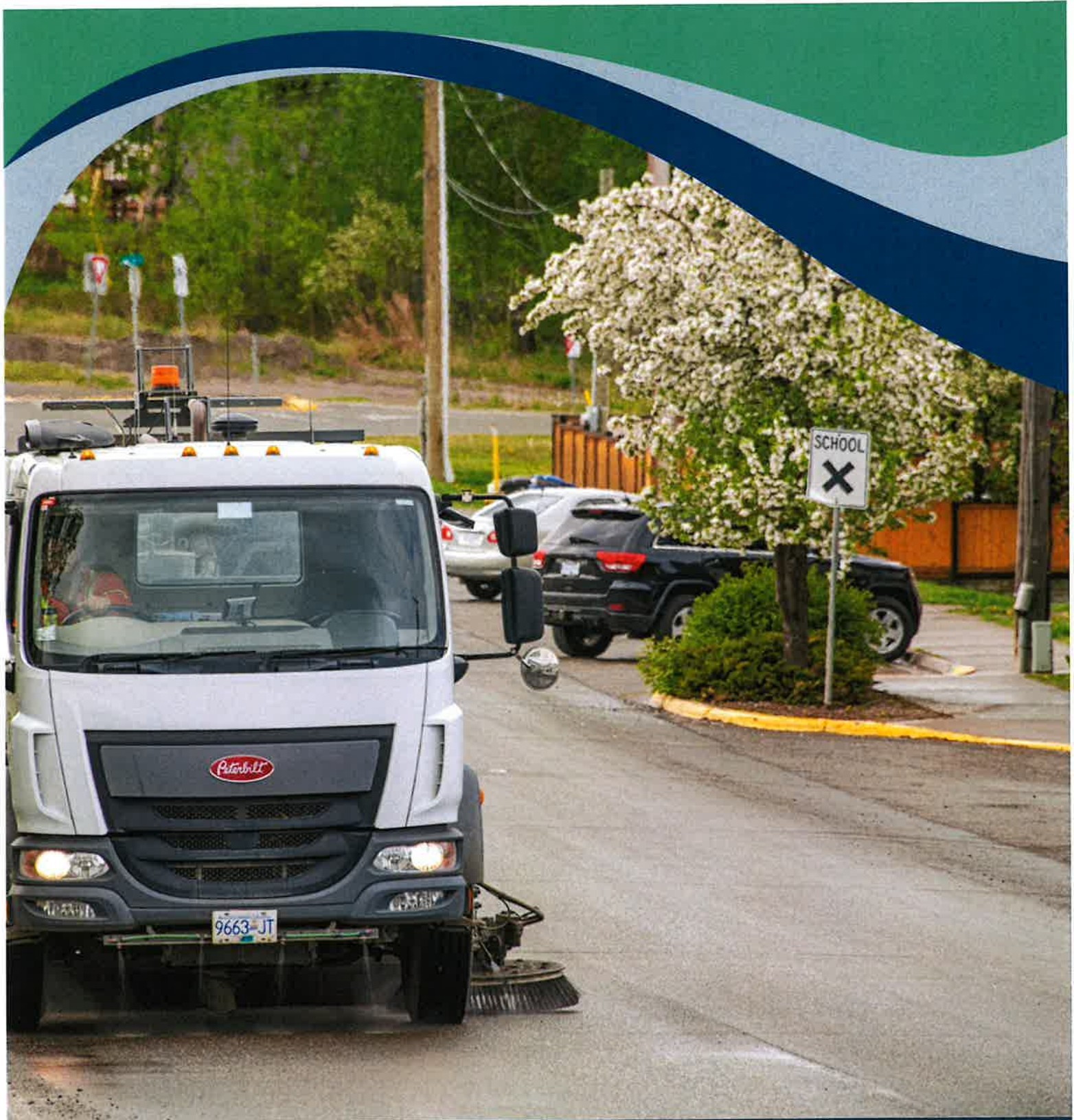
The following provides some information about DCC collections and expenditures from 2022 for each of the infrastructure types:

	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 capital works programs 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 8 full time, 2 part time and the Director of Community Services.



2022 Achievements



Completed the Dogwood Sidewalk and storm project. This project included new sidewalks and storm from Cedar Avenue to Aspen Street and sidewalk from Dogwood Avenue to Cedar Avenue along First Street.

Construct outdoor public washrooms at the Visitor Information Centre. The washrooms were a part of a Ground Improvement Project that saw overall esthetic improvements at the Visitor Information Centre.



Waste Water project, all sludge was removed from the lagoons, and a new emergency overflow and main lift station. New efficient blowers and control system was part of the upgrade project.

2022 Achievements

Work began to install a new water main from Fifth Street to the public works yard, this will create a second loop for water to the high zone and 99 Mile water towers. Work to complete in 2023.



A new bylaw truck was added to the fleet, along with sanding units.

Continued work on paving throughout the District, including the paving of Fourth Street.



Aquired the 100 Mile Community Hall. Mechanical work was completed to continue operation of the Hall.

2023 Goals

- Horse Lake Bridge Project
- Community Hall Renovation Planning
- Highzone domestic water pumping station upgrade
- Paving - Birch from First to Aspen
- Replacing the Gardeners truck
- Demolition of the Centennial Park Tennis courts and replacing with Pickle Ball courts
- Further training of current staff for succession planning
- Addition of new benches
- Water/ Sewer Service truck





Fire Services

Fire Rescue Services

The Fire Rescue Services department has been providing service to 100 Mile House and area since 1956 and is made up of 30 Paid-On-Call members with a career Fire Chief and Deputy Chief.

The department provides the community with fire suppression, rescue services, medical aid and public education. Fire Rescue 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 500+ 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, and others.



Emergency Calls for 2022

Total Emergency Calls for Service

504



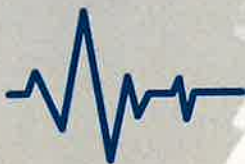
Fire Calls

81



Motor Vehicle
Incidents

131



Medical Calls

211



Administrative

81

2022 Achievements



- A new fire engine apparatus is currently being built in BC with approximate delivery date of early 2024.



- Two additional Firefighters obtained their National Fire Protection Association (NFPA) 1001 certifications.



- Six new paid on call Firefighters joined the department.

2023 Goals

- Training is ongoing for 2023 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 ongoing and will continue in 2023 with the department looking to recruit up to five new members in spring.





Community Forest

Community Forest

2022 operations were focused on completion of 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, all of which are now complete.
- There were approximately 7,000 hand piles of which 100% have been burned. High priority hand piles were burned first. Priority determined by proximity to residential units.
- A total of 7,070 M3 of timber were harvested in 2022. The current AAC has now been completely exhausted. There will not be any harvesting in the Community Forest until 2024 when the next 5 year AAC comes into effect.
- 2023/24 will be dedicated to harvest planning and submission of permits for future forestry activities. The exact timing of future harvesting will be predicated upon optimal market conditions.
- With the completion of burn pile ignitions the three-(3) year FES project is now complete.



Community Forest

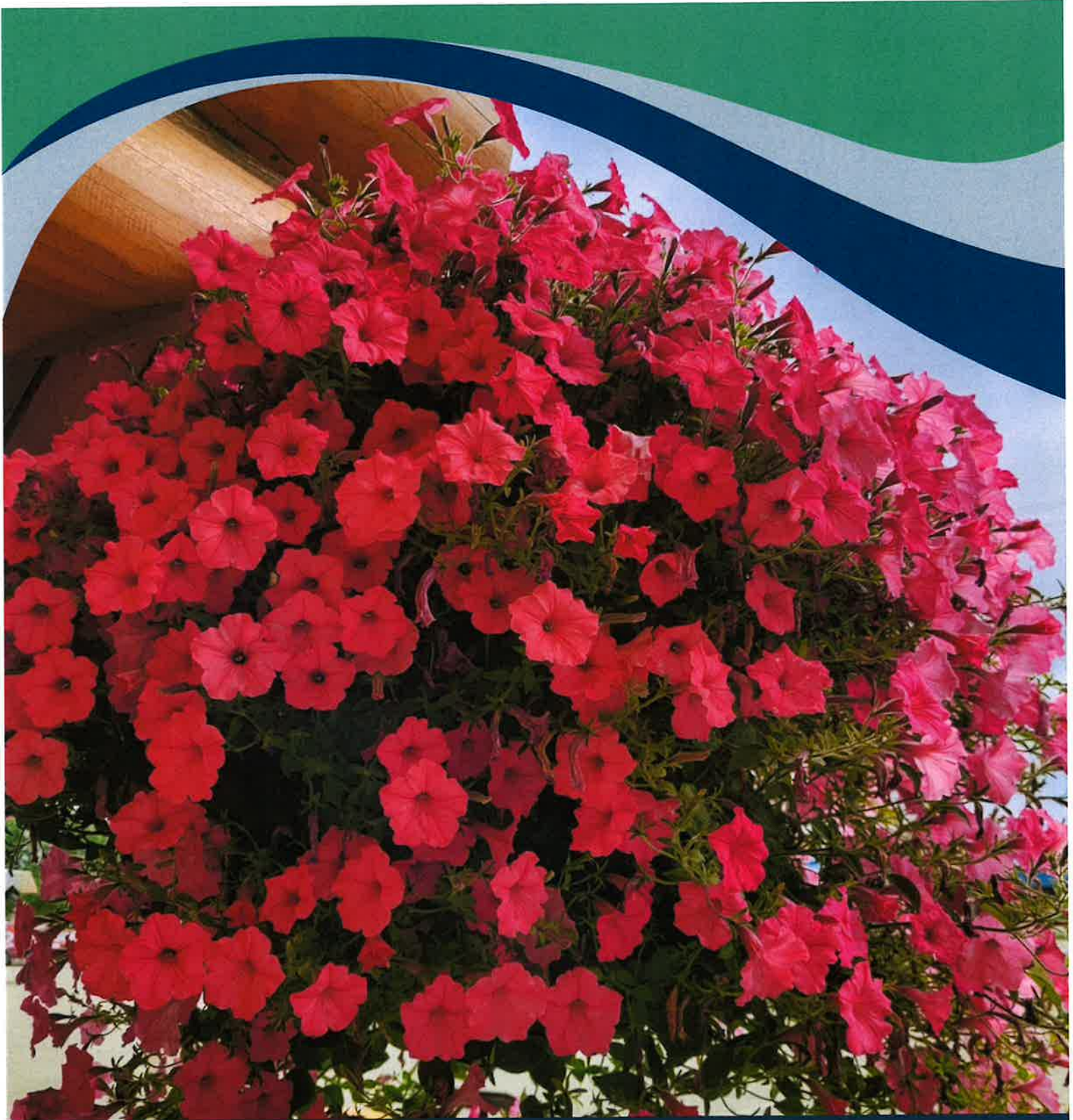
Cost Recovery

The community had strong support from FESBC for the Fuel Management and Fire Mitigation projects completed in 2022 including – prescriptions/layout; incremental harvest costs; debris piling; pulp recovery; debris removal and manual fuel treatments. 100% cost recovery was approved.

Community Forest 2022 Revenues / Expenditures Summary

Revenues		Expenditures	
Harvesting	\$ 612,055	Operating costs	\$ 62,135
FESBC	\$ 115,420	Dividends Paid	\$1,000,000
Retained Earnings	\$ 334,660		
	<u>\$ 1,062,135</u>		<u>\$ 1,062,135</u>

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

DISTRICT OF 100 MILE HOUSE
Consolidated Financial Statements
Year Ended December 31, 2022

DISTRICT OF 100 MILE HOUSE
Index to Consolidated Financial Statements
Year Ended December 31, 2022

	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
Maureen Pinkney
Mayor

May 4, 2023



CHARTERED PROFESSIONAL ACCOUNTANTS LLP

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100 Mile House, BC V0K 2E0
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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, 2022, 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, 2022, 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)

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.

100 Mile House, BC
May 4, 2023


PMT CHARTERED PROFESSIONAL
ACCOUNTANTS LLP

DISTRICT OF 100 MILE HOUSE
Consolidated Statement of Financial Position
Year Ended December 31, 2022

	2022	2021
Financial Assets		
Cash and short term investments (Note 3)	\$ 16,969,220	\$ 18,059,084
Accounts receivable (Note 4)	1,331,733	689,007
Investment in 100 Mile Development Corporation (Note 6)	518,982	853,642
MFA deposits (Note 7)	8,306	8,240
	<u>18,828,241</u>	<u>19,609,973</u>
Financial Liabilities		
Accounts payable and accrued liabilities (Note 8)	564,343	650,412
Deferred revenue (Note 9)	2,396,701	2,464,180
Development cost charges (Note 9)	463,451	437,057
MFA debt reserve (Note 7)	8,306	8,240
Long term debt (Note 10)	26,038	38,135
Other liabilities	13,872	9,437
	<u>3,472,711</u>	<u>3,607,461</u>
Net Financial Assets	<u>15,355,530</u>	<u>16,002,512</u>
Non-Financial Assets		
Tangible capital assets (Note 11)	40,474,058	38,218,609
Supply inventory	61,744	66,456
Prepaid expenses and deposits	487,814	54,643
	<u>41,023,616</u>	<u>38,339,708</u>
	<u>56,379,146</u>	<u>54,342,220</u>
Represented by		
Operating fund (Note 15)	2,914,203	3,415,363
Statutory reserves (Note 15)	15,361,537	14,730,990
Equity in tangible capital assets (Note 16)	38,103,406	36,195,867
Accumulated surplus	<u>\$ 56,379,146</u>	<u>\$ 54,342,220</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, 2022

	Budget (Unaudited) (Note 21) 2022	2022	2021
Revenue			
Property taxation & grants in lieu (Note 12)	\$ 2,978,605	\$ 3,015,002	\$ 3,157,660
Government transfers (Note 13)	3,089,040	2,532,222	1,635,703
Sale of services (Note 14)	1,167,665	1,168,318	1,230,930
Earnings of 100 Mile Development Corporation (Note 6)	-	665,340	1,196,737
Developer contributions	4,090	389,400	1,133,768
Other revenue	201,070	261,047	213,649
Investment income	80,000	349,111	109,557
Gain on disposal of assets	-	184,109	14,666
	<u>7,520,470</u>	<u>8,564,549</u>	<u>8,692,670</u>
Direct costs			
General government	955,375	1,097,512	973,551
Protective services	864,620	864,627	926,318
Solid waste management and recycling	95,995	112,199	115,331
Public health	31,675	34,981	39,096
Planning and development	897,505	594,746	631,863
Transportation	2,133,940	2,303,108	1,985,273
Parks, recreation and culture	287,440	211,765	207,862
Water services	828,470	822,388	725,118
Sewer services	568,292	481,019	438,746
Debt financing	5,275	5,278	5,278
	<u>6,668,587</u>	<u>6,527,623</u>	<u>6,048,436</u>
Annual surplus	851,883	2,036,926	2,644,234
Accumulated surplus, beginning of year	54,342,220	54,342,220	51,697,986
Accumulated surplus, end of year	<u>\$ 55,194,103</u>	<u>\$ 56,379,146</u>	<u>\$ 54,342,220</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, 2022

	Budget (Unaudited) 2022	2022	2021
Annual surplus	\$ -	\$ 2,036,926	\$ 2,644,234
Amortization of tangible capital assets	1,470,767	1,636,460	1,493,519
Purchase of tangible capital assets	-	(3,957,800)	(3,678,534)
Proceeds on disposal of tangible capital assets	-	250,000	14,666
Gain on disposal of tangible capital assets	-	(184,109)	(14,666)
Decrease (increase) in supply inventory	-	4,712	8,098
Decrease (increase) in prepaid expenses	-	(433,171)	(7,543)
	1,470,767	(2,683,908)	(2,184,460)
Increase (decrease) in net financial assets	1,470,767	(646,982)	459,774
Net financial assets, beginning of year	16,002,512	16,002,512	15,542,738
Net financial assets, end of year	\$ 17,473,279	\$ 15,355,530	\$ 16,002,512

The accompanying notes are an integral part of this statement

DISTRICT OF 100 MILE HOUSE
Consolidated Statement of Cash Flow
Year Ended December 31, 2022

	2022	2021
Operating activities		
Annual surplus	\$ 2,036,926	\$ 2,644,234
Items not affecting cash:		
Amortization	1,636,460	1,493,519
Gain on disposal of assets	(184,109)	(14,666)
Earnings of 100 Mile Development Corporation	(665,340)	(1,196,737)
	<u>2,823,937</u>	<u>2,926,350</u>
Changes in non-cash working capital:		
Accounts receivable	(642,728)	1,773,229
Supply inventory	4,712	8,098
Accounts payable and accrued liabilities	(86,067)	53,203
Deferred revenue and development cost charges	(41,085)	531,034
Prepays	(433,171)	(7,543)
Other liabilities	4,435	8,685
	<u>(1,193,904)</u>	<u>2,366,706</u>
Cash flow from operating activities	<u>1,630,033</u>	<u>5,293,056</u>
Investing and capital activity		
Acquisition of tangible capital assets and work in progress	(3,957,800)	(3,678,535)
Proceeds on disposal of tangible capital assets	250,000	14,666
Dividend paid from 100 Mile Development Corporation	1,000,000	1,500,000
	<u>(2,707,800)</u>	<u>(2,163,869)</u>
Cash flow used by investing and capital activity		
Financing activity		
Debt repayment	(12,097)	(11,521)
Increase (decrease) in cash flow	<u>(1,089,864)</u>	<u>3,117,666</u>
Cash - beginning of year	<u>18,059,084</u>	<u>14,941,418</u>
Cash - end of year	<u>\$ 16,969,220</u>	<u>\$ 18,059,084</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, 2022

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, 2022

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, 2022

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 12, 2022. 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, 2022

1. Significant Accounting Policies (continued)

l) 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 their 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, 2022.

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

	2022	2021
Bank	\$ 16,505,739	\$ 17,600,406
Short Term Investments	463,481	458,678
	\$ 16,969,220	\$ 18,059,084

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 1.93% (2021 – 0.15%).

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2022

4. Accounts Receivable

	2022	2021
Property Taxes and Utilities	\$ 379,069	\$ 325,130
Other Governments	87,110	104,471
100 Mile Development Corporation	272	177
Trade and Other	865,282	259,229
Total Accounts Receivable	\$ 1,331,733	\$ 689,007

5. Related party transactions

During the year, the District provided operational funding of \$112,910 (2021 - \$99,509) and Covid funding of nil (2021 - \$47,391) to the 100 Mile Development Corporation, a wholly owned subsidiary. The District also charged rent of \$17,985 (2021 - \$17,985) to the 100 Mile Development Corporation for the Visitor Information Center.

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 \$1,000,000 (2021 - \$1,500,000) to the District on September 1, 2022, which was paid on September 23, 2022.

Included in accounts receivable on December 31, 2022 is \$272 (2021 - \$177) due from the 100 Mile Development Corporation. Included in accounts payable on December 31, 2022 is \$62,910 (2021 - \$49,509) 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.

	2022	2021
100 Mile Development Corporation 100 Class A Shares (100%)	\$ 100	\$ 100
Opening retained earnings	853,542	1,156,805
Net income for the year	665,340	1,196,737
Dividend	(1,000,000)	(1,500,000)
Closing Retained Earnings	\$ 518,882	\$ 853,542
Investment in the Corporation	\$ 518,982	\$ 853,642

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2022

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>	<u>2022</u>	<u>2021</u>
Assets:		
Current	540,903	883,289
Tangible Capital Assets	577	751
Total Assets	\$ 541,480	\$ 884,040
Liabilities:		
Accounts payable	22,226	30,221
District of 100 Mile House	272	177
Total Liabilities	\$ 22,498	\$ 30,398
Equity:		
Share Capital	100	100
Retained Earnings	518,882	853,542
Total Equity	\$ 518,982	\$ 853,642
Total Liabilities and Equity	\$ 541,480	\$ 884,040
Operations:		
Revenue	1,026,869	2,045,984
Expenses	361,529	849,247
Net Income	\$ 665,340	\$ 1,196,737
Dividend	1,000,000	1,500,000
Change In Equity	\$ (334,660)	\$ (303,263)

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 \$3,049 (2021 - \$2,983) and deposit notes of \$5,257 (2021 - \$5,257).

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2022

8. Accounts Payable & Accrued Liabilities

	2022		2021
Other Government	\$ 11,515	\$	12,820
Accrued Wages & Benefits	99,689		105,578
Trade & Other	453,139		532,014
	\$ 564,343	\$	650,412

9. Deferred Revenue

	2022		2021
Canada Community – Building Fund	\$ 1,842,883	\$	1,678,623
Prepaid taxes	175,406		163,337
Miscellaneous	378,412		622,220
Total Deferred Revenue	2,396,701		2,464,180
Development Cost Charges	463,451		437,057
Total Deferred Revenue & Development Cost Charges	\$ 2,860,152	\$	2,901,237

Balance, beginning of year:

	2022		2021
Development Cost Charges – sewer utility fund	\$ 134,675	\$	132,079
Development Cost Charges – water utility fund	209,708		207,072
Development Cost Charges – drainage utility fund	14,571		14,419
Development Cost Charges – roads utility fund	78,103		77,188
Canada Community – Building Fund	1,678,623		1,379,286
Prepaid taxes	163,337		131,299
Capital projects	210,000		87,500
Miscellaneous	412,220		341,361
	2,901,237		2,370,204
Add:			
Canada Community – Building Fund received	145,024		283,530
Interest income restricted for projects	26,092		20,888
Development Cost Charges	19,538		1,218
Capital projects	162,500		460,000
Other amounts received	314,139		401,962
Total contributions	667,293		1,167,598
Less: Amount spent on projects and recorded as revenue	708,378		636,565
Closing balance of unspent funds	\$ 2,860,152	\$	2,901,237

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2022

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 (2021 - \$3,927).

	Balance Beginning of Year	Additions	Principal Amount	Actuarial Adjustment	Balance End of Year
Sewer Fund					
MFA Issue 85	38,135	-	5,278	6,819	26,038
Total	\$ 38,135	\$ -	\$ 5,278	\$ 6,819	\$ 26,038

MFA 85 Maturity Date 2024 Interest Rate 4.575%

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

	2023	2024	2025	2026	2027
Sewer Fund	5,278	5,278	-	-	-
	\$ 5,278	\$ 5,278	\$ -	\$ -	\$ -

DISTRICT OF 100 MILE HOUSE

Notes to Consolidated Financial Statements

Year Ended December 31, 2022

11. Tangible Capital Assets

2022	Land	Buildings	Vehicles, Furniture & Equipment	Transportation	Recreation Facilities	Water	Sewer	Assets Under Construction	Total
Cost									
Balance, beginning 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
Add: Acquisitions	91,400	502,032	97,234	2,880,154	-	-	26,973	3,471,167	7,068,961
Less: Disposals/ WIP allocation	65,891	-	12,771	-	-	-	-	3,111,160	3,189,822
Less: Write-downs	-	-	-	-	23,277	-	-	-	23,277
Balance, end of year	\$ 2,114,120	\$ 3,901,918	\$ 5,438,037	\$ 27,492,874	2,097,546	\$ 16,635,403	\$ 8,325,015	\$ 2,573,062	\$ 68,577,976
Accumulated amortization									
Balance, beginning of year	\$ -	\$ 2,484,899	\$ 2,833,708	\$ 11,085,578	\$ 1,008,434	\$ 4,938,081	\$ 4,152,806	\$ -	\$ 26,503,506
Add: Amortization	-	104,639	261,135	669,543	85,622	337,574	177,947	-	1,636,460
Less: Disposals	-	-	12,771	-	23,277	-	-	-	36,048
Balance, end of year	\$ -	\$ 2,589,538	\$ 3,082,072	\$ 11,755,121	\$ 1,070,779	\$ 5,275,655	\$ 4,330,753	\$ -	\$ 28,103,918
Net book value, end of year	\$ 2,114,120	\$ 1,312,380	\$ 2,355,965	\$ 15,737,753	\$ 1,026,767	\$ 11,359,748	\$ 3,994,262	\$ 2,573,062	\$ 40,474,058

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

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 \$389,400 (2021 - 1,133,768) comprised of a building \$398,000 and land \$91,400

b) Write-down of tangible capital assets

Write-down of assets during the year \$23,277 (2021 - nil)

c) Capital leases

There are no capital leases included in 2022 (2021 - nil)

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2022

12. Property Taxation and Grants in Lieu

	2022	2021
Taxes Collected		
Property taxes	\$ 5,065,845	\$ 5,236,869
Special assessments	212,124	201,096
1% Utility tax	62,753	77,434
Grants In Lieu of taxes	83,097	82,794
Penalties and interest on taxes	20,932	17,839
	\$ 5,444,751	\$ 5,616,032
Less transfers to other governments		
School District	1,173,712	1,169,184
Regional District	685,474	734,917
Regional Hospital District	397,912	361,651
Joint Boards & Commissions	31,867	33,300
Other	140,784	159,320
	\$ 2,429,749	\$ 2,458,372
Net Taxes available for municipal purposes	\$ 3,015,002	\$ 3,157,660

13. Government Transfers

	2022	2021
<u>Provincial grants</u>		
IBA-ICIP	\$ 631,047	\$ -
BC Active Transportation Infrastructure	179,925	337,500
Community Transition Capacity project	91,565	32,411
Community Support Grant	38,498	24,820
Ministry of Forests – Forestry Employment Program	32,996	109,182
Ministry of Tourism - Tourism Dependent Community Fund	143,277	-
Labour Market Partnership	-	36,797
Other	347,976	144,653
Small Community Protection	488,000	385,000
<u>Federal grants</u>		
Canada Summer Jobs	-	14,220
Tourism Relief Fund	40,778	-
<u>Regional & other grants</u>		
Cariboo Regional District	453,546	470,230
NDI Trust	50,000	70,481
UBCM	34,614	10,409
	\$ 2,532,222	\$ 1,635,703

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2022

14. Sales of Services

	2022	2021
Water user rates	\$ 562,022	\$ 543,485
Sewer user rates	433,402	398,599
Garbage/Recycling	26,861	25,241
Timber sales	-	34,984
Other	146,033	228,621
	\$ 1,168,318	\$ 1,230,930

15. Accumulated Surplus

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

Surplus	2022	2021
General operating fund	\$ 1,911,397	\$ 2,600,205
Sewer operating fund	499,310	380,922
Water operating fund	503,496	434,236
Operating fund surplus	\$ 2,914,203	\$ 3,415,363

Reserves	2021	2021
Municipal infrastructure	\$ 2,695,691	\$ 4,023,999
Utility infrastructure	2,991,019	2,763,959
Parkland	6,208	6,138
Machinery & Equipment	3,117,028	2,292,111
Covid-19 (schedule 1)	38,304	121,733
Woodlot	370,942	380,705
Community Forest	6,142,345	5,142,345
Total reserves	\$ 15,361,537	\$ 14,730,990

- a) Included in the General Operating Fund are internally restricted funds of \$100,000 (2021 - \$100,000) for the purposes of planning.
- b) Included in the General Operating Fund are internally restricted funds of \$1,170 (2021 - \$42,414) to be used to fund Interior Health Transit expense.

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2022

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:

	2022	2021
Equity in TCA, beginning of year	\$ 36,195,867	\$ 35,955,341
Add: Capital acquisitions	3,597,793	1,722,524
Debt principal repayment	5,278	5,278
Actuarial adjustment	6,819	6,243
Less: Proceeds from the issue of debt	-	-
Disposition at NBV less loss on disposal	65,891	-
Amortization	1,636,460	1,493,519
Equity in TCA, end of year	\$ 38,103,406	\$ 36,195,867

17. Expenses by Object

	2022	2021
Goods and services	\$ 2,606,153	\$ 2,455,007
Salary, wages and benefits	2,272,323	2,089,118
Amortization	1,636,460	1,493,519
Interest and finance charges	7,409	5,514
Debenture debt payments	5,278	5,278
Loss from sale/write down of tangible capital assets	-	-
	\$ 6,527,623	\$ 6,048,436

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, 2021, the Plan has about 227,000 active members and approximately 118,000 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, 2022

18. Contingent Liabilities and Commitments (continued)

The most recent actuarial valuation for the Municipal Pension Plan as of December 31, 2021 indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2024 with results available in 2025.

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

The District of 100 Mile House paid \$102,998 (2021 - \$104,110) for employer contributions while employees contributed \$91,082 (2021 - \$89,228) to the Plan in fiscal 2022.

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 a 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) 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 \$185,907 (2021 - \$188,069) and have not been included in the consolidated statement of financial position nor have their operations been included in the consolidated statement of operations.

20. 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

DISTRICT OF 100 MILE HOUSE
Notes to Consolidated Financial Statements
Year Ended December 31, 2022

1, 2022. The District has not yet determined the effect of the new section on its consolidated financial statements.

21. Budget data

The budget data presented in these consolidated financial statements is based upon the 2022 operating and capital budgets approved as the 2022 to 2026 Financial Plan by Council on April 12, 2022. 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.

	<u>Budget Amount</u>
Budget surplus per Statement of Financial Activities	\$ 851,883
Adjust for budgeted items not included in Statement of Financial Activities:	
Transfers from reserve funds	4,618,110
Transfer from operating surplus	-
Acquisition of tangible capital assets	(6,940,760)
Non-cash items - amortization	1,470,767
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, 2022****(Unaudited)**

	2022	2021
Revenue		
BC Safe Restart Grant	\$ -	\$ -
Eligible costs incurred		
Computer & IT Costs - Virtual Communications	16,974	62,240
Facility Reopening and Operating Costs	-	53,895
Emergency Planning & Response Cost	4,648	2,406
Revenue Shortfalls	61,807	221,589
Services for Vulnerable Persons	-	70,000
	83,429	410,130
Deficit	(83,429)	(410,130)
Reserve balance, beginning of year	121,733	531,863
Reserve balance, end of year (Note 15)	\$ 38,304	\$ 121,733

The accompanying notes are an integral part of this statement



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 8, 2023

To: Mayor & Council

From: Administration

Subject: Northern Development Initiative Trust (NDIT) – Marketing Initiatives Application for Wayfinding Signage Implementation

As Council is aware, the Wayfinding Strategy (attached) was completed in late 2022. Implementation of the strategy includes updated signage.

To date, grant funding is covering 100% of the cost of the Visitor Centre signage and the Entrance to Town signage refurbishment. The highway signage requires further consultation with the Ministry of Transportation & Infrastructure (MoTI) and staff is scheduled to meet with MoTI this week. Meantime, the District has an opportunity to apply for the NDIT Marketing Initiatives funding to implement the new signage. Several other communities have received NDIT grant support in the past for this purpose.

Based on quotes received from qualified sign companies, the total cost to implement the strategy recommendations is \$ 30,255. This excludes the signage already covered under different grant funding but includes street name blade replacement. Funding for 50% of the project cost has been identified in the Community Services and Planning budgets for special projects as a shared expense. The Marketing Initiatives Grant will cover the remaining 50% of project costs.

The deadline for the quarterly NDIT intake is May 12, 2023, so staff prepared and submitted the application so as not to miss the intake window. However, a Council resolution will be required. Should Council be in favour, a proposed resolution that meets NDIT's requirements of support is shown below. Should Council not be in favour, staff will withdraw the application.

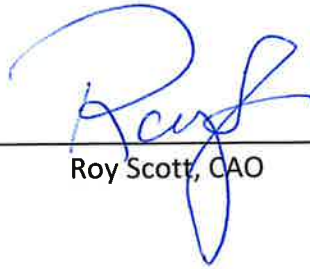
Proposed Resolution

THAT Council of the District of 100 Mile House supports the application to Northern Development Initiative Trust from the District of 100 Mile House for the Wayfinding Strategy Implementation Project.

Council direction is requested.



J. Doddridge, Director Ec Dev / Planning



Roy Scott, CAO



Wayfinding Strategy

DISTRICT OF 100 MILE HOUSE / DECEMBER 02, 2022

Detailed Design,
Signage & Phasing Plan



100 Mile House

public



ABOUT THIS DOCUMENT

This document contains the final Wayfinding Plan for the District of 100 Mile House.

CONTENTS

1	Sign Design	
	Colours & Typography	4
	Sign Family	5
	Sign Material & Assembly	6
	Sign Type Details	7-12
	Map Graphics	13
	Gateway Sign Graphic Renovations	14-15
2	Sign Removal & Replacement	
	Sign Location Plan	17-18
	Message Schedule	19-24
	Proposed Sign Replacement (HWY 97)	25-28
3	Sign Removal Schedule	
	Sign Removal Location Plan	30-31
	Sign Removal Schedule	32-35
4	Proposed Phasing Plan	
	Phase 1	37
	Phase 2	38
5	Appendix	
	Recommendations	40
	Monument Signs	41
	Centennial Park Gateway	42
	Street Blade Template	43

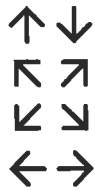


1

SIGN DESIGN

Typography, Icons, Colours

Bitter Regular	Bitter Bold
AaBbCcDdEe	AaBbCcDdEe
FfGgHhIiJjKk	FfGgHhIiJjKk
LlMmNnOoPp	LlMmNnOoPp
QqRrSsTtUu	QqRrSsTtUu
VvWwXxYyZz	VvWwXxYyZz
1234567890	1234567890
!@#%\$&*	!@#%\$&*



DISTRICT OF
100 Mile House



GRAPHIC DESIGN PALETTE

Based on comments supplied by the District of 100 Mile House council, staff and stakeholders, the palette of colour and typography shown on this page was selected for implementation in the sign family, see following page. This option builds upon the visual themes and colours found in some iconic heritage signs, combined with the contemporary brand of the district.

The typography ties in the past with the present to creates a timeless composition. The systems colours are a modest extension of the district's identity, and speak to nature and urbanism.



SIGN FAMILY

Based on the feedback provided, the sign family design has been adjusted and expanded as shown below. This takes into account new signs and renovations to existing sign types.



MATERIALS

(1/8") Aluminum



1/8" aluminum panels are the base material for 100 Mile House wayfinding. They are used for all self supporting sign blades and as the primary components for the faces of all fabricated signs.

Graphic Printed Vinyl



Graphic printed vinyl is to be used for 100 Mile House wayfinding. All signs must be digitally direct printed to 3M™ Reflective Sheeting with full 7, 10, or 12 year 3M™ MCS™ Warranty. Fully reflective sign faces provide functionality day and night. Combined with unlimited colours and fine detail, signs are clear and crisp both up close and personal and from a distance under lower light conditions. Sign faces must be produced in compliance with national and regional regulatory standards, following 3M processing methods. This method provides the highest quality and longest lasting reflective signage available on the market.

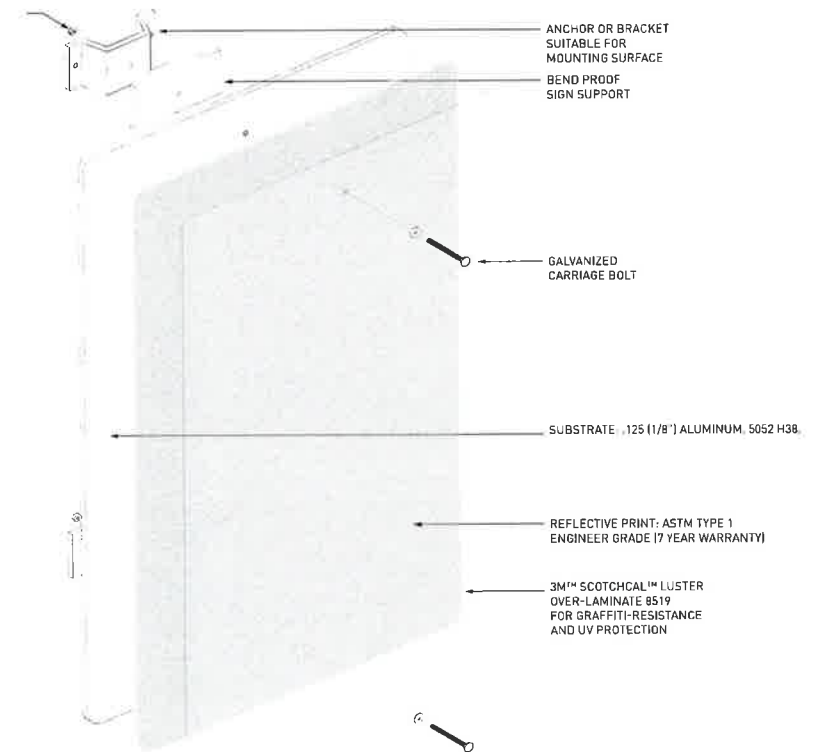
Galvanized Carriage Bolts



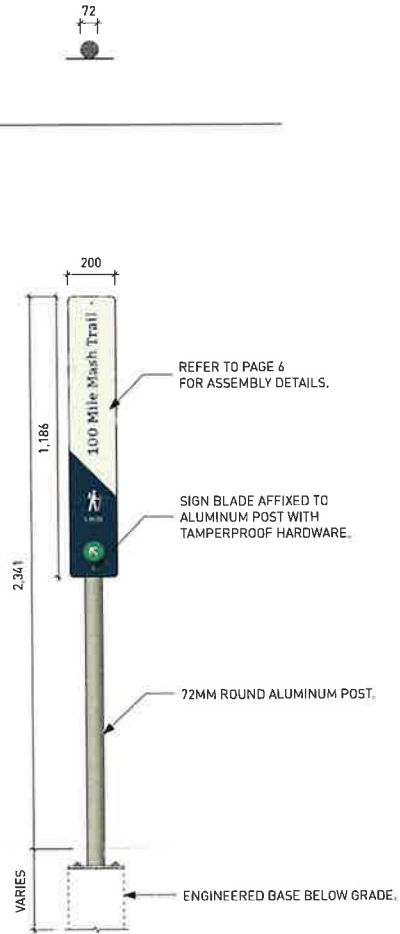
Carriage bolts should be the preferred method for mounting signs wherever possible. All signs should have bend-proof supports behind to prevent panels from warping when installed. If necessary, mounting brackets or bolt anchors should be used to facilitate the use of carriage bolts in mounting sign panels directly to the docks or other surfaces where using hex nuts on the reverse of the panel is not feasible.

SIGN ASSEMBLY

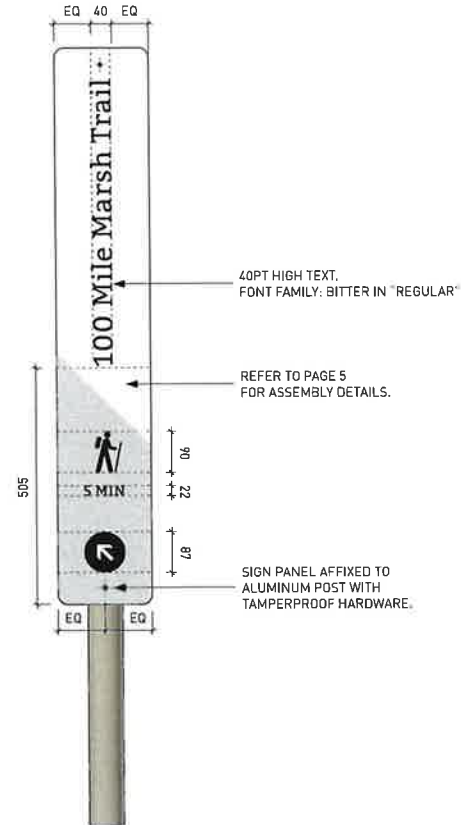
The materials and fabrication method should be familiar to all sign shops. The supplies should be easy to access and replace or add to as necessary.



PLAN VIEW
1:20



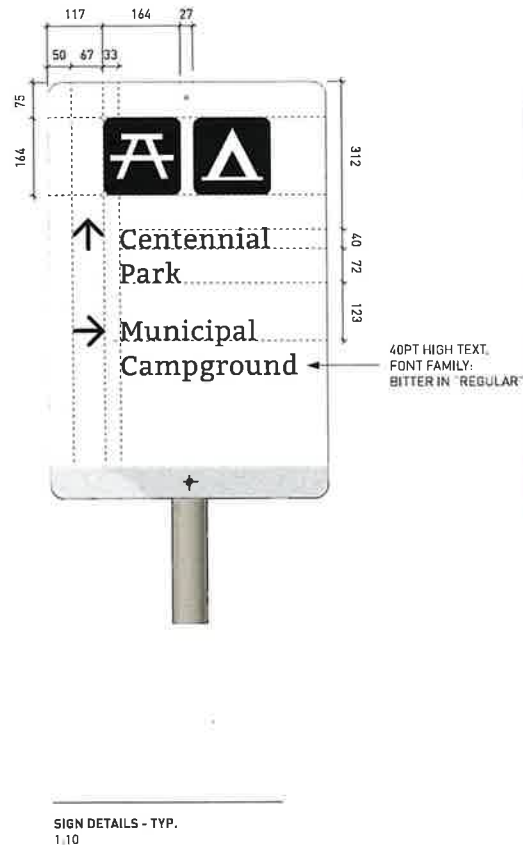
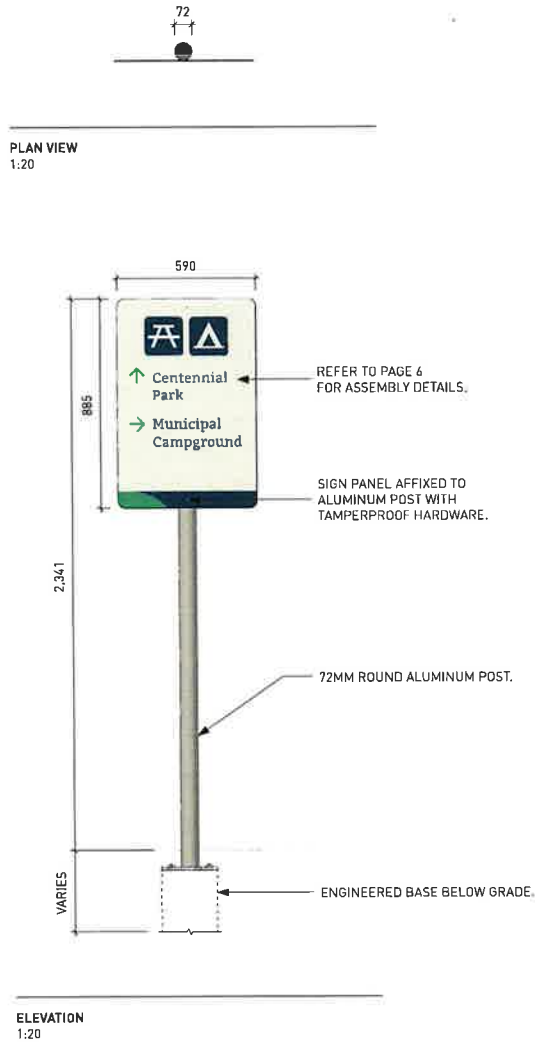
ELEVATION
1:20

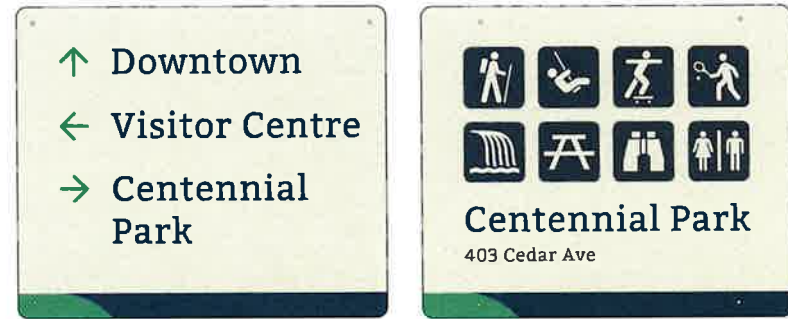
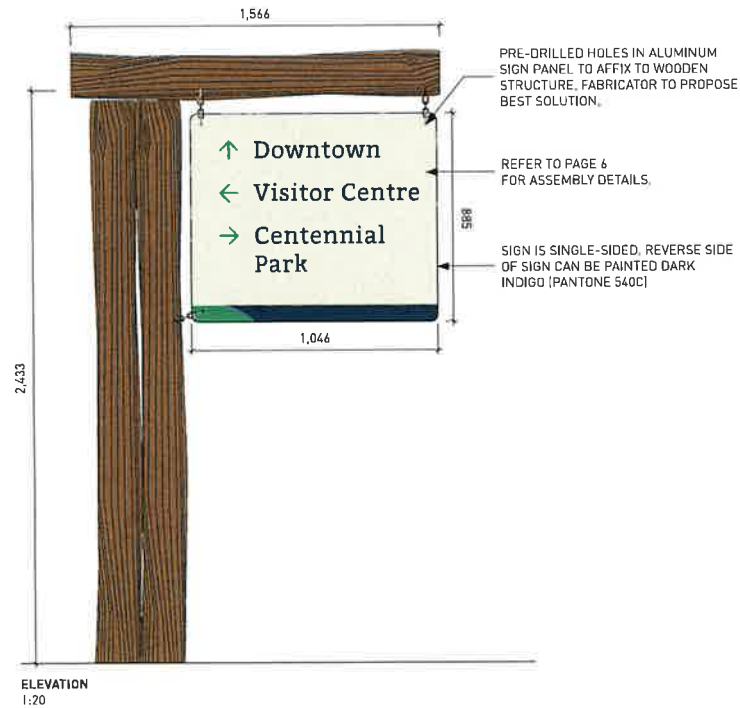


SIGN DETAILS - TYP.
1:10

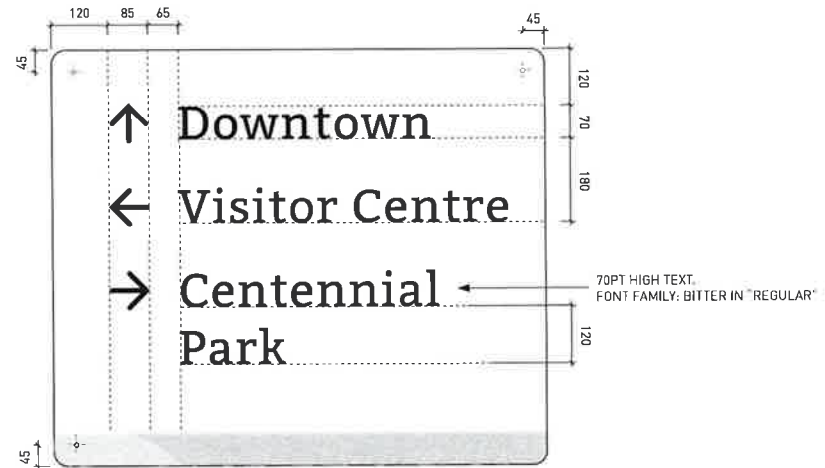


GRAPHIC DETAILS
1:10

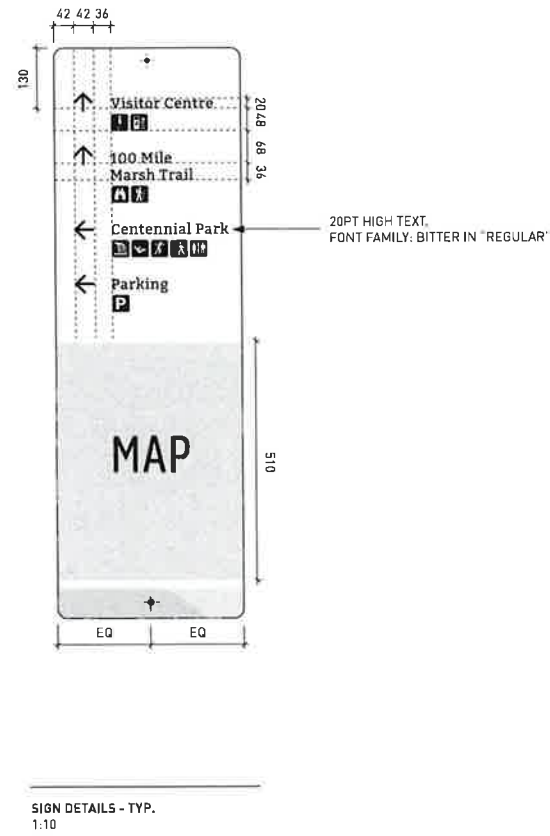
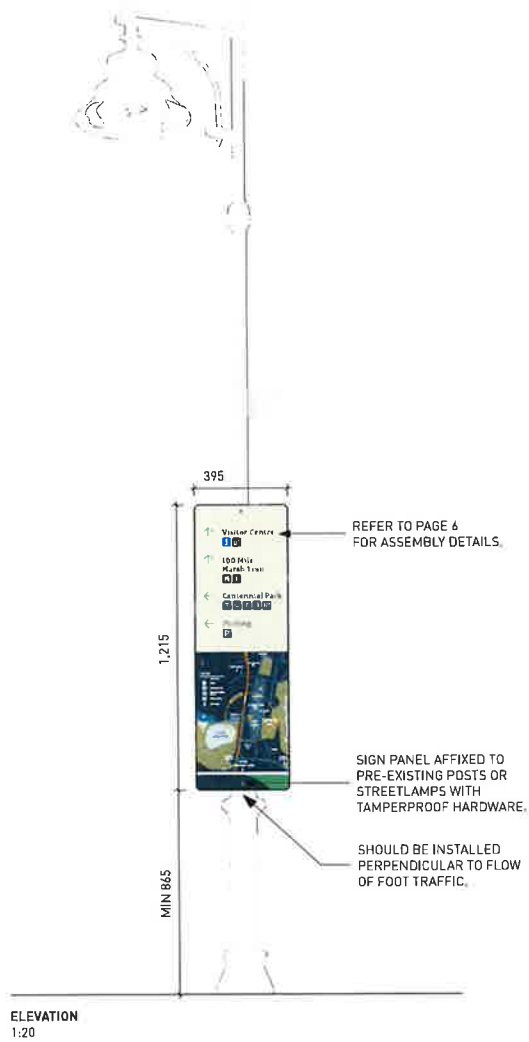




GRAPHIC DETAILS - ALTERNATE FORMATS
1:10

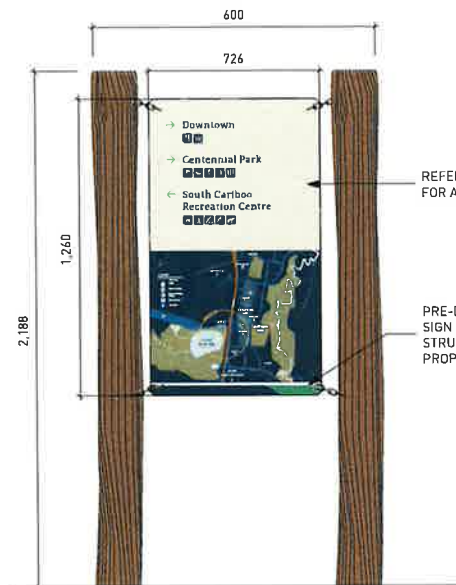


SIGN DETAILS - TYP.
1:10





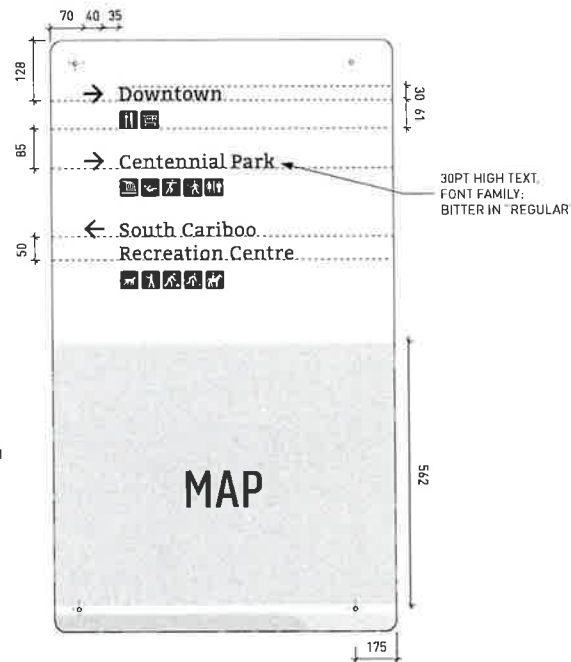
PLAN VIEW
1:20



ELEVATION
1:20

REFER TO PAGE 6
FOR ASSEMBLY DETAILS.

PRE-DRILLED HOLES IN ALUMINUM
SIGN PANEL TO AFFIX TO WOODEN
STRUCTURE. FABRICATOR TO
PROPOSE BEST SOLUTION.

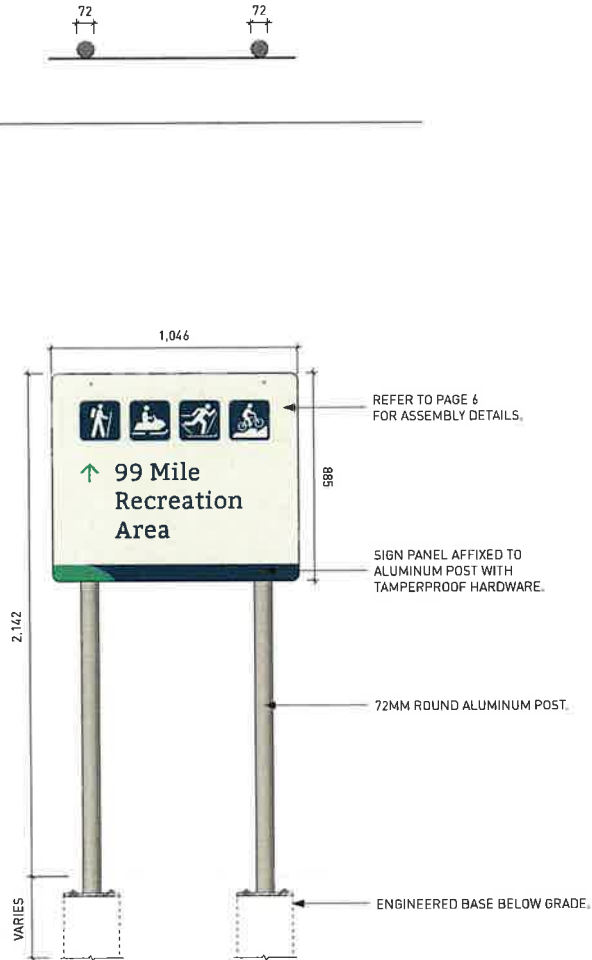


SIGN DETAILS - TYP.
1:10



GRAPHIC DETAILS
1:10

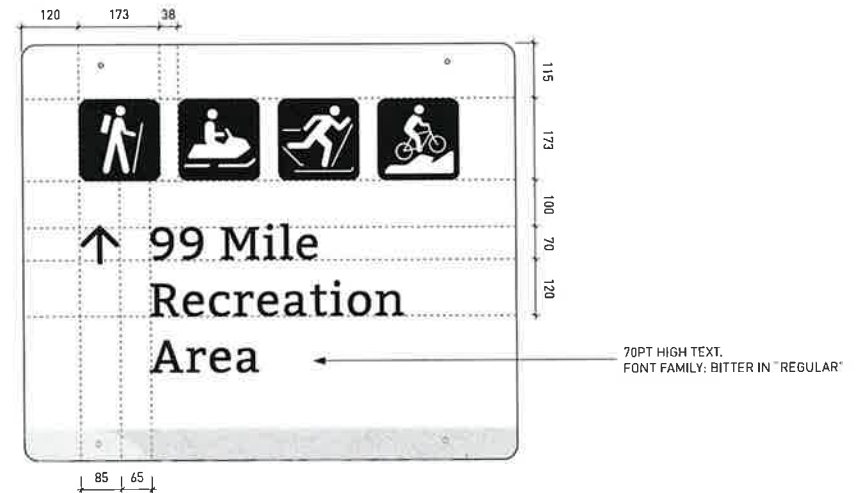
PLAN VIEW
1:20



ELEVATION
1:20



GRAPHIC DETAILS - ALTERNATE FORMATS
1:10



SIGN DETAILS - TYP.
1:10



ORIENTATION KIOSK MAP



DOWNTOWN WALKING MAP



CURRENT LETTERS WILL NEED TO BE REMOVED; LOGS TO BE SANDED AND REFINISHED LIGHTLY BEFORE INSTALLATION.

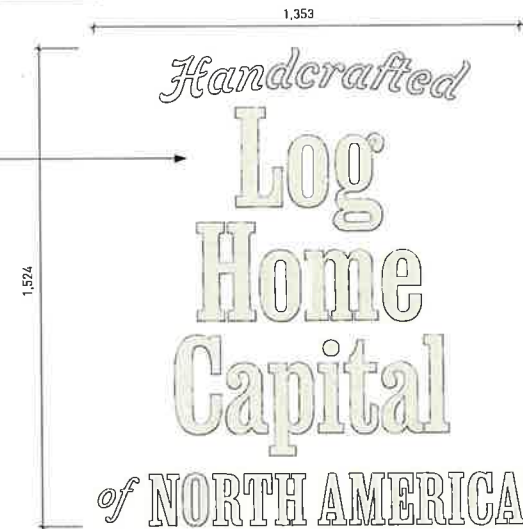
DIRECT PRINT 3M VINYL
ON ALUMINUM BLADE;
CUSTOM CUT TO FIT THE SPACE.
A TEMPLATE WILL BE REQUIRED
FOR CUTTING.



ELEVATION
1:30

GRAPHIC DETAILS
1:20

WATER-JET CUT ALUMINUM
LETTERS MOUNTED TO A BACKING
RAIL FOR PERMANENT FIXING TO
LOG BACKING.



GRAPHIC DETAILS
1:15



CURRENT SIGNS TO BE REMOVED; LOGS TO BE SANDED AND REFINISHED LIGHTLY BEFORE INSTALLATION.



ELEVATION
1:30



GRAPHIC DETAILS
1:15



GRAPHIC DETAILS
1:15



2

SIGN REMOVAL AND REPLACEMENT

Sign Plan - North Crop

SIGN REMOVAL AND REPLACEMENT SCHEDULE

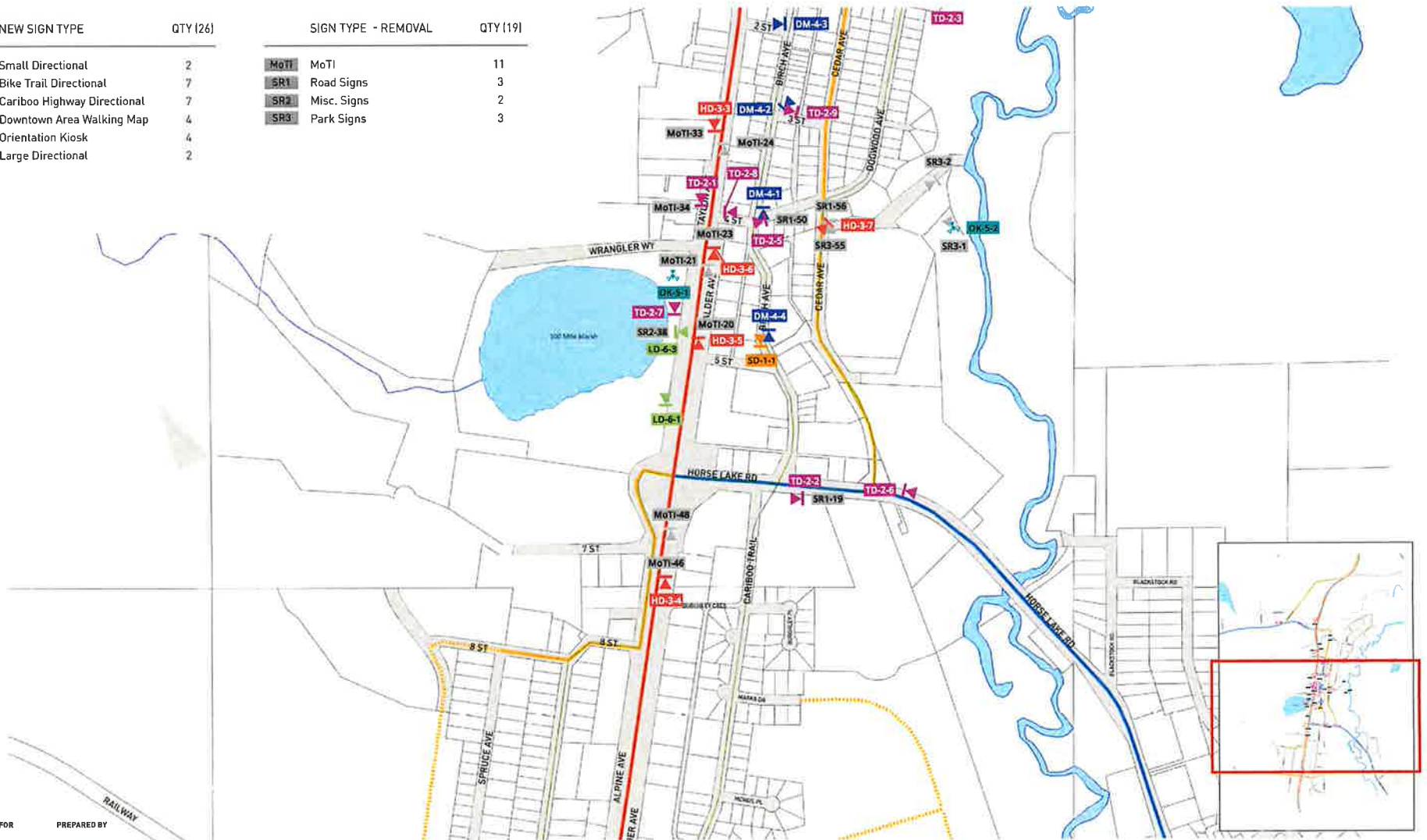
This sign plan indicates where new signs can be located. The types of signs proposed are indicated in the Wayfinding Sign Family on p.4.







NEW SIGN TYPE	QTY (26)	SIGN TYPE - REMOVAL	QTY (19)
SD-1 Small Directional	2	MoTI MoTI	11
TD-2 Bike Trail Directional	7	SR1 Road Signs	3
HD-3 Cariboo Highway Directional	7	SR2 Misc. Signs	2
DM-4 Downtown Area Walking Map	4	SR3 Park Signs	3
OK-5 Orientation Kiosk	4		
LD-6 Large Directional	2		


























Sign Plan - Center Crop













NEW SIGN TYPE	QTY (26)	SIGN TYPE - REMOVAL	QTY (19)
SD-1 Small Directional	2	MoTI MoTI	11
TD-2 Bike Trail Directional	7	SR1 Road Signs	3
HD-3 Cariboo Highway Directional	7	SR2 Misc. Signs	2
DM-4 Downtown Area Walking Map	4	SR3 Park Signs	3
OK-5 Orientation Kiosk	4		
LD-6 Large Directional	2		










New Sign ID	Message	Sign Removal and/or Installation	Key Map
SD-7-1 SD - Small Directional Phase 1	 100 Mile Marsh 5 MINS 	 Notes New sign installation on existing structure.	
TD-2-1 TD - Trail Directional Phase 2	<div>→ Recreation Centre</div> <div>→ Agriplex</div> <div>← Centennial Park</div> <div>↑ Visitor Centre</div>	 Sign Type Removal M011-34 Notes Remove "Wildlife Viewing" sign; requires further discussion with M011. Straighten post before replacing with new trail directional sign.	





New Sign ID	Message	Sign Removal and/or Installation	Key Map
TD-2-2 TD - Trail Directional Phase 2	Icon 1  Icon 2  <div>← Downtown</div> <div>← Hospital</div> <div>↑ Municipal Campground</div>	 Sign Type Removal SR-19 Notes Remove "Campground" sign; existing pole to be straightened before mounting new trail directional sign.	
TD-2-3 TD - Trail Directional Phase 1	Icon 1  Icon 2  Icon 3  Icon 4  <div>↑ Centennial Park</div> <div>→ Downtown</div>	 Notes New sign installation.	
TD-2-4 TD - Trail Directional Phase 2	Icon 1  <div>↑ Recycling</div> <div>↑ Landfill</div>	 Notes New sign installation.	





New Sign ID	Message	Sign Removal and/or Installation	Key Map
TD-2-5 TD - Trail Directional Phase 1	Icon 1  Icon 2  → Centennial Park → Municipal Campground	 Sign Type Removal SR-50 Notes Remove "Centennial Park" sign; replace with new trail directional sign on existing structure.	
TD-2-6 TD - Trail Directional Phase 2	→ Hospital → Centennial Park ↑ 100 Mile Marsh Trail ↑ Visitor Centre	 Notes New sign installation.	
TD-2-7 TD - Trail Directional Phase 2	Icon 1  Icon 2  ↗ 100 Mile Marsh Trail ↑ Pedestrian Underpass	 Notes New sign installation.	







New Sign ID	Message	Sign Removal and/or Installation	Key Map
TD-2-8 TD - Trail Directional Phase 2	Icon 1  Icon 2  Icon 3  Icon 4  ↗ Recreation Centre ↗ Agriplex	 Notes New sign installation on existing structure.	
TD-2-9 TD - Trail Directional Phase 2	Icon 1  Icon 2  ← Downtown Parking ↗ Centennial Park	 Notes New sign installation on existing structure.	
HD-3-1 HD - Cariboo Highway Directional Phase 2	→ Industrial Area ↑ Downtown	 Sign Type Removal M6T1-29 Notes Remove "Golf" sign and replace with new sign.	






New Sign ID	Message	Sign Removal and/or Installation	Key Map
HD-3-2 HD - Cariboo Highway Directional Phase 1	<div>← Downtown</div> <div>← Centennial Park</div> <div>→ Martin Exeter Hall</div>	 <p>Sign Type Removal MoTI-31</p> <p>Notes Remove "Arriasan" and "Sculptor" sign; requires further discussion with MoTI. If Blue & White sign stays, HD-3-2 location will move a few meters south.</p>	
HD-3-3 HD - Cariboo Highway Directional Phase 2	<div>← Downtown</div> <div>← Centennial Park</div> <div>↗ Visitor Centre</div>	 <p>Sign Type Removal MoTI-33</p> <p>Notes Remove "Campground" and "Gallery" sign; requires further discussion with MoTI. Replace with new highway directional sign.</p>	





New Sign ID	Message	Sign Removal and/or Installation	Key Map
HD-3-4 HD - Cariboo Highway Directional Phase 1	<div>→ Downtown</div> <div>→ Centennial Park</div> <div>→ Municipal Campground</div>	  <p>Sign Type Removal MoTI-46, MoTI-48</p> <p>Notes Remove "Business Centre" and "Municipal Campground" sign; requires further discussion with MoTI. New highway directional sign located at MoTI-46 location.</p>	


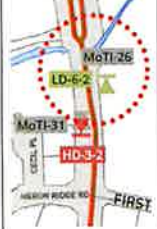

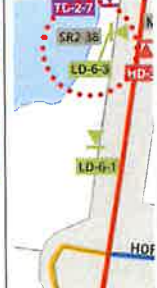
New Sign ID	Message	Sign Removal and/or Installation	Key Map
HD-3-5 ID - Cariboo Highway Directional Phase 1	<div> <div>←</div> Visitor Centre </div> <div> <div>←</div> Airstrip </div> <div> <div>→</div> Downtown </div>	 <p>Sign Type Removal MoTI-20</p> <p>Notes Remove "Wildlife Viewing" sign. Will require further discussion with MoTI. Replace with new highway directional sign.</p>	
HD-3-6 HD - Cariboo Highway Directional Phase 2	<div> <div>→</div> Downtown </div> <div> <div>→</div> Centennial Park </div> <div> <div>↑</div> Saint Station </div>	 <p>Sign Type Removal MoTI-23</p> <p>Notes Remove municipal sign and replace with new highway directional sign.</p>	

New Sign ID	Message	Sign Removal and/or Installation	Key Map
HD-3-7 HD - Cariboo Highway Directional Phase 1	Icon 1 Icon 2 Icon 3 Icon 4 Icon 5 Icon 6 Icon 7 Icon 8 <div>Centennial Park</div> <div>403 Cedar Ave</div>	 <p>Sign Type Removal SR-55, SR-56</p> <p>Notes Remove "Park ID" and "District Address" sign; replace with new sign that combines ID and address.</p>	
DM-3-1 DM - Downtown Area Walking Map Phase 1	<div> <div>→</div> Visitor Centre </div> <div> <div>→</div> 100 Mile Marsh Trail </div> <div> <div>→</div> South Cariboo Recreation Centre </div> <div> <div>←</div> Centennial Park </div>	 <p>Notes New sign installation on existing structure.</p>	

New Sign ID	Message	Sign Removal and/or Installation	Key Map
DM-4-2 DM - Downtown Arca Walking Map Phase 2	<div> <div>← Centennial Park</div> <div>← Parking</div> <div>↑ Visitor Centre</div> <div>↑ 100 Mile Marsh Trail</div> </div>	 <p>Notes New sign installation on existing structure.</p>	
DM-4-3 DM - Downtown Area Walking Map Phase 1	<div> <div>→ Centennial Park</div> <div>→ Visitor Centre</div> <div>→ 100 Mile Marsh Trail</div> <div>→ Parking</div> </div>	 <p>Notes New sign installation on existing structure.</p>	
DM-4-4 DM - Downtown Area Walking Map Phase 2	<div> <div>→ Centennial Park</div> <div>← Visitor Centre</div> <div>← 100 Mile Marsh</div> </div>	 <p>Notes New sign installation on existing structure.</p>	





New Sign ID	Message	Sign Removal and/or Installation	Key Map
OK-5-1 OK - Orientation Kiosk Phase 1	Destination Messaging TBD; walking map included.		
OK-5-2 OK - Orientation Kiosk Phase 2	Destination Messaging TBD; walking map included.	  <p>Sign Type Removal SR-1, SR-2</p> <p>Notes Remove nearby regulatory info and park map signs; replace with orientation kiosk sign at current park map sign (SR-1) location. *Replace existing sign with current sign program to connect this District asset to other outdoor amenities. Additional trail map required to replace downtown walking map. Additional layout required for information outside of wayfinding, eg. Animal behaviour and safety*</p>	

New Sign ID	Message	Sign Removal and/or Installation	Key Map
<p>OK - Orientation Kiosk</p> <p>Phase 2</p>	<p>Destination Messaging TBD; walking map included.</p>	 <p>Sign Type Removal ST-57</p> <p>Notes For discussion: replace or repurpose current District Informational sign; see Sign Removal Schedule SA-S13-57</p>	
<p>LD-6-1</p> <p>LD - Large Directional</p> <p>Phase 2</p>	<p>Icon 1</p> <p>Icon 2</p> <p>Icon 3</p> <p>Icon 4</p> <p>↑ 99 Mile Recreation Area</p>	 <p>Notes New sign installation.</p>	

New Sign ID	Message	Sign Removal and/or Installation	Key Map
<p>LD-6-2</p> <p>LD - Large Directional</p> <p>Phase 2</p>	<p>Icon 1</p> <p>Icon 2</p> <p>Icon 3</p> <p>→ Sani Station</p> <p>→ Downtown</p>	 <p>Sign Type Removal MoTI-26</p> <p>Notes Remove "Sani Station icon" sign and replace with new large directional sign.</p>	
<p>LD-6-3</p> <p>LD - Large Directional</p> <p>Phase 2</p>	<p>Icon 1</p> <p>Icon 2</p> <p>Icon 3</p> <p>Icon 4</p> <p>100 Mile Marsh</p> <p>Wetland Conservation Project</p>	 <p>Sign Type Removal SR-38</p> <p>Notes Remove "100 Mile Marsh" sign; replace with large directional.</p>	

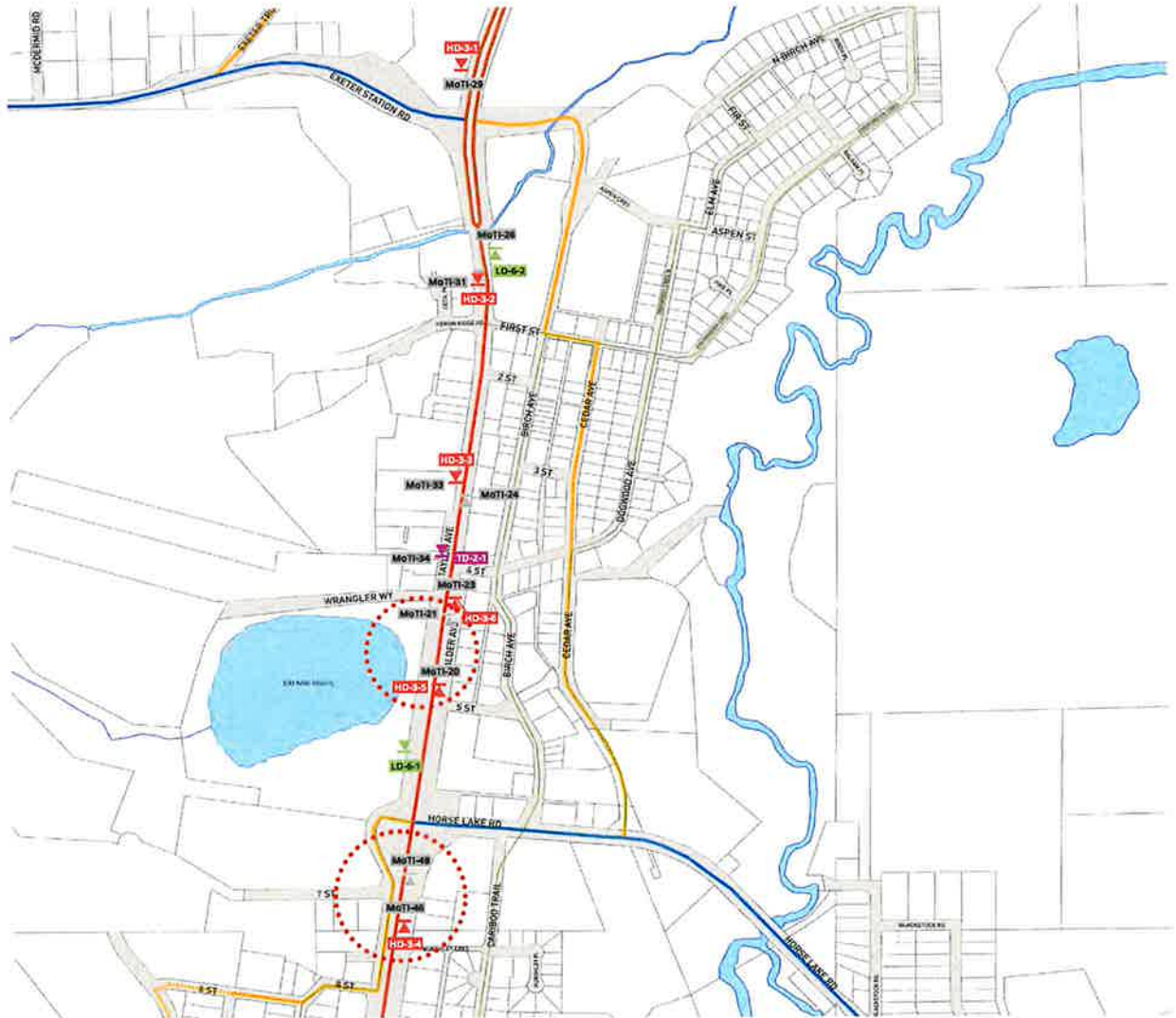
PROPOSED SIGN REPLACEMENT (HWY 97)

This sign plan recommends where existing signs should be removed along HWY 97 and replaced with new directional signage.





SIGN TYPE	STATE	QTY
 MoTI Signs	Existing	11
 TD-2	New	1
 HO-3	New	6
 LO-4	New	1









Combine multiple signs for replacement





















FULL CITY PLAN

New Sign ID	Message	Sign Removal and/or Installation	Key Map
TD-2-1 TD - Trail Directional Phase 2	<div>→ Recreation Centre</div> <div>→ Agriplex</div> <div>← Centennial Park</div> <div>↑ Visitor Centre</div>	 <p>Sign Type Removal MoTi-34</p> <p>Notes Remove "Wildlife Viewing" sign; requires further discussion with MoTi. Straighten post before replacing with new trail directional sign.</p>	
HD-3-1 HD - Cariboo Highway Directional Phase 2	<div>→ Industrial Area</div> <div>↑ Downtown</div>	 <p>Sign Type Removal MoTi-29</p> <p>Notes Remove "Golf" sign and replace with new sign.</p>	

New Sign ID	Message	Sign Removal and/or Installation	Key Map
HD-3-2 HD - Cariboo Highway Directional Phase 1	<div>← Downtown</div> <div>← Centennial Park</div> <div>→ Martin Exeter Hall</div>	 <p>Sign Type Removal MoTi-31</p> <p>Notes Remove "Arusan" and "Sculptor" sign; requires further discussion with MoTi. If Blue & White sign stays, HD-3-2 location will move a few meters south.</p>	
HD-3-3 HD - Cariboo Highway Directional Phase 2	<div>← Downtown</div> <div>← Centennial Park</div> <div>↗ Visitor Centre</div>	 <p>Sign Type Removal MoTi-33</p> <p>Notes Remove "Campground" and "Gallery" sign; requires further discussion with MoTi. Replace with new highway directional sign.</p>	

New Sign ID	Message	Sign Removal and/or Installation	Key Map
HD-3-4 HD - Cariboo Highway Directional Phase 1	→ Downtown → Centennial Park → Municipal Campground	 <p>Sign Type Removal MoTI-46, MoTI-48</p> <p>Notes Remove "Business Centre" and "Municipal Campground" signs, requires further discussion with MoTI. New highway directional sign located at MoTI-46 location.</p>	

New Sign ID	Message	Sign Removal and/or Installation	Key Map
HD-3-5 HD - Cariboo Highway Directional Phase 1	← Visitor Centre ← Airstrip → Downtown	 <p>Sign Type Removal MoTI-21</p> <p>Details Remove "Airstrip" and "Binocular" signs; move "Gallery" sign up on the pole. Info replaced by new highway directional sign (HD-3-5).</p> <p>Sign Type Removal MoTI-20</p> <p>Notes Reverse "Wildlife Viewing" sign. Will require further discussion with MoTI. Replace with new highway directional sign.</p>	
HD-3-6 HD - Cariboo Highway Directional Phase 2	→ Downtown → Centennial Park ↑ Sam Station	 <p>Sign Type Removal MoTI-23</p> <p>Notes Remove municipal sign and replace with new highway directional sign.</p>	

New Sign ID	Message	Sign Removal and/or Installation	Key Map
LD-5-1 LD - Large Directional Phase 2	Icon 1  Icon 2  Icon 3  Icon 4   99 Mile Recreation Area	 Notes New sign installation.	
LD-6-2 LD - Large Directional Phase 2	Icon 1  Icon 2  Icon 3   Sani Station  Downtown	 Sign Type Removal MoTI-26 Notes Remove "Sani Station icon" sign and replace with new large directional sign.	



3

SIGN REMOVAL PLAN

Sign Plan - North Crop

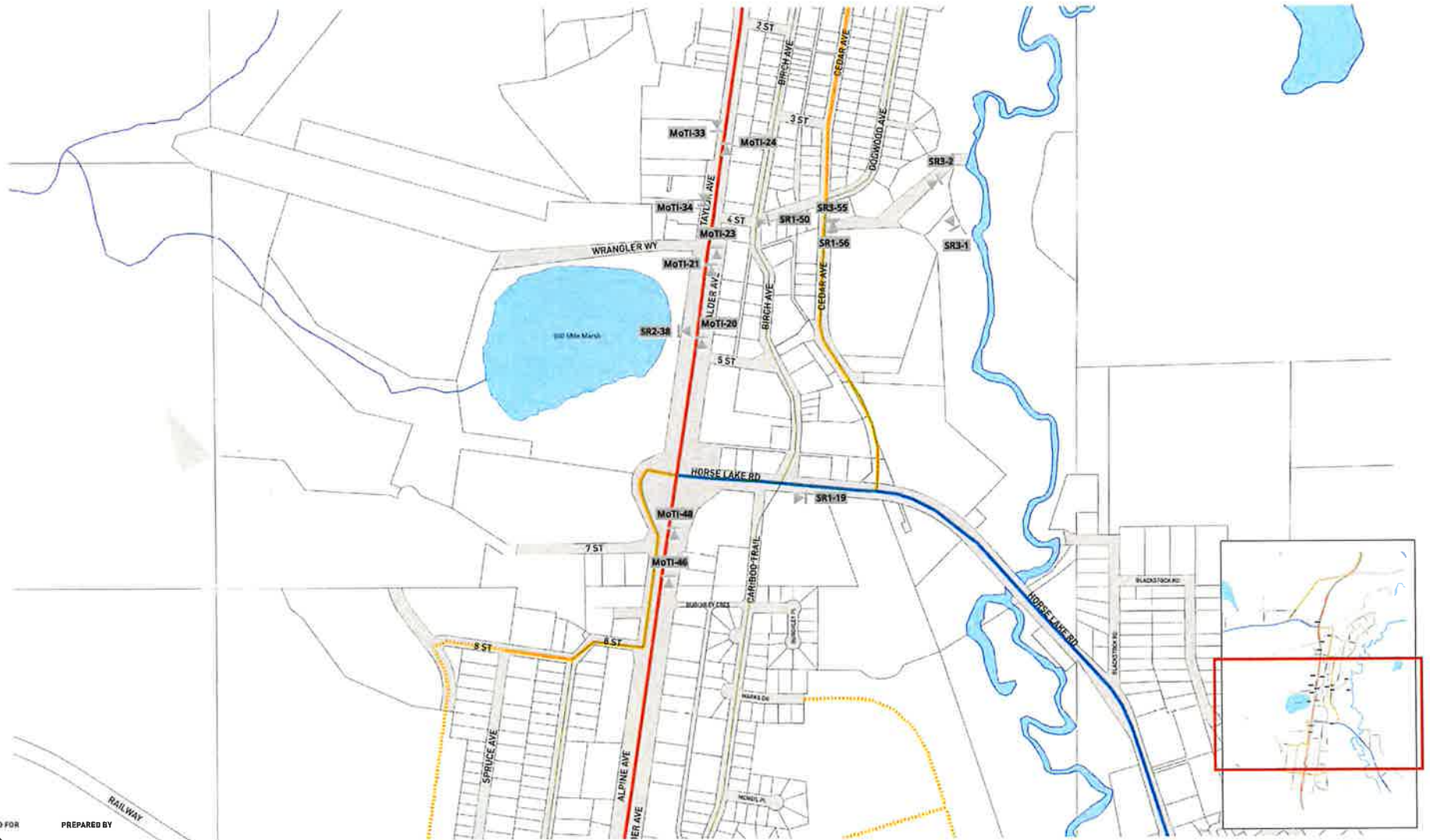
SIGN REMOVAL PLAN



This sign plan recommends where signs should be removed. Those indicated with "MoTI" require further discussion with MoTI.

SIGN TYPE - REMOVAL	QTY (19)
MoTI MoTI	11
SR1 Road Signs	3
SR2 Misc. Signs	2
SR3 Park Signs	3

















Sign Plan - Center Crop










Sign ID	Photo	Notes
SP - Site Plan		
 Existing Sign Removal		Notes Replace with LD-6-3 Details District ID sign for Marsh and Conservation Project




Sign ID	Photo	Notes
 Existing Sign Removal		Notes Replace or repurpose with OK-5-3. Details District Informational: "Centennial Park, Log Home Industry, Local Attractions" (replace with most relevant information to tourists); log structure with chain supports; Map features: BX Red Coach, Downtown Shopping, Visitor Centre, 100 Mile Marsh Accessible Trail, Demonstration Forest and Trails, Municipal Hall, Centennial Park and Bridge Creek Falls, Library, Hospital, Municipal Campground (recommend clarifying audience and purpose of sign to refine content for more directly relevant information) (not in scope)

Sign ID	Photo	Notes
 Existing Sign Removal		<p>Notes Replace with TD-2-2</p> <p>Details District campground directional; straighten post.</p>
 Existing Sign Removal		<p>Notes Replace with TD-2-5</p> <p>Details MOTI or District small "Centennial Park" blue sign with picnic table icon and arrow ahead.</p>
 Existing Sign Removal		<p>Notes Replace with HD-6-7</p> <p>Details District address sign "Centennial Park, 403 Cedar Ave"</p>

Sign ID	Photo	Notes
 Existing Sign Removal		<p>Notes Combine with nearby regulatory info signs (SA-PS1-2) to be replaced by OK-5-2</p> <p>Details Park trail map sign with rules (NIS)</p>
 Existing Sign Removal		<p>Notes Possible to combine with nearby park sign (SA-PS1-1) to be replaced by OK-5-2</p> <p>Details Stacked pole of regulatory, possible to combine with park entrance ID</p>
 Existing Sign Removal		<p>Notes Replace with LD-6-3</p> <p>Details "Centennial Park" with icons for washrooms, parking, picnic, dogs on leash and hiking as well as photos; somewhat hidden in planting with a conflicting District sign in front (update for visibility and remove viewing conflicts)</p>
 Existing Sign Removal		<p>Notes Requires further discussion with MOTI.</p> <p>Details MOTI Wildlife Viewing directional sign (single sided, arrow toward VC entry)</p>

Sign ID	Photo	Notes
MoTI-21 Existing Sign Removal		Notes Requires further discussion with MoTI. Details Remove "Airplane" and "Binocular" signs; move "Gallery" sign up on the pole. Info replaced by new highway directional sign (HD-3-5).
MoTI-23 Existing Sign Removal		Notes For discussion: replace with HD-3-5 Details District directional side reading: DOWNTOWN, CENTENNIAL PARK, MUNICIPAL HALL; replace and update
MoTI-24 Existing Sign Removal		Notes Requires further discussion with MoTI. Details Remove MoTI camping icon sign.

Sign ID	Photo	Notes
MoTI-26 Existing Sign Removal		Notes Replace with LD-6-2 Details Remove MoTI "Sani icon" sign.
MoTI-29 Existing Sign Removal		Notes Replace with HD-3-1 Details Remove MoTI "Golf" sign and replace with new highway directional sign.
MoTI-31 Existing Sign Removal		Notes Replace with HD-3-2 Details MoTI Artisan icon sign with directional arrow and message "Sculptor"
MoTI-33 Existing Sign Removal		Notes Replace with HD-3-3; requires further discussion with MoTI. Details MoTI icon sign for "Gallery" left and "Camping" right

Sign ID	Photo	Notes
<p>W100-002</p> <p>Existing Sign Removal</p>		<p>Notes Replace with TD-2-1</p> <p>Details Directional "Centennial Park Entrance" and left arrow.</p>
<p>W100-003</p> <p>Existing Sign Removal</p>		<p>Notes Replace with HD-3-4</p> <p>Details Remove MoTI "Business Centre" sign and replace with new highway directional sign. Requires further discussion with MoTI.</p>
<p>W100-004</p> <p>Existing Sign Removal</p>		<p>Notes Replace with HD-3-4</p> <p>Details Remove District "Municipal Campground" with right arrow; requires further discussion with MoTI.</p>



4

PROPOSED PHASING PLAN

PHASE 1

This sign plan indicates the proposed sign locations for Phase 1 based on costing estimates.

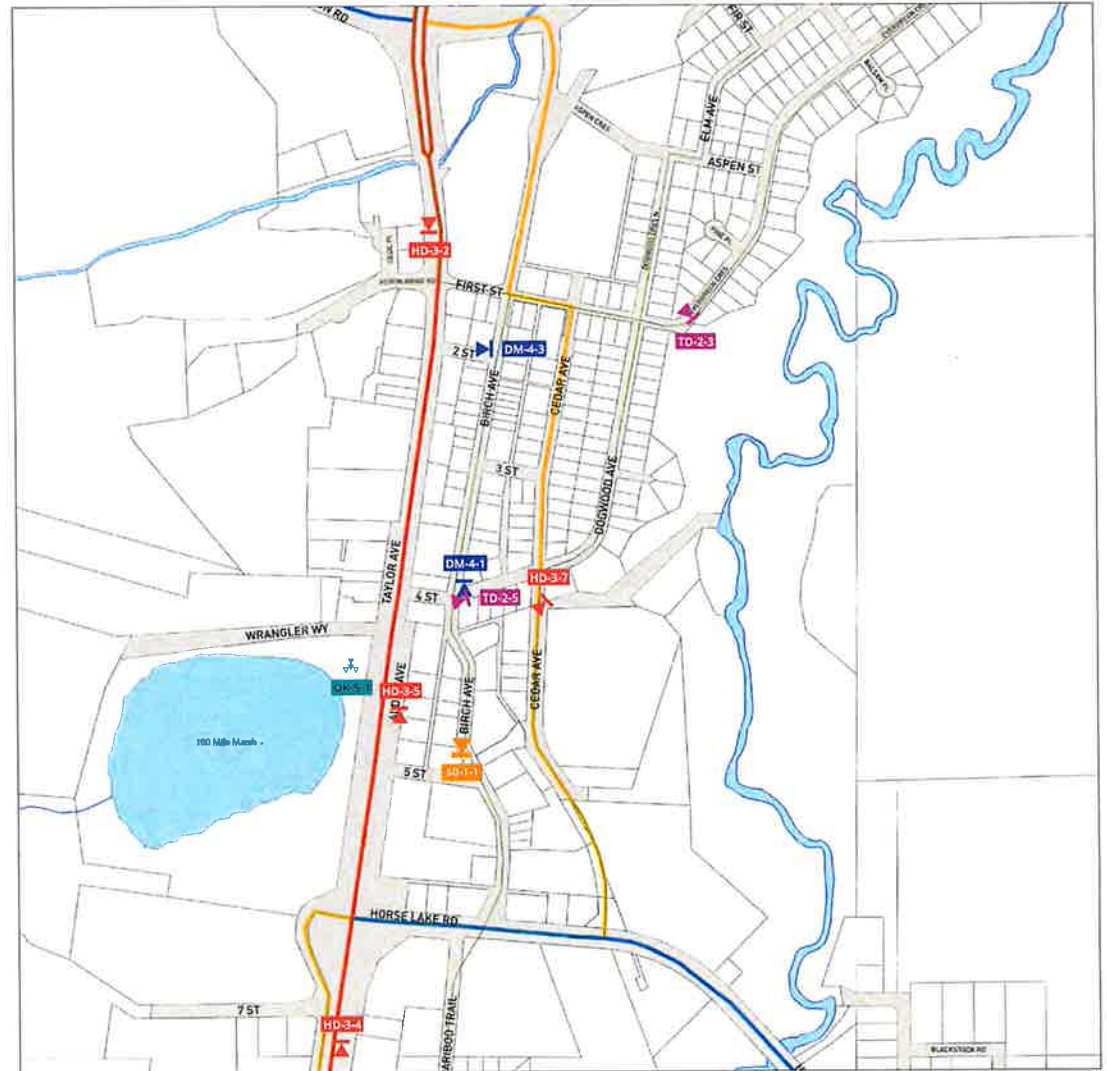
SIGN ID	SIGN TYPE	DETAILS	QTY.	UNIT COST	TOTAL
SD	Small Directional	Existing structure	1	\$500	\$500
TD	Trail Directional	New sign installation	1	\$1,500	\$1,500
TD	Trail Directional	Existing structure	1	\$500	\$500
HD	Highway Directional	New sign installation	4	\$6,000	\$24,000
DM	Downtown Walking Map	Existing structure	2	\$500	\$1,000
OK	Orientation Kiosk	New sign installation	1	\$5,000	\$5,000
GT	Gateway Renovation	Existing structure	4	\$2,500	\$10,000
Subtotal			14		\$42,500
Contingency			25%		\$10,625
Estimate Total					\$53,125

The strategy for this phasing proposal is to capture signs which match these criteria:

1. extend the current renovation work being done at the Visitor Centre;
2. direct visitors to downtown and Centennial Park;
3. refresh the District log-style gateway signs such that they coordinate with the new style of wayfinding signs that visitors will see in town in cars and on foot.

Cost reductions in this phase could be leveraged by reducing the number of Highway Directional (HD) signs which are among the most costly to build, engineer and install. However, it would be effective to do the engineering and gain permissions for each of these signs from MoTI as a package.

Please note all costs are rough order of magnitude estimates based on recent experience with similar projects. The Consultants have not taken any of this work to the market for pricing or tender which will be the true test of actual costs. A contingency is included to cover soft costs, demolition, cost escalation and other unknown factors. Installation and replacement of signs other than Highway Directional (HD) and Orientation Kiosks (OK) are anticipated as being done by District crew. Costs for this are not captured.

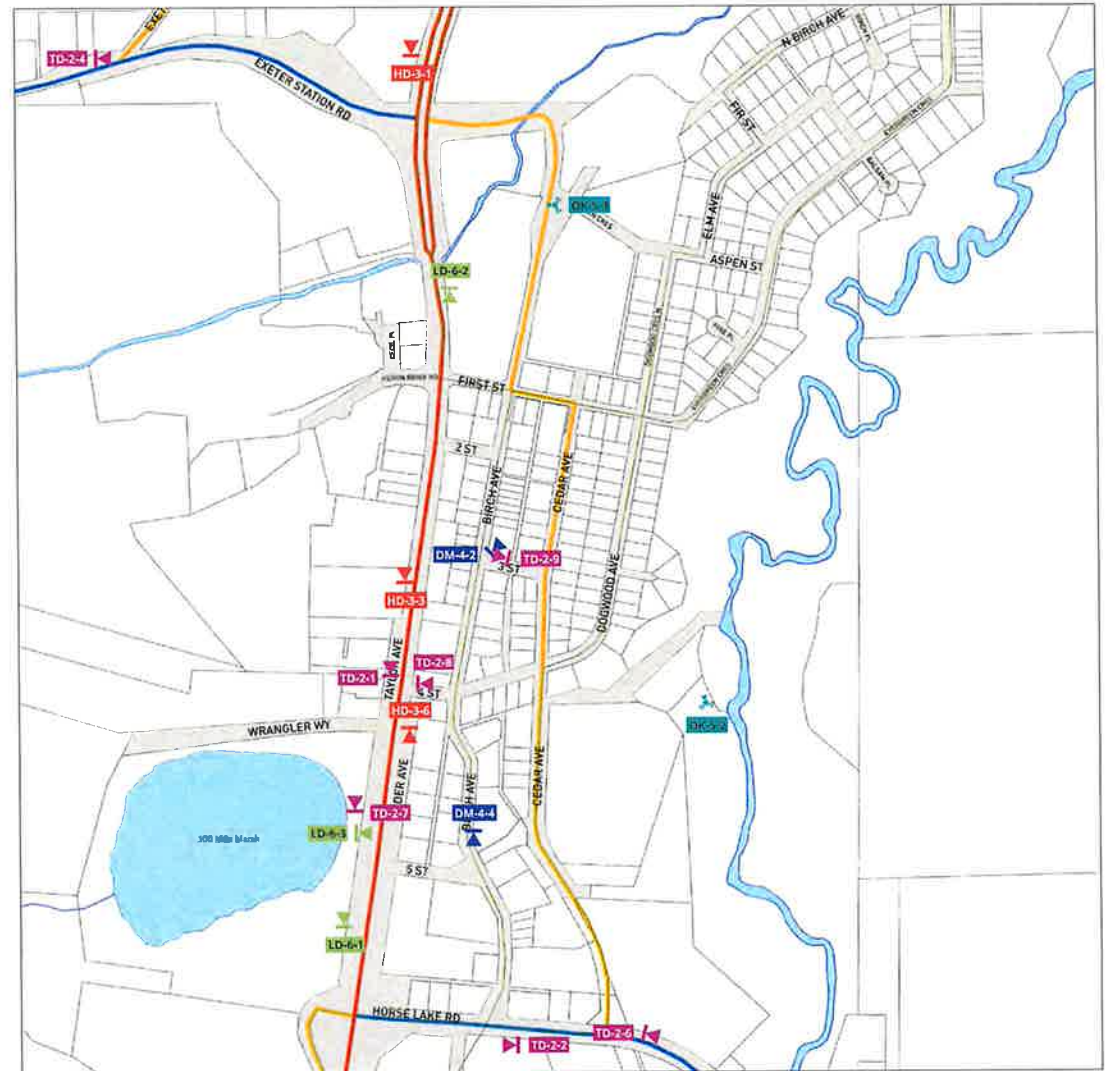


PHASE 2

This sign plan indicates the proposed sign locations for Phase 2 based on costing estimates.

SIGN ID	SIGN TYPE	DETAILS	QTY.	UNIT COST	TOTAL
TD	Trail Directional	New sign installation	3	\$1,500	\$4,500
TD	Trail Directional	Existing structure	4	\$500	\$2,000
HD	Highway Directional	New sign installation	3	\$6,000	\$18,000
DM	Downtown Walking Map	Existing structure	2	\$500	\$1,000
OK	Orientation Kiosk	New sign installation	2	\$5,000	\$10,000
LD	Large Directional	New sign installation	3	\$2,500	\$7,500
Subtotal			17		\$43,000
Contingency			25%		\$10,750
Estimate Total					\$53,750

Please note all costs are rough order of magnitude estimates based on recent experience with similar projects. The Consultants have not taken any of this work to the market for pricing or tender which will be the true test of actual costs. A contingency is included to cover soft costs, demolition, cost escalation and other unknown factors. Installation and replacement of signs other than Highway Directional (HD) and Orientation Kiosks (OK) are anticipated as being done by District crew. Costs for this are not captured.





5

APPENDIX

OBSERVATIONS & IDEAS

The following are observations and ideas in relation to the project goals. They are based on what the Consultants saw on the site tours, and heard in the wayfinding workshop, and discovered in the sign.

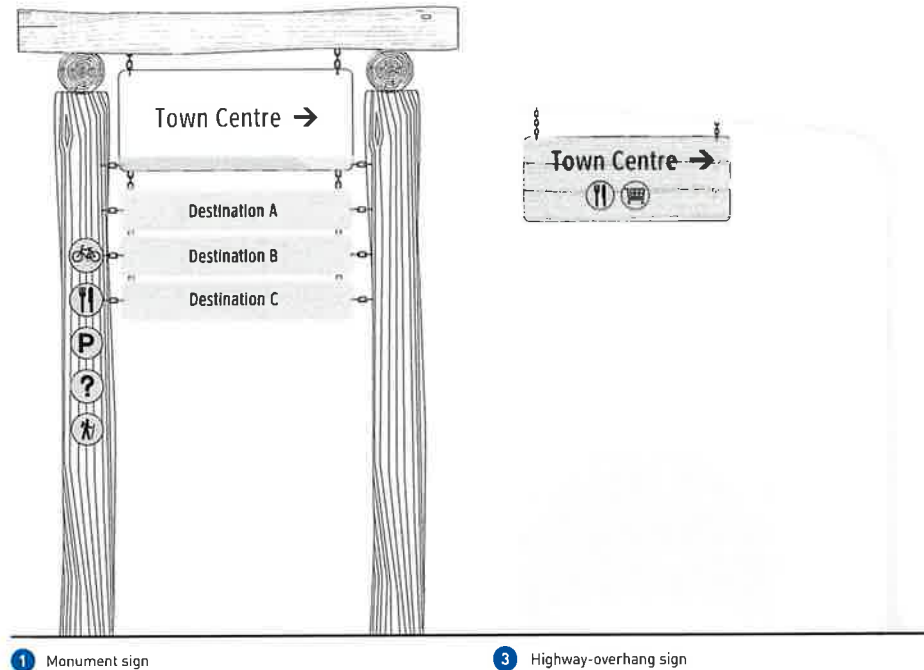
Because wayfinding touches on many categories of civic planning, comprising branding, economic development and urban design, there are many related ideas. **While all of this is related to the stated goals of the project, some of the ideas fall outside the specific scope of wayfinding.** Signage can be helpful in creating a welcoming impression for visitors, as well as a positive experience and pride of place. However, other measures can support this effort beyond what signs alone can do. Recommendations to consider these measures are captured here for potential further discussion and exploration from a town design, marketing, or development perspective.



Above, two examples of roadside attractions that speak to the handcrafted log home story (Cache Creek, left, Spences Bridge, right).



Observation	Idea
Street name signs are quite small and hard to read from a vehicle. Most tourists will not require them in order to satisfy the goals of this project, however they could be designed to coordinate with new civic wayfinding signage.	A template is proposed to be designed to match wayfinding signs such that street signs can be replaced as resources permit, over time. Once graphic elements are resolved, if desired, the Consultants can put resources to completing this sign template.
Large highway-scaled signs proliferate along the centre of town. This gives a suburban edge of city feel that is contradictory to the home of the handcrafted log home story and more typical of many urban and suburban locations throughout North America.	Refine civic sign by-law to preclude over-sized highway scaled signs, particularly related to national chains. Encourage use of character signage, incorporating hand hewn logs or other elements which better align with character and tourism goals.
100 Mile House has an interesting name that begs the question ("100 miles from...?") Perhaps locals are tired of this, but sharing interpretive stories that answer this question could be a great way to get people to want to pull over and feel closer to history.	Consider creating a few recorded stories about the Cariboo that can be heard as a podcast, or even better as a medium range FM station, like at the drive in. Signs along the highway could read "Tune to 100.0 FM for Tales of the Cariboo." By the time the tourists get to 100 Mile House they will be super curious to stop and look around.
100 Mile House is fortunate that the speed limit on the Cariboo Highway is low and there are four stop lights through town. This slows down the traffic, but the large distance between businesses and drivers still makes understanding the local offerings of businesses and downtown challenging. Signage can help, but people need to see life.	Consider revised urban design guidelines which make use of the streets, boulevards and plazas along Hwy 97. Additional street life such as markets, parks, cafes or other amenities would be helpful "signs" that the downtown is worth stopping in to.
100 Mile House has an abundance of parking both on streets and in lots. And, the diverse local offerings of businesses in 100 Mile House that would appeal to tourists are not easy to see from Hwy 97. Signage can direct passersby to downtown and has been proposed in this plan. However, it will be important that if tourists pull off the highway that streetlife is evident and that the mix of shops and services are obvious and appealing.	Encourage use of street parking lots for outdoor dining, shopping, or other community activities, such as farmers' markets or food trucks/stalls, see photo right which reads more as strip mall than downtown. Create density of offerings that require people to get out of their cars to explore. Allow locals to display what makes this downtown different than others that tourists pass through.
The home of the handcrafted log cabin is an appealing theme for a wide audience. The built environment that is evident upon arrival doesn't show a lot of log homes.	Change civic design guidelines to require much greater use of log architecture and building facades in order to make the story clearer.
Signs don't give people a reason to stop. But charging an EV does. The addition of EV chargers (2 CHAdeMO DCFs, 2 CCS DCFs) are a good step. Charging an EV takes between 45 mins to 6 hours or more, and allows people the time to really explore the offerings of a location.	Longer distance journeys in an electric car require faster charging stations than the VC ones. Consider adding a Tesla Supercharging specifically in the new downtown lot (250 kw). Currently there are Tesla stations in Cache Creek and Williams Lake which encourages people who drive them to stop for lunch or to shop. Promote 100 MH as a Tesla road trip friendly destination and it is very likely more drivers will show up.
Long blank walls on rear of shopping mall (Birch Ave) feel disconnected from streetscape and provide little indication of what might lie behind them or past the buildings in north or south direction, photo X.	Murals, while not specifically wayfinding, are a placemaking device that can put a locale on the map, depending on how the works are curated and promoted. Encourage use of large blank industrial or commercial walls as spaces for mural festival, combining art and event.



1 Monument sign

3 Highway-overhang sign

GATEWAY SIGNS: DOWNTOWN ↗

Drawing inspiration from log house design, below are two concepts for what a gateway or monument sign along Cariboo Highway could be like. Such signs / installations can help draw visitors to the town centre and provide clear direction to visitors.

Along Cariboo Highway are a number of locations which we have identified as opportunities for a more significant, large scale directional wayfinding element. From our research we've been able to identify locations where new large scale signs can be placed, or where existing infrastructure can be reused.



KEY MAP

CENTENNIAL PARK GATEWAY SIGN

The current Centennial Park gate feels institutional and is recommended to be upgraded in the future. A similar wood log approach to future upgrades will tie into other district signage and create a more welcoming presence. Structures could pick upon design clues in the sketch below, designed in 2012 by Sitka Log Homes.

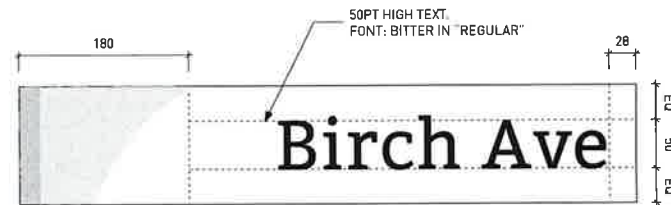




Birch Ave



GRAPHIC DETAILS
1:5



GRAPHIC DETAILS
1:5

ELEVATION
1:20



2023 Wayfinding Strategy Implementation

Joanne Doddridge

Application Summary

DATE SUBMITTED	FUNDING PROGRAM	STATUS
05/10/2023 PST	Marketing Initiatives	Application Submitted

Project Name

2023 Wayfinding Strategy Implementation Town Only

APPLICANT PROFILE

Applicant Organization (legal name)

District of 100 Mile House

Non-Profit Society Registration No. (if applicable)

Mailing Address

Box 340
V0K 2E0, 100 Mile House

Website

www.100milehouse.com

Email

jdoddridge@100milehouse.com

Phone Number

2503952434

Society Incorporation Document

PRIMARY CONTACT INFORMATION

Primary Contact Name

Joanne Doddridge

Position / Title

Director of Economic Development & Planning

Email

jdoddridge@100milehouse.com

Phone Number

2503952434

Mailing Address

Box 340
V0K 2E0, 100 Mile House

PROJECT OVERVIEW

Project Description

The District has a brand new Wayfinding Strategy. Implementing the strategy design is the next step, which is separate from regular of annual marketing initiatives.

Project Rationale

The District of 100 Mile House Economic Development Strategy identified the need for a Wayfinding Strategy to determine the best mix of tools to increase awareness of the region. We selected a consultant with placemaking expertise and developed a Wayfinding Strategy for the District of 100 Mile House.

The infrastructure investment in wayfinding signage will highlight local assets and facilities to support visitors, new residents, and businesses and to guide people moving throughout the community, giving visitors a positive experience. A fully implemented Wayfinding Strategy will provide clear guidance for visitors and encourage them to explore destinations not immediately visible from the highway.

The associated signage will create a pride of place for residents and will foster welcoming assistance to our seasonal residents and visitors.

KEY DELIVERABLES

Projected Benefits to the Local/Regional Economy

- Business diversification—getting more of the 1.5m vehicles travelling through our community to stop and go into the downtown.
- Reduction of sign proliferation; balancing the need for promotional signage with reduction of clutter

Project Effectiveness Outcomes

Measuring number of visitors to a site as a result of wayfinding signage is challenging.

RESOLUTION OF SUPPORT

Identify the local or First Nations government that is providing a resolution of support for this funding application

District of 100 Mile House

Supporting Organization Type

Local Government

The resolution of support isn't yet secured, and the scheduled council meeting date is:

05/16/2023 PST

MILESTONES

Stage of Project	Scheduled Date
Project start date	06/01/2023 PST
Project completion date	12/01/2023 PST

BUDGET

Expense Item	Amount	Vendor	Verification Quotes
aluminum signage panels	\$14,583.15	Sherine Industries	Quote 2A - Sherine Industries Q52126.pdf
wood posts, concrete bases, hardware for new signs	\$15,000	estimate from District of 100 Mile House Director of Community Services	
contingency @ 20%	\$5,042.36	N/A	

Additional Budget Documentation

Wayfinding Signage Phase 1 & 2.xlsx

FUNDING REQUEST

Amount
\$15,000

OTHER FUNDING SOURCES

Funding Source	Amount	Funding Confirmation
Tourism Dependent Communities Fund	\$4,371.33	Attached file: Amendment Approval.pdf
District of 100 Mile House	\$15,254.18	Attached file: District funding confirmation.pdf

FUNDING TOTALS

Total Project Funding

\$34,625.51

Leverage

43,32066%

APPLICATION CONFIRMATION

- ☒ I have read and understand the Marketing Initiatives Application Guide including the eligible and ineligible costs.
- ☒ I confirm that the information in this application is accurate and complete, and that the project proposal, including plans and budgets, is fairly presented.
- ☒ I agree that once funding is approved, any change to the project proposal will require prior approval of Northern Development Initiative Trust (Northern Development).
- ☒ I also agree to submit reporting materials as required by Northern Development, and where required, financial accounting for evaluation of the activity funded by Northern Development.
- ☒ I understand that the information provided in this application may be accessible under the Freedom of Information (FOI) Act.
- ☒ I agree to publicly acknowledge funding and assistance by Northern Development.
- ☒ I authorize Northern Development to make enquiries, collect and share information with such persons, firms, corporations, federal and provincial government agencies/departments and non-profit organizations, as Northern Development deems necessary for decision, administration, and monitoring purposes for this project.
- ☒ I agree that information provided in this application may be shared with the appropriate regional advisory committee(s), board of directors, Northern Development staff, and consultants.

Name (organization signing authority)

Roy Scott

Position / Title

CAO



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 9, 2023
To: Mayor & Council
From: Administration
Subject: Safety Committee – Restorative Justice Funding

The Safety Committee has submitted a request for funding to support a “rebirth” of the Community Justice Forum (Restorative Justice).

Restorative Justice is an alternative process to the provincial Courts system and is coordinated through the local RCMP detachment.

There are several levels of training; all of which are facilitated on an “in person” basis. There are no online training opportunities currently.

For purposes of this request the training will be provided to interested parties with an intent to establish a local Community Justice Forum. All parties would require an extensive police check.

After the initial training the members must complete five-(5) Restorative Justice circles to gain the necessary experience required to achieve certification. Opportunities normally would come in the form of file referrals from the RCMP detachment.

During the training, mock scenarios are offered which would provide participants opportunities to determine when Restorative Justice is appropriate or inappropriate.

Training is scheduled to occur on or about June 23-25 in 100 Mile House.

Certification is achieved on an individual basis. When an individual has completed the required five-(5) forums/circles; an email is sent to the individual responsible for certification, with specifics of the types of forums facilitated (ie. Bullying, shoplifting, family conflict, etc.). If the forum participation is deemed to have met the necessary requirements the facilitator is then sent a Restorative Justice certificate.

The facilitator fees and expenses for the training are estimated at \$4,000. If Council is supportive of this initiative Administration suggests an upset budget of \$5,000. Funding can be identified within the current Financial Plan from the Grant in Aid line item.

Recommendation:

BE IT RESOLVED THAT the memo from Administration, dated May 9th 2023 regarding the establishment of a Community Justice Forum (Restorative Justice) be received; and further

BE IT RESOLVED THAT Council contribute up to \$5,000 for the purpose of establishing and training a Community Justice organization in the South Cariboo.



Roy Scott, CAO



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 10, 2023

To: Mayor & Council

From: Administration

Subject: Accessible British Columbia Act – District of 100 Mile House Implications

PURPOSE:

In June of 2021, the Accessible British Columbia Act became law. Municipalities must meet requirements of the Accessible British Columbia Act (gov.bc.ca) outlined in Part 3 – Accessible Organizations by September 2023. This report is intended to provide Council with an overview of these requirements.

BACKGROUND:

Part 3 of the Act requires municipalities to:

- establish an accessibility committee,
- develop a plan to identify, remove and prevent barriers to individuals in or interacting with the organization and,
- implement a process for receiving feedback.

In total, more than 750 public sector organizations will be required to meet this deadline for all three requirements.

For the purposes of the Act, accessibility is defined as having programs, services and environments that enable everyone to participate fully in society, without barriers. Barriers are hinderances and can be caused by environments, attitudes, practices, policies, information, communications, or technologies.

DISCUSSION:

Establish an Accessibility Advisory Committee

An Accessibility Committee must be established under the Accessible British Columbia Act, Section 9(1), to assist the municipality to identify barriers to individuals in or interacting with the municipality and advise the municipality on how to remove and prevent barriers to individuals in or interacting with the municipality.

The Advisory Committee will contribute to the Accessibility plan creation process. Proposed Terms of Reference are attached. Councillor Fossum has agreed to be the Council representative on the Accessibility Advisory Committee.

Develop an Accessibility Plan

The development of the Accessibility plan is a large undertaking given the broad definition of the terms "accessibility plan" and "barrier". Our built environment, service design and delivery, human resources, information technologies, and communications and engagement are just a few areas that will need to consider accessibility through the lens of the Act.

At present, the Province of BC has not earmarked funding that municipalities can directly access to assist with plan development. Instead, \$3 million has been made available to the Disability Alliance of BC to help organizations comply with legislated requirements.

The Accessibility plan will be written by staff with consultation of the Accessibility Advisory Committee. Upon completion of the plan, Council will have the opportunity to review and adopt the plan.

Accessibility Feedback Process

Of the three new requirements, the feedback process will be the most straight forward to implement. A new page can be created on the District website that will host a feedback form. A paper copy of the form will also be made available.

CONCLUSION:

BE IT RESOLVED THAT Council of the District of 100 Mile House establish the Accessibility Advisory Committee; and further

BE IT RESOLVED THAT the Terms of Reference for the Accessibility Advisory Committee be adopted; and further

BE IT RESOLVED THAT Councillor Fossum be appointed to the Accessibility Advisory Committee.

Respectfully submitted,

Reviewed by,



Sheena Elias, D/CO



Roy Scott, CAO



DISTRICT OF

100 Mile House

ACCESSIBILITY ADVISORY COMMITTEE

TERMS OF REFERENCE

ESTABLISHMENT AND AUTHORITY

Select Committees of Council are established under the authority of Section 142 of the *Community Charter*. Membership must include at least one individual from Council. It is the general purpose of select committees to inquire into any matter and to report its findings and recommendations to the Council for determination. Select Committee terms are typically finite, and their purposes are focused and task-oriented.

An Accessibility Committee must be established under the *Accessible British Columbia Act*, Section 9(1), to assist the municipality to identify barriers to individuals in or interacting with the municipality and advise the municipality on how to remove and prevent barriers to individuals in or interacting with the municipality.

MANDATE

The Accessibility Advisory Committee will work collaboratively to assess community accessibility and inclusion focusing on the experiences of people with disabilities, encompassing the whole community. The Committee will provide advice to Council on strategies to reduce social, physical, and sensory barriers that prevent people from fully participating in all aspects of community life. People with disabilities will be an active part of this work.

Advisory Committee members are expected to bring a wide range of nonpartisan views and experience with disability issues to ensure that Council hears the widest possible perspective.

The Advisory Committee will provide a cross-disability perspective on disability issues and not the perspective of the disability groups with which members may be involved.

ROLE AND FUNCTIONS

The Advisory Committee is an advisory body to the Mayor and Council on disability issues that does not duplicate the role of community advocates. The Advisory Committee is expected to engage in a broader reflection on issues and develop some consensus regarding public policy advice relating to people with disabilities. Committee members, therefore, need to be not only cognizant of issues and concerns of the disability community but also need to be able to apply this understanding within a public policy context.

The Advisory Committee will have three primary functions:

- To convey knowledge and understanding of disability issues to local government;
- to advise the local government as it establishes the Accessibility Plan;
- to establish and maintain ongoing consultation with the disability community. This is to be accomplished through informal contact made by individual members and possibly through more formal consultations with the disability community.

DUTIES AND RESPONSIBILITIES OF THE CHAIR

An appointed member of Council to be the Chair of the Committee. An Alternate Chair will be selected by the members of the committee in the event of an absence.

The Chair shall preside at all meetings of the committee, preserve order, and decide all points of order.

TERM

The term of the Committee shall commence upon approval of the Terms of Reference document and terminate upon the sooner of:

- December 31, 2026;
- A resolution of the District of 100 Mile House.

MEMBERSHIP

The Accessibility Advisory Committee shall consist of five (5) voting members appointed by District Council, with the composition aligning with the requirements of the *Accessible British Columbia Act* as follows:

- One Council member
- Three members that are persons with disabilities or represent disability-serving organizations.
- One member at-large

As per the *Accessible BC Act*, Committee membership should include half of the representatives be people with disabilities or individuals who support, or are from organizations that support people with disabilities, and at least one of the committee members should be an Indigenous person. The Committee should reflect the diversity of people in British Columbia. Particular attention will be paid to ensure a cross-disability perspective.

The committee shall appoint a recording secretary. District department staff will be referred to as needed.

Appointments to the Committee must be made by Council and shall be effective until its disbandment. Should a Committee member resign, replacement members must also be appointed by Council. District Council shall have the power to remove any member of the Committee from office at any time.

If an Advisory Committee member finds it necessary to resign from the Committee, a letter to that effect should be sent to the Chair of the Advisory Committee and copied to the Recording Secretary.

REMUNERATION

Advisory Committee members serve as volunteers and shall serve without remuneration.

CONFLICT OF INTEREST GUIDELINES

Advisory Committee members shall absent themselves from discussions or decision-making at Committee meetings if there is a potential conflict of interest, and this shall be recorded in the Minutes of Committee meetings.

Advisory Committee members shall not knowingly take advantage of, or benefit from, information that is obtained through their Committee duties and responsibilities and which is not generally available to the public.

Any member whose personal or financial interest could conflict with the subject matter discussed should immediately disclose this information.

As soon as a potential conflict of interest arises, the member will declare it for discussion and recording, after which the member will vacate the meeting for the discussion and vote.

CONFIDENTIALITY

Advisory Committee members may be privy to confidential material and as such are expected to sign a "Conflict of Interest/Confidentiality Form."

Should the municipality suffer loss or damage due to contravention of confidentiality, the municipality may recover damages from the person(s) for the loss or damage.

MEETING PROCEDURES:

The Advisory Committee will meet a minimum of once per year and additional meetings will be held at the call of the Chair.

The location of meetings will be at the District of 100 Mile House Council Chambers.

All Committee meetings will be conducted in an orderly and business-like manner abiding consistent with the District of 100 Mile House Procedure Bylaw, as amended or replaced from time to time.

Meetings are open to the public.

Quorum shall consist of three (3) members.

All Committee meetings shall commence at the stated time.

The conduct of meetings shall enable members of the committee to consider information presented, weigh evidence related thereto, and make informed decisions in a democratic, consensually driven environment. Each member shall have one vote and will respect the following rules of meeting conduct:

- Group discussion is important; everyone participates;
- Provide honest, open opinions;
- Agree to disagree; consensus may not always be achieved;
- Promise to stay on track and on topic, and
- Promise of anonymity; names are not associated with comments.

AGENDAS

The Chairperson in collaboration with staff shall prepare an Agenda for each meeting. Agenda items and supporting material must be submitted to the Chair with a copy to staff prior to the agenda cut-off in order to be placed on the Committee agenda, as per Council's Procedure Bylaw. Agendas will be circulated to each Committee member via email.

MINUTES

Minutes for the Advisory Committee meetings will be the appointed recording secretary.

COMMUNICATIONS

The Mayor is the official spokesperson on Council business or matters before Council. The Committee Chair may be asked by the Mayor to be the spokesperson on matters within the Committee's purview.

On technical matters, or where the status is still at the staff proposal level, the Chief Administrative Officer or senior staff may be the appropriate spokesperson.

- (c) submit to the minister a report that sets out
 - (i) the findings of the review, and
 - (ii) the recommendations, if any, of the person appointed on how to improve the effectiveness of the Act and the regulations.
- (3) The minister must lay a report under subsection (2) (c) before the Legislative Assembly as soon as practicable and, promptly after doing so, must publish the report.

Part 3 — Accessible Organizations

Application

8 This Part applies to the following organizations:

- (a) the government;
- (b) a prescribed organization and an organization in a prescribed class of organizations.

Accessibility committee

9 (1) An organization must establish a committee to

- (a) assist the organization to identify barriers to individuals in or interacting with the organization, and
- (b) advise the organization on how to remove and prevent barriers to individuals in or interacting with the organization.

(2) An accessibility committee must, to the extent possible, have members who are selected in accordance with the following goals:

- (a) at least half of the members are
 - (i) persons with disabilities, or
 - (ii) individuals who support, or are from organizations that support, persons with disabilities;
- (b) the members described in paragraph (a) reflect the diversity of persons with disabilities in British Columbia;
- (c) at least one of the members is an Indigenous person;
- (d) the committee reflects the diversity of persons in British Columbia.

Provincial accessibility committee

10 (1) The provincial accessibility committee is to consist of up to 11 members appointed by the minister in accordance with section 9 (2) [*accessibility committee*] and this section.

(2) An individual may be appointed under subsection (1) for a term of up to 4 years and may not be appointed for more than 2 consecutive terms.

(3) The provincial accessibility committee is subject to the direction of the minister.

Accessibility plan

- 11** (1) An organization must develop a plan to identify, remove and prevent barriers to individuals in or interacting with the organization.
- (2) An organization must review and update its accessibility plan at least once every 3 years.
- (3) In developing and updating its accessibility plan, an organization must consider the following principles:
- (a) inclusion;
 - (b) adaptability;
 - (c) diversity;
 - (d) collaboration;
 - (e) self-determination;
 - (f) universal design.
- (4) In developing its accessibility plan, an organization must consult with its accessibility committee.
- (5) In updating its accessibility plan, an organization must
- (a) consider any comments received under section 12 [public feedback], and
 - (b) consult with its accessibility committee.

Public feedback

- 12** An organization must establish a process for receiving comments from the public on
- (a) the organization's accessibility plan, and
 - (b) barriers to individuals in or interacting with the organization.

Part 4 — Accessibility Standards

Division 1 — Accessibility Standards

Accessibility standards

- 13** (1) The Lieutenant Governor in Council may make regulations respecting the identification, removal or prevention of barriers.
- (2) Without limiting subsection (1), the Lieutenant Governor in Council may make regulations under that subsection in relation to any of the following:
- (a) employment;
 - (b) delivery of services;
 - (c) the built environment;



DISTRICT OF 100 MILE HOUSE

M E M O

Date: May 12, 2023
To: Mayor & Council
From: Administration
Subject: Minor Capital Projects – Centennial Park Entry

In 2019 Council had approved a project to construct log accented entry way into Centennial Park.

The project was put out as an RFP to local log builders. Ultimately the RFQ was awarded to Sitka Log Homes. For whatever reasons; the project was never started. We suspect changes in personnel at the company contributed to the project being “lost in the shuffle”. Our Administration did reach out in the early fall of 2019 to the company to no avail. Background materials attached hereto.

The project is being brought back to Council for consideration.

Does Council support the project?

Does Council wish to see this project underway in 2023 or submitted for consideration in the 2024 financial planning process?

Would Council consider adding some log work to the entry to the cemetery consistent with the park entry design ?

Note: Should the project proceed in 2023 approved project costs may be included in a fall financial plan amendment.

Recommendation:

BE IT RESOLVED THAT the memo from Administration dated May 12th 2023 regarding log entry way work for Centennial Park and the 100 Mile Cemetery be received; and further

Action at the direction of Council.



R. Scott, CAO

PROJECT SUBSTANTIATION

Project Title: Centennial Park Gateway Project

Department: Community Services

DATE: January 11, 2019

Fiscal Year:	Prior	Current	2020	2021	2022	2023	Future
Capital Costs: (Budgeted)		\$20,000					
O&M Costs:							

BACKGROUND (WHY)

Last year Council had requested we look at the idea of installing a “gateway” into Centennial Park. The purpose was to create an attractive entry and to also provide greater visibility to the access point. At present there are small signs that don’t do justice to the park. Staff had requested Sitka prepare a conceptual design for District consideration. A final concept and pricing was received January 10th (attached)

SCOPE OF WORK (WHAT/ WHERE)

Supply and install of log entry for Centennial Park.

CAPITAL REQUIREMENTS (HOW MUCH/WHEN)

Year 2019 \$ 20,000

*Funds to be allocated from Infrastructure Reserve

ADDITIONAL COMPONENTS TO CONSIDER:

Should Council wish to proceed with this project; staff would also solicit a submission from the other log company operating in our area. Unless waived by Council resolution; District purchasing policy requires staff to obtain multiple quotations for projects between \$5,00 and \$25,000. Given there is no urgency to this project; it is not advisable to waive the policy.



Sitka Log Homes Inc.

Finest Quality Handcrafted Log Homes

5454 Tatton Road
100 Mile House, BC
Canada V0K 2E1
250-791-6683 Ph.
250-791-6650 Fax



e-mail: info@sitkaloghomes.com

website: www.sitkaloghomes.com



Sitka Log Homes Inc.
100 Mile House, BC Canada
250-791-6683
www.sitkaloghomes.com

Date: 1/10/2019

Project name: Entrance Gate - Centennial Park

Qty.	Total	Item	Rate	Total
2	18	18" diameter columns - 18' - D. Fir	\$ 40.00	\$ 1,440.00
1	30	18" diameter header - double flared cedar	\$ 60.00	\$ 1,800.00
1	22	18" diameter lower header - D. Fir	\$ 40.00	\$ 880.00
6	6	Notches	\$ 70.00	\$ 420.00
1	1	Lap joint for main cedar header	\$ 400.00	\$ 400.00
2	2	28-30" flared ends on header	\$ 500.00	\$ 1,000.00
10	10	3/4" through bolts at header	\$ 30.00	\$ 300.00
1	1	Staining all logs with 2 coats of stain	\$ 750.00	\$ 750.00
4	4	4L of Sansin stain to colour of choice	\$ 80.00	\$ 320.00
2	2	24" x 4' culvert (forms)	\$ 270.00	\$ 540.00
8	8	hours labour forming/pouring	\$ 200.00	\$ 1,600.00
4	4	hours excavation/back fill on site	\$ 200.00	\$ 800.00
2	2	yards of concrete delivered	\$ 180.00	\$ 360.00
2	2	base plates	\$ 200.00	\$ 400.00
4	4	metal connection paddles - 1" bolts	\$ 180.00	\$ 720.00
72	72	SF stone work/framing at bases with cap	\$ 25.00	\$ 1,800.00
10	10	hrs. on site delivery/installation log work/sign	\$ 80.00	\$ 800.00
4	4	hours crane time to erect on site	\$ 200.00	\$ 800.00
1	1	Sign - lettering both sides - 3" x 18" x 16'	\$ 1,500.00	\$ 1,500.00
1		Engineering/design & inspection	\$ 700.00	\$ 700.00

Sub-total \$ 17,330.00

PST \$ -

5% GST \$ 866.50

Grand Total \$ 18,196.50

DISTRICT OF 100 MILE HOUSE

J1

Bylaw No. 1401

Being a bylaw to establish reserve funds for the Growing Communities Fund received by the Provincial Government.

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

(1) This bylaw may be cited as the ***“Growing Communities Fund Reserve Bylaw No. 1401-2023”***

- 1.1 This reserve shall be called the “Growing Communities Fund Reserve”.
- 1.2 The monies set aside shall be deposited in the General operating account in a chartered bank (as designated as the District Bankers by Council) and shall be accounted for as separate and apart from the other reserve funds being deposited into this bank account, and until required to be expended, may be invested in the manner approved by the Community Charter.
- 1.3 Monies from this reserve shall only be disbursed in accordance with the terms of the Provincial funding stream. Eligible capital costs will include public drinking water supply, treatment facilities and water distribution; local portion of affordable/attainable housing developments; childcare facilities; municipal projects that service, directly or indirectly, neighbouring First Nation communities; wastewater conveyance and treatment facilities; storm water management; solid waste management infrastructure; public safety/emergency management equipment and facilities not funded by senior level government; local road improvements and upgrades; sidewalks, curbing and lighting; active transportation amenities not funded by senior level government; improvements that facilitate transit service; natural hazard mitigation; park additions/maintenance upgrades including washrooms/meeting space and other amenities and recreation-related amenities. Non-Capital one-off costs can include additional items approved within the Provincial funding terms. All expenses must be duly approved by Council, and the use of funds must be reported annually in part of the audited financial statements.

READ A FIRST, SECOND AND THIRD TIME this 4th day of April 2023.

ADOPTED this _____ day of _____, 2023.

Mayor

Corporate Officer

DISTRICT OF 100 MILE HOUSE

Bylaw No. 1403, 2023

A bylaw to amend the District of 100 Mile House Building Bylaw No. 695, 1996

This bylaw may be cited for all purposes as ***“Building Amendment Bylaw No. 1403, 2023”***.

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

1. That the *“District of 100 Mile House Building Bylaw No. 695, 1996”* is hereby amended as follows:

- a) By deleting the subheading “Climatic Data” in Part 11 of the bylaw and replacing it with “Energy Efficiency”.
- b) By adding the following new Section 11.7 under the subheading “Energy Efficiency”:

11.7 In relation to the conservation of energy, buildings may be constructed on or after May 1, 2023, in accordance with Sections 9.36.2 to 9.36.4 of Division ‘B’ of the Building Code.

READ A FIRST, SECOND AND THIRD TIME this 4th day of May , 2023.

ADOPTED this _____ day of _____, 2023.

Mayor

Corporate Administrator

DISTRICT OF 100 MILE HOUSE

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : May 12, 2023

Time : 2:21 pm

K1

Supplier : 079850 To ZZ9950
 Pay Date : 01-Apr-2023 To 30-Apr-2023
 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
28323	17-Apr-2023	1MFI50	100 MILE FIREMEN'S SOCIETY	Issued	131	C	1,100.00
28324	17-Apr-2023	ABCC50	ABC WEblink	Cleared	131	C	36.70
28325	17-Apr-2023	ALBE50	ALBERTA FIRE CHIEFS ASSOCIATION	Cleared	131	C	688.90
28326	17-Apr-2023	BLAK50	BLACK PRESS GROUP LTD	Cleared	131	C	4,478.31
28327	17-Apr-2023	BUCK50	BUCKIN' HORSE CONTRACTING	Cleared	131	C	2,500.00
28328	17-Apr-2023	BUIL50	BUILDING OFFICIALS ASSOCIATION OF BC	Issued	131	C	726.11
28329	17-Apr-2023	CARN50	CARO ANALYTICAL SERVICES	Cleared	131	C	355.96
28330	17-Apr-2023	CCAD50	CANCADD IMAGING SOLUTIONS LTD.	Cleared	131	C	513.74
28331	17-Apr-2023	CENT50	CENTRAL CARIBOO DISPOSAL SERVICES LT	Cleared	131	C	7,416.50
28332	17-Apr-2023	CENU50	CENTURY HARDWARE LTD	Cleared	131	C	47.02
28333	17-Apr-2023	CINT50	CINTAS CANADA LIMITED	Cleared	131	C	3,538.11
28334	17-Apr-2023	CITN50	CITY OF NANAIMO	Cleared	131	C	246.75
28335	17-Apr-2023	CIVI50	CIVICINFO BC	Issued	131	C	357.00
28336	17-Apr-2023	CLEA50	CLEARTECH INDUSTRIES INC	Cleared	131	C	1,049.06
28337	17-Apr-2023	COLM50	COLLINGE, MICHAEL HUGH	Cleared	131	C	100.00
28338	17-Apr-2023	COMI50	COMMISSIONAIRES BRITISH COLUMBIA	Cleared	131	C	1,148.28
28339	17-Apr-2023	CONN50	CONNECT HEARING	Cleared	131	C	63.00
28340	17-Apr-2023	DHLE50	LOOMIS EXPRESS	Cleared	131	C	185.95
28341	17-Apr-2023	DONA50	DONAHUE AIRFIELD SERVICES	Cleared	131	C	1,050.00
28342	17-Apr-2023	EXEV50	EXETER VALLEY TRUCK & CAR WASH	Cleared	131	C	31.76
28343	17-Apr-2023	GART50	GARTH'S ELECTRIC CO LTD - INC NO. 248102	Cleared	131	C	2,628.15
28344	17-Apr-2023	GOLT50	GOLD TRAIL RECYCLING LTD	Cleared	131	C	106.03
28345	17-Apr-2023	GRIN50	GRINYER BUSINESS EQUIPMENT LTD	Cleared	131	C	193.50
28346	17-Apr-2023	HERA50	HERITAGE SIGNWORKS	Cleared	131	C	436.80
28347	17-Apr-2023	HUBF50	HUB FIRE ENGINES & EQUIPMENT LTD	Cleared	131	C	445.41
28348	17-Apr-2023	INLA50	INLAND KENWORTH PARTNERSHIP	Cleared	131	C	284.10
28349	17-Apr-2023	INNO50	INNOV8 DIGITAL SOLUTIONS	Cleared	131	C	793.05
28350	17-Apr-2023	INTU50	INTERNATIONAL UNION OF OPERATING ENG	Cleared	131	C	447.64
28351	17-Apr-2023	IRLS50	IRL SUPPLIES LTD	Cleared	131	C	295.88
28352	17-Apr-2023	LEES50	LEE'S CUSTOM FLOORS	Cleared	131	C	5,245.71
28353	17-Apr-2023	LONE50	LONE BUTTE SUPPLY LTD	Cleared	131	C	134.68
28354	17-Apr-2023	MINI50	MINISTER OF FINANCE	Issued	131	C	214.85
28355	17-Apr-2023	MVAN50	M. VAN NOORT & SONS BULB CO LTD	Cleared	131	C	896.41
28356	17-Apr-2023	NAPA50	NAPA AUTO PARTS - 100 MILE HOUSE	Cleared	131	C	366.68
28357	17-Apr-2023	NIVC50	NIVISON, COLIN	Cleared	131	C	288.75
28358	17-Apr-2023	NORM50	NORTHERN COMPUTER	Cleared	131	C	2,594.21
28359	17-Apr-2023	OMEG50	OMEGA-1 CONTRACTING LTD	Cleared	131	C	2,500.00
28360	17-Apr-2023	PARA50	LASZLO RETI	Cleared	131	C	230.00
28361	17-Apr-2023	PERS50	PERFECT SOLUTIONS LTD	Cleared	131	C	195.50
28362	17-Apr-2023	PHSA50	PHSA CORPORATION	Issued	131	C	200.00
28363	17-Apr-2023	SHER50	SHEREE'S SHIRT SHACK	Cleared	131	C	300.00
28364	17-Apr-2023	TASC50	TASCO SUPPLIES LTD	Cleared	131	C	169.56
28365	17-Apr-2023	TODB50	TODD, BARRY	Cleared	131	C	1,115.26
28366	17-Apr-2023	TOMK50	TOMKO SPORT SYSTEMS INC.	Cleared	131	C	8,003.44
28367	17-Apr-2023	TSUN50	TSUNAMI SOLUTIONS LTD.	Issued	131	C	46.20
28368	17-Apr-2023	TYLE50	TYLER'S PAINT & DECOR	Cleared	131	C	241.87
28369	17-Apr-2023	ULIN50	ULINE CANADA CORPORATION	Cleared	131	C	3,222.21
28370	17-Apr-2023	UPAN50	UPANUP	Cleared	131	C	447.56
28371	17-Apr-2023	WCTA50	WESTERN CANADA TURFGRASS ASSOCIATI	Cleared	131	C	1,402.80
28372	17-Apr-2023	WILO50	WILLIAM LOVE	Cleared	131	C	367.50
28373	17-Apr-2023	101350	1013779 BC LTD DBA CAREFREE MANOR	Issued	132	C	235.00
28374	17-Apr-2023	SHRI50	BIG COUNTRY SHRINE CLUB	Cleared	132	C	435.00
28375	28-Apr-2023	1MWJ50	100 MILE WRANGLERS JR. B HOCKEY SOCIE	Issued	142	C	4,500.00
28376	28-Apr-2023	ALBE50	ALBERTA FIRE CHIEFS ASSOCIATION	Issued	142	C	244.94

DISTRICT OF 100 MILE HOUSE

Cheque Register-Summary-Bank



AP5090

Page : 2

Date : May 12, 2023

Time : 2:21 pm

Supplier : 079850 To ZZ9950
 Pay Date : 01-Apr-2023 To 30-Apr-2023
 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							
28377	28-Apr-2023	BCTR50	BC TRANSIT	Issued	142	C	23,887.83
28378	28-Apr-2023	BJSD50	BJ'S DONUTS & EATERY	Issued	142	C	135.73
28379	28-Apr-2023	CAME50	CAMEO PLUMBING LTD	Issued	142	C	97.46
28380	28-Apr-2023	CARN50	CARO ANALYTICAL SERVICES	Issued	142	C	697.93
28381	28-Apr-2023	CENH50	GUSTAFSON'S CENTRAL CHEVROLET GMC E	Issued	142	C	1,291.59
28382	28-Apr-2023	CINT50	CINTAS CANADA LIMITED	Issued	142	C	486.27
28383	28-Apr-2023	CITN50	CITY OF NANAIMO	Issued	142	C	981.75
28384	28-Apr-2023	COMI50	COMMISSIONAIRES BRITISH COLUMBIA	Issued	142	C	1,004.75
28385	28-Apr-2023	CRCB50	CARWEN CUSTOM BUILDERS LTD	Issued	142	C	3,956.40
28386	28-Apr-2023	DAVP50	DAVIS, PAUL ARTHUR AND DAVIS, TAMMY LE	Issued	142	C	500.00
28387	28-Apr-2023	DHLE50	LOOMIS EXPRESS	Issued	142	C	137.42
28388	28-Apr-2023	DODJ50	DODDRIDGE, JOANNE	Cleared	142	C	1,206.70
28389	28-Apr-2023	DUGR50	DUGARO, RYAN ANTHONY	Issued	142	C	955.76
28390	28-Apr-2023	FIRC50	FIRE CHIEFS ASSOCIATION OF BC	Issued	142	C	714.00
28391	28-Apr-2023	FULO50	FULTON & COMPANY - IN TRUST	Issued	142	C	2,605.12
28392	28-Apr-2023	GART50	GARTH'S ELECTRIC CO LTD - INC NO. 248102	Issued	142	C	12,438.14
28393	28-Apr-2023	INTO50	INTERIOR LOCKSMITH	Issued	142	C	1,207.83
28394	28-Apr-2023	INTU50	INTERNATIONAL UNION OF OPERATING ENG	Issued	142	C	449.99
28395	28-Apr-2023	JUST50	JUSTICE INSTITUTE OF BC	Issued	142	C	1,438.57
28396	28-Apr-2023	LEXI50	LEXISNEXIS CANADA INC	Issued	142	C	805.30
28397	28-Apr-2023	LORD50	LORDCO AUTO PARTS LTD	Issued	142	C	100.46
28398	28-Apr-2023	NAPA50	NAPAAUTO PARTS - 100 MILE HOUSE	Issued	142	C	731.41
28399	28-Apr-2023	NORM50	NORTHERN COMPUTER	Issued	142	C	105.28
28400	28-Apr-2023	PARA50	LASZLO RETI	Issued	142	C	95.00
28401	28-Apr-2023	PATE50	PATERSON SEPTIC SERVICE	Issued	142	C	1,907.50
28402	28-Apr-2023	PINM50	PINKNEY, MAUREEN	Issued	142	C	2,792.24
28403	28-Apr-2023	QUIL50	QUILTS FOR SURVIVORS	Issued	142	C	2,250.00
28404	28-Apr-2023	RISJ50	RISLUND, JOEY	Issued	142	C	184.90
28405	28-Apr-2023	ROCY50	ROCKY MOUNTAIN PHOENIX	Issued	142	C	481.95
28406	28-Apr-2023	SAVE50	SAVE ON FOODS	Issued	142	C	264.49
28407	28-Apr-2023	SMIT50	SMITTY'S JANITORIAL SERVICES (1993)	Issued	142	C	2,352.00
28408	28-Apr-2023	SPAC50	SPARREBOOM, COLE AUSTIN	Issued	142	C	472.10
28409	28-Apr-2023	SUTT50	SUTTON SPECIAL RISK INC	Issued	142	C	666.00
28410	28-Apr-2023	TASC50	TASCO SUPPLIES LTD	Issued	142	C	1,296.78
28411	28-Apr-2023	THOJ50	THOMAS, JESSICA	Issued	142	C	235.00
28412	28-Apr-2023	TRUE50	TRUE CONSULTING GROUP	Issued	142	C	13,193.82
28413	28-Apr-2023	UNIT50	UNITED CONCRETE & GRAVEL LTD	Issued	142	C	252.00
28414	28-Apr-2023	WESK50	WESTKEY GRAPHIC COMMUNICATIONS INC	Issued	142	C	1,512.03
28415	28-Apr-2023	WHOL50	WHOLESALE FIRE & RESCUE LTD	Issued	142	C	391.17
28416	28-Apr-2023	WILL50	WILLIAMS LAKE WATER FACTORY	Issued	142	C	87.50
28417	28-Apr-2023	WILO50	WILLIAM LOVE	Cleared	142	C	315.00
28418	28-Apr-2023	WURT50	WURTH CANADA LTD	Issued	142	C	374.13
04133-0001	01-Apr-2023	MINI50	MINISTER OF FINANCE	Cleared	111	E	55.00
04134-0001	01-Apr-2023	WORK50	WORKERS' COMPENSATION BOARD	Cleared	112	E	13,833.70
04136-0001	01-Apr-2023	CLIF50	CANADA LIFE	Cleared	114	E	9,503.88
04137-0001	03-Apr-2023	FRCO50	FOUR RIVERS CO-OPERATIVE	Cleared	115	E	10,198.35
04138-0001	03-Apr-2023	SHAW50	SHAW CABLE	Cleared	116	E	100.75
04139-0001	03-Apr-2023	SHAW50	SHAW CABLE	Cleared	117	E	151.20
04140-0001	03-Apr-2023	SHAW50	SHAW CABLE	Cleared	118	E	190.40
04141-0001	03-Apr-2023	PITW50	PITNEYWORKS	Cleared	119	E	820.00
04142-0001	05-Apr-2023	ROYL50	ROYAL BANK VISA	Cleared	120	E	3,974.50
04143-0001	05-Apr-2023	ROYL50	ROYAL BANK VISA	Cleared	121	E	5,191.89
04144-0001	05-Apr-2023	ROYL50	ROYAL BANK VISA	Cleared	122	E	269.38

DISTRICT OF 100 MILE HOUSE
Cheque Register-Summary-Bank



AP5090

Page : 3

Date : May 12, 2023

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Supplier : 079850 To ZZ9950
 Pay Date : 01-Apr-2023 To 30-Apr-2023
 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							
04145-0001	05-Apr-2023	ROYL50	ROYAL BANK VISA	Cleared	123	E	948.77
04146-0001	05-Apr-2023	VANH50	VAN HOUTTE COFFEE SERVICES INC	Cleared	124	E	145.59
04147-0001	12-Apr-2023	FORT50	FORTIS BC - NATURAL GAS	Cleared	125	E	2,521.92
04148-0001	14-Apr-2023	PENS50	PENSION CORPORATION	Cleared	126	E	8,499.18
04149-0001	14-Apr-2023	RECE50	RECEIVER GENERAL OF CANADA	Cleared	127	E	5,441.93
04150-0001	14-Apr-2023	RECE50	RECEIVER GENERAL OF CANADA	Cleared	128	E	14,584.46
04151-0001	13-Apr-2023	BCHY50	BC HYDRO & POWER AUTHORITY	Cleared	129	E	17,897.28
04152-0001	13-Apr-2023	TELU50	TELUS COMMUNICATIONS COMPANY	Cleared	130	E	17.01
04153-0001	17-Apr-2023	FORT50	FORTIS BC - NATURAL GAS	Cleared	133	E	292.94
04154-0001	17-Apr-2023	SHAW50	SHAW CABLE	Cleared	134	E	395.14
04155-0001	20-Apr-2023	TELM50	TELUS MOBILITY CELLULAR INC	Cleared	135	E	626.15
04156-0001	28-Apr-2023	RECE50	RECEIVER GENERAL OF CANADA	Cleared	136	E	1,947.87
04157-0001	28-Apr-2023	RECE50	RECEIVER GENERAL OF CANADA	Cleared	137	E	15,150.11
04158-0001	28-Apr-2023	PENS50	PENSION CORPORATION	Cleared	138	E	8,739.21
04159-0001	25-Apr-2023	SHAW50	SHAW CABLE	Cleared	139	E	254.19
04160-0001	25-Apr-2023	SHAW50	SHAW CABLE	Cleared	140	E	305.54
04161-0001	30-Apr-2023	CLIF50	CANADA LIFE	Issued	141	E	9,652.80
Total Computer Paid :		149,921.14	Total EFT PAP :	131,709.14	Total Paid :		281,630.28
Total Manually Paid :		0.00	Total EFT File :	0.00			

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

Capital \$33,635.40