



# **DISTRICT OF 100 MILE HOUSE**

## **AGENDA FOR THE REGULAR MEETING OF THE MUNICIPAL COUNCIL TO BE HELD IN MUNICIPAL COUNCIL CHAMBERS Tuesday, February 11<sup>th</sup>, 2025 at 5:30 PM**

<b>A.</b>	<b><u>CALL TO ORDER</u></b>
	Mayor to call the regular meeting to order at 5:30 PM. Acknowledgement that this meeting is being held on Tsqescencúlecw.
<b>B.</b>	<b><u>APPROVAL OF AGENDA:</u></b>
	<b>B1</b> <b>BE IT RESOLVED THAT</b> the February 11 <sup>th</sup> , 2025 Regular Council agenda <u>be approved</u> .
<b>C.</b>	<b><u>INTRODUCTION OF LATE ITEMS AND FROM COMMITTEE OF THE WHOLE:</u></b>
<b>D.</b>	<b><u>DELEGATIONS / PUBLIC HEARING:</u></b>
<b>Airport Master Plan</b>	Ben Crooks from HM Aero Aviation Consulting will present the 100 Mile House Airport Master Plan to District Council.
<b>E.</b>	<b><u>MINUTES:</u></b>
<b>COW – December 10<sup>th</sup>, 2024</b>	<b>E1</b> <b>BE IT RESOLVED THAT</b> the minutes of the Committee of the Whole meeting of December 10 <sup>th</sup> , 2024 <u>be adopted</u> .

<b>COW - January 28<sup>th</sup>, 2025</b>	<b>E2</b> <b>BE IT RESOLVED THAT</b> the minutes of the Committee of the Whole meeting of January 28 <sup>th</sup> , 2025 <u>be adopted</u> .
<b>Regular Council – January 28<sup>th</sup>, 2025</b>	<b>E3</b> <b>BE IT RESOLVED THAT</b> the minutes of the Regular Council meeting of January 28 <sup>th</sup> , 2025 <u>be adopted</u> .
<b>Public Hearing – February 4<sup>th</sup>, 2025</b>	<b>E4</b> <b>BE IT RESOLVED THAT</b> the minutes of the Public Hearing held February 4 <sup>th</sup> , 2025 <u>be adopted</u> .
<b>F.</b>	<b><u>UNFINISHED BUSINESS:</u></b>
<b>G.</b>	<b><u>MAYOR'S REPORT:</u></b>
<b>H.</b>	<b><u>CORRESPONDENCE:</u></b>
<b>Commissionaires Report January 2025</b>	<b>H1</b> <b>BE IT RESOLVED THAT</b> the Bylaw report for the period of January 1 <sup>st</sup> to 31 <sup>st</sup> 2025 be received.
<b>FYI Correspondence</b>	<b>H2</b> <b>BE IT RESOLVED THAT</b> the For Information Correspondence List dated February 6 <sup>th</sup> , 2025 <u>be received</u>
<b>I.</b>	<b><u>STAFF REPORTS:</u></b>
<b>District of 100 Mile House Airport Master Plan</b>	<b>I1</b> <b>BE IT RESOLVED THAT</b> Council endorses the Capital Improvement Plan and Business Development Recommendations in the 100 Mile House Airport Master Plan; and further  <b>BE IT RESOLVED THAT</b> the 100 Mile House Airport Master Plan be approved.

<b>Asset Donation – Turn Out Gear</b>	<b>I2</b> <b>BE IT RESOLVED THAT</b> the Council of the District of 100 Mile House approve a donation of E-238 and E-241 to the PSO Jr. Firefighting Program.
<b>Illegal Secondary Suites Policy</b>	<b>I3</b> <b>BE IT RESOLVED THAT</b> the Illegal Secondary Suites Policy be approved.
<b>J.</b>	<b><u>BYLAWS:</u></b>
<b>Zoning Amendment Bylaw No. 1439, 2025</b>	<b>J1</b> <b>BE IT RESOLVED THAT</b> Zoning Amendment Bylaw No. 1439, 2025 be read a third time this 11 <sup>th</sup> day of February 2025.
<b>Zoning Amendment Bylaw No. 1441, 2025</b>	<b>J2</b> <b>BE IT RESOLVED THAT</b> Zoning Amendment Bylaw No. 1441, 2025 be read a first and second time this 11 <sup>th</sup> day of February 2025.
<b>Zoning Amendment Bylaw No. 1442, 2025</b>	<b>J3</b> <b>BE IT RESOLVED THAT</b> Zoning Amendment Bylaw No. 1442, 2025 be read a first and second time this 11 <sup>th</sup> day of February 2025.
<b>House and Parcel Numbering Amendment Bylaw No., 1443, 2025 &amp; Road Naming Amendment Bylaw No. 1444, 2025</b>	<b>J4</b> <b>BE IT RESOLVED THAT</b> House and Parcel Numbering Amendment Bylaw NO. 1443, 2025 be read a first, second and third time this 11 <sup>th</sup> day of February 2025, and further <b>BE IT RESOLVED THAT</b> Road Naming Amendment Bylaw No. 1444, 2025 be read a first, second and third time this 11 <sup>th</sup> day of February 2025.

<b>K.</b>	<b><u>VOUCHERS</u></b>
<b>Paid Vouchers (January 24<sup>th</sup> – February 6<sup>th</sup> 2025) #30456 – #30496 &amp; EFTs</b>	<b>K1</b> <b>BE IT RESOLVED THAT</b> the paid manual vouchers #30456 to #30496 and EFT's totaling <b>\$221,983.66</b> <u>be received</u> .
<b>L.</b>	<b><u>OTHER BUSINESS:</u></b>
<b>M.</b>	<b><u>QUESTION PERIOD:</u></b>  Call for questions from the public for items relevant to the agenda.
<b>N.</b>	<b><u>ADJOURNMENT:</u></b>  <b>BE IT RESOLVED THAT</b> this February 11 <sup>th</sup> , 2025, meeting of Council be adjourned:        Time:





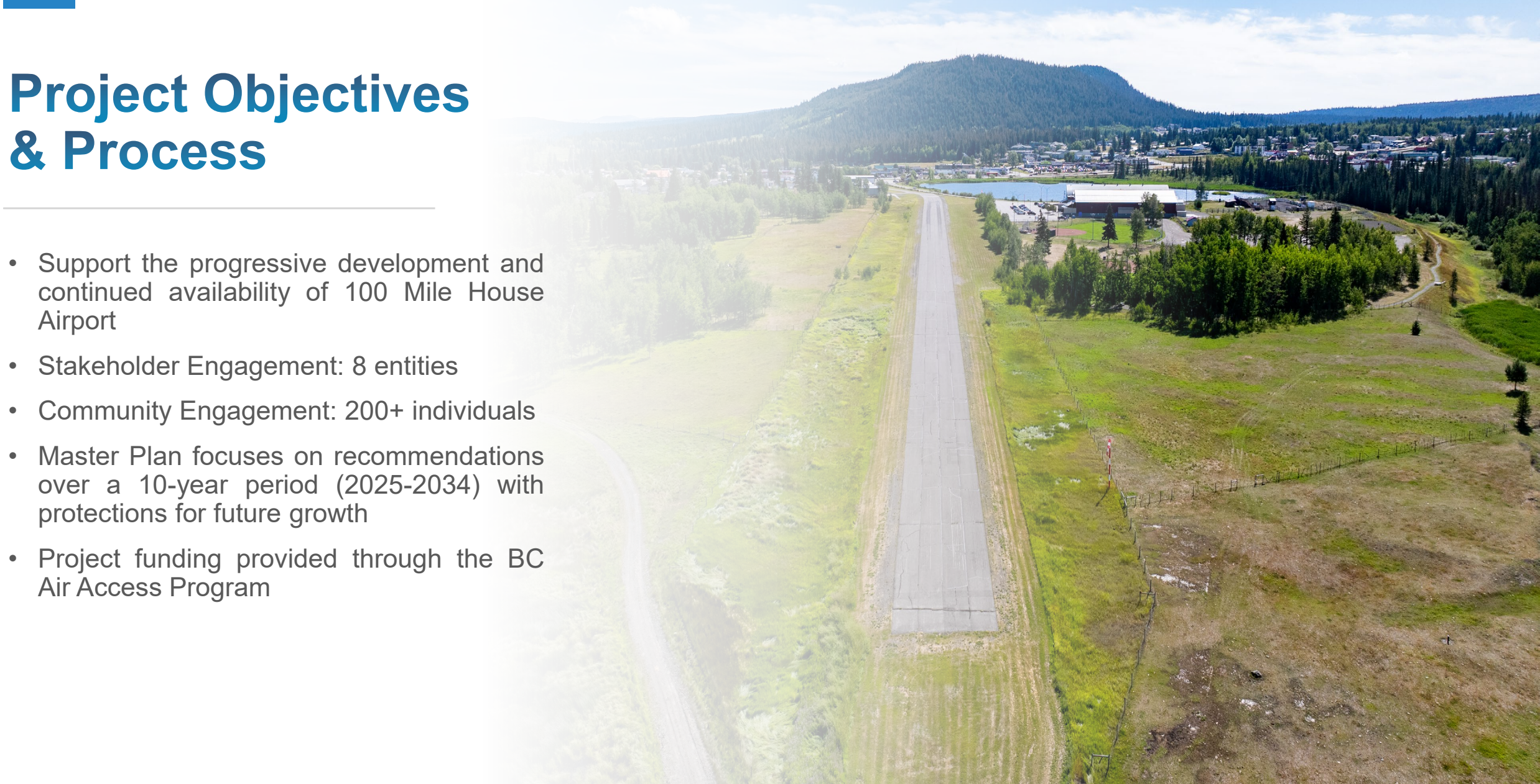
# 100 Mile House Airport Master Plan

District Council | February 11, 2025



# Project Objectives & Process

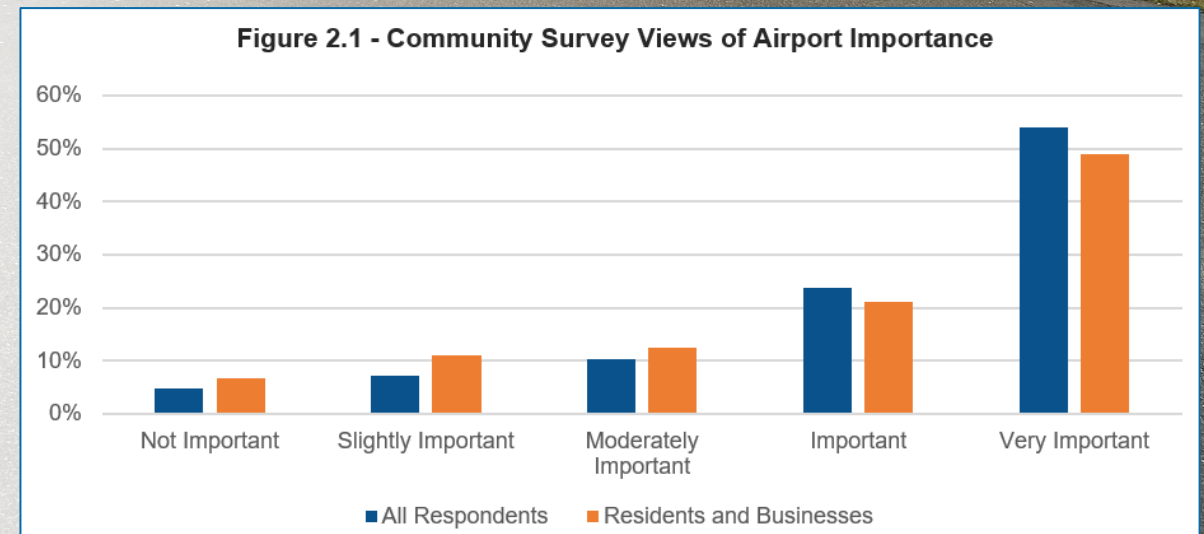
- Support the progressive development and continued availability of 100 Mile House Airport
- Stakeholder Engagement: 8 entities
- Community Engagement: 200+ individuals
- Master Plan focuses on recommendations over a 10-year period (2025-2034) with protections for future growth
- Project funding provided through the BC Air Access Program





# Current Use & Regional Value

- 8-12 BC Emergency Health Services helicopter patient transfers per year
- Use for wildfire suppression operations varies with regional response efforts – increased use in years such as 2017 / 2021
- Visitor access into 100 Mile House and the South Cariboo by private aircraft
- Private hangar tenants, 100 Mile House Flying Club, and 100 Mile Model Flyers
- Non-aviation use
- Community views and valuation assigned

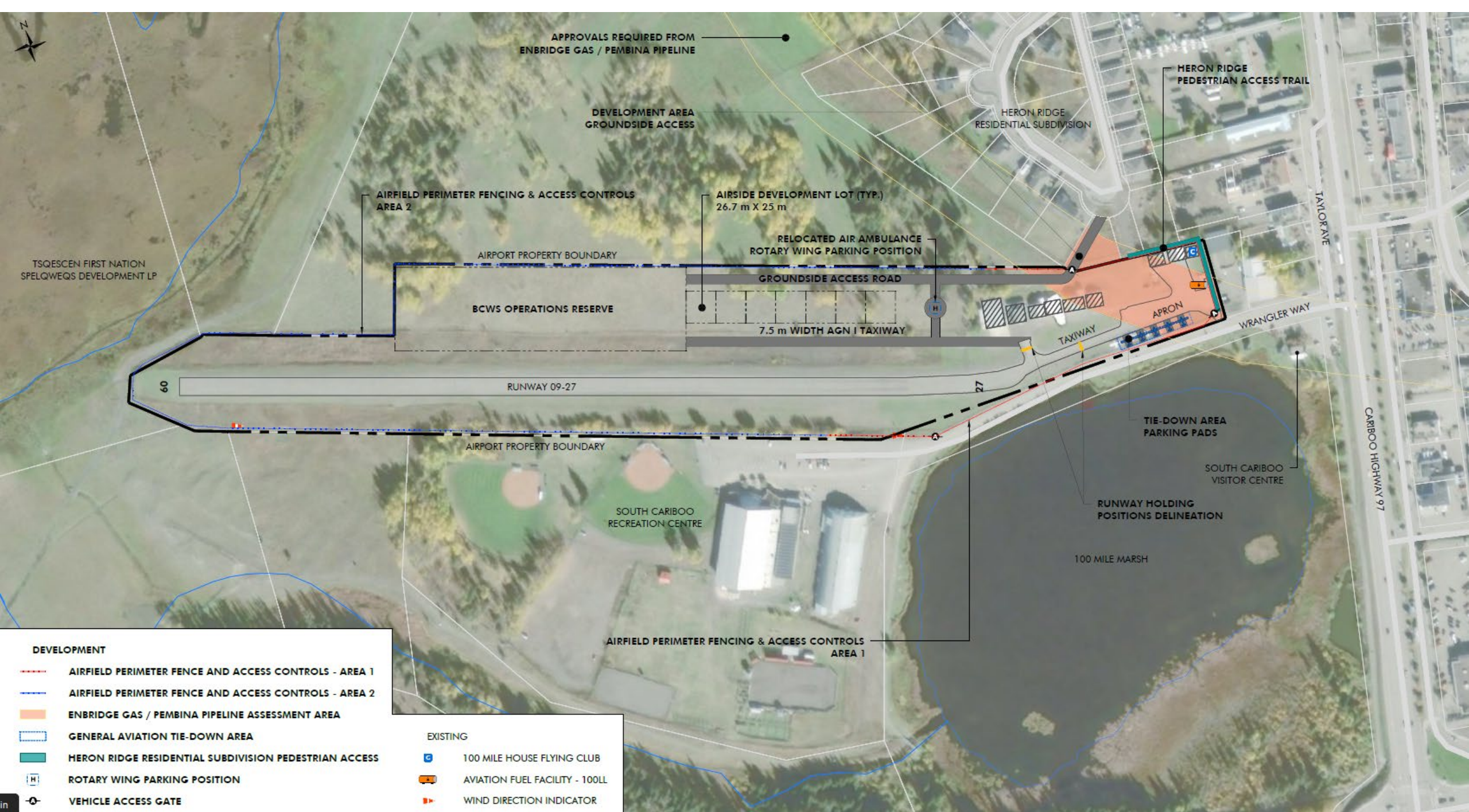




# Strategic Outlook

- Growth and development opportunities
  - General aviation hangar development
  - Rotary-wing aerial work provider(s)
  - Aircraft maintenance services
  - Aviation tourism and fly-in visitor access
- Viewing 100 Mile House / South Cariboo Regional Airport as an interrelated system
- Definition of the airport's future role:
  - Rotary-wing emergency management – BCEHS, BCWS, search and rescue, and law enforcement
  - Based and visiting private general aviation
  - Aviation commercial activity
  - Aviation-oriented community events







An aerial photograph of a small town and airport area. In the foreground, a dark blue lake is visible. A road runs along the shoreline, with a small red square marker on it. To the left of the road is a large, paved area, likely an airport tarmac or parking lot, with several hangars and buildings. In the background, there are residential houses and commercial buildings, including a gas station. The sky is clear and blue.

# Capital Improvement Plan

- 10-Year Requirements (2025-2034)
  - 2025: Safety-related signage and Phase 1 fencing improvements, pending BC Air Access Program funding
  - Weather camera
  - Aircraft tie-down area parking positions
  - Runway, taxiway, and apron pavement rehabilitation
  - Phase 2 fencing improvements
  - Estimated Costs: \$1,322,000
- Discretionary / Demand-Driven Projects
  - Air ambulance parking position paving
  - Airside development area – road and taxiway servicing
  - Estimated Costs: \$1,224,000
- Funding Sources



# Implementation Framework

- Business Development
  - Recommended actions across three priority areas
  - Efforts to be led by the Director of Economic Development & Planning
  - Revenue generation through further land development and appropriately applied charges
- Performance Monitoring
- Strategic Partnerships
- 2025 Priority Action Items
- Implementation under the oversight of District Council through an annual planning and action cycle



# Thank You & Questions

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**E1**

## **DISTRICT OF 100 MILE HOUSE**

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

**Tuesday December 10<sup>th</sup>, 2024, AT 4:30 PM**

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

STAFF: CAO Tammy Boulanger  
Dir. Of Com. Services Todd Conway  
Dir. of Finance Sheena Elias

OTHERS: (0) MEDIA: (1)

	<p><b><u>CALL TO ORDER</u></b></p> <p>Mayor Pinkney called the Committee of the Whole meeting to order at 4:30 PM</p> <p>Mayor Pinkney acknowledged that this meeting is being held on Tsqescencúlcw.</p>
<b>A</b>	<p><b><u>APPROVAL OF AGENDA</u></b></p>

	<p><b>A1</b></p> <p><b>Res: 34/24</b>  Moved By: Councillor Mingo  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> the December 10<sup>th</sup>, 2024 Committee of the Whole agenda <u>be approved</u>.</p> <p>CARRIED.</p>
<b>B</b>	<b><u>INTRODUCTION OF LATE ITEMS</u></b>
<b>C</b>	<b><u>DELEGATIONS</u></b>
<b>D</b>	<b><u>UNFINISHED BUSINESS</u></b>
<b>E</b>	<b><u>CORRESPONDENCE / MINUTES</u></b>
<p><b>COW Meeting November 26<sup>th</sup>, 2024</b></p>	<p><b>E2</b></p> <p><b>Res: 35/24</b>  Moved By: Councillor Mingo  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the minutes of the Committee of the Whole meeting of November 26<sup>th</sup>, 2024 <u>be adopted</u>.</p> <p>CARRIED</p>
<b>F</b>	<b><u>STAFF REPORTS</u></b>
<p><b>Watershed Board Establishment</b></p>	<p><b>F1</b></p> <p><b>Res: 36/24</b>  Moved By: Councillor Barnett  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the memo from Administration on the establishment of a Watershed Board <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> the District of 100 Mile House Council supports the establishment of a Watershed Board and staff be directed to engage Tsq'escen' First Nation as the initial step.</p>
<b>G</b>	<b><u>BYLAWS</u></b>

<b>H</b>	<b><u>OTHER BUSINESS</u></b>
<b>I</b>	<b><u>QUESTION PERIOD</u></b>
<b>J</b>	<b><u>ADJOURNMENT</u></b>  <b>Res: 37/24</b> Moved By: Councillor Barnett Seconded By: Councillor Guimond  <b>BE IT RESOLVED THAT</b> this Committee of the Whole meeting for December 10 <sup>th</sup> , 2024 be adjourned at 4:50 PM  CARRIED.
I hereby certify these minutes to be correct.	
_____ Mayor	_____ Corporate Officer

**E2**

**DISTRICT OF 100 MILE HOUSE**

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

**Tuesday January 28<sup>th</sup>, 2025, AT 5:00 PM**

PRESENT:	Councillor	Jenni Guimond
	Councillor	Dave Mingo
	Councillor	Donna Barnett
	Councillor	Marty Norgren
STAFF:	CAO	Tammy Boulanger
	Dir. Of Com. Services	Todd Conway
	Dir. of Finance	Sheena Elias
	Dir. of Ec. Dev. & Planning	Joanne Doddridge
	Fire Chief	David Bissat

OTHERS: (14)                      MEDIA: (1)

	<p><b><u>CALL TO ORDER</u></b></p> <p>Chair Mingo called the Committee of the Whole meeting to order at 5:00 PM</p> <p>Chair Mingo acknowledged that this meeting is being held on Tsqescencúlecw.</p>
<b>A</b>	<p><b><u>APPROVAL OF AGENDA</u></b></p>

	<p><b>A1</b></p> <p><b>Res: 1/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the January 28<sup>th</sup>, 2025 Committee of the Whole agenda <u>be approved</u> as amended.</p> <p style="text-align: center;">CARRIED.</p> <p>Item F3 was moved to the first item for discussion.</p>
<b>B</b>	<b><u>INTRODUCTION OF LATE ITEMS</u></b>
<b>C</b>	<b><u>DELEGATIONS</u></b>
<b>D</b>	<b><u>UNFINISHED BUSINESS</u></b>
<b>E</b>	<b><u>CORRESPONDENCE</u></b>
<b>F</b>	<b><u>STAFF REPORTS</u></b>
<p><b>Business Licencing – Mobile Vendors</b></p>	<p><b>F3</b></p> <p><b>Res: 2/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the Council Report from Director of Finance S. Elias regarding Mobile Vendor Business Licencing <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> staff prepare the amendments as directed and return to Council for final approval.</p> <p style="text-align: center;">CARRIED</p> <hr/> <p>Council directed staff to make the following amendments to the Business Licence Bylaw / Procedures:</p> <ul style="list-style-type: none"> <li>➤ No amendments to fees</li> <li>➤ Remove the requirement to provide picture ID</li> </ul>

- Remove the requirement to provide proof of ICBC insurance.
- Amend the requirement to provide proof of liability insurance naming the District of 100 Mile House as additionally insured for public/district property only. This is no longer required for private property.
- Minimum of \$5,000,000. of insurance will be the minimum.
- Remove the requirement for vendors to provide the District with a letter of permission from private property owners to operate on private premises.
- Council requested two spaces be identified within the Centennial Park parking lot to allow mobile food vendors to operate.
- Clarify language related to fees and renewals for mobile vendors.
- Special and community event organizers are responsible for inviting vendors to participate in their event and ensure that proper licencing is in place. (BL, Interior Health, etc.)
- It was requested that the Hot July Nights event have a clear block boundary identified. Council suggested that the food vendors approach SD #27 about the use of the 100 Mile Elementary property during this annual event.

Members of the gallery requested clarification on multiple items and provided comments which included:

- There is no penalty for late renewal on mobile vendor licencing. One fee is applicable on an annual basis.
- Licences can be purchased at anytime throughout the year and insurance can be provided at that time.
- Clarification on Signage – Staff noted that a sign bylaw review is currently underway.
- BC DragIt event & Vendors – It was recommended that the vendors coordinate and rent the parking lot at the arena to create a food court area for the event.
- Clarification that fire *inspections* are required on an annual basis.
- During large events in Centennial Park the dedicated spaces for food vendors will be unavailable as parking is limited (example – Grad, Music in the Park) In some circumstances food vendors would be part of the event and be invited by the organizer to participate inside the park area.

	<ul style="list-style-type: none"> <li>➤ Council suggested one (1) space in Centennial Park and the food vendors asked for re-consideration to two (2) and Council agreed.</li> <li>➤ Food vendors will work together to provide the community with options at the dedicated spaces in Centennial Park parking lot spaces. The District will not be responsible for coordination.</li> </ul>
	Two-minute recess was given – 12 members of the gallery left the meeting.
<b>Illegal Secondary Suites</b>	<p><b>F1</b></p> <p><b>Res: 3/25</b>  Moved By: Councillor Norgren  Seconded By: Councillor Barnett</p> <p><b>BE IT RESOLVED THAT</b> Council rise and report the Illegal Secondary Suites Policy to the next regular council meeting for endorsement.</p> <p style="text-align: center;">CARRIED</p>
<b>Animal Control Bylaw – Roaming Cat amendments</b>	<p><b>F2</b></p> <p><b>Res: 4/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the memo from Administration regarding amendments to the Animal Control Bylaw <u>be received</u>.</p> <p style="text-align: center;">CARRIED</p> <hr/> <p>Council acknowledge the difficulty of enforcement and cats within the community. Staff was directed to use a public education campaign to raise awareness.</p>
<b>G</b>	<b><u>BYLAWS</u></b>
<b>H</b>	<b><u>OTHER BUSINESS</u></b>



<b>I</b>	<b><u>QUESTION PERIOD</u></b>
	<p>Dr. Vanderhorst read a letter from S. Mason which addressed the concerns of community hall rentals and mobile vendors focussing on retail and the effect on local businesses.</p> <hr/> <p>Staff confirmed that there is currently no measures in place to prevent businesses from renting the community hall to conduct retail business. Business licences are not required to hold an event in the community hall.</p> <p>Council stressed the value of shopping local and was compassionate to the concerns and directed staff to examine “retail” use of community hall and determine the appropriate solution to prevent “pop up” shops.</p>
<b>J</b>	<p><b><u>ADJOURNMENT</u></b></p> <p><b>Res: 5/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> this Committee of the Whole meeting for January 28<sup>th</sup>, 2025 be adjourned at 6:30 PM</p> <p style="text-align: right;">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="width: 45%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Mayor</p> </div> <div style="width: 45%;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <p>Corporate Officer</p> </div> </div>	



**E3**

## DISTRICT OF 100 MILE HOUSE

### MEETING HELD IN DISTRICT COUNCIL CHAMBERS

Tuesday, January 28<sup>th</sup>, 2025, AT 5:30 PM

PRESENT:	Councillor	David Mingo
	Councillor	Donna Barnett
	Councillor	Marty Norgren
	Councillor	Jenni Guimond

STAFF:	CAO	Tammy Boulanger
	Dir. of Community Services	Todd Conway

Other: (1)

Media: (1)

<b>A</b>	<p><b><u>CALL TO ORDER</u></b></p> <p>Chair Mingo called the meeting to order at 6:35 PM</p> <p>Chair Mingo acknowledged that this meeting is being held on Tsqescencúlecw.</p>
<b>B</b>	<p><b><u>APPROVAL OF AGENDA</u></b></p> <p><b>B1</b></p> <p><b>Res: 14/25</b>            Moved By: Councillor Barnett            Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the January 28<sup>th</sup>, 2025, Regular Council agenda <u>be approved</u>.</p> <p style="text-align: center;">CARRIED</p>
<b>C</b>	<p><b><u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE:</u></b></p>

<b>D</b>	<b><u>DELEGATIONS / PUBLIC HEARINGS:</u></b>
<b>E</b>	<b><u>MINUTES</u></b>
<b>Regular Council – January 14<sup>th</sup>, 2025</b>	<p><b>E1</b></p> <p><b>Res: 15/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the minutes of the Regular Council meeting of January 14<sup>th</sup>, 2025 <u>be adopted</u>.</p> <p style="text-align: center;">CARRIED</p>
<b>F</b>	<b><u>UNFINISHED BUSINESS:</u></b>
<b>G</b>	<b><u>MAYORS REPORT:</u></b>
	<p><b><u>MAYORS REPORT:</u></b></p> <p>Mayor Pinkney was absent from the meeting but has included notes from the BC Natural Resources Forum held in Prince George as part of this evenings agenda.</p> <p>Councillor Barnett noted the following:</p> <ul style="list-style-type: none"> <li>➤ Meeting held by concerned Bank of Montreal patrons was well attended and organized.</li> <li>➤ CCCTA held a tourism framework forum providing information on a new initiative aimed at sports organizations and tourism.</li> </ul> <p>Councillor Norgren noted the following:</p> <ul style="list-style-type: none"> <li>➤ Accompanied Councillor Barnett at the Bank of Montreal meeting to hear concerns and show support.</li> </ul>
<b>H</b>	<b><u>CORRESPONDENCE:</u></b>
<b>I</b>	<b><u>STAFF REPORTS:</u></b>

<p><b>Unit #337 &amp; #331 Toolcats replacement</b></p>	<p><b>I1</b></p> <p><b>Res: 16/25</b> Moved By: Councillor Barnett Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the report from Administration dated January 23<sup>rd</sup>, 2025 regarding the supply of a 2025 UW56 Bobcat Toolcat be received; and further</p> <p><b>BE IT RESOLVED THAT</b> the District of 100 Mile House Council waive purchasing policy for a Formal Competitive Process in favor of the direct award of two (2) toolcats due to the time sensitivity caused by equipment failure; and further</p> <p><b>BE IT RESOLVED THAT</b> Westerra Equipment be direct awarded the supply of one (1) new 2025 Bobcat Toolcat for the stated price of \$74,814.97 plus applicable taxes.</p> <p style="text-align: center;">CARRIED</p> <hr/> <p>Director of Community Services T. Conway provided Council with a verbal report on the equipment background, costing and replacement timing. Council agreed to proceed and award Westerra the purchase of two (2) as per the Capital budget plan previously received and approved in principal (\$200,000).</p>
<p><b>J</b></p>	<p><b><u>BYLAWS:</u></b></p>
<p><b>Fees &amp; Charges Amendment Bylaw No. 1440, 2025</b></p>	<p><b>J1</b></p> <p><b>Res: 17/25</b> Moved By: Councillor Barnett Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> Fees and Charges Amendment Bylaw No. 1440-2025 be adopted this 28<sup>th</sup> day of January 2025.</p> <p style="text-align: center;">CARRIED</p>

<b>K</b>	<b><u>GENERAL VOUCHERS:</u></b>
<b>Paid Vouchers (January 9<sup>th</sup> – 23<sup>rd</sup>, 2025) #30418 –30455 # &amp; EFTs</b>	<b>K1</b>  <b>Res: 18/25</b> Moved By: Councillor Guimond Seconded By: Councillor Barnett  <b>BE IT RESOLVED THAT</b> the paid manual vouchers #304185 to #30455 and EFT's totaling <b>\$392,717.19</b> <u>be received.</u>  <p style="text-align: right;">CARRIED</p>
<b>L</b>	<b><u>OTHER BUSINESS:</u></b>
<b>In Camera</b>	<b>L1</b>  <b>Res: 19/25</b> Moved By: Councillor Barnett Seconded By: Councillor Norgren  <b>BE IT RESOLVED THAT</b> , pursuant to Section 92 of the Community Charter, that this meeting of Council be closed to the public under Section 90 (1)(j) of the Community Charter  <p style="text-align: right;">CARRIED</p> Regular meeting returned to order at: 7:00 PM
<b>M</b>	<b><u>QUESTION PERIOD:</u></b>
<b>N</b>	<b><u>ADJOURNMENT:</u></b>  <b>Res: 20/25</b> Moved By: Councillor Barnett Seconded By: Councillor Norgren  <b>BE IT RESOLVED THAT</b> this January 28 <sup>th</sup> , 2025 meeting of Council be adjourned: 7:00 PM  <p style="text-align: right;">CARRIED</p>
	I hereby certify these minutes to be correct.  <div style="display: flex; justify-content: space-between;"> <div style="width: 45%; text-align: center;"> _____  Mayor </div> <div style="width: 45%; text-align: center;"> _____  Corporate Officer </div> </div>

**E4****DISTRICT OF 100 MILE HOUSE****PUBLIC HEARING HELD AT 100 MILE HOUSE COMMUNITY HALL  
(265 BIRCH AVENUE)****Tuesday, February 4<sup>th</sup>, 2025, AT 6:00 PM**

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

STAFF: CAO Tammy Boulanger  
 Dir. of Community Services Todd Conway  
 Dir. of Ec. Dev. & Planning Joanne Doddridge

Other: (77)

Media: (1)

<b>A</b>	<b><u>CALL TO ORDER</u></b>  Mayor Pinkney called the public hearing to order at 6:00 PM  Mayor Pinkney acknowledged that this meeting is being held on Tsqescencúlecw.
	T. Boulanger read the proposed Zoning Amendment:
<b>PUBLIC HEARING – Zoning Amendment Bylaw No. 1439, 2025</b>	This public hearing is being convened pursuant to Section 464 of the Local Government Act in order to consider proposed Zoning Amendment Bylaw No. 1439, 2025.  Zoning Amendment Bylaw No. 1439, 2025 proposes the

	<p>following amendments:</p> <p>(1) That District of 100 Mile House Zoning Bylaw No. 1290, 2016, Section 3.3 Definitions is amended by adding:</p> <p>“specialized home support services” means a staffed residential premises providing care, counseling, life skills training, and 24-hour support for up to two children or youth per unit, exempt from licensing under the Community Care and Assisted Living Act as per the applicable health authority’s regulations.</p> <p>(2) That Section 8.3.13 Specific Use Regulations, is amended by adding:</p> <p>i) Specialized home support services is permitted as a principal use on the property located at Lot 19, Plan 28704, District Lot 2136, Lillooet District, also known as 721 Cariboo Trail.</p>
<b>Public Hearing Protocol</b>	T. Boulanger read the Protocol for Public Hearings
<b>Written &amp; Verbal Comments</b>	<p>T. Boulanger read the written submissions received.</p> <p>There was a total of 20 written submissions received that supported the re-zoning application.</p> <p>There was a total of 50 written submissions received that did not support the re-zoning application.</p> <p>Public in attendance were offered the opportunity to speak, a total of 20 speakers were recorded on the speakers list with eight (8) speaking twice and one (1) speaking for a total of three (3) times.</p> <p>Overall speakers comments reiterated the written submissions. Written and Verbal comments are summarised to include the following:</p> <ul style="list-style-type: none"> <li>➤ “Youth” are considered to be under the age of 19.</li> <li>➤ Priority will be given to youth from the 100 Mile House area.</li> </ul>



- It is in the best interest of youth in need to be close to a variety of services and facilities that contribute to a healthy lifestyle. Being in town removes barriers to these services.
- Location will provide a residential home and give youth the sense of belonging to a community.
- Youth that receive support become valuable members of their community.
- Facility will be staffed 24/7. Staff are fully trained professionals.
- All parking will be kept on site.
- CMCS is not the owner of the property and has a contract with the Ministry of Children and Families to provide services.
  
- Businesses of this type and in general should not be operating in an R-1 Low Density Residential Zone. Zoning should not be modified, homeowners purchased homes in R-1 zones for that specific purpose and believe it should remain un-changed.
- Residents support services being provided in the community, however, do not believe this location to be appropriate. Facilities should be rural, and staff can still assist by providing transportation to services.
- Decline in property values.
- Increase in local traffic due to staffing, friends, and families of the youth in care. Parking on narrow residential street is already limited and restricts emergency access.
- Neighbourhood felt there was poor communication from business owner/operator, and this illustrates future practice. Absentee business owners.
- Turn-over in youth residing in facility.
- Concerns over disruption in peace and tranquility of the neighbourhood and overall safety for residents, particularly for seniors
- Minimally trained staff
- Concerns over lack of specialized support and services for proposed residents of facility
- Re-zoning of property is permanent and there is the possibility of future change in ownership and facility management.

<b>Closing Statement</b>	Mayor Pinkney read the closing statement
	<p>Mayor Pinkney declared the Public Hearing closed and noted that no further submissions, either verbal or written, regarding the proposed Bylaw can be made to Council.</p> <p>Adjourn Time: 8:50 PM</p>
	<p>I hereby certify these minutes to be correct.</p> <p>_____ Mayor</p> <p>_____ Corporate Officer</p>





**District of 100 Mile House – Bylaw Enforcement Site 545**  
**Monthly Progress Report**

Period: January 2025

In January there were 4 Requests for Service:

- A complaint regarding a shipping container in a residential zone
- Barking dog
- A local business owner called to report torn open garbage bags on an adjacent property
- A local Strata Corp called to ask how they can keep illegal parkers off their property

Other issues dealt with in January:

- Various parking issues including a large number of vehicles parked backwards and also parked in handicapped zone.
- Snow clearing issues
- Multiple business license follow ups.
- Spoke with a business owner interested in the possibility of setting up a shipping container storage yard in 100 Mile House.

Jamie Suggitt  
Commissionaires B.C.



**DISTRICT OF 100 MILE HOUSE**

**FOR INFORMATION CORRESPONDENCE – February 6<sup>th</sup>, 2025  
Received February 11<sup>th</sup>, 2025 - Regular Council Meeting**

- Correspondence from Enbridge – Sunrise Expansion Project Update
- Correspondence from Barkerville Heritage Trust
- Correspondence from resident – Commercial use of community hall
- Correspondence from residents (5) – Closure of BMO
- Correspondence from CIB – Growing Together February Newsletter



## FOR INFORMATION CORRESPONDENCE

West Energy Inc.  
522nd Avenue  
Prince George BC  
V2N 1B7

January 7, 2025

Dear Mayor Pinkney,

Westcoast Energy Inc. (Westcoast), an Enbridge company, would like to provide you with an update regarding the proposed Sunrise Expansion Program (Project).

As you know, on May 30, 2024, Westcoast filed an application with the Canada Energy Regulator (CER) for approval to construct and operate the Project. Since filing of the application, certain refinements to the Project scope have been made following feedback from Indigenous groups, landowners, stakeholders and other interested parties, as well as additional archaeological, geotechnical and environmental studies. These scope refinements are reflected in a Project update filed with the CER on January 6, 2025. Specifically, the Project update describes the following refinements to the Project scope since filing the Application:

- Westcoast is proposing an alternative, shorter, route for the powerline that will supply compressor station (CS)-8A (Kingsvale) with electricity.
- Westcoast is proposing to remove from the Project scope the powerline that was proposed in the Application to supply CS-8B (Othello) with electricity, instead relying on BC Hydro to upgrade its existing powerline infrastructure to supply electricity to CS-8B.
- Westcoast is proposing to decommission, by removal, a short segment of existing deactivated pipeline within the existing Westcoast system right-of-way within the proposed CS-3 (McLeod Lake) – CS-4A (Summit Lake) loop.

These scope refinements demonstrate Westcoast's commitment to incorporating local knowledge and reducing impacts to Indigenous rights and environmentally sensitive areas to build a better Project, while also building lasting and productive relationships with Indigenous groups and local communities.

The Project update can be found at <https://apps.cer-rec.gc.ca/REGDOCS/Item/View/4510491>.

Additional resources, including an updated factsheet and Project maps, can be found on our website: [www.enbridge.com/sunrise](http://www.enbridge.com/sunrise).

We look forward to continuing to work with you throughout the development, construction and operation of the Project.

Please also let us know if you have any questions about the Project or require additional information. You can contact us at the information below or phone us toll free at 1-833-267-2220.

Thank you for your attention.

Yours Sincerely,

Rikki Beaudet  
Supervisor, Community & Indigenous Engagement  
Phone Toll-Free 1-833-267-2220  
[BCProjects@enbridge.com](mailto:BCProjects@enbridge.com)

## FOR INFORMATION CORRESPONDENCE

**From:** Carrie Chard <carrie.chard@barkerville.ca>  
**Sent:** January 29, 2025 5:14 PM  
**Cc:** Stewart Cawood; Krista Bolton; Michael Diebolt; Mandy Kilsby  
**Subject:** The Barkerville Heritage Trust - THANK YOU FOR YOUR SUPPORT!

Good day everyone!

We are thrilled to be able share some fantastic news with you all: The Barkerville Heritage Trust has been selected as the successful proponent to continue operating Barkerville Historic Town & Park and Cottonwood House Historic Site! This means that the Trust will be able to carry on for the next seven years, with potential to renew, our mission of preserving and sharing these incredible heritage sites with the public.

This announcement follows an extensive and competitive procurement process by the Province of BC, in which we had to develop a proposal and submit it to the Province for review. The Province of BC felt that of all the proposals submitted, the BHT's proposal was the highest scoring and the best way forward for the future of Barkerville. For nearly two decades, we've navigated challenges and celebrated many successes together, and now we get to keep building on that legacy for the next seven plus years. We're all looking forward to the next chapter, applying what we've learned, and continuing to deliver high level experiences for all of our visitors. This success wouldn't be possible without your support. We are very grateful that you took the time to express your support of all we do, and to champion the BHT as being the best option for Barkerville's future. Having the strength of our partners behind us is part of what made us successful in this bid and we look forward to thanking every one of you in person. The province made the announcement this morning, you can view it here:

<https://news.gov.bc.ca/releases/2025TACS0002-000053>

Thank you and we look forward to our continued journey together!

***PS. Please feel free to share this email with your teams and other Barkerville supporters.  
We can't do what we do without you!***

**Carrie Chard | General Manager (she/her)**

*We live and work on the traditional, ancestral, and unceded territories of the Lhtako Dene Nation, shared with the Secwépemc Peoples*

**Barkerville Historic Town & Park**

**Cottonwood Historic Site**

**The Barkerville Heritage Trust**

Box 19 | 14301 Highway 26 East | Barkerville, BC | V0K 1B0

Cell 250-991-9332 | Office 250-994-3332 ext (45)

[carrie.chard@barkerville.ca](mailto:carrie.chard@barkerville.ca)

## FOR INFORMATION CORRESPONDENCE

Visitors can look forward to continuing strong operations, along with expanded hands-on demonstrations and interpretations at Barkerville Historic Town & Park and Cottonwood House Historic Site as part of the site operator's proposed plan.

"Barkerville and Cottonwood House are among B.C.'s most iconic heritage destinations that visitors love to visit again and again," said Spencer Chandra Herbert, Minister of Tourism, Arts, Culture and Sport. "I can't wait to see the new exhibits our partner, Barkerville Heritage Trust, is developing that will further enrich the storytelling and historical experience at this site."

Barkerville's resource-development history dates back to 1862, when Billy Barker struck gold at Williams Creek, ushering in the gold rush that drew fortune seekers from all over the world and made Barkerville the largest town in Western Canada at that time. Barkerville offers visitors a chance to step back in time to the late 1800s with its interpreters in period costumes, stagecoach rides and a collection of more than 500,000 artifacts, including 100 preserved heritage structures.

Barkerville Heritage Trust will continue as the site operator for the next seven years, with potential for renewal, as part of a new management contract with the Province. The trust is planning additional interactive activities to let visitors experience everyday life on the Cariboo homestead during the gold-rush era. This includes an increase in cultural programming, a greater diversity of stories that are part of B.C.'s heritage, particularly the culture and history of area First Nations, and more tourism offerings outside of the site's peak season.

"We are thrilled to continue our stewardship of these cherished heritage assets, and with decades of experience operating Barkerville and Cottonwood House, our team has gained invaluable insights that will guide us as we work to deliver world-class tourism experiences for visitors over the next seven years," said Al Richmond, chair of the Barkerville Heritage Trust. "We will be looking to expand the offerings at Cottonwood House, as well as sending Barkerville's historical interpreters back to the Richfield Courthouse and continuing with our Indigenous and Chinese cultural interpretation. We are deeply grateful for the outpouring of support and concern from the public during last year's wildfires, and we extend our heartfelt thanks to all who stood by us during that challenging time."

The provincial heritage site's popular 100 days of Barkerville season runs from May 31 until Sept. 7, 2025.

"Barkerville Heritage Trust is a trusted steward and operator of this iconic tourism destination in the Cariboo Chilcotin Coast region," said Amy Thacker, CEO, Cariboo Chilcotin Coast Tourism. "Barkerville Historic Town & Park's exhibits and interactive

demonstrations for tourists and locals provide an incredible opportunity for people to explore, discover our history and create lasting memories. We look forward to sharing Barkerville's plans with the community and inviting people to come back to see what's new."

The new heritage site management agreement begins on April 1, 2025. Barkerville Heritage Trust has operated the historical site since 2005.

**Quick Facts:**

- Barkerville Heritage Trust was selected as the site operator for Barkerville Historic Town & Park and Cottonwood House Historic Site following a publicly posted request-for-proposals process in late 2024.
- Barkerville Heritage Trust will receive more than \$2 million in annual funding to support site operations, ensure conservation and maintain public access.
- Since 2020, the Province has provided more than \$55 million through various programs to celebrate, preserve and protect B.C.'s heritage assets.

**Learn More:**

To learn more about B.C. heritage sites, visit:

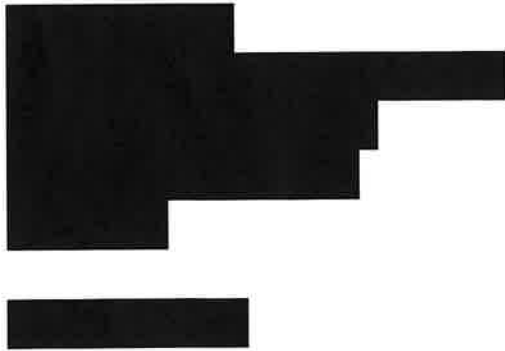
<https://www2.gov.bc.ca/gov/content/governments/celebrating-british-columbia/historic-places/provincial-heritage-properties>

To learn more about Barkerville Historic Town & Park, visit: <https://www.barkerville.ca/ourstory/>



## FOR INFORMATION CORRESPONDENCE

January 27, 2025



To the Mayor and Council Members of 100 Mile House,

I would like to bring your attention to an event that happened in our community on January 14<sup>th</sup> 2025. It was a Pop Up event featuring Great Glasses 3 for 1. It took place at the Community Hall in our town on Birch Avenue.

This is a company that has 4 brick and mortar businesses in the lower mainland. The owner of this company, Bruce Bergez, is a man that violated Ontario Regulations in regard to Optician Licensing and was banned from doing business in Ontario and subsequently came to BC. He is also the man who went on Market Place many years ago to inform the public that they were being “ripped off” and paying far too much for their glasses. That broadcast did a significant amount of damage to our industry.

Regardless of his past, I feel that it is inappropriate for him to bring his business to the Cariboo....he has done pop ups in Williams Lake and Quesnel also. Each community has both Optometrist offices and Optical Retail outlets. In my opinion, there is no need for 3 for 1 to take money away from existing businesses.

Allowing outside businesses and vendors takes money out of our community. I am a big advocate for shopping local and have always said...”If you Don’t Shop Local, You Wont Have Local Shops”.

I am getting people come through my door now and asking me to properly adjust the glasses they have bought from Great Glasses 3 for 1 and to also express that they can’t see properly. I am having to implement a charge now for those services whereas before I would not have charged.

## FOR INFORMATION CORRESPONDENCE

I'm sure that you can appreciate that these doors can not stay open on minor repairs and adjustments alone. Like everyone else, I have store costs that need to be met, one of them being a wage so that I can support myself on a personal level.

I hear so many people complain about 100 Mile House businesses charging too much. Well, unfortunately, prices do have to go up when people choose to shop online or out of town or when a Pop Up shop comes into our community.

I am extremely upset that they were even given permission to rent our Community Hall in the first place.

Our business community has been hit hard over the past 8 years with having to endure financial hardships from the 2017 Wildfires, Mill Closures and Covid. The housing market forced many people to leave because of rents and housing prices going up. These issues have all had an impact on our businesses. We do not need outside businesses and vendors coming in and taking even more revenue out of our pockets.

I hope that I have expressed myself well enough so that you can understand my frustration, anger and concern. Thank you for taking the time to read my letter.

I am not able to attend your meeting on January 28<sup>th</sup> but would appreciate it if you can include my letter in the agenda in some way.

Thank you

[REDACTED]



## FOR INFORMATION CORRESPONDENCE



January 22, 2025

Re Bank of Montreal 100 Mile Branch closure

To Whom It May Concern,

I am writing to express my concerns over the closure of the BMO branch in 100 Mile House, BC.

It may not be apparent to those have made this decision, but this branch is the only one in a large geographical area.

The proposal is to transfer all accounts from the 100 Mile branch to Williams Lake. This decision for my husband and I, and I believe for many others in our area means a journey of at least one hour fifteen minutes or more one way averaging out to a four hour return trip. This is a big chunk of a persons day.

As well, I believe this will take business away from 100 Mile. Why travel all this way for one errand, why not do all our shopping in Williams Lake , at the same time; have lunch as well. In the winter this can be a tiring , stressful and potentially dangerous journey as winter roads in our area are often impassable due to weather.

I can see no reason to close this branch, and no explanation has been given. We have been customers of BMO for many years and have always enjoyed courteous service from the employees there. Point -do they lose their jobs?

We are considering moving our business to another financial institution. Again, this means considerable effort and stress on our part, re: changing LOC/ bill payments, deposits and for many others, mortgages and loans. It is not something I would choose to do at this time of my life.

I courteously request you review your actions and reverse this decision.

CC MP Frank Caputo

MLA Lorne Doerkson

100 Mile Mayor and Council

100 Mile Free Press

## FOR INFORMATION CORRESPONDENCE

[REDACTED]  
100 Mile, V0k 2E3

January 23<sup>rd</sup> 2025

RECEIVED  
JAN 24 2025

BY: \_\_\_\_\_

Dear Mayor and Council:

It has been brought to our attention that recently the council has changed zoning for Highway 97 to only tourism related businesses. If this true, surely it will discourage new business in town. The highway is already flooded with restaurants, hotels and gas stations. This decision results in properties like Kingsgate, the old flooring store, the Red Coach Inn and 100 Mile Realty being left empty at a time when we should be encouraging all new businesses. Abandoned buildings soon become an eyesore and not a tourist attraction.

While tourism is important for a few months a year, our demographics are changing since Covid. We have many more full-time residents living all year in the area, and the majority of these are retirees. We need to cater to this aging population. We understand that 4 Cedars Massage and Wellness Clinic has requesting a zoning change for the old 100 Mile Realty building. This type of business is exactly what our senior population needs. 100 Mile is home to more people over 60 than almost any other town in BC. There is ample parking at the facility and the large sign outside could attract people passing through town, ie tourists.

We sincerely hope that council addresses this issue at its next meeting and reconsiders its original decision.

Yours truly:

[REDACTED]

## FOR INFORMATION CORRESPONDENCE

**From:** [REDACTED]  
**Sent:** Monday, January 27, 2025 7:41 AM  
**To:** District of 100 Mile <[district@100milehouse.com](mailto:district@100milehouse.com)>  
**Cc:** [REDACTED]  
**Subject:** Concerns of BMO closure in 100 Mile House, BC

**From:** [REDACTED]

**To:**  
Mayor Maureen Pinkney  
PO Box 340, #1-385 Birch Avenue,  
100 Mile House, BC  
V0K 2E0

**Subject:** Concerns regarding the closure of the Bank of Montreal in 100 Mile House

Dear Mayor Pinkney,  
I am writing to express my concerns about the announced closure of the Bank of Montreal branch in 100 Mile House, scheduled to close June 27, 2025.  
I believe that this closure will have a significant impact on the community, vulnerable residents, such as seniors, business owners and those people without the ability or reliable access to online banking.

This branch has been operating since 1953, and provides banking services that cannot be replaced by digital alternatives. Accessing cash and having to complete in- banking services that require face to face interactions, will be eliminated. Customers will be forced to travel 92kms north to Williams Lake, or 193kms to Kamloops. This is a great inconvenience to customers, and makes it impossible to those who lack transportation. For those able to drive, adverse weather conditions can make the drive hazardous.

Local businesses will also be affected because BMO customers who make the trip to Williams Lake or Kamloops, will most assuredly do some shopping in those towns.

This potential bank closure has increased my concerns about the future of 100 Mile House. I live almost 40 kms out of town, but 100 Mile House is our hub for services. I have noticed for sale and lease signs at numerous business/retail spaces. The bank closure is just another example of our crumbling economic status.

I am asking you, as the Mayor, to advocate on behalf of our community by:

- Engage directly with representatives of the Bank of Montreal to reconsider their decision.
- At a minimum, I am asking you to request that a BMO ATM be maintained in our town.

(Currently, the maximum amount of cash that can be acquired at Freshco is \$200. This is not sufficient , and the increased requests for cash withdrawals from our retailers will assuredly have a negative impact.)

- To work with other levels of government ensuring that rural communities aren't left behind in essential banking services by the large institutions. (Note upcoming closures of BMO branches in Enderby- April, 2025, and Kitimat- July, 2025)

My concerns are also that this bank closure may set a precedent for other bank closures in 100 Mile House.

Thank you for your attention to this matter.

Sincerely,  
Mrs Dale Heggteit

## FOR INFORMATION CORRESPONDENCE

RECEIVED  
FEB - 5 2025  
Jan 29, 2025

To Maureen Pinkney, Mayor of District of 100 Mile House,

Dear Maureen,

My husband and I do not live within the District of 100 Mile House but as residents of 70 Mile have long considered 100 Mile to be our business, economic and to some extent our social hub. We are concerned about the Bank of Montreal's decision to move out of town and it is a great inconvenience to us personally. As I can no longer handwrite and my computer skills are very limited, I dictated the enclosed letter and a friend typed it so I could send it to a few people. If there is anything we can do to help 100 Mile in this matter, let us know.

Sincerely,

[Redacted Signature]

## FOR INFORMATION CORRESPONDENCE

To Whom it may concern,

We have lived in 70 Mile House and dealt with BMO in 100 Mile House for many years. We are senior citizens, and now I have health problems which means I am in a wheelchair and have difficulty using a computer.

People, especially those who do not have English as a first language, have difficulty understanding my speech over the phone. I therefore especially appreciate being able to speak one on one with a teller when I am banking.

We were told at the bank and also saw a notice posted there that BMO is "relocating" to Williams Lake (a 90 minute drive for us when weather conditions are suitable). Later we received a letter in the mail. We understood that we would be able to discuss our concerns with management and would be helped with any transition needed. In our naivety we thought that since leaving 100 mile was not an option, that BMO would make the transition of our accounts to a different local bank easy for us. I now question that.

In my condition I need someone in the bank I can sit with one on one who will do what is necessary to have our accounts, pensions, etc transferred seamlessly to a different local bank.

It doesn't seem right that after all these years the branch in 100 Mile House would just up and close, when it seems to be busy when we go there. This closure presents major difficulty to the residents of 100 Mile House and surrounding areas. 100 Mile House is the hub of a large area including the residents South, East, West and North to Lac La Hache. I hope you will be able to use your position and influence to rectify this situation.

Sincerely,



# Growing Together

GREAT PLACES

B.C. COMMUNITIES IN BLOOM NEWSLETTER

**IN THIS ISSUE:**

- 20th Anniversary Announcement
- BC CiB Legacy Tree Details
- What's your Favourite Memory?
- 2025 Provincial Registration Form & Details
- 2025 Edible Gardens Theme

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**SUPPORTERS**

**NEW:** Specimen Trees Wholesale  
BC Landscape & Nursery Association  
BC Recreation & Parks Association  
Invasive Species Council of BC

**MEMBER OF**

Gardens BC  
BC Council of Garden Clubs



British Columbia  
Communities in Bloom

**UPDATED MAILING ADDRESS:**

4451 212-Street, Langley, V3A 7Z8  
(604) 576-6506

**[www.bccib.ca](http://www.bccib.ca)**

[Facebook](#) BC CiB [Privacy Policy](#)

Provincial Coordinator  
Catherine Kennedy  
[c.kennedy@telus.net](mailto:c.kennedy@telus.net)

**BC Communities in Bloom – 20 Years of Growing Great Places Together**

This special initiative aims to foster a sense of pride and community spirit while promoting environmental stewardship. As we embark on this 20-year celebration, it is a time to reflect on the remarkable achievements and growth of our municipalities.

To celebrate this milestone, all registered municipalities will be awarded a tree generously donated by **Specimen Trees Wholesale Nursery**. These trees will not only beautify our spaces but also symbolize the enduring commitment to nurturing our environment.

Over the years, BC Communities in Bloom has played a pivotal role in enhancing the liveability of our towns and cities. The program encourages municipalities to strive for excellence in horticulture, heritage conservation, and environmental practices. It is through the dedication and hard work of community volunteers that we witness tangible improvements and sustained efforts towards creating greener, more vibrant communities.

The recognition and feedback provided by the judging panel are invaluable in guiding future projects and initiatives. The specific suggestions for improvement help municipalities prioritize their efforts and allocate resources effectively. The active involvement of community members in these initiatives fosters a collaborative spirit and empowers citizens to take ownership of their surroundings.

As we continue to grow and evolve, let us celebrate the profound impact of the BC Communities in Bloom program. Together, we can create beautiful, sustainable places that reflect our shared values and commitment to a greener future.

Evaluated, Modified Evaluated, Friends [Registration](#) before April 25<sup>th</sup>.

Smaller community groups or clubs are encouraged to participate with a [Community Showcase](#).

**BC COMMUNITIES IN BLOOM** Provincial Society was formed to administrate the Provincial Edition of the National Communities in Bloom Program. [www.bccib.ca](http://www.bccib.ca) for more information.

Check out the '[Past Participants](#)' link on our website to see if your municipality was an 'in Bloom' community.



# Help us Celebrate 20 years!

## **BC CiB LEGACY TREE**

awarded to every registered  
municipal participant this year

Share your  
**FAVOURITE CiB MEMORY**  
Entries to be featured in our newsletter  
(see next page)



## Thank you Specimen Trees!

for sponsoring our **BC CiB Anniversary Legacy Tree** initiative. See the Registration form on page 5 and 6.

Details: One tree per Municipal Registration in Evaluated, Modified Evaluated or Friends category. Tree variety appropriate for the hardiness zone, 10-gallon pot. Pick-up locations will be arranged or F.O.B. Pitt Meadows.



Specimen Trees is a family-owned and operated wholesale nursery dedicated to growing quality trees, shrubs, and groundcover for the Pacific Northwest and beyond.

With 245 acres in production, they propagate, graft, and grow over 700+ varieties of plant material. Their diverse and extensive inventory ships North America wide to Landscapers, Municipalities, Re-wholesalers, Garden Centres and Designers. [www.specimentrees.com](http://www.specimentrees.com)





# Share your Favourite CiB Memory

- ☐ How did the CiB program transform your community?
- ☐ Tell us about a special CiB person or group.
- ☐ Send us some "Then and Now" photos with caption copy.

<b>Name of Individual, Group or Municipality</b>	<b>Year(s)</b>
<b>Project Name</b> (if different than above)	
<b>Author</b>	
<b>Please write a memory (250 words Maximum) and send three JPEG or TIFF photos (Ideally 1MB each)</b>	
<b>Community Name</b> if not noted above	
<b>Phone</b> (required)	<b>Email</b> (required)
Send your memory to Catherine at <a href="mailto:c.kennedy@telus.net">c.kennedy@telus.net</a> so we can share it in our BC CiB Newsletter. Please submit copy as a word document or email with photos as jpeg attachments per the above details.	

☐ And if you are Social Media savvy, create a Photo Collage: up to 10 photos as a Reel (slideshow) and tag BC Communities in Bloom <https://www.facebook.com/cibbc>



## GROWING EDIBLE GARDENS

As we welcome 2025, Communities in Bloom invites you to join us in exploring our Theme of the Year: Edible Gardens. Growing your own food is a powerful way to support sustainability, enhance local ecosystems, and build stronger connections within our communities. It also provides a meaningful response to the challenges of food insecurity. This year let's focus on creating edible landscapes that nourish both people and the environment. Together, we'll plant the seeds for a greener, healthier future!

### Some Edible Thoughts from BC CIB Judge And Director Linda Tomlinson

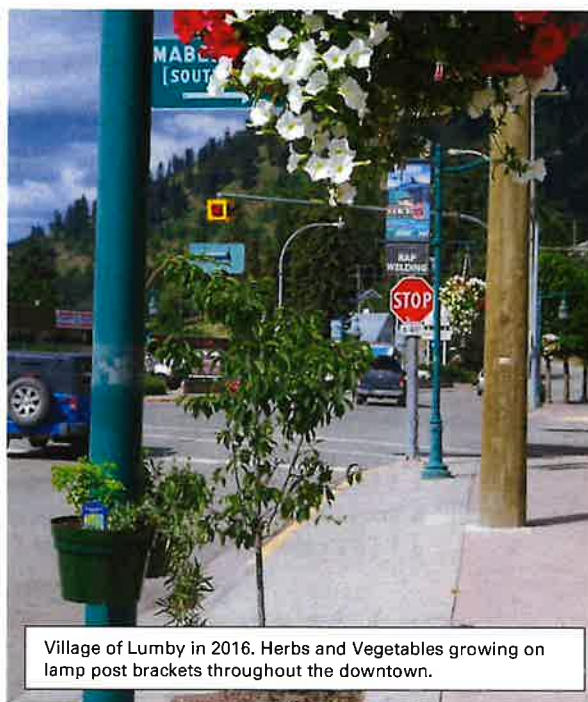
This does not mean that all the flowers and shrubs should be ripped out of the garden and replaced with edibles! It is to encourage people to tuck a few edibles among their landscape. Edibles can enhance the landscape.

Carrots have a lacy foliage while Swiss Chard is delicious and comes in a multiple of colors. Plant a cucumber alongside another vine. They like it hot and sunny.

Tumbler tomatoes make tasty edible hanging plants in pots. Their flowers are not spectacular, but the fruit is. Peppers, eggplant and tomatoes all have attractive fruit.

Planting edibles throughout the garden creates variety which is helpful to our pollinating insects.

Edibles are never short of supply in the Okanagan in the summertime but the ones from your yard will taste better.



Village of Lumby in 2016. Herbs and Vegetables growing on lamp post brackets throughout the downtown.



Raised planter of tomato plants and annuals is at a senior's home in Barhead, AB

## Opportunities for BC communities:



**Gro for Good.**

[Gro for Good Grant Link](#)



**2025 Miracle-Gro® Best Garden Selection** program, presented by Scott's® Canada.

[Best Garden Selection link](#)



**District of  
100 MILE HOUSE**

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

**Regular Meeting  
Feb. 11, 2025**

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**REPORT DATE:** Feb. 7, 2025  
**TITLE:** Airport Master Plan  
**PREPARED BY:** J. Doddridge, Director of Economic Development & Planning

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**PURPOSE:** To provide Council with the 100 Mile House Airport Master Plan for endorsement.

**RECOMMENDATION:** Recommended Resolution:

**BE IT RESOLVED THAT** Council endorses the Capital Improvement Plan and Business Development Recommendations in the 100 Mile House Airport Master Plan; and further

**BE IT RESOLVED THAT** the 100 Mile House Airport Master Plan be approved.

**BACKGROUND INFORMATION / DISCUSSION:**


Ben Crooks of HM Aero will be in attendance to present the Airport Master Plan.

**OPTIONS:** N/A

**BUDGETARY IMPACT:** Endorsement of the Capital Improvement Plan and the Business Development recommendations is conditional upon further establishing priority projects and securing external funding and District budget allocation.

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

**ATTACHMENTS:** 100 Mile House Airport Master Plan

**Prepared By:**   
J. Doddridge, Dir Ec Dev & Planning

**Date:** Feb. 7, 2025

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

**Date:** Feb. 7, 2025





**Table 4.2 - Capital Improvement Plan**

Project		Target Year	Cost Estimate
Short-Term Planning Horizon			
Low Flying Aircraft Warning Signage		2025	\$2,000
Taxiway-Runway Intersection Safety Improvements			\$20,000
Perimeter Fencing and Access Controls, Area 1			\$77,000
Weather Camera Installation		2026	\$10,000
Tie-Down Area Parking Pads		2027	\$17,000
Airfield Pavement Rehabilitation	Engineering Design	2028	\$120,000
	Construction	2029	\$1,077,000
Medium-Term Planning Horizon			
Perimeter Fencing and Access Controls, Area 2		2031	\$184,000
Discretionary / Demand-Driven Projects			
Exploration of Clubhouse Use and Access Agreement		-	-
Flying Club Lease Agreement Fuel System Revisions		-	-
Air Ambulance Rotary-Wing Parking Position Paving		-	\$185,000
Airside Development Area Taxiway Extension		-	\$495,000
Airside Development Area Access Road Extension		-	\$544,000

**Table 5.1 - Business Development Recommendations**

Target Opportunity	Objective(s)	Actions
Airside Land Development	<ul style="list-style-type: none"> <li>Retention of current tenants</li> <li>Attraction of new private and commercial tenants</li> </ul>	<ul style="list-style-type: none"> <li>Preparation of greenfield development lots per the Airport Development Plan</li> <li>Exploration of municipal development incentives (e.g., fee reductions, property tax relief)</li> <li>Preparation of Airport Investment Profile</li> <li>Inclusion in Leasable Space &amp; Land Directory</li> <li>Outreach with regional realtors and site selectors</li> <li>Direct outreach with prospective end users</li> <li>Ongoing land availability marketing</li> </ul>
Aviation Tourism Attraction	<ul style="list-style-type: none"> <li>Attraction of additional aviation-based community visitors</li> </ul>	<ul style="list-style-type: none"> <li>Preparation of Aviation Tourism Brochure / Airport webpage with pilot and visitor information</li> <li>Exploration of opportunities for comarketing with South Cariboo Regional Airport</li> <li>Partnership with local visitor amenities and accommodation providers (e.g., preferred rates)</li> <li>Copromotion with regional events</li> <li>Direct outreach with flying groups in British Columbia, Alberta, and the northwest United States (e.g., BC General Aviation Association)</li> </ul>
Facilitation of Events and Ancillary Uses	<ul style="list-style-type: none"> <li>Facilitation of events that are complementary to the Airport and provide economic and / or social value</li> <li>Improve the year-round utilization of the facility</li> </ul>	<ul style="list-style-type: none"> <li>Continued facilitation of use by 100 Mile Model Flyers and other groups (e.g., drag racing)</li> <li>Engagement with emergency service providers on site use opportunities (e.g., police driver training, fire department training)</li> <li>Engagement with 2887 Royal Canadian Army Cadet Corps for facility use and training</li> <li>Engagement with Rocky Mountain Rangers / Canadian Armed Forces on training opportunities</li> </ul>





# 100 Mile House Airport Master Plan

**District of 100 Mile House**  
Final Report | January 21, 2025



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# 1 INTRODUCTION

## 1.1 Project Overview

100 Mile House Airport (the “Airport”) is owned and operated by the District of 100 Mile House (the “District”). The District is committed to the progressive development of the Airport to ensure its continued availability and associated economic and social value to 100 Mile House and the South Cariboo. To support this mandate, the District retained HM Aero Aviation Consulting in July 2024 to prepare the 100 Mile House Airport Master Plan (the “Master Plan”). Financial support for the preparation of the Master Plan was provided by the Province of British Columbia (the “Province”) through the British Columbia Air Access Program.

The Master Plan will support the District in its oversight of the Airport through the preparation of recommendations for its infrastructure, operations, business development, and other strategic initiatives. The Master Plan’s recommendations are structured across two planning horizons:

1. **Short-Term:** 2025 to 2029; and
2. **Medium-Term:** 2030 to 2034.

Recommendations have not been made for the long-term planning horizon (2035 to 2044); however, the Master Plan provides flexibility and protection to accommodate potential requirements during this period. The Master Plan is a guidance resource that can be implemented by the District at its discretion based on the municipality’s evolving priorities, financial and staff resources, and circumstantial changes pertaining to the Airport.



100 Mile House Airport

## 1.2 Project Steering

HM Aero completed the Master Plan under the oversight of a steering committee comprised of the District's Chief Administrative Officer, Director of Community Services, Director of Economic Development & Planning, and Director of Financial Administration. In addition, subject matter input was provided by the District's contracted airport manager: Donahue Airfield Services.

## 1.3 Stakeholder and Community Engagement

### 1.3.1 Stakeholder and Intergovernmental Engagement

Stakeholder and intergovernmental engagement was completed to support the preparation of the Master Plan with the following entities:

- British Columbia Emergency Health Services (BCEHS);
- British Columbia Wildfire Service (BCWS);
- Cariboo Regional District;
- South Cariboo Chamber of Commerce;
- South Cariboo Visitor Centre;
- Spelqweqs Development LP;
- Summit Helicopters; and
- Tsq̓ésceñ First Nation.

Input from the 100 Mile House Flying Club and the Airport's hangar tenants was received through a roundtable discussion session held on October 17, 2024. This event was attended by 10 individuals.

### 1.3.2 Community Engagement

An online survey was developed by HM Aero and advertised by the District to solicit input from the community, including residents, businesses, and Airport stakeholders not directly engaged through Section 1.3.1. The online survey was hosted from September 9, 2024 to September 27, 2024.

Resident survey respondents represented the largest share of all input received, comprising 62% of all responses (Table 1.1). Approximately two-thirds of the feedback received was from respondents from 100 Mile House and Electoral Areas G, H, and L of the Cariboo Regional District. A notable level of out-of-region feedback was received, with 32% of responses provided by individuals outside the surrounding area; 18% of all responses were from pilots and aircraft operators located out-of-region.

**Table 1.1 - Community Engagement Survey Respondents Overview**

Location	Resident or Household		Aviation User Based Elsewhere		Business or Organization		Airport Tenant or User		Other		Total	
100 Mile House	60	29%	3	1%	5	2%			2	1%	70	34%
Cariboo, Area G	23	11%	5	2%	1	< 1%	1	< 1%			30	15%
Cariboo, Area L	21	10%			1	< 1%	1	< 1%			23	11%
Cariboo, Area H	15	7%	1	< 1%					1	< 1%	17	8%
Other	8	4%	37	18%	3	1%	2	1%	16	8%	66	32%
<b>Total</b>	<b>127</b>	<b>62%</b>	<b>46</b>	<b>22%</b>	<b>10</b>	<b>5%</b>	<b>4</b>	<b>2%</b>	<b>19</b>	<b>9%</b>	<b>206</b>	<b>100%</b>

## 2 AIRPORT OVERVIEW

### 2.1 Traditional Territory

The Airport is located within the unceded traditional territory of the Shuswap Tribe within the Interior Salish Nations and the traditional keepers of their land.

### 2.2 Ownership, Governance, and Operations

#### 2.2.1 Ownership

Bridge Creek Estate originally developed the Airport until the lands were transferred to the District in 1979. The property is owned in fee simple by the District and is subject to a covenant registered on title in favour of Bridge Creek Estate stipulating that the lands shall be used only for airport purposes and other ancillary purposes. If the District chooses to sell the Airport lands, Bridge Creek Estate retains the right of first refusal.

#### 2.2.2 Governance

The five elected representatives of District Council serve as the governing body for decision-making pertaining to the Airport. Examples of District Council's routine governing roles include establishing the Airport's capital and operating budgets, entering into lease and use agreements, and providing direction on priorities to District Administration.

#### 2.2.3 Administration

The District oversees the Airport under the direction of the Chief Administrative Officer. Three positions share administrative responsibilities according to their respective subject matter areas: the Director of Community Services, the Director of Economic Development & Planning, and the Director of Financial Administration. District Administration supports Council in its governance role; is responsible for administering agreements pertaining to the use of the Airport; leads the planning, budgeting, and implementation of projects; and champions business development efforts.

#### 2.2.4 Operations

Third-party management services are contracted by the District, with the current agreement held by Donahue Airfield Services. The current service provider also provides contracted management and operations services for the South Cariboo Regional Airport on behalf of the Cariboo Regional District. Responsibilities completed by the contracted airport manager include:

- Routine inspections;
- Liaising with aircraft operators, hangar tenants, Transport Canada, and NAV CANADA;
- Providing subject matter expertise to District Administration; and
- Completing routine maintenance projects, such as line painting and crack sealing.

The District's Public Works Department is responsible for operational maintenance, including mowing, snow clearing, and asset repairs. Winter maintenance is completed in accordance with the District's Snow Removal and Ice Control Policy and is generally implemented on a low-priority basis, following the clearing of the municipality's streets. The clearing of the rotary-wing air ambulance parking position is completed on a priority basis when required to support patient transfers, with the balance of the Airport completed on a low-priority basis.

## 2.3 Financial Performance

### 2.3.1 Operating Expenses

Four categories of expenses are incurred for the operation of the Airport, as shown in Table 2.1:

- Employee wages and benefits from the tasks completed by District Staff;
- The costs of contracted services, including the airport management agreement. Costs increased to \$12,000 in 2023 and 2024 with the commencement of services by the current provider and will increase to \$18,000 per year between 2025 and 2029;
- Liability insurance costs, which have increased annually to approximately \$3,300; and
- Miscellaneous costs associated with maintenance.

### 2.3.2 Operating Revenues

Hangar land lease agreements are the primary source of operating revenues for the Airport. The District maintains nine lease agreements at the time of the Master Plan's preparation. Approximately \$2,900 in annual revenues were generated through these agreements between 2019 and 2023. In response to the increasing operating costs described above, all lease agreements were revised effective January 2024 to a base rate of \$1,000 per hangar and an additional charge of \$4.00 per m<sup>2</sup> of leased area. This change increased annual revenues by approximately \$10,000 to close to \$14,000 per year. Miscellaneous additional revenues are generated through facility rentals.

### 2.3.3 Financial Position

Between 2020 and 2023, the net tax-supported operating cost of the Airport to the District increased from between \$3,000 and \$4,000 to between \$14,000 and \$16,000, primarily due to the implementation of a new contracted management service agreement. The increased lease revenues as of 2024 have offset higher operating costs, with the 2024 operating deficit reaching \$22,000.

**Table 2.1 - Financial Performance (2019-2024)**

Category	2019	2020	2021	2022	2023	2024
Employee Wages and Benefits	\$2,838	\$997	\$1,435	\$576	\$778	\$1,668
Contracted Services	\$0	\$1,911	\$600	\$9,218	\$12,000	\$12,000
Liability Insurance	\$0	\$2,346	\$1,860	\$2,660	\$3,033	\$3,292
Maintenance	\$0	\$1,446	\$1,499	\$6,108	\$848	\$18,632
<b>Total Expenses</b>	<b>\$2,838</b>	<b>\$6,700</b>	<b>\$5,394</b>	<b>\$18,562</b>	<b>\$16,659</b>	<b>\$35,592</b>
Hangar Lease Agreements	\$2,880	\$2,880	\$2,880	\$2,880	\$2,880	\$13,652
<b>Total Revenues</b>	<b>\$2,880</b>	<b>\$2,880</b>	<b>\$2,880</b>	<b>\$2,880</b>	<b>\$2,880</b>	<b>\$13,652</b>
<b>Surplus / Deficit (-)</b>	<b>\$42</b>	<b>-\$3,820</b>	<b>-\$2,514</b>	<b>-\$15,682</b>	<b>-\$13,779</b>	<b>-\$21,940</b>

## 2.4 Regulatory Environment

The federal government has exclusive jurisdiction over aeronautics and has established a legal framework through the Aeronautics Act and Canadian Aviation Regulations. The Aeronautics Act provides authority to make regulations respecting activities at aerodromes. The Airport is operated as a registered aerodrome. The primary regulatory environment for registered aerodromes is a permissive regime established in Part III, Subpart 1 of the Canadian Aviation Regulations. Transport Canada provides regulatory oversight to the Airport.

Certification of an aerodrome is required pursuant to Canadian Aviation Regulation 302.01 (1) where:

- The aerodrome is located within the built-up area of a city or town;
- A land aerodrome is used by an air operator for the purpose of a scheduled service for the transport of passengers; and
- The Minister is of the opinion that meeting the requirements necessary for the issuance of an airport certificate would be in the public interest and would further the safe operation of the aerodrome.

The Airport is located in close proximity to the built-up area of 100 Mile House; however, certification is not held, nor has direction been provided for certification to be secured by Transport Canada. Similar conditions are observed at other registered aerodromes throughout British Columbia.

The provisions of the Canadian Aviation Regulations applicable to registered aerodromes provide limited standards pertaining to the facility's operations, physical infrastructure, and obstacle environment. The Master Plan assesses the facility's current obligations as well as standards for certified airports. Planning and implementing the standards applicable to certified facilities may be recommended where doing so would further the Airport's safety and / or operational capabilities and protect for the potential requirement of certification if deemed necessary by Transport Canada.

## 2.5 Regional Value

### 2.5.1 Healthcare Access

100 Mile District General Hospital provides acute care services for the surrounding region; when patient care requirements cannot be met at this centre, interfacility transfers are completed to other hospitals by ground and air. BCEHS, through its contracted service providers, routinely operates air ambulance transfers from:

- 100 Mile House Airport, using rotary-wing aircraft. The operational characteristics of the Airport are unsuitable for fixed-wing air ambulance flights; and
- South Cariboo Regional Airport, primarily using fixed-wing aircraft.

**Table 2.2 - Air Ambulance Interfacility Patient Transfers**

Airport / Transfer Type	2019	2020	2021	2022	2023	2024
100 Mile House (Rotary-Wing)	7	12	11	9	9	8
South Cariboo Regional Airport (Fixed-Wing)	34	28	44	44	21	35
<b>Total</b>	<b>41</b>	<b>40</b>	<b>55</b>	<b>53</b>	<b>30</b>	<b>43</b>

**Source:** British Columbia Emergency Health Services



An average of nine rotary-wing patient transfers have been completed from the Airport per year between 2019 and 2024 (Table 2.2). During the same period, an annual average of 34 fixed-wing transfers were completed from South Cariboo Regional Airport. Together, 100 Mile House Airport and South Cariboo Regional Airport function as integrated parts of the regional healthcare system, facilitating patient transfers to higher level of care facilities in communities such as Kamloops, Kelowna, and Vancouver. Additional healthcare-related flights not included in the data provided by BCEHS may have also occurred, such as search and rescue organizations that have chartered rotary-wing aircraft landing at the Airport to meet a ground ambulance for onward transportation.

## **2.5.2 Wildfire Response Operations**

### **British Columbia Wildfire Service**

100 Mile House is located within the BCWS Cariboo Fire Centre's boundaries, with operations coordinated from Williams Lake. The 100 Mile House Fire Zone provides sub-regional operational coordination from its office in 100 Mile House, with unit crews based south of the municipality.

The Airport sees limited use in supporting BCWS contracted aircraft operations, with this activity concentrated at the South Cariboo Regional Airport owing to its larger parking areas, availability of jet fuel, better security and fencing, and presence of a based commercial rotary-wing operator. However, the Airport has been activated in recent years to support heightened levels of sustained wildfire response operations, including in 2017 and 2021, when it was used as a base for wildfire crews.

### **Sarver Wood Fibre**

The Airport is the base for Sarver Wood Fibre's wildfire crews. Sarver Wood Fibre provides specialized services on behalf of BCWS, including Type 2, Type 3, falling coordinator, danger tree specialist, and danger tree assessor faller contracts. Calls throughout the Cariboo are dispatched from Sarver Wood Fibre's base at the Airport.

## **2.5.3 Intercommunity Access**

Observations shared by consulted stakeholders indicate that the Airport is used on an occasional basis by visiting general aviation aircraft. The purposes of these flights are varied, including visiting friends and relatives, patronizing local businesses, and tourists arriving in the region for their stays.

## **2.5.4 General Aviation Tenants and Local Users**

Through the District's land lease agreements, several private individuals maintain hangars to store aircraft at the Airport.

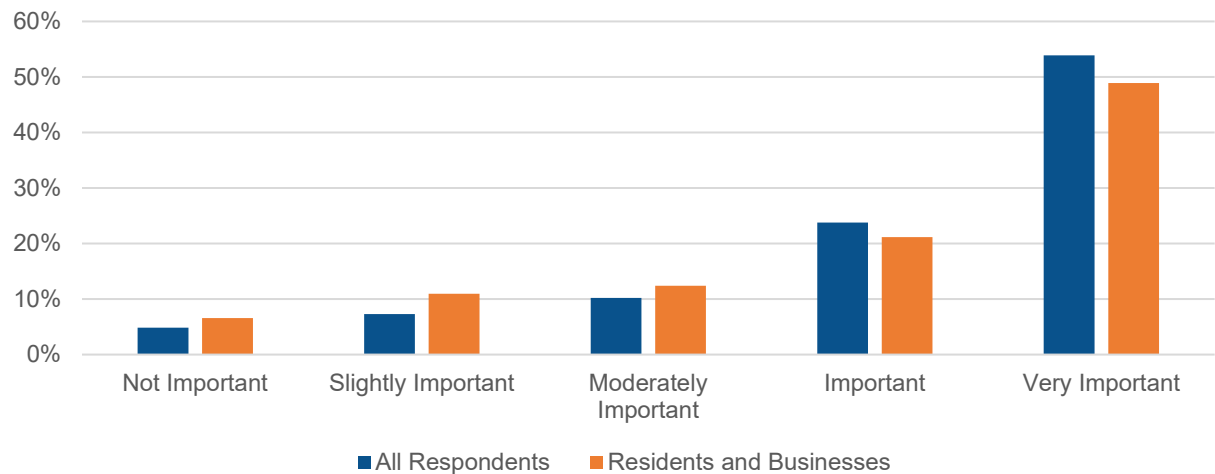
The 100 Mile House Flying Club has been in continuous operation since 1961 and has approximately 25 members. The Flying Club owns a single-engine Cessna 172, hangar, clubhouse, and avgas fuel facility that are located at the eastern edge of the apron. The Flying Club hosts an annual Kids Take Flight event that provides introductory aviation experiences to 25 to 45 high school students per year.

The 100 Mile Model Flyers use the Airport for a limited number of days per year to operate remote-controlled aircraft, particularly in the spring while the group waits for their grass airfield to become suitable for use. The group hosts community events on an occasional basis and organizes a fun-fly event each July that attracts pilots from other clubs throughout British Columbia.

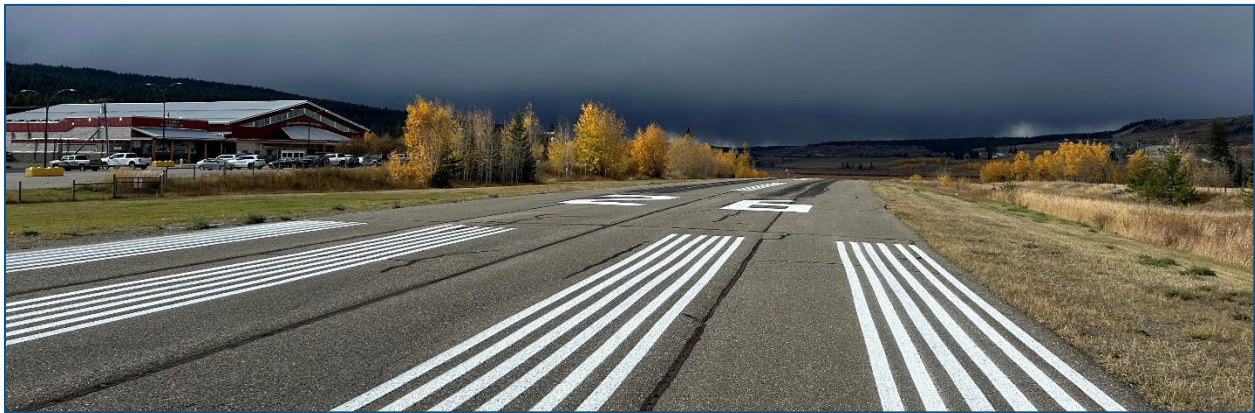
## 2.6 Community Perspectives

Community survey respondents were asked to provide their views on the importance of the Airport. As shown in Figure 2.1, 5% of all respondents found the Airport to not be important, 17% identified the facility as being slightly or moderately important, and 78% felt the Airport is important or very important. When examining only resident and business respondents (i.e., non-aviation stakeholders with less vested interests), overall findings on the Airport's importance remained comparable.

**Figure 2.1 - Community Survey Views of Airport Importance**



Across all respondent types, the emergency management roles served by the Airport were assigned the highest valuations – 88% of respondents identified air ambulance flights as being important or very important, while 90% assigned the same ratings to wildfire suppression operations. 65% of respondents identified the facilitation of visiting aircraft as being important or very important. The support of private aircraft based at the Airport was lower, with 56% of respondents ranking this category as the highest level of importance. Non-aviation events, such as drag racing, were identified as being important or very important by 33% of respondents, compared to 65% for aviation-oriented community events such as Kids Fly Day.



**Runway 27 threshold**



## 3 STRATEGIC ASSESSMENT

### 3.1 Catchment Area

Similar to the broader regional service role of 100 Mile House, the Airport primarily supports 100 Mile House and the South Cariboo, defined as Areas G, H, and L of the Cariboo Regional District. The population of 100 Mile House has been stable over the past two decades, averaging approximately 1,900 residents (Table 3.1). The broader service area has an additional population of approximately 12,000 residents as of 2021. The population of the catchment area increases seasonally to approximately 25,000 residents through visitors and second homeowners located throughout the South Cariboo. Based on population projections prepared by the Province, the region is forecast to grow by an estimated 6.4% between 2026 and 2031.

The catchment area's economic base is centred on agriculture, forestry, tourism, ranching, and manufacturing, combined with 100 Mile House's role as a regional hub for services, retail, and professional employment. Considerable emphasis has been placed in recent years on capitalizing on the region's tourism strength to expand this sector, which is anchored by the surrounding area's natural amenities and outdoor experiences. In April 2024, the District completed its Community Tourism Plan, establishing the framework for growing this sector.

**Table 3.1 - Catchment Area Population**

Year	100 Mile House	Cariboo Area G	Cariboo Area L	Cariboo Area H	Total
2021	1,928	5,312	4,769	1,884	13,893
2016	1,918	5,156	4,204	1,784	13,062
2011	1,886	4,955	4,177	1,569	12,587
2006	1,885	4,974	4,316	1,744	12,919



**100 Mile House with the Airport in the foreground (Cariboo Regional District)**

## 3.2 Strategic Assessment

The strategic assessment considers both current conditions (strengths and weaknesses) and potential factors (opportunities and threats) to guide the identification of the Airport's priorities. The relationship between 100 Mile House Airport and South Cariboo Regional Airport warrants separate discussion through Section 3.2.5, as this interface combines strengths, weaknesses, and opportunities together.

### 3.2.1 Strengths

- **Proximity to 100 Mile House:** The Airport benefits from unique access to the main commercial corridor of 100 Mile House and the downtown area, representing a positive feature from a visitor attraction perspective.
- **Established Role:** The Airport has an established mix of private and commercial tenants and a history of use for recreational and emergency management purposes. This activity represents a foundation that can be built upon in the future.
- **Community Awareness:** The proximity of the Airport to 100 Mile House and the community-oriented events that are held (e.g., Kids Take Flight Day) lead to a positive level of local awareness of the facility.
- **Management Experience:** By contracting third-party management services, the District benefits from access to aviation expertise to assist in its oversight of the Airport. The cost for these services is minimized given that the current operator's primary contract is with the Cariboo Regional District for South Cariboo Regional Airport, negating the need for and costs of a full-time employee at 100 Mile House.
- **Air Ambulance Operations:** The driving time from the Airport to the 100 Mile District General Hospital is limited and the facility has a record of sustaining rotary-wing air ambulance operations, yielding value from a healthcare access perspective that substantiates its role.

### 3.2.2 Weaknesses

- **Limited Economic Impact:** Aside from the non-aviation commercial tenant and occasional access by air for tourism and business, the Airport has a limited economic impact and mainly serves private interests and emergency management functions.
- **Financial Resource Limitations:** The scale of the financial resources that the District can allocate to the Airport is limited by competing operating and capital priorities, the limited tax base, and recent decreases in industrial assessment.
- **Operating Resource Limitations:** The assignment of resources for Airport maintenance (e.g., winter snow clearing) is limited by the crews and equipment available through the District's Public Works Department.
- **Site Constraints:** The Airport is highly constrained by the South Cariboo Recreation Centre to the south, 100 Mile Marsh and Cariboo Highway to the east, residential lands to the north, and grazing lands to the west of cultural significance to the Tsq̓ésceñ First Nation. Limited area is available to expand the airfield infrastructure to improve the Airport's operational capabilities. Additionally, the proximity of sensitive residential land uses that may be affected by aircraft noise could limit public support for sustained increases in operations. The built environment to the north, east, and south of the Airport also poses a safety consideration.
- **Asset Conditions:** As described in Section 4.1, core airfield infrastructure assets are at or near the end of their useful service lives and will require rehabilitation to ensure their continued safe condition. The capital costs associated with these projects will challenge the financial capacity of the District.

- **Flying Conditions:** The limited runway length; runway slope; one-way in, one-way out arrivals and departures; and surrounding obstacle environment present numerous challenges that may dissuade access by less experienced pilots and individuals with a lower risk tolerance.
- **Airport Use Restrictions:** The covenant on title requires that the lands be used only for airport and other ancillary purposes. This clause restricts widespread non-aviation development that could represent revenue diversification opportunities.

### 3.2.3 Opportunities

- **Regional Context:** The Airport serves a growing catchment area with potential for tourism growth. However, economic trends may also negatively influence demand for aviation services through population and economic declines and / or reduced personal discretionary funds.
- **Developable Lands:** The District owns a 2.9-ha greenfield parcel along the north side of the runway that represents the primary opportunity to accommodate new growth.
- **Growth Opportunities:** The Airport represents a potential candidate for aviation-oriented growth opportunities, including:
  - The development of additional general aviation hangars, including the potential inclusion of in-hangar accommodations;
  - The attraction of a rotary-wing aerial work provider establishing a base of operations;
  - An aircraft maintenance service provider; and
  - Increased levels of aviation tourism and fly-in visitor access to 100 Mile House.
- **Revenue Generation:** New opportunities for revenue generation may be explored to partially offset the tax-supported operating expenses of the Airport, as described in Section 5.1.2.
- **Partnerships and Collaboration:** The District may benefit from closer partnerships with the South Cariboo Tourism Centre, Spelqweqs Development, and Tsqéscen First Nation in pursuing its strategic goals for the airport. Opportunities may also be explored with the Cariboo Regional District to position the two airports more collaboratively as a regional system according to their respective strengths.

### 3.2.4 Threats

- **Capital Asset Renewal Costs:** As the airfield assets degrade, rehabilitation costs will increase and maintenance measures, such as crack sealing, will decrease in effectiveness. Increasing costs may exceed funding available and challenge the District's financial resources.
- **Evolving Regulatory Standards:** Transport Canada has not required certification to-date despite the Airport's presence within the built-up area. The requirement for certification or new regulatory standards for registered aerodromes may challenge the District's ability to achieve compliance and increase its operating responsibilities and expenses.
- **Private Aviation:** Private aircraft and recreational general aviation users represent the largest source of activity at the Airport. The outlook for this category of users may be negatively impacted by rising aircraft ownership, maintenance, and insurance costs, decreased numbers of individuals pursuing pilots' licenses, and avgas supply limitations and costs. Declining levels of aircraft ownership and recreational flying may negatively impact this core user segment.
- **Operating Model:** The savings realized by the District through its third-party management arrangement are predicated on not requiring a full-time contractor given the efficiencies realized with shared management with South Cariboo Regional Airport. Changes to this arrangement may result in increased operating costs or a decreased level of service.

### 3.2.5 Relationship With South Cariboo Regional Airport

South Cariboo Regional Airport is located approximately 10 minutes north of 100 Mile House by road. The two airports must be considered together in the context of the Master Plan as a matter of special emphasis as:

- They serve the same catchment area based on their geographic proximity;
- The District is financially involved in the advancement of both airports as the sole funder of 100 Mile House Airport and as one part of the South Cariboo Regional Airport sub-regional service comprised of Electoral Areas G, H, and L and 100 Mile House. This service is funded by means of a tax applied to the assessed value of land and improvements;
- South Cariboo Regional Airport is maintained to a higher level of service from an operational perspective. The difference in operational services is most clearly seen in the approaches taken to winter maintenance;
- From an infrastructure perspective, South Cariboo Regional Airport offers numerous assets unavailable at 100 Mile House Airport, including its larger 5,293 ft. x 75 ft. runway, airfield lighting, Instrument Flight Procedures, and jet fuel and avgas. The longevity of these assets, including the airfield pavements and lighting, is enhanced through the \$6.3M 2023-2024 rehabilitation project completed by the Cariboo Regional District; and
- Key aircraft operators of value to the catchment area, such as BCEHS and BCWS, already use the two facilities in a complementary manner to achieve their operational priorities. From an air ambulance perspective, this is evident in the deployment of fixed-wing assets to South Cariboo Regional Airport while rotary-wing aircraft are flown from 100 Mile House. BCWS concentrates its aviation operations at South Cariboo Regional Airport.

South Cariboo Regional Airport may be considered a competitor as it attracts end-user demand that could otherwise occur locally. However, the District is also a financial partner in South Cariboo Regional Airport and outcomes of value (i.e., improved regional access for emergency, commercial, and private purposes) are yielded through the availability of both facilities. Accordingly, the Master Plan seeks to identify a complementary niche role for 100 Mile House Airport relative to South Cariboo Regional Airport instead of making recommendations for the cost-prohibitive and inefficient duplication of infrastructure and services out of a competitor mindset.

## 3.3 Airport Role

The definition of the Airport's role allows for the prioritization of how limited resources will be allocated through the Master Plan, including operating and capital funds, staff resources, and business development efforts. The Airport's role statement has been defined according to the perspectives shared by community members and stakeholders and the findings of the strategic assessment. 100 Mile House Airport's intended future role is to support:

1. Rotary-wing emergency management operations, including BCEHS patient transfers, BCWS wildfire operations, search and rescue, and law enforcement;
2. Private general aviation aircraft operations, including based tenants and visitors;
3. The pursuit of new forms of economic activity, with a focus on fly-in tourism, general aviation-oriented businesses, and rotary-wing air taxi and aerial work providers; and
4. Aviation-oriented community events and programming.

## 4 AIRPORT DEVELOPMENT PLAN

### 4.1 Infrastructure and Service Conditions and Requirements

The Airport's site plan is shown in Figure 4.1. Section 4.1 assesses the Airport's primary infrastructure assets and services and identifies requirements for improvement and renewal based on:

- Their observed condition and anticipated lifecycle asset management requirements;
- The needs of the Airport's current and future primary users; and
- Matters of aviation safety and opportunities for operational improvement, including provisions of Transport Canada's TP312 – Aerodrome Standards and Recommended Practices (5<sup>th</sup> Edition) despite not being a regulatory requirement for the facility.

#### 4.1.1 Airfield Movement Area

##### Runway

##### Operational Characteristics

The specifications of the runway are provided in Table 4.1. The operational characteristics of the runway constrain aircraft operations and the Airport's users:

- Due to the runway's slope and the surrounding obstacle environment, the Canada Flight Supplement includes a caution note advising pilots to depart downhill on Runway 27 and arrive uphill on Runway 09 when conditions permit. Aircraft takeoff performance is degraded when using Runway 09, and the climb-out that follows passes over an area of bird activity (100 Mile Marsh), takes place over the built-up area of 100 Mile House, and requires low-level maneuvering to avoid rising terrain to the east;
- The runway length, width, and slope generally restrict the use of the Airport to smaller single-engine general aviation aircraft with takeoff and landing distances that can be accommodated. The runway's characteristics preclude operations by aircraft such as the Beechcraft King Air series of twin-engine turboprop aircraft used for air ambulance and charter purposes. The 15 m width of the runway is less than the 18 m minimum established in TP312; however, this width is generally suitable for operations by smaller aircraft and is the condition at other aerodromes such as Oliver and Osoyoos; and
- Each of the limitations noted above are accentuated in weather and runway surface conditions that degrade aircraft performance. Examples include the contamination of the runway surface (e.g., with water, snow, or ice) affecting braking action and increased density altitude decreasing takeoff performance during warm weather.

**Table 4.1 - Runway Specifications**

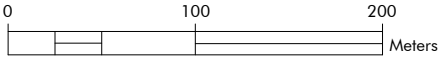
<b>Length</b>	2,200 ft. (671 m)
<b>Width</b>	50 ft. (15 m)
<b>Longitudinal Slope</b>	Runway 09: Overall slope +0.4%, max. slope +2.1%
<b>Pavement Surface</b>	Asphalt
<b>Pavement Load Rating</b>	Not Reported





DISTRICT OF  
**100 Mile House**

100 MILE HOUSE AIRPORT  
MASTER PLAN  
**FIGURE 4.1 - AIRPORT SITE PLAN**



\*FOR PLANNING PURPOSES ONLY



Sufficient land is not available to increase the runway length within the current property boundary, and any extension is further constrained by 100 Mile Marsh to the east and grazing lands of cultural significance to the Tsq̓ésceñ First Nation to the west. Reducing the runway's longitudinal slope would require its full reconstruction and significant regrading of the site; the capital costs of reconstructing the runway to address this condition are not expected to be economically feasible based on the experience of HM Aero. Based on the foregoing, no recommendations have been made for improvements to the runway in terms of its operational characteristics, and the limitations described above will continue to affect the types and extent of aircraft operations across the planning horizons.

### Asset Condition

The runway was rehabilitated in 2005 through the milling of the existing asphalt to the subgrade, regrading, and asphalt paving to a depth of 65 mm. The runway pavement surface was observed to be in fair condition in October 2024, with observed distresses including:

- Low severity transverse cracking and limited moderate severity transverse cracking;
- Low severity longitudinal cracking along the paving lanes; and
- Rubber accumulation from drag racing.

Crack sealing has been completed on an occasional basis, most recently in 2024. The severity of several areas of transverse cracking has required the extensive application of mastic material, cracks are reemerging in several areas, and vegetation growth has been observed. With close to 20 years having elapsed since its last rehabilitation, the runway is recommended for rehabilitation at the end of the short-term planning horizon. Pending a geotechnical evaluation, rehabilitation through an overlay and localized full-depth crack repairs may represent a suitable strategy that will, with proper maintenance, extend the useful service life for another 20 years. Continued crack sealing and pavement maintenance efforts are recommended in the intervening years.



**Runway overview, facing east**

### **Taxiway**

A paved taxiway provides access between the runway and the apron. It has a 7.5 m wide surface and is suitable based on TP312 for aircraft with Outer Main Gear Wheel Spans of up to 4.5 m, which encompasses the full range of general aviation aircraft that are the primary users of the Airport.

A 50 mm pavement overlay was completed on the taxiway in 2005, and the pavement surface was observed to be in fair condition in October 2024 with limited low-severity transverse cracking, edge cracking, and vegetation growth. Rehabilitation is required in the short-term planning horizon.

The intersection of the runway and taxiway forms an acute angle; right-angle taxiways provide the best visual perspective for pilots nearing an intersection to see aircraft on and approaching the runway. The configuration of the runway and taxiway whereby the two movement area surfaces are not clearly delineated through their physical geometry and form a continuous path of travel, in combination with the limited sightlines to the Runway 09 threshold from the taxiway and conflicting directions for arrivals and departures, may represent a risk for aircraft conflicts. Given the site limitations and the District's limited financial resources, reconfiguring the runway-taxiway intersection is not advanced within the Master Plan. However, the following recommendations are made for the short-term planning horizon to provide additional visual cues for pilots to verify the runway environment is clear prior to entering:

- Taxiway centreline, runway holding, and enhanced taxiway centreline paint markings; and
- The installation of mandatory instruction signs at both runway holding positions.

### Aprons

A paved apron with an area of approximately 2,000 m<sup>2</sup> is used for aircraft parking and servicing, with an adjacent grass area along its southern edge used by aircraft parking for extended durations. As part of the airfield rehabilitation project in 2005, the existing paved portion of the apron was milled and repaved with a 50 mm asphalt layer and the gravel portion was paved. The apron was observed to be in fair condition in October 2024, and rehabilitation is next anticipated to be required in the short-term planning horizon concurrent with the taxiway. To provide improved facilities for itinerant general aviation aircraft, the preparation of aircraft parking pads along the southern apron edge is recommended in the short-term planning horizon.

A gravel apron provides access to the western hangar row. Paving this surface may be considered concurrent with the potential extension of taxiway access westward.

Recommendation	Category	Planning Horizon	Cost Estimate
Taxiway-Runway Intersection Safety Improvements	Operational Safety Improvement	Short-Term	\$20,000
Tie-Down Area Parking Pads	Level of Service Improvement	Short-Term	\$17,000
Airfield Pavement Rehabilitation	Lifecycle Asset Renewal	Short-Term	\$1,197,000



Taxiway (left) and apron (right)



4.1.2 Rotary-Wing Parking Facilities

Air Ambulance Rotary-Wing Parking Position

The District has prepared a rotary-wing parking position for exclusive use by BCEHS to the west of the hangar row and north of the runway. The air ambulance parking position is a grass surface that is mowed regularly and is winter maintained on a priority basis, with a paved accessway provided for the movement of patient gurneys and BCEHS crews. The Bell 412 operated by Summit Helicopters has historically been the primary aircraft operating from this position, which will be replaced by Ascent Helicopters using the AgustaWestland AW169.

Based on consultations with BCEHS, the grass rotary-wing parking position provides an appropriate level of service. The grass surface was not identified as causing any difficulties historically, and the AW169 fleet will be equipped with rear landing gear bear paws from spring to fall or snow pads on all wheels in the winter. This will allow the aircraft to operate from softer surfaces, such as the grass parking position. Based on the foregoing, the paving of the rotary-wing parking position has not been identified as a priority initiative.

Paving may be included as a provisional item as part of the recommended tendering of the airfield pavement rehabilitation project in the short-term planning horizon to realize financial efficiencies. If residual funds are available within the project budget, paving the BCEHS parking position may be considered. Relocation further to the north to provide additional clearance from the runway may be considered at this time. Continued maintenance of the paved gurney path and the ground ambulance access to the parking position is recommended.



Air ambulance rotary-wing parking position aerial (left) and ground (right) views

Wildfire Response Rotary-Wing Parking Positions

Given the historically limited use of the Airport by rotary-wing operators contracted by BCWS, no dedicated parking facilities have been delineated for such users. Given the predominance of wildfire suppression operations from South Cariboo Regional Airport and BCWS’s upcoming investment in alternative facilities with landing zones near 100 Mile House, the future scale of operations may be limited. However, the vacant grazing lands north of the runway represent a suitable location for accommodating widespread operations by rotary-wing aircraft and are reserved for such purposes in the Airport Development Plan. No infrastructure improvements in this area are contemplated as proactive initiatives through the Master Plan.

Recommendation	Category	Planning Horizon	Cost Estimate
Air Ambulance Rotary-Wing Parking Position Paving	Level of Service Improvement	Discretionary	\$185,000

4.1.3 Visual and Electronic Navigation Aids

The Airport has no lighting and does not support aircraft operations during hours of darkness, other than night vision equipped rotary-wing aircraft operated on behalf of BCEHS. Instrument Flight Procedures have not been developed to support arrivals and departures in inclement weather. South Cariboo Regional Airport is equipped with both lighting and Instrument Flight Procedures, and the need to install these forms of navigation aids has not been identified within the Master Plan based on the Airport’s current and anticipated traffic mix.

Two wind direction indicators are located to the south of the Runway 09 and 27 thresholds and are sited and designed to be conspicuous and visible to aircraft flying overhead. No further improvements are identified, and periodic repairs and windsock replacements will be required through routine maintenance efforts.

The nearest Automated Weather Observation System identified in the Canada Flight Supplement is located at South Cariboo Regional Airport. A volunteer-operated basic weather station is located at 100 Mile House Airport and provides online observations; this station is not identified in the Canada Flight Supplement. To supplement the nearby Automated Weather Observation System and assist in preflight planning by general aviation operators and BCEHS, the installation of an online weather observation camera is recommended in the short-term planning horizon. The installation of this camera near the air ambulance rotary-wing parking position represents an opportunity to realize efficiencies by capturing weather conditions and the surface conditions of the parking position and runway.

Recommendation	Category	Planning Horizon	Cost Estimate
Weather Camera Installation	Level of Service Improvement	Short-Term	\$10,000



Eastern wind direction indicator and perimeter fence



#### 4.1.4 Aviation Support Services

##### Pilot Shelter Facilities

A terminal building is not available at the Airport. The 100 Mile House Flying Club maintains a clubhouse at the eastern edge of the apron for use by its members. Based on the limited scale of visiting aircraft activity at the Airport and the modest outlook for growth, the need for the development of a purpose-built terminal building by the District has not been identified through the Master Plan. However, consideration may be given to the District exploring the feasibility of an agreement with the 100 Mile House Flying Club for the provision of access to its clubhouse for air ambulance and wildfire crews. The acceptability of such an agreement and potential clauses (e.g., fees for service) will require further exploration between the District and 100 Mile House Flying Club.

##### Aircraft Fuelling

The 100 Mile House Flying Club maintains an above-ground avgas fuel tank at the eastern edge of the apron for use by its members. No jet fuel or public avgas is available at the Airport, with the nearest such services located at South Cariboo Regional Airport. The unavailability of jet fuel is one of the limitations on operations by rotary-wing aircraft contracted by BCWS, and the lack of avgas may deter itinerant general aviation traffic. However, the capital and operating costs of providing fuelling services at the Airport in combination with the availability of jet fuel nearby at South Cariboo Regional Airport may limit the economic viability of this concept being advanced amid other competing priorities for the District's limited financial resources. The Master Plan does not recommend the provision of aviation fuelling services by the District within its horizons. Private sector interest in providing jet fuel and / or avgas sales may be considered by the District if received, and access to the Airport by fuel bowsters operating on behalf of BCWS should be approved.

Transport Canada does not regulate or perform oversight of aviation fuel suppliers. Transport Canada's Advisory Circular 300-012 provides guidance regarding aviation fuelling at aerodromes. Referring to the Canadian Standards Association Standard B836, the Advisory Circular identifies that Standard B836 provides industry best practices and recommends that all aerodrome operators adopt the Standard for their operations. The District's lease agreement with the 100 Mile House Flying Club provides limited standards for the operation of its avgas facility, and lease revisions are recommended in the short-term planning horizon to provide further clarity on the requirements for this system.

Recommendation	Category	Planning Horizon	Cost Estimate
Exploration of Clubhouse Use and Access Agreement	Level of Service Improvement	Short-Term	-
Flying Club Lease Agreement Fuel System Revisions	Operational Safety Improvement	Short-Term	-



**100 Mile House Flying Club avgas storage tank**

#### 4.1.5 Perimeter Fencing and Access Controls

The perimeter of the Airport property is delineated by paige wire and chain link fencing, vehicle gates, and pedestrian accesses / gates. The condition of the perimeter fencing and access controls varies, with numerous areas in disrepair. The effectiveness of the perimeter fencing and access controls for its intended purposes (wildlife management, security, and safety) is limited by the low fence heights, numerous areas of access and gates that are routinely left open, and the overall reputation of the Airport as an easy to access location with limited surveillance. This has led to:

- An increasing level of concern among the hangar tenants regarding unauthorized access, theft, and damage to property. BCWS cited the ease of access to the airfield as a disincentive to rotary-wing aircraft being stationed out of concerns of unauthorized access and tampering;
- Safety hazards associated with unauthorized airfield access by members of the public; and
- Wildlife on and in proximity to the maneuvering area.

The improvement of the perimeter fencing and access controls is a priority to resolve these challenges and address wildlife management, security, and safety concerns. Due to the capital costs of installing perimeter fencing and access controls, a two-phase approach is considered through the Master Plan:

1. **Perimeter Fencing and Access Controls, Area 1:** The enclosure of 580 m of the Airport's northern, eastern, and southern perimeter with chain link fencing and access gates, including the segments adjacent to the Heron Ridge subdivision, future pedestrian trail, and Wrangler Way. This segment addresses the areas with the greatest access from adjacent land uses and is a priority for completion in the short-term planning horizon.
2. **Perimeter Fencing and Access Controls, Area 2:** The securing of the remaining 1,390 m of the perimeter. Opportunities for funding contributions by the Cariboo Regional District may be explored for the portion of the perimeter abutting the South Cariboo Recreation Centre parking lot and playing fields.

Recommendation	Category	Planning Horizon	Cost Estimate
Perimeter Fencing and Access Controls, Area 1	Operational Safety Improvement	Short-Term	\$77,000
Perimeter Fencing and Access Controls, Area 2	Operational Safety Improvement	Medium-Term	\$184,000

#### 4.1.6 Site Servicing

Sanitary sewer services have not been extended to the Airport, and one hangar is supported by a septic holding tank. The extension of sanitary services to the Airport is not anticipated to be justified by the scale of development and land uses foreseen through the Master Plan, and septic tanks may be used where required.

One hangar is on the District's municipal water services, and fire hydrants are located on-site. The extension of water servicing is not anticipated to be required within the Master Plan horizons.

Shallow utilities and electrical services may be extended at the expense of future tenants as required.



#### 4.1.7 Ground Access and Transportation

Ground access to the Airport is provided via Wrangler Way, with additional points of access provided from the South Cariboo Recreation Centre parking lot and the Heron Ridge subdivision for maintenance and emergency purposes. The requirement has not been identified for further access improvements, and internal circulation upgrades to support further growth are identified in the Airport Development Plan. The Airport is within walking distance of the commercial areas along Highway 97 and the community's downtown, and e-bikes are available to be rented at the South Cariboo Visitor Centre. Vehicle rentals are also available in 100 Mile House. The need for ground access and transportation improvements has not been identified through the Master Plan based on the Airport's anticipated future role and scale of use.

The proximity of the Airport to pedestrians and vehicles, particularly where the extended runway centrelines overfly Wrangler Way and the private accessway west of the property, may pose a hazard. Per the requirements of Canadian Aviation Regulation 301.05, warning signage is required to notify pedestrians and vehicular traffic of the potential hazard. It is recommended that the District installs this signage along Wrangler Way in the short-term planning horizon and that signage be provided to the private landowner to the west for their installation.

Recommendation	Category	Planning Horizon	Cost Estimate
Low Flying Aircraft Warning Signage	Operational Safety Improvement	Short-Term	\$2,000



**Taxiway and the extended runway centreline viewed from Wrangler Way**

## 4.2 Site Constraints

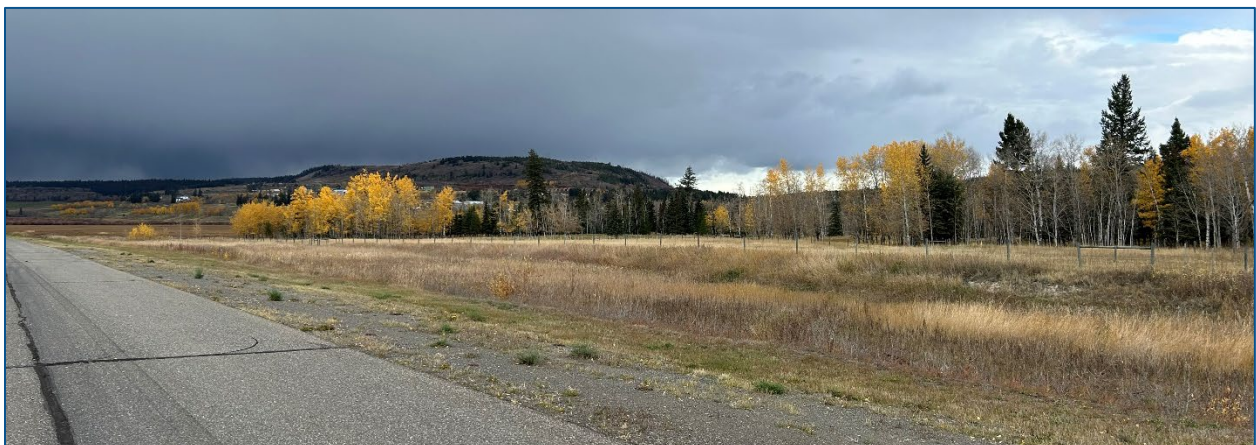
The following primary factors and constraints will influence future development at the Airport:

- **Adjacent Land Uses:** As identified in Section 3.2.2, the Airport is constrained in all directions by the South Cariboo Recreation Centre, 100 Mile Marsh, Cariboo Highway, residential lands, and grazing lands. The Airport's current property boundary is treated as a fixed constraint and land acquisition is not considered to be feasible or warranted through the Master Plan;
- **Enbridge Gas / Pembina Pipeline Infrastructure:** A Right of Way used for the linear infrastructure of Enbridge Gas and Pembina Pipeline bisects the eastern portion of the Airport property in the area of the apron. Any ground disturbance within 30 m of the pipe centrelines requires assessment and permission. While all proposals will be assessed on an individual basis, the construction of permanent fixtures may be constrained;
- **Heron Ridge Watermain:** A high-capacity watermain bisects the Airport property near the Runway 27 threshold to service the Heron Ridge subdivision to the north. Ground disturbance and development in the vicinity of this watermain will require detailed assessment; and
- **Aeronautical Regulatory Standards:** While the provisions on airfield infrastructure and the obstacle environment identified in TP312 – Aerodrome Standards and Recommended Practices (5<sup>th</sup> Edition) are not binding on the facility given its status as a registered aerodrome, TP312 is used where practical to guide the preparation of the Airport Development Plan.

## 4.3 Airport Development Plan

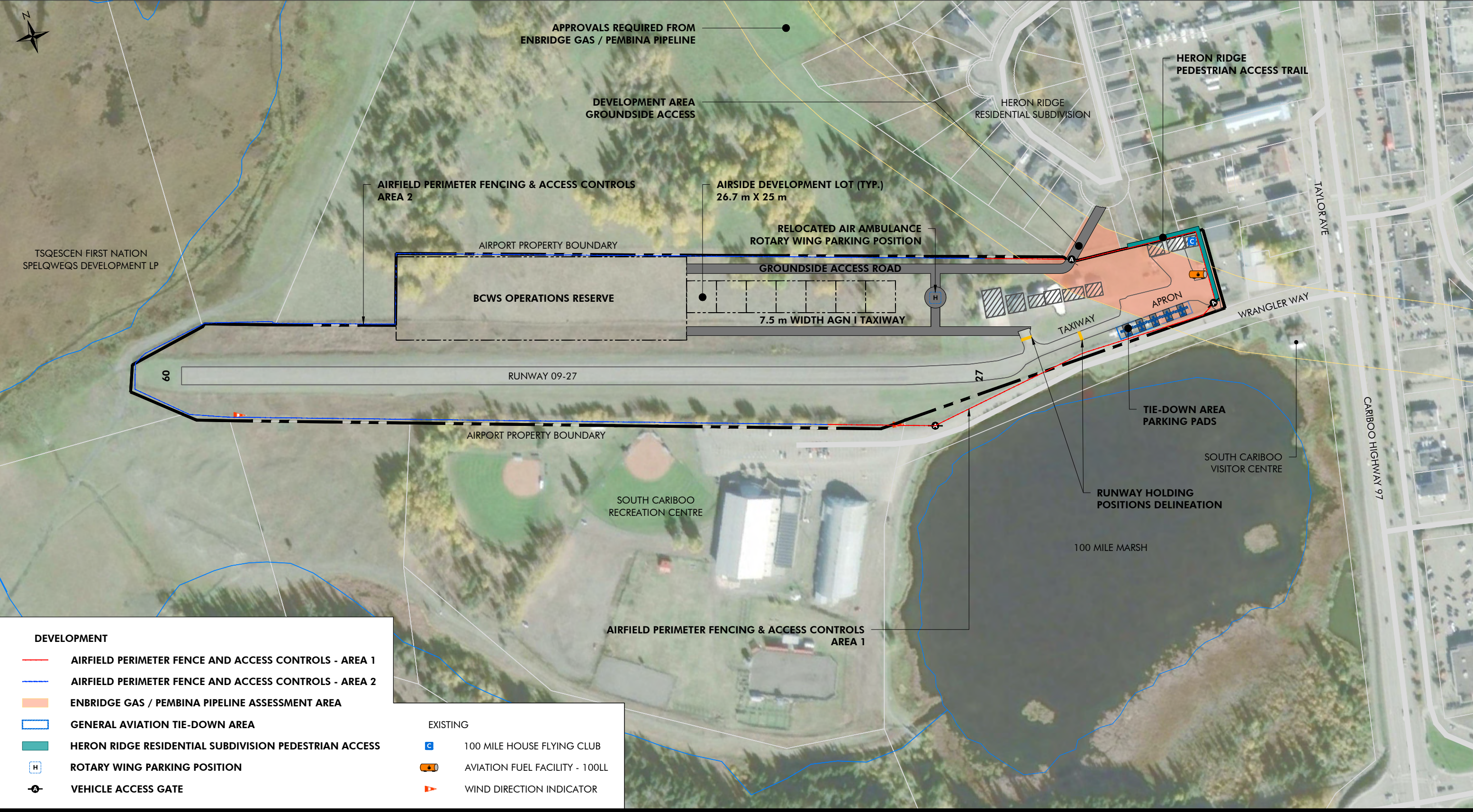
The Airport Development Plan (Figure 4.2) provides the framework for the facility's growth and major projects over the Master Plan's horizons, considering both its infrastructure and service requirements (Section 4.1) and the site's constraints (Section 4.2).

New airside development is directed to the abutting parcel to the north of the runway, with lands delineated for the relocated and paved air ambulance rotary-wing parking position, seven airside private and commercial development lots (0.07-ha per lot), and a 1.7-ha operational reserve for use by BCWS. Groundside access to is proposed from Sandhill Crescent and Lot 15, with this lot to be consolidated within the property boundary concurrent with the extension of access. Airside access is proposed through a 7.5 m wide paved or gravel taxiway extending from the taxiway and gravel apron. The Airport Development Plan may be refined through subsequent engineering design exercises, site due diligence, and approvals from external entities, including Enbridge Gas and Pembina Pipeline.

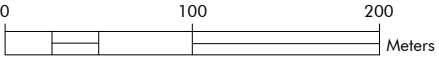


Greenfield development area north of the runway





100 MILE HOUSE AIRPORT  
MASTER PLAN  
**FIGURE 4.2 - AIRPORT DEVELOPMENT PLAN**



\*FOR PLANNING PURPOSES ONLY



## 4.4 Capital Improvement Plan

The Capital Improvement Plan (Table 4.2) summarizes the infrastructure recommendations made through Section 4.1 and provides accompanying target implementation years and cost estimates. Cost estimates are provided at the Class D level of detail and include a 20% contingency. All cost estimates will require refinement through the District's engineering design and procurement processes and may be affected by inflation in their given implementation year. Updated estimates should be prepared by the District during the preparation of its annual budgets. The Capital Improvement Plan excludes costs for routine maintenance, such as:

- Winter and summer maintenance;
- Pavement crack sealing and the reapplication of airfield paint markings;
- Replacing wind direction indicators; and
- Repairing the perimeter fencing and access gates.

**Table 4.2 - Capital Improvement Plan**

Project		Target Year	Cost Estimate
Short-Term Planning Horizon			
Low Flying Aircraft Warning Signage		2025	\$2,000
Taxiway-Runway Intersection Safety Improvements			\$20,000
Perimeter Fencing and Access Controls, Area 1			\$77,000
Weather Camera Installation		2026	\$10,000
Tie-Down Area Parking Pads		2027	\$17,000
Airfield Pavement Rehabilitation	Engineering Design	2028	\$120,000
	Construction	2029	\$1,077,000
Medium-Term Planning Horizon			
Perimeter Fencing and Access Controls, Area 2		2031	\$184,000
Discretionary / Demand-Driven Projects			
Exploration of Clubhouse Use and Access Agreement		-	-
Flying Club Lease Agreement Fuel System Revisions		-	-
Air Ambulance Rotary-Wing Parking Position Paving		-	\$185,000
Airside Development Area Taxiway Extension		-	\$495,000
Airside Development Area Access Road Extension		-	\$544,000

The ability of the District to implement the Capital Improvement Plan will be limited by its internal financial resources, creating a reliance on external sources of funding and the pursuit of grants where possible. At the time of the Master Plan's preparation, the British Columbia Air Access Program and Northern Development Initiative Trust Economic Infrastructure program are the primary sources of ongoing airport funding in addition to other general municipal supports, such as the Canada Community-Building Fund. Ongoing monitoring will be required by the District through the Master Plan horizons to identify new sources of external funding (e.g., the recently closed Rural Economic Diversification and Infrastructure Program and Investing in Canada Infrastructure Program).

## British Columbia Air Access Program

The British Columbia Air Access Program is administered by the Province of British Columbia's Ministry of Transportation and Infrastructure, with the goal of supporting communities and enhancing the long-term potential of the aviation sector. Up to \$2M will be provided per applicant annually, with base provincial funding allocations determined according to the type of project as follows:

- 75% for airside projects (e.g., runways, taxiways) and core aviation infrastructure;
- 60% for transitional projects (e.g., terminal buildings, fencing, and gates);
- 50% for groundside projects (e.g., vehicle parking areas, access roads); and
- 75% for climate / environmental projects (e.g., greenhouse gas audits).

Applicants that meet certain eligibility criteria may be allocated up to an additional 15% of provincial funding (up to 90% provincial funding), with considerations including whether the facility:

- Serves an Indigenous, isolated, rural, or remote community;
- Has limited revenue streams available;
- Has a greenhouse gas reduction plan and / or active transportation policies and infrastructure in place;
- Requires the project for medevac, wildfire suppression, or emergency response purposes;
- Requires the project in response to an extraordinary event, such as a natural disaster;
- Requires the project to correct non-compliance with federal aviation regulations; and
- Requires the project for climate change mitigation or adaptation.

## Northern Development Initiative Trust Economic Infrastructure Program

The Northern Development Initiative Trust's Economic Infrastructure Program provides funding for projects of regional and local significance that contribute to economic growth and stronger communities, including airport initiatives. Funding will be provided up to a \$100,000 grant to a maximum of 70% of the project; or up to a \$300,000 grant to a maximum of 50% of the project.

## External Contributions

Opportunities for funding may be explored with major companies with operations in the region, such as Enbridge Gas and Pembina Pipeline, for projects that demonstrate a significant public interest case. Initiatives to improve air ambulance access, as an example, may represent an opportunity for private sector contributions through their community investment frameworks.



**Airport access from Wrangler Way**



## 5 IMPLEMENTATION FRAMEWORK

### 5.1 Business Development and Revenue Generation

Business development and revenue generation are interrelated concepts to 1) increase the Airport's use and regional benefit; and 2) ensure its financial sustainability to the degree possible.

#### 5.1.1 Business Development

As a District facility, it is anticipated that the Director of Economic Development & Planning will be the primary position responsible for championing business development efforts relating to the Airport. The initiatives identified in Table 5.1 are recommended relative to the Airport's primary opportunities.

**Table 5.1 - Business Development Recommendations**

Target Opportunity	Objective(s)	Actions
Airside Land Development	<ul style="list-style-type: none"> <li>Retention of current tenants</li> <li>Attraction of new private and commercial tenants</li> </ul>	<ul style="list-style-type: none"> <li>Preparation of greenfield development lots per the Airport Development Plan</li> <li>Exploration of municipal development incentives (e.g., fee reductions, property tax relief)</li> <li>Preparation of Airport Investment Profile</li> <li>Inclusion in Leasable Space &amp; Land Directory</li> <li>Outreach with regional realtors and site selectors</li> <li>Direct outreach with prospective end users</li> <li>Ongoing land availability marketing</li> </ul>
Aviation Tourism Attraction	<ul style="list-style-type: none"> <li>Attraction of additional aviation-based community visitors</li> </ul>	<ul style="list-style-type: none"> <li>Preparation of Aviation Tourism Brochure / Airport webpage with pilot and visitor information</li> <li>Exploration of opportunities for comarketing with South Cariboo Regional Airport</li> <li>Partnership with local visitor amenities and accommodation providers (e.g., preferred rates)</li> <li>Copromotion with regional events</li> <li>Direct outreach with flying groups in British Columbia, Alberta, and the northwest United States (e.g., BC General Aviation Association)</li> </ul>
Facilitation of Events and Ancillary Uses	<ul style="list-style-type: none"> <li>Facilitation of events that are complementary to the Airport and provide economic and / or social value</li> <li>Improve the year-round utilization of the facility</li> </ul>	<ul style="list-style-type: none"> <li>Continued facilitation of use by 100 Mile Model Flyers and other groups (e.g., drag racing)</li> <li>Engagement with emergency service providers on site use opportunities (e.g., police driver training, fire department training)</li> <li>Engagement with 2887 Royal Canadian Army Cadet Corps for facility use and training</li> <li>Engagement with Rocky Mountain Rangers / Canadian Armed Forces on training opportunities</li> </ul>

### 5.1.2 Revenue Generation

As identified in Section 2.3.2, hangar land lease agreements and miscellaneous fees from facility rentals are the primary sources of operating revenues for the Airport. Based on the anticipated scale of development and future use of the Airport, the facility will not transition to being fully economically viable from an operating and capital perspective. However, pursuing additional operating revenues to offset operating and capital expenses is advisable to limit the facility's tax-supported requirements.

The recent increase in hangar land lease rates to offset the Airport's operating expenses means that resistance will likely be encountered on further increases in the short-term planning horizon. Land lease rates should be reevaluated on a recurring basis to ensure market competitiveness and appropriateness relative to the facility's operating expenses. New sources of operating revenue may be explored, including:

- Landing fees for commercial and governmental aircraft operators, including aircraft operating on behalf of BCEHS. To decrease the level of effort associated with invoicing, consideration may be given to establishing a rolling annual fee based on the preceding year(s) transfer volumes. Implementing landing fees for private aircraft is likely to result in significant resistance and potentially erode the Airport's current and future primary user base, and revenues continue to be generated from this group through land lease agreements;
- Reviewing the facility rental rate for non-aviation special events such as drag racing that increase asset maintenance costs;
- Implementing parking fees for visiting aircraft; and
- Establishing a facility rental rate for the BCWS operations area.

### 5.1.3 Performance Monitoring

To support effective administration, the implementation of aeronautical fees, improved grant applications and project business cases, and the development of Key Performance Indicators to measure success, it is recommended that the logging and analysis of aircraft movements be implemented on an ongoing basis. Given the shared third-party management model of the Airport with South Cariboo Regional Airport, opportunities should be explored with the Cariboo Regional District to realize efficiencies from the shared procurement and operation of radio or camera-based movement logging systems.

## 5.2 Strategic Partnerships

It is recommended that consideration be given to whether forming an airport advisory body as a select committee of District Council is warranted in the short-term planning horizon to guide the implementation of the Master Plan. If formed, consideration may be given to including representatives from District Council, the Cariboo Regional District, tenants or users of the Airport, South Cariboo Visitor Centre, Tsq̓ésceñ First Nation, and / or Spelqweqs Development Corp.

As the Airport's long-term viability is dependent on the availability of external grant funding, most notably through the British Columbia Air Access Program, it is recommended that the District join the British Columbia Aviation Council in the short-term planning horizon to support the advocacy efforts of this organization.

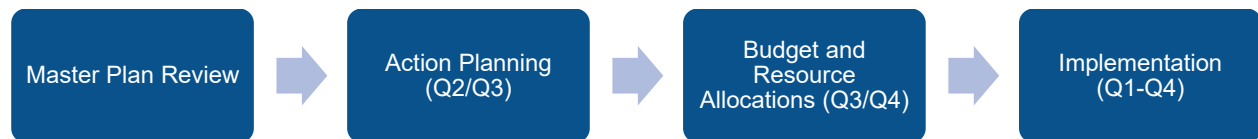
The continued realization of efficiencies with the shared third-party administration of the Airport with the Cariboo Regional District's contractor for South Cariboo Regional Airport is a priority on an ongoing basis to balance the facility's operational level of service and annual expenditures.

## 5.3 Implementation Framework

The Airport Master Plan, when adopted, is intended to serve as a guidance tool for consideration by District Administration, Council, and partners in establishing annual action plans, budget and resource allocations, and transitioning to implementation for approved initiatives. The Master Plan presents recommendations for consideration by the District and does not compel or limit the municipality in its oversight of the Airport.

It is recommended that the Master Plan be reviewed annually as part of the yearly budget and action planning process to assess the Airport's changing position, emerging opportunities and threats, and other internal and external factors of relevance to achieving the priorities of the Master Plan (Figure 5.1). Comprehensive reviews and updates are recommended to be completed on a five-year cycle.

**Figure 5.1 - Annual Master Plan Implementation Cycle**



**Airport overview**





#209-532 Montreal Road  
Ottawa, ON K1K 4R4  
[hmaero.ca](http://hmaero.ca)



**District of  
100 MILE HOUSE**

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

**Regular Council – February 11, 2025**

**REPORT DATE:** January 30, 2025  
**TITLE:** Asset Disposal  
**PREPARED BY:** S. Elias, Director of Finance

**PURPOSE:**

The purpose of this Council report is to seek Council approval to donate 9 sets of 2012/2014 turn out gear.

**RECOMMENDATION:**

BE IT RESOLVED THAT the Council of the District of 100 Mile House approve a donation of E-238 and E-241 to the PSO Jr. Firefighting Program.

**BACKGROUND INFORMATION / DISCUSSION:**

As per the provisions of the District's Policy & Procedures Manual, Section 4.5 "Disposal of Assets (Equipment & Vehicles)" the Fire Department provided an equipment listing for disposal under the provisions of the policy.

- Asset E-238 5 sets of 2012 Turn Out Gear
- Asset E-241 4 sets of 2014 Turn Out Gear

The Turn out gear has expired and can no longer be used by the Fire Department. Staff request approval to donate the gear to the PSO Jr. Firefighting Program. A release of liability form would be completed to accompany the donation.

**OPTIONS:** N/A

**BUDGETARY IMPACT:** N/A



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

District of 100 Mile House Policy 4.5 Disposal of Assets (Equipment & Vehicles)

**ATTACHMENTS:** N/A

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

Date: Feb 5/25.

Reviewed By: T. Boulanger  
T. Boulanger, CAO

Date: Feb. 6.25





# 100 MILE HOUSE FIRE-RESCUE

## INVENTORY

Item: Turn-Out Gear Unit # E-238

Year & Make: 2012 Morning Pride

Model and/or Description: Coat & Pant Sets (5)

Serial #: \_\_\_\_\_

Year Purchased: 2012 Purchase Price: \$ 10,623

Salvage Value: \$ 0 Useful Life: 10yrs

Replacement Year: 2022 Amortization Amt: \$ 1062

Unit of Measure: \_\_\_\_\_ Price per UOM: \$ \_\_\_\_\_

Item Purchase From: Morrison Fire Protection

Item Located at: Fire Hall

Item documented by: Darrell Blades  
(print name)

Signature: \_\_\_\_\_





# 100 MILE HOUSE FIRE-RESCUE INVENTORY

Item: Turn-Out Gear Unit # E-241

Year & Make: 2014 Inotex

Model and/or Description: Coat & Pant Sets (4)

Serial #: \_\_\_\_\_

Year Purchased: 2014 Purchase Price: \$ 8685.24

Salvage Value: \$ 0 Useful Life: 10yrs

Replacement Year: 2024 Amortization Amt: \$ 868

Unit of Measure: \_\_\_\_\_ Price per UOM: \$ \_\_\_\_\_

Item Purchase From: Morrison Fire Protection

Item Located at: Fire Hall

Item documented by: Darrell Blades  
(print name)

Signature: 





**District of  
100 MILE HOUSE**

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

**Regular Meeting  
Feb. 11, 2025**

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**REPORT DATE:** Feb. 6, 2025  
**TITLE:** Illegal Secondary Suites Policy  
**PREPARED BY:** J. Doddridge, Director Economic Development & Planning

---

**PURPOSE:** To provide Council with the Illegal Secondary Suites Policy for endorsement.

**RECOMMENDATION:** Recommended Resolution:

**BE IT RESOLVED THAT** the Illegal Secondary Suites Policy be approved.

**BACKGROUND INFORMATION / DISCUSSION:**

Further to Council direction at the Jan. 28, 2025 Committee of the Whole meeting, enclosed is the Illegal Secondary Suites Policy for endorsement.

**Staff requests clarification:** Under which situations is staff directed to pursue a Section 57 Notice on Title?

**OPTIONS:** N/A

**BUDGETARY IMPACT:** N/A

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

**ATTACHMENTS:** Illegal Secondary Suites Policy

**Prepared By:** J. Doddridge  
J. Doddridge, Dir Ec Dev & Planning

**Date:** Feb. 6/25

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

**Date:** Feb. 6-25





## DISTRICT OF 100 MILE HOUSE Policy & Procedure Manual

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### **X.X ILLEGAL SECONDARY SUITES POLICY**

#### **PURPOSE:**

To establish procedural standards to assist staff in handling complaints and otherwise dealing with Illegal Suites.

#### **GUIDING PRINCIPLE:**

Council recognizes the need for additional affordable housing options and therefore supports this Policy to harmonize existing illegal, non-compliant suites into the District's housing inventory.

#### **LIMITATIONS:**

In preparing this Policy, Council has assessed the limited equipment, materials, personnel, and financial resources available to the District for Illegal Suite identification, inspection, and enforcement. Council recognizes that there are Illegal Suites that have not yet been identified and/or inspected and those may include Illegal Suites that pose a safety hazard. Council further recognizes that, as a result of the budgetary and resource limitations described above, the District does not have the capacity to proactively identify, remove, or mitigate such safety hazards. As a result, Illegal Suite identification, inspection, and enforcement will be conducted within the District's limited availability of equipment, materials, personnel, and financial resources, as set out in this Policy.

#### **DEFINITIONS AND INTERPRETATION:**

Any enactment referred to in this Policy is a reference to a provincial or federal enactment, as the case may be, as amended, revised, consolidated, or replaced from time to time, and any bylaw, policy, or standard referred to herein (as may be cited by short title or otherwise) is a reference to a bylaw, policy, or standard of the District of 100 Mile House, as amended, revised, consolidated, or replaced from time to time.

The following definitions apply to this Policy:

**"BC Assessment"** means the Provincial program which develops and maintains real property assessments throughout British Columbia;

**"Building Bylaw"** means the District's *Building Bylaw No. 695, 1996*;

**"Building Inspector"** has the meaning set out in the *Building Bylaw*;

**"Building Permit"** has the meaning set out in the *Building Bylaw*;

**"Decommission"** has the meaning ascribed in section 4.1 of this Policy;



## DISTRICT OF 100 MILE HOUSE Policy & Procedure Manual

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**“District”** means the District of 100 Mile House;

**“Fees and Charges Bylaw”** means the District’s *Fees and Charges Bylaw No. 1434, 2024*;

**“Final Inspection Report”** means the approved final completion inspection report issued by the District’s Building Inspector under the *Building Bylaw*;

**“Illegal Dwelling Unit”** means a building, or part of a building, that:

- (a) is a self-contained residential accommodation unit;
- (b) has cooking, sleeping, and bathroom facilities; and
- (c) is located on commercial, industrial, or other property that does not contain a Primary Dwelling Unit;

**“Illegal Suite”** includes both:

- (a) Illegal Dwelling Units; and
- (b) Secondary Suites that:
  - i) were not disclosed to the Building Inspector as required under the *Building Bylaw* or its Predecessor Regulations;
  - ii) were constructed without a Building Permit contrary to the provisions of the *Building Bylaw* or its Predecessor Regulations;
  - iii) have not been inspected by the Building Inspector contrary to the provisions of the *Building Bylaw* or its Predecessor Regulations;
  - iv) have not been issued a Final Inspection Report by the Building Inspector contrary to the provisions of the *Building Bylaw* or its Predecessor Regulations; or
  - v) are located in a zone or in a building which does not allow Secondary Suites;

**“Legal Suite”** means a Secondary Suite that:

- (a) was constructed in full compliance with the British Columbia *Building Code* and *Building Bylaw* or their Predecessor Regulations;
- (b) was constructed in full compliance with the *Zoning Bylaw* or its Predecessor Regulations, or meets the criteria of a lawful non-conforming use as defined in the *Local Government Act*; and
- (c) has been issued a Final Inspection Report;



## DISTRICT OF 100 MILE HOUSE Policy & Procedure Manual

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**“Predecessor Regulations”** means the preceding federal or provincial enactment, or the preceding District bylaw, that was in force at the applicable time;

**“Primary Dwelling Unit”** means the principal dwelling unit on a property and does not include a Secondary Suite;

**“Secondary Suite”** means a building, or part of a building, that:

- (c) is a self-contained residential accommodation unit;
- (d) has cooking, sleeping, and bathroom facilities; and
- (e) is secondary to a Primary Dwelling Unit located on the same property;

**“Utility Fees”** means the water and sanitary sewer fees prescribed in the *Fees and Charges Bylaw*, and

**“Zoning Bylaw”** means the District’s *Zoning Bylaw No. 1290, 2016*.

### **PART 1 - APPLICATION**

- 1.1 This Policy only applies to Illegal Suites within the District’s jurisdiction. For clarity, this Policy does not apply to new construction or renovation work to create a new Secondary Suite in compliance with the *Building Bylaw* and *Zoning Bylaw*.

### **PART 2 – IDENTIFICATION OF ILLEGAL SUITES**

- 2.1 Due to the budgetary and resource constraints and the existence of an unprecedented housing crisis, the District will not proactively attempt to identify Illegal Suites within its jurisdiction.
- 2.2 From time to time, the District may become aware of Illegal Suites within its jurisdiction by way of:
- (a) complaints;
  - (b) inspections;
  - (c) property owner disclosure;
  - (d) tenant disclosure;
  - (e) BC Assessment Roll notifications; and
  - (f) other public sources, including but not limited to:
    - (i) real estate listings;





## DISTRICT OF 100 MILE HOUSE Policy & Procedure Manual

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- (ii) realtor inquiries;
- (iii) advertisements; and
- (iv) social media.

- 2.3 The District will create an Illegal Suites registry. As budgetary and resource constraints permit, District staff may update the Illegal Suites registry to include a description of known Illegal Suites. The Illegal Suites registry is for internal purposes only, and the District expressly does not represent or guarantee that the Illegal Suites registry contains an exhaustive list of all known Illegal Suites, or that it is accurate or up-to-date.
- 2.4 When the District identifies an Illegal Suite pursuant to section 2.2 of this Policy, the District may, but is not required to, file notice under section 57 of the *Community Charter* on title to the property.

### **PART 3 – NOTIFICATION**

- 3.1 When the District identifies an Illegal Suite pursuant to section 2.2 of this Policy, District staff will endeavor to issue a written notice to the property owner:
- (a) advising that the District has determined their property contains an Illegal Suite;
  - (b) confirming that the property owner is required to comply with the District's utility billing, addressing, and garbage collection bylaws and policies in respect of the Illegal Suite as set out in this Policy; and
  - (c) directing or recommending one or more of the following:
    - (i) that the property owner Decommission the Illegal Suite in accordance with section 4.1 of this Policy;
    - (ii) that the property owner bring the Illegal Suite into compliance with the British Columbia *Building Code* and District bylaws; or
    - (iii) that the property owner decide by a specified date whether to Decommission the Illegal Suite or bring the Illegal Suite into compliance with safety regulations, including compliance with the British Columbia *Building Code*, *BC Fire Code*, District bylaws and/or any other applicable enactment.
- 3.2 The District may, from time to time, notify BC Assessment of any Illegal Suites of which the District has knowledge.



## DISTRICT OF 100 MILE HOUSE Policy & Procedure Manual

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### **PART 4 – DECOMMISSIONING OR LEGALIZING**

- 4.1 To Decommission an Illegal Suite, the property owner must:
- (a) remove all cooking facilities, including stove, oven, exhaust fans, and related wiring; and
  - (b) arrange for the Building Inspector to inspect and certify that the Illegal Suite has been Decommissioned.
- 4.2 If a property owner wishes to bring their Illegal Suite into compliance with the British Columbia *Building Code*, *BC Fire Code*, and District bylaws, the property owner should contact the Building Inspector to discuss the requirements.

### **PART 5 – UTILITY BILLING, ADDRESSING, AND GARBAGE COLLECTION**

- 5.1 When, pursuant to sections 2.2 and 3.1 of this Policy, the District has identified an Illegal Suite and notified the property owner, the District will immediately begin charging the property owner Utility Fees in respect of the Illegal Suite as if it were a Legal Suite. For clarity, the District will allow only one water service and one sewer service per property containing a primary dwelling and a Secondary Suite.
- 5.2 The Utility Fees for an Illegal Suite will be added to the utility account of the Primary Dwelling Unit located on the same property.
- 5.3 When, pursuant to sections 2.2 and 3.1 of this Policy, the District has identified an Illegal Suite and notified the property owner, the District may, upon written request of the property owner:
- (a) arrange for a second set of garbage and recycling totes to be delivered to the property; and
  - (b) assign a civic address to the Illegal Suite in accordance with the District's Civic Addressing Policy.

### **PART 7 – ENFORCEMENT**

- 7.1 The District will determine whether or not to investigate complaints about Illegal Suites on a case-by-case basis, in accordance with its budgetary and resource capacity.
- 7.2 Nothing in this Policy restricts the District's ability to enforce against Illegal Suites, at its discretion.



## DISTRICT OF 100 MILE HOUSE Policy & Procedure Manual

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- 7.3 Nothing in this Policy creates a duty of care on the part of the District, its staff, officials, or other representatives (collectively, the “District Parties”) to any third party, and none of the District Parties are liable for loss or damage of any kind for the doing of anything, or the failure to do anything, under this Policy.

**Approved by Council:** \_\_\_\_\_, **2025**



DISTRICT OF 100 MILE HOUSEBylaw No. 1439

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

---

This bylaw may be cited for all purposes as ***"Zoning Amendment Bylaw No. 1439, 2025"***.

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

(1) That District of 100 Mile House Zoning Bylaw No. 1290, 2016, Section 3.3 Definitions is amended by adding:

**" specialized home support services"** means a staffed residential premises providing care, counseling, life skills training, and 24-hour support for up to two children or youth per unit, exempt from licensing under the Community Care and Assisted Living Act as per the applicable health authority's regulations.

(2) That Section 8.3.13 Specific Use Regulations, is amended by adding:

i) Specialized home support services is permitted as a principal use on the property located at Lot 19, Plan 28704, District Lot 2136, Lillooet District, also known as 721 Cariboo Trail.

READ A FIRST AND SECOND TIME this 14<sup>th</sup> day of January, 2025.

ADVERTISED January 30<sup>th</sup>, 2025.

POSTED on WEBSITE January 27<sup>th</sup>, 2025.

DISTRIBUTED by EMAIL SUBSCRIPTION SERVICE January 27<sup>th</sup>, 2025.

PUBLIC HEARING held this 4<sup>th</sup> day of February, 2025.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

RECEIVED MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

this \_\_\_\_\_ day of \_\_\_\_\_, 2025. \_\_\_\_\_  
Ministry of Transportation and Infrastructure

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor

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



**District of  
100 MILE HOUSE**

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

**Regular Meeting  
Feb. 11, 2025**

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**REPORT DATE:** Feb. 3, 2025  
**TITLE:** 980 & 988 Alpine Ave – Zoning Application  
**PREPARED BY:** J. Doddridge, Director Economic Development & Planning

---

**PURPOSE:** To present a zoning amendment application to Council for consideration

**RECOMMENDATION:** Recommended Resolution:

BE IT RESOLVED THAT Zoning Amendment Bylaw No. 1441, 2025 be read a first and second time this 11<sup>th</sup> day of February, 2025.

### **BACKGROUND INFORMATION / DISCUSSION:**

Attached is a zoning amendment application from Sean Ross of SKR Ventures Ltd. The application requests changes to the District of 100 Mile House Zoning Bylaw to allow for a tractor dealership (agricultural sales and service) and a commercial heavy truck repair shop site-specific at Lots 13 & 14, Plan 10101, DL 4847, Lillooet District, also known as 980 & 988 Alpine Ave. A subject property map is also attached.

### **Planning Considerations and Impacts**

#### **Official Community Plan**

The Official Community Plan (OCP) provides guidance on future land use decisions. The subject properties are designated Commercial Vehicle Oriented in the OCP.

#### **Zoning**

The proposed zoning amendment would introduce (site specific) a tractor sales and service shop as well as a commercial heavy truck repair shop. These uses are presently only permitted in the I-1 and I-2 Industrial Zones.



## Other

The applicant has indicated a plan to fence the property which should limit encroachment onto District lands beyond the subject properties.

## Referrals

The application has been referred to municipal departments and other agencies with an interest in the property. Comments received to date are copied below.

**Building Inspection / Community Services** - *No objection to this zoning amendment application subject to the following:*

- *Property to be fenced to avoid encroachment onto neighbouring lands.*
- *If caretaker suite is proposed a Building Permit is required prior to any construction.*

**Fire Department** - *The Fire Department has no objections with this referral at the zoning stage. However, if a change in occupancy or the addition of a caretaker suite is proposed during the business license stage, the building may need upgrades to comply with the BC Fire Code at that time.*

**Ministry of Transportation** - *The Ministry of Transportation and Transit has no objection in principle to the proposed rezoning application subject to the following conditions:*

- *The property must be fenced*
- *No parking on Ministry of Transportation and Transit right-of-way*
- *Exterior lighting must not be directed towards the highway*

*Should parking or congestion become an issue in the future, the Ministry may re-visit the safety of the south entrance to Cariboo Highway # 97 and Alpine Avenue.*

Note: Ministry approval is required for all zoning amendments within 800m of a controlled access highway.

**BUDGETARY IMPACT:** N/A

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

## ATTACHMENTS:

- Zoning Amendment application from SKR Ventures
- Subject property map





## PROCESS & TIMELINE:

Should Council concur, the following process and timeline are in order:

- |   |               |
|---|---------------|
| • 1 <sup>st</sup> and 2 <sup>nd</sup> Reading         | Feb. 11, 2025 |
| • Notify adjacent property owners (within 60m radius) | Feb. 14, 2025 |
| • Posting on District website                         | Feb. 17, 2025 |
| • Distribution to District subscription service       | Feb. 17, 2025 |
| • Public Hearing                                      | Feb. 25, 2025 |
| • 3 <sup>rd</sup> Reading                             | Feb. 25, 2025 |
| • Adoption  | Mar. 11, 2025 |

Prepared By: J. Doddridge  
J. Doddridge, Dir Ec Dev & Planning

Date: Feb. 3/25

Reviewed By: T. Boulanger  
T. Boulanger, CAO

Date: Feb. 3.25



**DISTRICT OF**  
**100 Mile House**

#1-385 Birch Avenue, PO Box 340  
100 Mile House, BC, V0K 2E0  
250-395-2434  
district@100milehouse.com

## LAND USE APPLICATION

Reference to Land Use Application Procedure and Fees Bylaw No. 1258

Official Community Plan  
Zoning Amendment  
Board of Variance

Development Permit  
Development Variance Permit

**Applicants are advised to consult with the District of 100 Mile House staff  
before submitting an application.**

**\*\*This application will not be accepted unless it is complete, and the required fee(s) and plans are attached\*\***

### APPLICATION TYPE

Check appropriate box(s)

- |   |        |            |
|---|--------|------------|
| <input type="checkbox"/> Development Permit                                       | Fee \$ |            |
| <input type="checkbox"/> Development Variance Permit                              | Fee \$ |            |
| <input checked="" type="checkbox"/> Zoning Bylaw Amendment                        | Fee \$ | 800        |
| <input type="checkbox"/> Official Community Plan Bylaw Amendment                  | Fee \$ |            |
| <input type="checkbox"/> Joint Zoning and Official Community Plan Bylaw Amendment | Fee \$ |            |
| <input type="checkbox"/> Board of Variance  | Fee \$ |            |
| <b>Total Fee \$</b>   |        | <b>800</b> |

### PROPERTY INFORMATION

Legal Description of Property(s): LOT 13, PLAN KAP 10101, DISTRICT LOT 4847, LILLOET LAND DISTRICT  
 Civic Address of Property(s): LOT 14, PLAN KAP 10101, DISTRICT LOT 4847, LILLOET LAND DISTRICT  
 Size of Property(s): 980 Alpine Ave, 100 Mile House, BC. AND 988 Alpine Ave, 100 Mile House, BC.  
 Current Zoning: 2.1 Acres, 2.4 Acres BC Assessment Roll No.: 24-557-00126.002, AND 24-557-00126.004  
 Current OCP Designation: C-3 Commercial  
 Proposed Zoning: Add Use Proposed OCP Designation: Vehicle Oriented N/C

### FOR OFFICE USE ONLY

Application Fee Paid: \$ <u>800.00</u>	Receipt Number: <u>101964</u>
Received by: <u>[Signature]</u>	Date: <u>Jan. 6/25</u>

## INFORMATION FORM

APPLICANT/AGENT	OWNER(S)
Name: <u>SKR VENTURES LTD.</u>	Name: <u>KINGSGATE AUTO(1974) LTD.</u>
Mailing Address: <u>PO BOX 1771</u>	Mailing Address: <u>PO BOX 1968</u>
<u>100 MILE HOUSE</u>	<u>100 MILE HOUSE, BC, V1</u>
Postal Code: <u>VOK 2E0</u>	Postal Code: <u>VOK 2E0</u>
Phone Numbers: (Bus): <u>778-385-7279</u>	Phone Numbers: (Bus): <u>250-878-3589</u>
(Home): _____	(Home): _____
(Fax): _____	(Fax): _____
E-mail: <u>Sean@skrventures.ca</u>	E-mail: <u>kingsgate@email.com</u>

If the applicant is not the registered owner, complete the owner information and have the property owner(s) sign the application form. Note also the owner requirement in Attachment H.

As owner(s) of the land described in this application, I/we hereby authorize SKR VENTURES to act as applicant in regard to this land development application.

Signature: Kevin Kaban Director Kingsgate Auto Signature: \_\_\_\_\_  
 Date: 12/16/24 Date: \_\_\_\_\_

I have attached the required documentation as noted on the Application Submission Checklist, along with the required application fee and hereby agree to submit further information deemed necessary for processing this application. Furthermore, I hereby acknowledge that any fees paid are non-refundable except as noted on the fee schedule, if applicable.

I also certify that the information contained herein is correct to the best of my knowledge and belief. I understand **this application, including any plans submitted, is public information.** I authorize reproduction of any plans/reports for the purposes of application processing and reporting.

Signature: [Signature] CEO Date: Jan, 6, 2025

I/We SKR Ventures Ltd agree to allow the agents of the District of 100  
 (Applicant's Name)

Mile House to enter onto the subject property to inspect the land and buildings.

**A copy of a State Title of Certificate, or a copy of a Certificate of Indefeasible Title, dated no more than thirty (30) days prior to submission of the application must accompany the application as a proof of ownership.**



**DESCRIPTION OF EXISTING LAND USE: (use separate sheet if necessary)**

HEAVY DUTY MECHANIC SHOP, CONSTRUCTION YARD,  
STORAGE YARD

**DESCRIPTION OF PROPOSED DEVELOPMENT/USE/BYLAWS CHANGE:**  
(use separate sheet if necessary)

SEE ATTACHED PAPERWORK

Services Currently Existing or Readily Available to the Property (check applicable area)

Services	Currently Existing		Readily Available*	
	YES	NO	YES	NO
Road Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hydro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School Bus Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**NOTE:**\*Readily available means existing services can be easily extended to the subject property.

**Proposed Water Supply Method**

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**Proposed Sewage Disposal Method**

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**Approximate Commencement Date of Proposed Project**

FEBRUARY 28, 2025

**Reasons in Support of Application**

Reasons and comments in support of the application (use separate sheet if necessary)

SEE ATTACHED PAPERWORK

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**Maps and Drawings:**

The following maps and drawings must accompany the application:

1. A dimensional Sketch Plan drawn to scale showing the parcel(s) or part of the parcel(s) and the location of existing buildings, structures and uses.

Minimum size required: 11 x 17 (ledger size)

2. A dimensional Site Plan drawn to scale showing the proposed use, buildings and structures, elevations, highway access etc.

Minimum size required: 11 x 17 (ledger size)

3. A Contour Map (Plan) drawn to scale with contour interval of up to no more than 10 metres, if warranted by the topographic condition (of the subject site).

Required: Yes

☐

No

☐
**FOR OFFICE USE ONLY**

☒ Application Form Complete

☒ Application Fee Received

☒ Certificate of Title Received (2)

☒ Authorization of Owner Submitted (if applicable)

☒ Contaminated Sites Declaration Form

☐ Dimensioned Sketch Plan Submitted

☐ Dimensioned Site Development Plan Submitted

☐ Contour Map Submitted

☒ Other studies/Reports Submitted (if applicable)

Schedule 2 Site Disclosure

Phase 1 EA

☒ Statement exempt.

Photo-proposed dyp.



## **DESCRIPTION OF PROPOSED DEVELOPMENT/USE/BYLAW CHANGE**

Concerning the property at 980 and 988 Alpine Avenue, we would like to add additional uses to the current zoning for this property. We are asking for:

Agricultural Sales and Service, as well as

Commercial Truck Repair

First and foremost, we would like to open a Mahindra tractor dealership, which has already been approved by Mahindra for sales and service, as well as a parts supplier and a service facility for all makes of tractors and agricultural equipment.

Secondly, we are asking for the Commercial Truck Repair use to be added as a supplementary income on an as needed basis.

## **REASONS IN SUPPORT OF APPLICATION**

Mahindra is a quality tractor, at an affordable price compared to leading name brand tractors. It is in the top 3 selling tractors under 90hp in North America. With only a handful of locations in BC, we believe it could benefit not just the town of 100 Mile House, but also the surrounding area. The only other BC locations for purchasing new Mahindra tractors are Kamloops, being the nearest, as well as the coast and the island.

Moving to this town nearly 3 years ago, we have met many frustrated locals who have had to take their agricultural equipment to Williams Lake or Kamloops, depending on the brand, to have it repaired, or pay outrageous fees for a mobile mechanic to come from Kamloops or Williams Lake to their property. Also, we have personally experienced, as well as met many who, particularly during hay season in the summer months, have struggled with frustrations over surprise break downs and no parts available to them locally. They have had to drive to other towns to pick up their parts for the tractors and hay equipment, and lose precious time travelling during their busiest time of the year. With 100 Mile House being a farming community, the farmers desperately need support for their equipment needs.

As an experienced diesel mechanic, business owner, and cattle and hay farmer, I believe I will be able to keep this new business in 100 Mile House running successfully and supporting the community. I currently own a commercial truck and trailer repair facility that has been in operation since 2011 and has continued to see growth and benefit the trucking industry on the coast, and it is my desire to branch out and meet the needs of my new community in 100 Mile House. The Mahindra dealership is our number one focus for this location and the service side for all makes of tractors and agricultural equipment.

However, as we all know, the beginning stages of a business can be uncertain, with many expenses and not necessarily enough income immediately, so I am also requesting to be allowed to pull from my previous experience and be permitted to work on commercial vehicles at this location. While this is not the main part of our business plan, I do need to be able to have this option available to me.

Ever since moving here with my wife and our four young children, we knew we wanted to start a business in this wonderful community. For over two years we have thought deeply upon what we could see being successful here, and how we could tie my specific skills into that. With a lot of time and thought put into this, we truly believe this business will do great in the area.

Rezoning this property is in the best interest of 100 Mile House so that the local farmers have continued support in their farming endeavors.

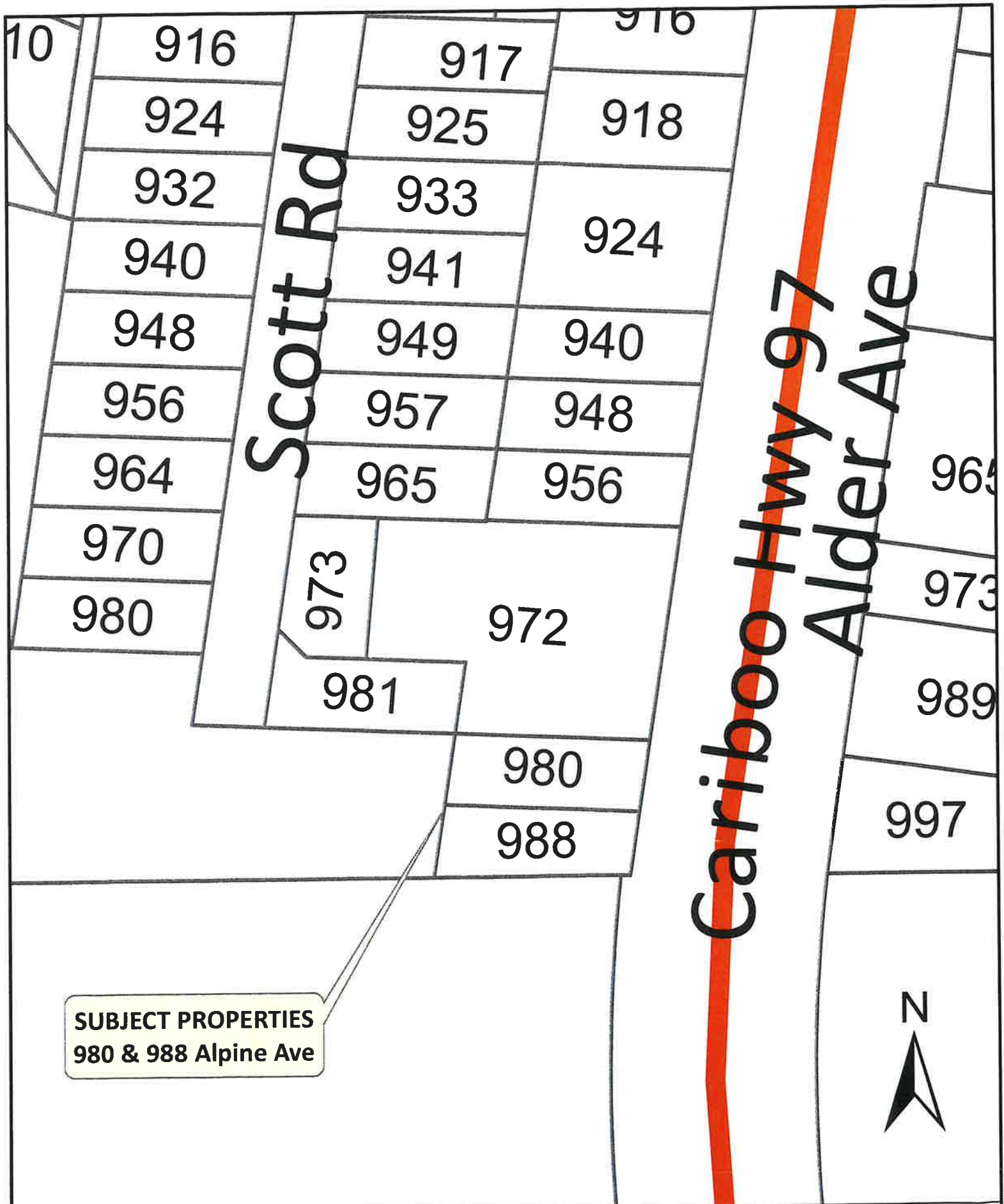












SUBJECT PROPERTIES  
980 & 988 Alpine Ave



100 Mile House

— Cariboo Hwy 97

SUBJECT PROPERTY

0 5 10 20 Meters

Date: January 2025





### **10.3 Vehicle Oriented Commercial Zone (C-3)**

#### **10.3.1 Purpose:**

The purpose of this zone is to designate sites for the development of business areas intended to serve vehicular traffic.

#### **10.3.2 Principal Permitted Uses:**

- a) assembly use;
- b) club or lodge;
- c) commercial recreation;
- d) fleet services;
- e) health and fitness facility;
- f) hotel;
- g) motel;
- h) office;
- i) restaurant;
- j) retail sales;
- k) service station; and
- l) vehicle sales, rental and repair.

#### **10.3.3 Accessory Permitted Uses:**

- a) accessory buildings and structures; and
- b) accessory residential dwelling above a ground floor principal use.

#### **10.3.4 Minimum Parcel Area:**

- a) The minimum parcel area is 1,000 square metres; and
- b) Despite Section 10.3.4(a), a hotel or motel must have a minimum parcel area of 1,800 square metres.



#### 10.3.5 Minimum Parcel Width:

- a) The minimum parcel width is 20 metres; and
- b) Despite Section 10.3.5(a), a hotel and motel must have a minimum parcel width of 30 metres.

#### 10.3.6 Minimum Setbacks:

- a) The minimum front and exterior side parcel line setback for all buildings and structures is 6 metres; the rear and interior side parcel line is 0 (zero) metres except where adjacent to a residential zone in which case the setback is 4.5 metres; and
- b) Despite Section 10.3.6(a), fuel pump islands must be set back a minimum of 4.5 metres from any parcel line.

#### 10.3.7 Maximum Height:

- a) The maximum height for all buildings and structures is 12 metres.

#### 10.3.8 Maximum Density:

- a) The maximum density is a floor area ratio of 0.5; and
- b) Despite 10.3.8(a), the maximum density for hotel developments is a floor area ratio of 1.0.

#### 10.3.9 Maximum Site Coverage:

The maximum site coverage for all buildings and structures is 55% of the parcel area.

#### 10.3.10 Off-Street Parking and Loading:

Off-street parking and loading must be in accordance with the provisions of Section 5.0.

#### 10.3.11 General Regulations:

General regulations, where applicable, must be followed in accordance with the provisions of Section 4.0 of this Bylaw.



### 10.3.12 Specific Use Regulations:

- a) The maximum floor area for office uses on a parcel is 500 square metres and not exceeding two stories;
- b) The maximum floor area for retail uses on a parcel is 500 square metres and not exceeding one storey;
- c) The minimum floor area for an accessory residential dwelling is 50 square metres;
- d) No more than one accessory residential dwelling is permitted on a parcel;
- e) Fleet services and warehouse uses are permitted as principal uses on District Lot 2139, Lillooet District, except Plans 20083, 22474, 22604, 25848, 27418, 30110, 32659, 37379, and H949 as shown on Schedule A of Bylaw 1107 and Lot 1, Plan 32868, District Lots 2139 and 4847, Lillooet District with a civic address or 201 Seventh Street; and
- f) A civic use is permitted as a principal use on Lot A, District Lot 2139, Plan 29125 Lillooet District with a civic address of 199 Seventh Street;
- g) Drive-through food service is permitted as a principal use on Lot 1, Plan EPP68819, District Lots 625 and 4179, Lillooet District, also known as 850 Exeter Truck Route;
- h) Despite Section 10.3.12 b), the maximum floor area for retail uses on Lot 1, Plan EPP68819, District Lots 625 and 4179, Lillooet District, also known as 850 Exeter Truck Route is 3700m<sup>2</sup>, not exceeding one storey, and is limited to one building of this size used for retail uses.
- i) Veterinary services is permitted as a principal use on that portion of Lot 1, Plan 29292, DLs 31, 33 and 4175, Lillooet District, also known as 200 Exeter Station Road, shown on the attached Schedule A in heavy black outline.

Bylaw No. 1311

Bylaw No. 1392



**DISTRICT OF 100 MILE HOUSE**

**Bylaw No. 1441**

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

---

This bylaw may be cited for all purposes as ***"Zoning Amendment Bylaw No. 1441, 2025"***.

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

(1) That District of 100 Mile House Zoning Bylaw No. 1290, 2016, Section 10.3.12 Specific Use Regulations, is hereby amended by adding:

- i) Agricultural sales and service and commercial heavy truck repair are permitted as principal uses on the properties located at Lots 13 & 14, Plan 10101, DL 4847, Lillooet District, also known as 980 & 988 Alpine Ave.

READ A FIRST AND SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

POSTED on WEBSITE \_\_\_\_\_, 2025.

DISTRIBUTED by EMAIL SUBSCRIPTION SERVICE \_\_\_\_\_, 2025.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

RECEIVED MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

this \_\_\_\_\_ day of \_\_\_\_\_, 2025. \_\_\_\_\_  
Ministry of Transportation and Infrastructure

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor

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

**District of  
100 MILE HOUSE****COUNCIL REPORT  
File No. 570-01****Regular Meeting  
Feb. 11, 2025**

---

**REPORT DATE:** Feb. 6, 2025  
**TITLE:** 230 Cariboo Hwy 97 – Zoning Application  
**PREPARED BY:** J. Doddridge, Director Economic Development & Planning

---

**PURPOSE:** To present a zoning amendment application to Council for consideration

**RECOMMENDATION:** Recommended Resolution:

BE IT RESOLVED THAT Zoning Amendment Bylaw No. 1442, 2025 be read a first and second time this 11<sup>th</sup> day of February, 2025.

**BACKGROUND INFORMATION / DISCUSSION:**

Attached is a zoning amendment application from Maggie Pitcher of 1255513 BC Ltd. The application requests changes to the District of 100 Mile House Zoning Bylaw to allow for two additional principal uses, including a health care office and a health and fitness facility, site-specific at Lot 1, Plan EPP17451, DL 31, Lillooet District, also known as 230 Cariboo Hwy 97. A subject property map is also attached.

**Planning Considerations and Impacts****Official Community Plan**

The Official Community Plan (OCP) provides guidance on future land use decisions. The subject properties are designated Commercial Vehicle Oriented in the OCP.

**Zoning**

The subject property is located in the Tourist Commercial (C-2) Zone. The proposed zoning amendment would introduce (site specific) a health care office and a health and fitness facility. These uses are presently not permitted in the C-2 Zone.



**Residential Unit** - The applicant has advised that there is one residential unit in an upstairs portion of the building. This is an accessory permitted use in the C-2 Zone. Note that some of the requested additional commercial uses would also be housed upstairs in an area separate from the residence.

**Parking** - Parking for health care offices is deemed to be a higher demand than parking for other types of general office uses. It is expected that parking may be a challenge on this site, and there is nowhere else to park in close vicinity to the property should demand exceed the parking supply. Therefore, parking has been carefully reviewed.

The Zoning Bylaw states that the number of parking spaces required are the sum of parking requirements for all the uses computed separately, as follows:

Health care office – 1 space per 20 m<sup>2</sup> of gross floor area

Health and fitness facility - 1 space per 20 m<sup>2</sup> of gross floor area

Residential unit – 1.5 spaces per dwelling unit

The total number of spaces required to accommodate the combined uses being requested is 21 parking spaces. A parking plan provided by the applicant shows 23 available parking stalls.

**Access to Parking** - There is limited parking in front of the building, and no direct access to the rear parking area from the front of the building. The rear of the property, where the majority of parking spaces will be available, is accessed via a gravelled driveway through the rear of the Dairy Queen parking lot.

## **Referrals**

The application has been referred to municipal departments and other agencies with an interest in the property. Comments received to date are copied below.

**Building Inspection / Community Services** – *Parking in front of the building is very difficult due to limited space and hydro pole; access to rear parking is through adjoining property parking lot. No objections to the referral. If any other work is done, a Building Permit will be required.*

**Fire Department** - *The Fire Department has no concerns at this stage.*

**Ministry of Transportation** - *The Ministry of Transportation and Transit has no objection to the rezoning application subject to confirmation by the District of 100 Mile House that there is adequate parking for the uses proposed.*

Note: Ministry approval is required for all zoning amendments within 800m of a controlled access highway.

**Telus** – *TELUS has no concerns with this.*





**BC Hydro** – No concerns from the perspective of BC Hydro.

**BUDGETARY IMPACT:** N/A

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

**ATTACHMENTS:**

- Zoning Amendment application from 1255513 BC Ltd.
- Subject property map
- C-2 Zoning
- Definitions for 'health care office' and 'health and fitness facility'

**PROCESS & TIMELINE:**

Should Council concur, the following process and timeline are in order:

- |   |               |
|---|---------------|
| • 1 <sup>st</sup> and 2 <sup>nd</sup> Reading         | Feb. 11, 2025 |
| • Notify adjacent property owners (within 60m radius) | Feb. 14, 2025 |
| • Posting on District website                         | Feb. 17, 2025 |
| • Distribution to District subscription service       | Feb. 17, 2025 |
| • Public Hearing                                      | Feb. 25, 2025 |
| • 3 <sup>rd</sup> Reading                             | Feb. 25, 2025 |
| • Adoption  | Mar. 11, 2025 |

**Prepared By:**

J. Doddridge  
J. Doddridge, Dir Ec Dev & Planning

**Date:**

Feb. 6/25

**Reviewed By:**

T. Boulanger  
T. Boulanger, CAO

**Date:**

Feb. 6.25.



DISTRICT OF  
**100 Mile House**

#1-385 Birch Avenue, PO Box 340  
100 Mile House, BC, V0K 2E0  
250-395-2434  
district@100milehouse.com

## LAND USE APPLICATION

Reference to Land Use Application Procedure and Fees Bylaw No. 1258

Official Community Plan  
Zoning Amendment  
Board of Variance

Development Permit  
Development Variance Permit

***Applicants are advised to consult with the District of 100 Mile House staff  
before submitting an application.***

**\*\*This application will not be accepted unless it is complete, and the required fee(s) and plans are attached\*\***

### APPLICATION TYPE

Check appropriate box(s)

<input type="checkbox"/> Development Permit	Fee \$	_____
<input type="checkbox"/> Development Variance Permit	Fee \$	_____
<input checked="" type="checkbox"/> Zoning Bylaw Amendment	Fee \$	800.00
<input type="checkbox"/> Official Community Plan Bylaw Amendment	Fee \$	_____
<input type="checkbox"/> Joint Zoning and Official Community Plan Bylaw Amendment	Fee \$	_____
<input type="checkbox"/> Board of Variance	Fee \$	_____
<b>Total Fee</b>		<b>\$ 800.00</b>

### PROPERTY INFORMATION

Legal Description of Property(s): Lot 1, Plan EPP17451, DL 31, Lillooet District PID: 128-815-165  
Civic Address of Property(s): 230 Cariboo Hwy  
Size of Property(s): 0.526 acres BC Assessment Roll No.: 00175.430  
Current Zoning: C-2 Current OCP Designation: Tourist Commercial  
Proposed Zoning: C-2 Proposed OCP Designation: Tourist Commercial

### FOR OFFICE USE ONLY

Application Fee Paid: \$ 800.00

Receipt Number: —

Received by [Signature]

Date: — Jan. 13/25

## INFORMATION FORM

APPLICANT/AGENT	OWNER(S)
Name: <u>Maggie Pitcher</u>	Name: <u>1255513 BC Ltd / Sean Pitcher</u>
Mailing Address: <u>22444 72 Ave</u>	Mailing Address: <u>22444 72 Ave</u>
<u>Langley BC</u>	<u>Langley BC</u>
Postal Code: <u>V2Y-2K4</u>	Postal Code: <u>V2Y-2K4</u>
Phone Numbers: (Bus): <u>604-617-8035</u>	Phone Numbers: (Bus): <u>604-617-8035</u>
(Home): _____	(Home): _____
(Fax): _____	(Fax): _____
E-mail: <u>1255513bcltd@gmail.com</u>	E-mail: <u>1255513bcltd@gmail.com</u>

If the applicant is not the registered owner, complete the owner information and have the property owner(s) sign the application form. Note also the owner requirement in Attachment H.

As owner(s) of the land described in this application, I/we hereby authorize Maggie Pitcher to act as applicant in regard to this land development application.

Signature: \_\_\_\_\_

Date: Jan 09, 2025

Signature: \_\_\_\_\_

Date: Jan 09, 2025

I have attached the required documentation as noted on the Application Submission Checklist, along with the required application fee and hereby agree to submit further information deemed necessary for processing this application. Furthermore, I hereby acknowledge that any fees paid are non-refundable except as noted on the fee schedule, if applicable.

I also certify that the information contained herein is correct to the best of my knowledge and belief. I understand **this application, including any plans submitted, is public information.** I authorize reproduction of any plans/reports for the purposes of application processing and reporting.

Signature: \_\_\_\_\_

Date: Jan 09, 2025

I/We 1255513 BC Ltd / Sean Pitcher agree to allow the agents of the District of 100 Mile House to enter onto the subject property to inspect the land and buildings.  
(Applicant's Name)

**A copy of a State Title of Certificate, or a copy of a Certificate of Indefeasible Title, dated no more than thirty (30) days prior to submission of the application must accompany the application as a proof of ownership.**



**DESCRIPTION OF EXISTING LAND USE: (use separate sheet if necessary)**

Existing zoning is C-2 with the following existing permitted uses; club or lodge, commercial recreation, drive through food service, hotel, motel, restaurant, retail sales, office and gas station. We are not requesting to change existing zoning or any of the existing permitted uses, we are only requesting two addition permitted uses, those uses being; "Health Care Office" and "Health and Fitness Facility"

**DESCRIPTION OF PROPOSED DEVELOPMENT/USE/BYLAW CHANGE:**  
(use separate sheet if necessary)

We, the owners of this building, have been approached by a very positive, talented and highly sought after group of wellness professionals who wish to occupy our building with the intent of creating a health & wellness facility the entire community and its visitors would greatly benefit from. As owners of this property we have done our best to occupy the building in line with current existing permitted uses, however that has proven to be very difficult if not impossible. If a liquor store, gas station or fast food drive through is permitted we are hopeful that a health care office and fitness facility where community members will gain more access to counseling services, physio and RMT services, naturopath, acupuncture and dietary services as well as yoga and pain management therapy would also be permitted to exist here. Our building is perfectly suited to accomodate the above requested additional permitted uses. The interior would not require any alterations, attached please find a rendering of proposed exterior and signage. This will benefit the community far more than a vacant building.

Services Currently Existing or Readily Available to the Property (check applicable area)

Services	Currently Existing		Readily Available*	
	YES	NO	YES	NO
Road Access	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Supply	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sewage Disposal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hydro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
School Bus Service	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**NOTE:**\*Readily available means existing services can be easily extended to the subject property.

### Proposed Water Supply Method

Existing and all in great condition

### Proposed Sewage Disposal Method

Existing and all in great condition

### Approximate Commencement Date of Proposed Project

March 1, 2025

### Reasons in Support of Application

Reasons and comments in support of the application (use separate sheet if necessary)

1. The wellness professionals wanting to occupy our building have examined the space and are very excited to commence their practices if this zoning amendment of additional permitted use is approved
2. Only 2 out of 10 permitted uses are viable positive options at this unique property, adding this permitted use will benefit the community & its visitors and allow the building to reconvene a positive future (vacant buildings pose damaging socioeconomic consequences that can be avoided)
3. The building requires no changes, as it currently exists its ideal for this requested added permitted use, all physical property aspects would remain unchanged, the only required and requested change is to add the two permitted uses of; (1) Health Care Office (2) Health and Fitness Facility

**Maps and Drawings:**

The following maps and drawings must accompany the application:

1. A dimensional Sketch Plan drawn to scale showing the parcel(s) or part of the parcel(s) and the location of existing buildings, structures and uses.

Minimum size required: 11 x 17 (ledger size)

2. A dimensional Site Plan drawn to scale showing the proposed use, buildings and structures, elevations, highway access etc.

Minimum size required: 11 x 17 (ledger size)

3. A Contour Map (Plan) drawn to scale with contour interval of up to no more than 10 metres, if warranted by the topographic condition (of the subject site).

Required: Yes

☐

No

☒
**FOR OFFICE USE ONLY**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Application Form Complete <i>Jan. 20/25</i>      | <input type="checkbox"/> Dimensioned Sketch Plan Submitted                      |
| <input checked="" type="checkbox"/> Application Fee Received                         | <input checked="" type="checkbox"/> Dimensioned Site Development Plan Submitted |
| <input checked="" type="checkbox"/> Certificate of Title Received                    | <input type="checkbox"/> Contour Map Submitted                                  |
| <input checked="" type="checkbox"/> Authorization of Owner Submitted (if applicable) | <input type="checkbox"/> Other studies/Reports Submitted (if applicable)        |
| <input checked="" type="checkbox"/> Contaminated Sites Declaration Form              |   |

*✓ Parking*



**ATTACHMENT E - Development Plan**  
230 Cariboo Highway, 100 Mile House BC



Proposed exterior for requested additional permitted use: **Health Care Office**

Interior Changes Needed: **No**

Exterior Changes Needed: **Yes, new sign insert**

Exterior Changes Planned: **Yes, re-paint**



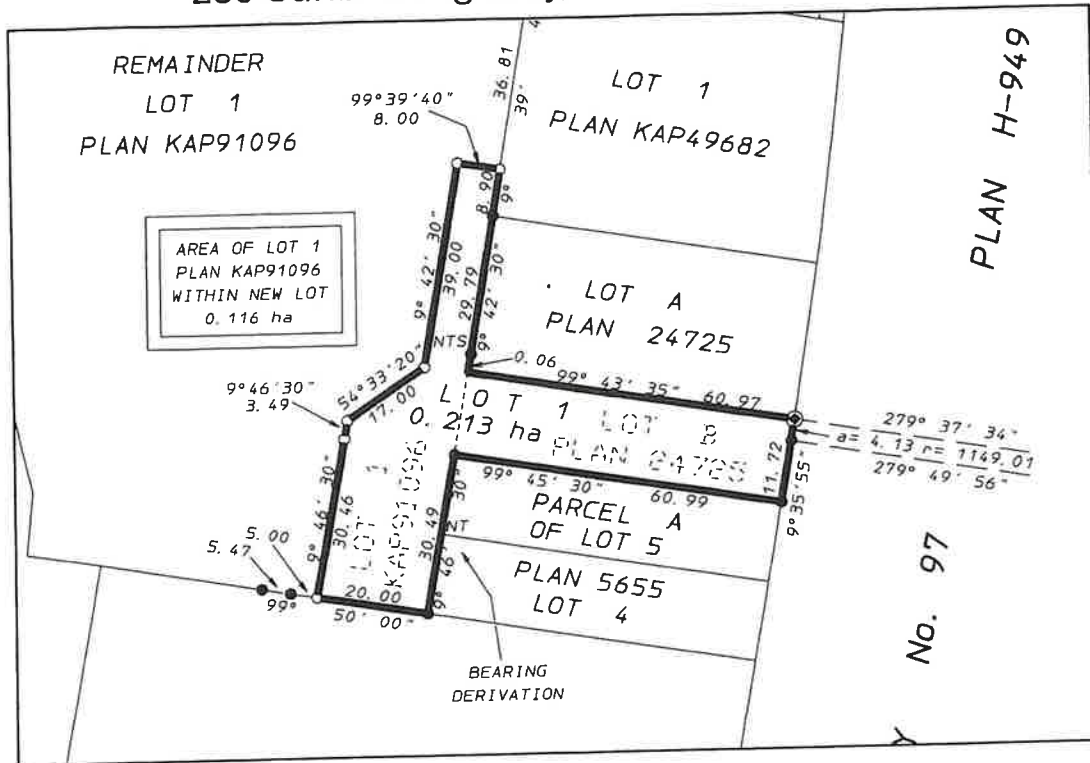
State of building when purchased  
by current owner (photo 2021)



Improved state of building after many  
repairs and improvements (photo 2024)

## ATTACHMENT D - Site Plan

### 230 Cariboo Highway, 100 Mile House BC



### PARKING PLAN:

#### Parking Requirements:

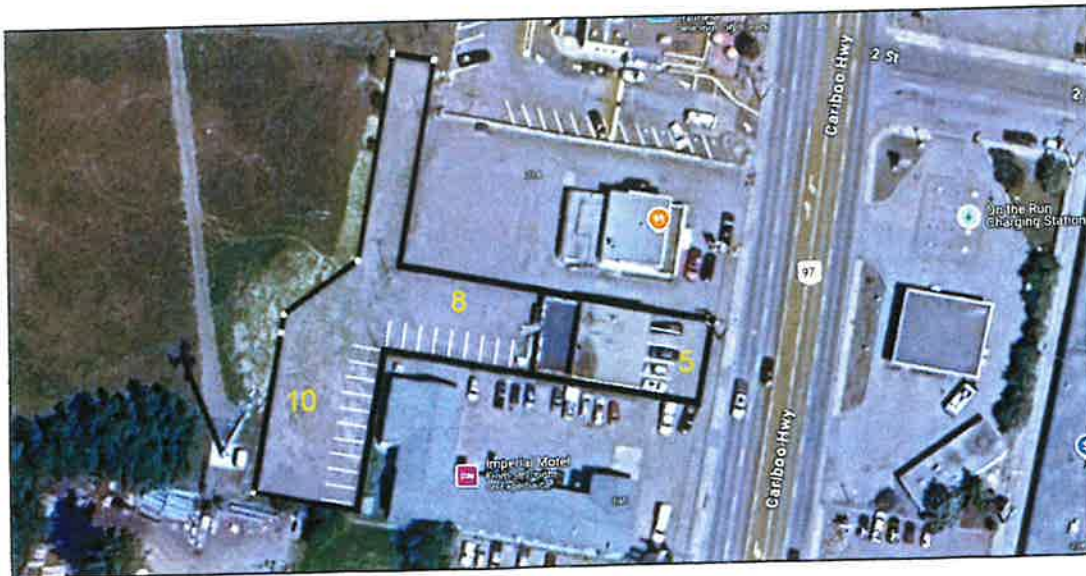
Main floor = 279 m sq  
Min Office stalls = 18.8

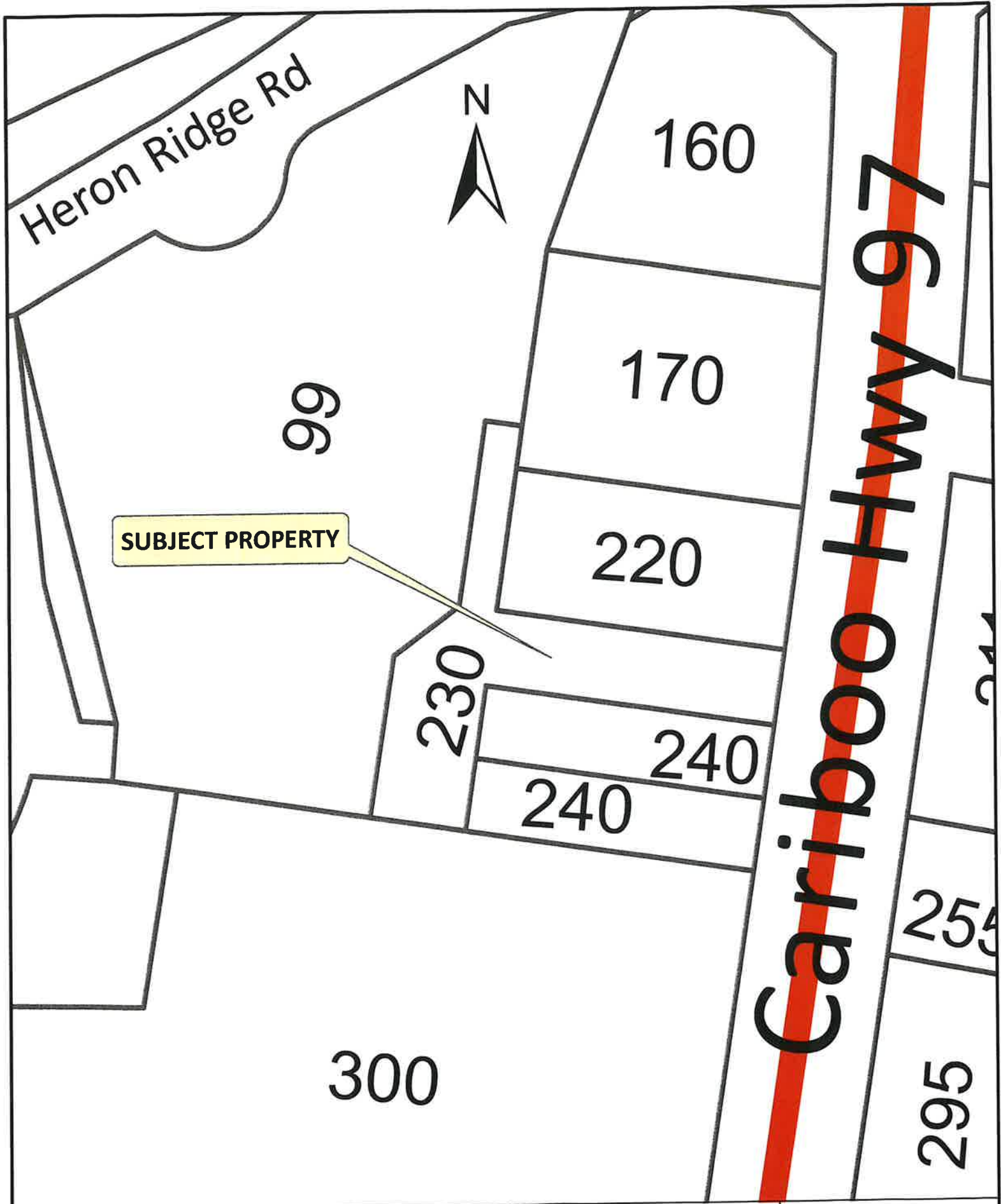
1 stall per 20 m SQ of gross floor area

Upper Floor = 97 m sq  
Min Residential stalls = 1.5

Total gross area = 376 M sq  
**Total required stalls = 20.3**

**Available stalls = 23**





100 Mile House

— Cariboo Hwy 97

SUBJECT PROPERTY

0 5 10 20 Meters

Date: January 2025





## 10.2 Tourist Commercial Zone (C-2)

### 10.2.1 Purpose:

The purpose of this zone is to designate sites along Cariboo Highway 97 for the development of business areas intended to serve tourists and the travelling public.

### 10.2.2 Principal Permitted Uses:

- a) club or lodge;
- b) commercial recreation;
- c) drive-through food service;
- d) hotel;
- e) liquor store;
- f) motel;
- g) office;
- h) restaurant;
- i) retail sales; and
- j) service station.

Bylaw No. 1291

### 10.2.3 Accessory Permitted Uses:

- a) accessory buildings and structures; and
- b) accessory residential dwelling above a ground floor principal use.

### 10.2.4 Minimal Parcel Area:

- a) The minimum parcel area is 1,000 square metres except for a motel or hotel; and
- b) A motel or hotel must have a minimum parcel area of 1,800 square metres.

### 10.2.5 Minimum Parcel Width:

- a) The minimum parcel width is 20 metres; and



- b) Despite Section 10.2.5(a), a hotel and motel must have a minimum parcel width of 30 metres.



#### 10.2.6 Minimum Setbacks:

- a) The minimum front and exterior side parcel line setback for all buildings and structures is 6 metres; the rear and interior side parcel line is 3.0 metres; and
- b) Despite Section 10.2.6(a), fuel pump islands must be set back a minimum of 4.5 metres from any parcel line.

#### 10.2.7 Maximum Height:

The maximum height for all buildings and structures is 12 metres.

#### 10.2.8 Maximum Density:

- a) The maximum density is a floor area ratio of 0.5 except for a hotel development; and
- b) The maximum density for a hotel development is a floor area ratio of 1.0.

#### 10.2.9 Maximum Site Coverage:

The maximum site coverage for all buildings and structures is 55% of the parcel area.

#### 10.2.10 Off-Street Parking and Loading:

Off-street parking and loading must be in accordance with the provisions of Section 5.0 of this Bylaw.

#### 10.2.11 General Regulations:

General regulations, where applicable, must be followed in accordance with the provisions of Section 4.0 of this Bylaw.

#### 10.2.12 Specific Use Regulations:

- a) The maximum floor area for office uses on a parcel is 300 square metres and not exceeding two stories;



- b) The maximum floor area for retail uses on a parcel is 300 square metres and not exceeded one storey;
- c) The minimum floor area for an accessory residential dwelling is 50 square metres;
- d) No more than one accessory residential dwelling is permitted on a parcel;
- e) A liquor primary use is permitted in conjunction with a commercial recreation use;
- f) A microbrewery is permitted as a principal permitted use on Lot 1, Plan 13445, except Plan 38708, District Lot 31, Lillooet District with a known civic address of 175 Cariboo Highway 97. The maximum brewing and packaging area is 500 square metres. A microbrewery may include accessory uses of wholesaling, tastings, tours, and retail sales of beer produced on site and related products, as regulated by the Liquor Control and Licensing Branch. The microbrewery must not create a nuisance for adjacent lands and premises by reason of sound, dust, sight, or smell; and
- g) Despite Sections 10.2.4, 10.2.5 and 10.2.6, a minimum parcel area of 950 square metres, minimum parcel width of 15.8 metres, minimum front parcel line setback of 5.0 metres, minimum rear parcel setback of 3.0 metres and no interior side parcel setback for principal and accessory buildings are required for Lot B, Plan 24725, District Lot 31, Lillooet District also known at 230 Cariboo Highway 97.
- h) Despite Section 10.2.3 b), 10.2.12 d), and 10.2.6 a), one mobile home no larger than 90 square metres is permitted as an accessory use as a caretaker residence, the total space of any additions including but not limited to decks, stairs, landings, or porches must not be greater than 20% of the floor area of the mobile home, and the minimum front parcel line setback for the mobile home is 45 metres for Lot 1, Plan 4942, DL31, Lillooet District, also known as 310 Cariboo Highway 97.

Bylaw No. 1316.2017



**“grade”** means the average natural ground level adjoining each exterior wall of a building.

**“gravel processing”** means screening, sorting, crushing and storing of any earth material but excludes asphalt mixing and ready-mix concrete plants.

**“gross floor area”** means the total floor area of a building on a parcel measured to the outer limits of the building; excluding uncovered parking, unenclosed swimming pools, uncovered balconies, sundecks and parking within a building.

## H

**“habitable area”** means for the purpose of the floodplain regulations, any space or room within a dwelling unit, a CAN/CSA Z-240 MH Series Certified Home, a CAN/CSA A-277 Certified Home, which is used or is capable of being used for human occupancy or a building used for industrial, business or commercial use, or storage of goods, including equipment (and furnaces), which is susceptible to damage by floodwaters.

**“health care office”** means the use of a building or part of a building by

- a) a licensed professional in the fields of medicine and other health care including an acupuncturist, chiropractor, counsellor, dentist, massage therapist, naturopath, optometrist, physician, physiotherapist, psychologist; and surgeon; and
- b) diagnostic facilities, medical clinics, medical and dental laboratories.

**“health and fitness facility”** means the provision of athletic activities for the promotion of health, fitness, dance and relaxation including but not limited to gymnastics, yoga, aerobics, weight training, martial arts, personal training, and fitness enhancement services. Related uses may include a tanning studio, spa, weight loss centre, nutrition advice, therapeutic services such as shiatsu, reflexology, physiotherapy and massage therapy.

**“highway”** means a street, road, lane, bridge, viaduct or any other way open to public use for the purpose of travelling, but does not include a private right-of-way on private property.

**“home industry”** means an occupation or a business which is accessory and subordinate to the principal residential use of the parcel.

DISTRICT OF 100 MILE HOUSE

Bylaw No. 1442

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

---

This bylaw may be cited for all purposes as ***"Zoning Amendment Bylaw No. 1442, 2025"***.

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

(1) That District of 100 Mile House Zoning Bylaw No. 1290, 2016, Section 10.2.12 Specific Use Regulations, is hereby amended by adding:

- i) 'health care office' and 'health and fitness facility' are permitted as principal uses on the property located at Lot 1, Plan EPP17451, DL 31, Lillooet District, also known as 230 Cariboo Hwy 97.

READ A FIRST AND SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

POSTED on WEBSITE \_\_\_\_\_, 2025.

DISTRIBUTED by EMAIL SUBSCRIPTION SERVICE \_\_\_\_\_, 2025.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

RECEIVED MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

this \_\_\_\_\_ day of \_\_\_\_\_, 2025. \_\_\_\_\_  
Ministry of Transportation and Infrastructure

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mayor

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





**District of  
100 MILE HOUSE**

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

**Regular Meeting  
Feb. 11, 2025**

**REPORT DATE:** Feb. 6, 2025

**TITLE:** Road Naming and House & Parcel Numbering

**PREPARED BY:** J. Doddridge, Director Economic Development & Planning

**PURPOSE:** To present minor changes to the Road Naming and House and Parcel Numbering Bylaws.

**RECOMMENDATION:** Recommended Resolution:

BE IT RESOLVED THAT House and Parcel Numbering Amendment Bylaw No. 1443, 2025 be read a first, second and third time this 11<sup>th</sup> day of February, 2025; and further

BE IT RESOLVED THAT Road Naming Amendment Bylaw No. 1444, 2025 be read a first, second and third time this 11<sup>th</sup> day of February, 2025.

**BACKGROUND INFORMATION / DISCUSSION:**

These amendments simply reflect a change to the composition of the Staff Planning Committee.

**BUDGETARY IMPACT:** N/A

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

**ATTACHMENTS:** Amendment Bylaws 1443, 2025 and 1444, 2024

**Prepared By:** J. Doddridge  
J. Doddridge, Dir Ec Dev & Planning

**Date:** Feb. 6 / 25

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

**Date:** Feb. 6. 25.

## DISTRICT OF 100 MILE HOUSE

### Bylaw No. 1443

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Being a Bylaw to amend the District of 100 Mile House House and Parcel Numbering Bylaw No. 1224, 2012.

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This bylaw may be cited for all purposes as **“District of 100 Mile House House and Parcel Numbering Amendment Bylaw No. 1443, 2025**

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

- 1) That the District of 100 Mile House House and Parcel Numbering Bylaw No. 1224, 2012 is hereby amended as follows:
  - a) That Section (2) (b) be amended to read “ That the Staff Planning Committee be comprised of the Director of Planning and Fire Chief, and/or their designated deputies, and/or any other person appointed by the Administrator.”

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

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Administrator

## DISTRICT OF 100 MILE HOUSE

### Bylaw No. 1444

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Being a Bylaw to amend the District of 100 Mile House Road Naming Bylaw No. 1225, 2012.

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This bylaw may be cited for all purposes as “**District of 100 Mile House Road Naming Amendment Bylaw No. 1444, 2025**”

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

- 1) That the District of 100 Mile House Road Naming Bylaw No. 1225, 2012 is hereby amended as follows:
  - a) That Section (3) be amended to read “The Staff Planning Committee comprised of the Director of Planning and Fire Chief, and/or their designated deputies, and/or any other person appointed by the Administrator, shall maintain a list of all road names in the District of 100 Mile House; and”

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

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Administrator

**DISTRICT OF 100 MILE HOUSE**  
**Cheque Register-Summary-Bank**



AP5090

Page : 1

Date : Feb 06, 2025

Time : 3:15

**K1**

Supplier : 079850 To ZZ9950  
 Pay Date : 24-Jan-2025 To 06-Feb-2025  
 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
30456	30-Jan-2025	1MAM50	100 MILE & AREA MEN'S SHED	Issued	69	C	250.00
30457	30-Jan-2025	1MDT50	100 MILE DISTRICT HOSPICE PALLITIVE CAR	Issued	69	C	500.00
30458	30-Jan-2025	1MFR50	100 MILE FREE PRESS	Issued	69	C	70.00
30459	30-Jan-2025	1MFS50	100 MILE FESTIVAL OF THE ARTS	Issued	69	C	500.00
30460	30-Jan-2025	1MHD50	100 MILE HOUSE & DISTRICT FIGURE SKATIN	Issued	69	C	250.00
30461	30-Jan-2025	1MHL50	100 MILE HOUSE FLYING CLUB	Issued	69	C	500.00
30462	30-Jan-2025	1MNO50	100 MILE NORDIC SKI SOCIETY	Issued	69	C	1,000.00
30463	30-Jan-2025	1MWR50	100 MILE HOUSE WRANGLERS JUNIOR B HO	Issued	69	C	300.00
30464	30-Jan-2025	ACEC50	ACE COURIER SERVICES	Issued	69	C	307.98
30465	30-Jan-2025	BCRU50	BC RURAL HEALTH NETWORK	Cancelled	71	C	0.00
30466	30-Jan-2025	BIGH50	BIGHORN BOW HUNTER ARCHERY CLUB	Issued	69	C	500.00
30467	30-Jan-2025	CAEL50	CARIBOO ELDERS BUILDING AND RECREATI	Issued	69	C	1,000.00
30468	30-Jan-2025	CAMH50	CANADA MENTAL HEALTH	Issued	69	C	750.00
30469	30-Jan-2025	CCPL50	CARIBOO CHILCOTIN PARTNERS FOR LITER	Issued	69	C	250.00
30470	30-Jan-2025	CINT50	CINTAS CANADA LIMITED	Issued	69	C	214.33
30471	30-Jan-2025	CITN50	CITY OF NANAIMO	Issued	69	C	488.25
30472	30-Jan-2025	ECLE50	ECLECTICA COMMUNITY CHOIR	Issued	69	C	250.00
30473	30-Jan-2025	FIRT50	FIRST TRUCK CENTRE INC	Issued	69	C	989.69
30474	30-Jan-2025	GART50	GARTH'S ELECTRIC CO LTD - INC NO. 248102	Issued	69	C	425.25
30475	30-Jan-2025	GOLS50	GOLDSCHMIDT, SIDNEY AND GOLDSCHMIDT,	Issued	69	C	500.00
30476	30-Jan-2025	HOTJ50	HOT JULY NIGHTS	Issued	69	C	1,500.00
30477	30-Jan-2025	LOAV50	LOAVES AND FISHES OUTREACH PROJECT	Issued	69	C	500.00
30478	30-Jan-2025	LOCQ50	LOG CABIN QUILTERS	Issued	69	C	500.00
30479	30-Jan-2025	MDAC50	100 MILE DISTRICT ARTS COUNCIL	Issued	69	C	250.00
30480	30-Jan-2025	MFRC50	100 MILE MODEL FLYERS RC CLUB	Issued	69	C	250.00
30481	30-Jan-2025	OMPS50	100 MILE PRIDE SOCIETY	Issued	69	C	250.00
30482	30-Jan-2025	PARJ50	PARKER, JOHN	Cancelled	73	C	0.00
30483	30-Jan-2025	PSOD50	PSO GRAD COMMITTEE	Issued	69	C	500.00
30484	30-Jan-2025	ROTA50	ROTARY CLUB OF 100 MILE HOUSE	Issued	69	C	500.00
30485	30-Jan-2025	ROYC50	ROYAL CANADIAN LEGION BRANCH 260	Issued	69	C	1,500.00
30486	30-Jan-2025	SMIT50	SMITTY'S JANITORIAL SERVICES (1993)	Issued	69	C	2,388.75
30487	30-Jan-2025	SOUC50	SOUTH CARIBOO CHAMBER OF COMMERCE	Issued	69	C	750.00
30488	30-Jan-2025	BEHR50	BEHREND'S BRONZE INC	Issued	70	C	2,258.76
30489	30-Jan-2025	BPCON50	BRAD PADDISON CONTRACTING LTD	Issued	70	C	115.50
30490	30-Jan-2025	COMI50	COMMISSIONAIRES BRITISH COLUMBIA	Issued	70	C	1,292.36
30491	30-Jan-2025	GOLT50	GOLD TRAIL RECYCLING LTD	Issued	70	C	64.47
30492	30-Jan-2025	LAWT50	TYRELL LAW FORESTRY CONSULTING	Issued	70	C	44.00
30493	30-Jan-2025	MINI50	MINISTER OF FINANCE	Issued	70	C	214.85
30494	30-Jan-2025	PETT50	PETTY CASH	Issued	70	C	136.50
30495	30-Jan-2025	SUTT50	SUTTON SPECIAL RISK INC	Issued	70	C	277.20
30496	30-Jan-2025	TEAR50	TERRA ARCHAEOLOGY	Issued	70	C	4,025.17 ✓
04606-0001	31-Jan-2025	RECE50	RECEIVER GENERAL OF CANADA	Issued	44	E	1,856.99
04607-0001	31-Jan-2025	RECE50	RECEIVER GENERAL OF CANADA	Issued	45	E	17,997.50
04618-0001	24-Jan-2025	SHAW50	SHAW CABLE	Issued	59	E	312.26
04619-0001	24-Jan-2025	SHAW50	SHAW CABLE	Issued	60	E	254.19
04620-0001	31-Jan-2025	RECE50	RECEIVER GENERAL OF CANADA	Issued	61	E	18,110.84
04621-0001	31-Jan-2025	RECE50	RECEIVER GENERAL OF CANADA	Issued	62	E	4,215.22
04622-0001	31-Jan-2025	PENS50	PENSION CORPORATION	Issued	64	E	10,160.05
04623-0001	29-Jan-2025	DONA50	DONAHUE AIRFIELD SERVICES	Issued	65	T	2,100.00
04623-0002	29-Jan-2025	INNO50	INNOV8 DIGITAL SOLUTIONS	Issued	65	T	552.08
04624-0001	29-Jan-2025	CARN50	CARO ANALYTICAL SERVICES	Issued	67	T	288.23
04624-0002	29-Jan-2025	CENU50	CENTURY HARDWARE LTD	Issued	67	T	90.36
04624-0003	29-Jan-2025	CLEA50	CLEARTECH INDUSTRIES INC	Issued	67	T	526.10
04624-0004	29-Jan-2025	EXEE50	EXCEED ELECTRICAL ENGINEERING	Issued	67	T	1,321.69



**DISTRICT OF 100 MILE HOUSE**  
**Cheque Register-Summary-Bank**



AP5090

Page : 2

Date : Feb 06, 2025

Time : 3:15 pm

Supplier : 079850 To ZZ9950  
 Pay Date : 24-Jan-2025 To 06-Feb-2025  
 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
<b>Bank : 4 ROYAL BANK - CURRENT ACCOUNT</b>							
04624-0005	29-Jan-2025	INLA50	INLAND KENWORTH PARTNERSHIP	Issued	67	T	213.83
04624-0006	29-Jan-2025	INNO50	INNOV8 DIGITAL SOLUTIONS	Issued	67	T	1.76
04624-0007	29-Jan-2025	INTU50	INTERNATIONAL UNION OF OPERATING ENG	Issued	67	T	1,142.29
04624-0008	29-Jan-2025	PERS50	PERFECT SOLUTIONS LTD	Issued	67	T	408.52
04624-0009	29-Jan-2025	PINM50	PINKNEY, MAUREEN	Issued	67	T	1,522.04
04624-0010	29-Jan-2025	WESR50	WESTERRA EQUIPMENT LP	Issued	67	T	4,020.63
04624-0011	29-Jan-2025	WILO50	WILLIAM LOVE	Issued	67	T	1,228.50
04624-0012	29-Jan-2025	WURT50	WURTH CANADA LTD	Issued	67	T	1,862.87
04625-0001	29-Jan-2025	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	68	E	116.70
04626-0001	30-Jan-2025	PARJ50	PARKER, JOHN	Issued	74	T	946.72
04627-0001	03-Feb-2025	SHAW50	SHAW CABLE	Issued	76	E	107.47
04628-0001	03-Feb-2025	SHAW50	SHAW CABLE	Issued	77	E	151.20
04629-0001	03-Feb-2025	SHAW50	SHAW CABLE	Issued	78	E	190.40
04630-0001	01-Feb-2025	MINI50	MINISTER OF FINANCE	Issued	79	E	13,897.15
04631-0001	03-Feb-2025	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	80	E	13,131.40
04632-0001	03-Feb-2025	SHAW50	SHAW CABLE	Issued	81	E	395.14
04633-0001	05-Feb-2025	WESR50	WESTERRA EQUIPMENT LP	Issued	82	T	83,788.57 ✓
04634-0001	05-Feb-2025	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	83	E	75.94
04635-0001	05-Feb-2025	ADTS50	ADT CANADA INC	Issued	84	E	193.99
04636-0001	05-Feb-2025	PITW50	PITNEYWORKS	Issued	85	E	888.00
04637-0001	05-Feb-2025	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	86	E	189.84
04638-0001	01-Feb-2025	CLIF50	CANADA LIFE	Issued	87	E	8,573.16
04639-0001	06-Feb-2025	ROYL50	ROYAL BANK VISA	Issued	88	E	559.78
04640-0001	06-Feb-2025	ROYL50	ROYAL BANK VISA	Issued	89	E	2,416.55
04641-0001	06-Feb-2025	ROYL50	ROYAL BANK VISA	Issued	90	E	1,812.64

Total Computer Paid : 26,363.06

Total EFT PAP : 95,606.41

Total Paid : 221,983.66

Total Manually Paid : 0.00

Total EFT File : 100,014.19

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

**CAPITAL:**

**\$87,813.74**