



DISTRICT OF 100 MILE HOUSE

AGENDA FOR THE REGULAR MEETING OF THE MUNICIPAL COUNCIL TO BE HELD IN MUNICIPAL COUNCIL CHAMBERS Tuesday, December 9th, 2025 at 5:30 PM

A.	<u>CALL TO ORDER</u>
	Mayor to call the regular meeting to order at 5:30 PM and acknowledged that this meeting is being held on Tsqescencúlecw.
B.	<u>APPROVAL OF AGENDA:</u>
	B1 BE IT RESOLVED THAT the December 9 th , 2025 Regular Council agenda <u>be approved</u> .
C.	<u>INTRODUCTION OF LATE ITEMS AND FROM COMMITTEE OF THE WHOLE:</u>
D.	<u>DELEGATIONS / PUBLIC HEARING:</u>
E.	<u>MINUTES:</u>
COW – November 25th, 2025	E1 BE IT RESOLVED THAT the minutes of the COW Council meeting of November 25 th , 2025, <u>be adopted</u> .
Regular – November 25th, 2025	E2 BE IT RESOLVED THAT the minutes of the Regular Council meeting of November 25 th , 2025, <u>be adopted</u> .

F.	<u>UNFINISHED BUSINESS:</u>
G.	<u>MAYOR'S REPORT:</u>
H.	<u>CORRESPONDENCE:</u>
FYI Correspondence	H1 BE IT RESOLVED THAT the For Information Correspondence List dated December 4 th , 2025, <u>be received</u> .
I.	<u>STAFF REPORTS:</u>
2026 Policy & Procedure Manual	I1 BE IT RESOLVED THAT Council adopt the 2026 District of 100 Mile House Policy and Procedures Manual, and further; BE IT RESOLVED THAT the 2026 Policy & Procedures Manual replaces preceding policies and procedures which are no longer active as of this date.
J.	<u>BYLAWS:</u>
OCP & Zoning Amendment Bylaw No. 1459 & 1460, 2025	J1 BE IT RESOLVED THAT Official Community Plan Amendment Bylaw No. 1459, 2025 be adopted this 9 th day of December, 2025; and further BE IT RESOLVED THAT Zoning Amendment Bylaw No. 1460, 2025 be adopted this 9 th day of December, 2025.
Financial Plan Amendment Bylaw No. 1461, 2025	J2 BE IT RESOLVED THAT Financial Plan Amendment Bylaw No. 1461, 2025 be adopted this 9 th day of December 2025.

Fees & Charges Bylaw Amendment No. 1462, 2025	<p>J3</p> <p>BE IT RESOLVED THAT Council rescind third reading of Fees & Charges Amendment Bylaw No. 1462, 2025 and further;</p> <p>BE IT RESOLVED THAT Fees and Charges Amendment Bylaw No. 1462, 2025 be given a third reading, as amended, this 9th day of December 2025.</p>
Sign Bylaw No. 1464, 2025	<p>J4</p> <p>BE IT RESOLVED THAT Sign Bylaw No. 1464, 2025 be given a first, second and third reading this 9th day of December, 2025.</p>
K.	<u>VOUCHERS</u>
Paid Vouchers (November 26th – December 4th) #30945 - 30967 & EFTs	<p>K1</p> <p>BE IT RESOLVED THAT the paid manual vouchers #30945 to 30967 and EFT's totaling \$185,428.11 <u>be received.</u></p>
L.	<u>OTHER BUSINESS:</u>
M.	<p><u>QUESTION PERIOD:</u></p> <p>Call for questions from the public for items relevant to the agenda.</p>
	<u>IN CAMERA SESSION:</u>
N.	<p><u>ADJOURNMENT:</u></p> <p>BE IT RESOLVED THAT this December 9th, 2025, meeting of Council be adjourned: Time:</p>



E1

DISTRICT OF 100 MILE HOUSE

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

Tuesday November 25th, 2025, AT 3:00 PM

PRESENT:	Mayor	Maureen Pinkney
	Councillor	Donna Barnett
	Councillor	Jenni Guimond
	Councillor	Dave Mingo
	Councillor	Marty Norgren
STAFF:	CAO	Tammy Boulanger
	Dir. Of Community Services	Todd Conway
	Dir. of Ec. Dev. & Planning	Joanne Doddridge
OTHERS:	(3)	MEDIA: (1)

	<p><u>CALL TO ORDER</u></p> <p>Mayor Pinkney called the Committee of the Whole meeting to order at 3:00 PM</p> <p>Mayor Pinkney acknowledged that this meeting is being held on Tsqescencúlecw.</p>
A	<p><u>APPROVAL OF AGENDA</u></p>
	<p>A1</p> <p>Res: 40/25 Moved By: Councillor Barnett Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT the November 25th, 2025 Committee of the Whole agenda <u>be approved</u>.</p> <p>CARRIED.</p>

B	<u>INTRODUCTION OF LATE ITEMS</u>
C	<u>DELEGATIONS</u>
Interior Health	<p>C1</p> <p>K. Cooper, Executive Director, Clinical Operations, Thomson Cariboo Rural for Interior Health was present to discuss the health-care landscape in 100 Mile House, key items included:</p> <ul style="list-style-type: none"> • Health Services Overview – Statistics relating to 100 Mile House patients and service providers. • Primary Care information relating to clinic space and attached vs un-attached population. • The importance of the health care registry. • Emergency Department trends and health care delivery. • Nursing and Physician recruitment. • Opportunities for the District to support health care in their community. • Importance of welcoming medical staff and on-going follow up and support (Health care landing coordinator) • Future quarterly updates <p>Council was extremely appreciative to K. Cooper for coming to the District and providing an in-person update. Council looks forward to continuous engagement.</p> <p>Council's questions relating to hours-of-service restrictions, mill closure impacts, clinic concerns, long term retention, landing co-ordinator, locums, incentives, and skills training were discussed.</p>
D	<u>UNFINISHED BUSINESS</u>
E	<u>CORRESPONDENCE</u>
F	<u>STAFF REPORTS</u>

<p>Economic Development Capacity</p>	<p>F1</p> <p>Res: 41/25 Moved By: Councillor Mingo Seconded By: Councillor Norgren</p> <p>BE IT RESOLVED THAT Council of the District of 100 Mile House endorses staff to further explore a special funding application to Northern Development Initiative Trust for additional economic development staffing capacity considering the permanent closure announced by West Fraser</p> <p style="text-align: center;">CARRIED</p> <p>Council was supportive of the application. Discussion regarding finding the appropriate skillset, having a clear job description, and a targeted plan of action were noted as essentials.</p> <p>The financial details of the position (2 yr term) will be determined once full funding allocation is known.</p>
<p>G</p>	<p><u>BYLAWS</u></p>
<p>H</p>	<p><u>OTHER BUSINESS</u></p>
<p>I</p>	<p><u>QUESTION PERIOD</u></p>
<p>J</p>	<p><u>ADJOURNMENT</u></p> <p>Res: 42/25 Moved By: Councillor Barnett Seconded By: Councillor Mingo</p> <p>BE IT RESOLVED THAT this Committee of the Whole meeting for November 25th, 2025 be adjourned at 4:10 PM</p> <p style="text-align: center;">CARRIED</p>
<p>I hereby certify these minutes to be correct.</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>_____</p> <p>Mayor</p> </div> <div style="width: 45%;"> <p>_____</p> <p>Corporate Officer</p> </div> </div>	

**E2****DISTRICT OF 100 MILE HOUSE****MEETING HELD IN DISTRICT COUNCIL CHAMBERS
Tuesday, November 25th, 2025, AT 5:30 PM**

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

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

Other: (6) Media: (1)

A	<u>CALL TO ORDER</u> Mayor Pinkney called the regular meeting to order at 5:30 PM Mayor Pinkney acknowledged that this meeting is being held on Tsqescencúlecw.
B	<u>APPROVAL OF AGENDA</u> B1 Res: 267/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond BE IT RESOLVED THAT the November 25 th , 2025 Regular Council agenda <u>be approved</u> . <p style="text-align: center;">CARRIED</p>
C	<u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE:</u>

D	<u>DELEGATIONS / PUBLIC HEARINGS:</u>
Dawson Road Maintenance	D1 C. Slade, Quality Manager for Dawson Road Maintenance was in attendance to touch base and provide a minor update to the upcoming winter season.
Canada Energy Regulator	D2 W. Beggs & A. Harrison from the Canada Energy Regulator were in attendance to provide Council and the community an overview on their roles and responsibilities; key highlights included: <ul style="list-style-type: none"> ✓ Indigenous engagement ✓ Role of the CER ✓ Regulated infrastructure ✓ Core responsibilities ✓ Energy Adjudication ✓ Safety & Environmental Oversight ✓ Energy Information ✓ Public Participation ✓ Complaints & Concerns Process
E	<u>MINUTES</u>
COW – November 12th, 2025	E1 Res: 268/25 Moved By: Councillor Barnett Seconded By: Councillor Norgren BE IT RESOLVED THAT the minutes of the Committee of the Whole meeting of November 12 th , 2025 <u>be adopted</u> . <p style="text-align: center;">CARRIED</p>

<p>Special Regular – November 12th, 2025</p>	<p>E2</p> <p>Res: 269/25 Moved By: Councillor Guimond Seconded By: Councillor Barnett</p> <p>BE IT RESOLVED THAT the minutes of the Special Regular Council meeting of November 12th, 2025 <u>be adopted.</u></p> <p>CARRIED</p>
<p>COW – November 18th, 2025</p>	<p>E3</p> <p>Res: 270/25 Moved By: Councillor Norgren Seconded By: Councillor Barnett</p> <p>BE IT RESOLVED THAT the minutes of the COW Council meeting of November 18th, 2025 <u>be adopted.</u></p> <p>CARRIED</p>
<p>F</p>	<p><u>UNFINISHED BUSINESS:</u></p>
<p>G</p>	<p><u>MAYORS REPORT:</u></p>
	<p>Mayor Pinkney noted the following:</p> <ul style="list-style-type: none"> ➤ Mayor Pinkney and Councillor Barnett travelled to Victoria to meet with Premier Eby and many Ministers to discuss the current situation in 100 Mile House, implications on taxation, and work on long term strategies. Thank you to MLA Doerkson for organizing. ➤ CN Task Force has been busy examining steps forward and how the rail line can stay in place for alternative operators. ➤ Thank you to all the volunteers and staff for an amazing x-mas parade enjoyed by all. <p>Councillor Barnett noted the following:</p> <ul style="list-style-type: none"> ➤ Productive meeting in Victoria at the Premiers office. It has been disappointing that no word from the MP has been received regarding the mill closure announcement. ➤ Santa parade was awesome, Mr. & Mrs. Clause were busy post flight spending time with community children.

	<p>Councillor Guimond noted the following:</p> <ul style="list-style-type: none"> ➤ Great to see so many people come out to enjoy the parade! <p>Councillor Norgren noted the following:</p> <ul style="list-style-type: none"> ➤ Still glowing from the parade! ➤ Attended the trans-gender memorial at the community hall; was a heart-breaking slide show of lives lost.
H	<u>CORRESPONDENCE:</u>
FYI Correspondence	<p>H1</p> <p>Res: 271/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the For Information Correspondence List dated November 20th, 2025, be received; and further</p> <p>BE IT RESOLVED THAT Council direct staff to prepare a letter in support for the District of Clearwater, Hope and TNRD regarding the taxation impacts from BC Assessment transmission and pipeline valuation amendments.</p> <p style="text-align: center;">CARRIED</p>
I	<u>STAFF REPORTS:</u>
2026 Council Schedule	<p>I1</p> <p>Res: 272/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the 2026 Regular Council meeting Schedule <u>be approved</u>.</p> <p style="text-align: center;">CARRIED</p>
2026 Plow Truck Award	<p>I2</p> <p>Res: 273/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p>

	<p>BE IT RESOLVED THAT the report from Finance dated November 18th, 2025 regarding the supply of a new Vocational Single Axle Plow Truck be received; and further</p> <p>BE IT RESOLVED THAT the Tender to supply the truck as detailed in Tender 2025-008 be awarded to Velocity Truck Centres for the stated total price of \$474,967.65 plus GST</p> <p style="text-align: center;">CARRIED</p>
2026 Grants for Assistance	<p>I3</p> <p>Res: 274/25 Moved By: Councillor Barnett Seconded By: Councillor Norgren</p> <p>BE IT RESOLVED THAT the District of 100 Mile House Council approves the 2026 Grants for assistance contributions in the amount of \$4,750.; and further</p> <p>BE IT RESOLVED THAT the \$2,000. Contribution for the 100 Mile Snowmobile Club be paid from the Woodlot Reserve Fund and be contingent on their NDIT grant application being successful.</p> <p style="text-align: center;">CARRIED</p>
J	<u>BYLAWS:</u>
OCP & Zoning Amendment Bylaw No. 1457 & 1458, 2025	<p>J1</p> <p>Res: 275/25 Moved By: Councillor Guimond Seconded By: Councillor Norgren</p> <p>BE IT RESOLVED THAT the Official Community Plan Amendment Bylaw No. 1457, 2025 be adopted this 25th day of November, 2025; and further</p> <p>BE IT RESOLVED THAT Zoning Amendment Bylaw No. 1458, 2025 be adopted this 25th day of November, 2025.</p> <p style="text-align: center;">CARRIED</p>

<p>OCP & Zoning Amendment Bylaw No. 1459 & 1460, 2025</p>	<p>J2</p> <p>Res: 276/25 Moved By: Councillor Barnett Seconded By: Councillor Norgren</p> <p>BE IT RESOLVED THAT the Official Community Plan Amendment Bylaw No. 1459, 2025 be given a third reading this 25th day of November, 2025; and further</p> <p>BE IT RESOLVED THAT Zoning Amendment Bylaw No. 1460, 2025 be given a third reading this 25th day of November, 2025.</p> <p>CARRIED</p>
<p>Financial Plan Amendment Bylaw No. 1461, 2025</p>	<p>J3</p> <p>Res: 277/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the Financial Plan Amendment Bylaw No. 1461, 2025 be given a first, second, and third reading this 25th day of November, 2025.</p> <p>CARRIED</p>
<p>Fees & Charges Bylaw Amendment No. 1462, 2025</p>	<p>J4</p> <p>Res: 278/25 Moved By: Councillor Norgren Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the Fees and Charges Bylaw Amendment No. 1462, 2025 be given a first, second, and third reading this 25th day of November, 2025.</p> <p>CARRIED</p>

Cemetery Amendment Bylaw No. 1463, 2025	<p>J5</p> <p>Res: 279/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the Cemetery Amendment Bylaw No. 1463, 2025 be adopted this 25th day of November, 2025.</p> <p style="text-align: center;">CARRIED</p>
K	<p><u>GENERAL VOUCHERS:</u></p>
Paid Vouchers (October 24th – November 25th) #30898 – 30944 & EFT's	<p>K1</p> <p>Res: 280/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the paid manual vouchers #30898 to #30944 and EFT's totalling \$1,133,488.96 <u>be received.</u></p> <p style="text-align: center;">CARRIED</p>
L	<p><u>OTHER BUSINESS:</u></p>
West Fraser Employee Support	<p>L1</p> <p>Res: 281/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT the District of 100 Mile House Council approves the sponsorship of up to a maximum of \$5,000. for a WF employee appreciation event at the 100 Mile House Community Hall; and further</p> <p>BE IT RESOLVED THAT the community hall fees and charges be waived for the event of December 20th, 2025.</p> <p style="text-align: center;">CARRIED</p>
M	<p><u>QUESTION PERIOD:</u></p> <p>Call for questions from the public for items relevant to the agenda.</p>

	<u>IN CAMERA SESSION:</u>
In Camera	<p>Res: 282/25 Moved By: Councillor Guimond Seconded By: Councillor Barnett</p> <p>BE IT RESOLVED THAT, pursuant to Section 92 of the <i>Community Charter</i>, this meeting of the Council be closed to the public under Section 90 (1)(d) of the Community Charter.</p> <p style="text-align: center;">CARRIED</p> <p>Regular meeting called back to order at: 7:00 PM</p>
N	<p><u>ADJOURNMENT:</u></p> <p>Res: 283/25 Moved By: Councillor Barnett Seconded By: Councillor Guimond</p> <p>BE IT RESOLVED THAT this November 25th, 2025, Special meeting of Council be adjourned: 7:00 PM</p> <p style="text-align: center;">CARRIED</p>
	<p>I hereby certify these minutes to be correct.</p> <p>_____ Mayor</p> <p>_____ Corporate Officer</p>

DISTRICT OF 100 MILE HOUSE**Bylaw No. 1459**

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

This bylaw may be cited for all purposes as ***“Official Community Plan Amendment Bylaw No. 1459, 2025.”***

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

- (1) That District of 100 Mile House Official Community Plan Bylaw No. 1288, 2016 is hereby amended as follows:
 - a. Amend Schedule B: Land Use District Wide and Main Community Inset to change the designation of that part of Lot 1, Plan 21238, DL 31, Lillooet District, and located at 350 Aspen Street, as shown in heavy black outline on attached Schedule A, from Commercial Vehicle Oriented to **High Density Residential**.

READ A FIRST AND SECOND TIME this 14th day of October, 2025.

POSTED on WEBSITE this 3rd day of November, 2025.

DISTRIBUTED by EMAIL SUBSCRIPTION SERVICE this 3rd day of November, 2025.

PUBLIC HEARING held this 12th day of November, 2025.

READ A THIRD TIME this 25th day of November, 2025.

RECEIVED MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

this 26th day of November, 2025.

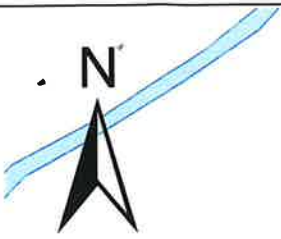

Ministry of Transportation and Infrastructure

ADOPTED this 9th day of December, 2025.

Mayor

Corporate Officer

OCP Amendment Bylaw 1459, 2025
SCHEDULE A



350 Aspen Street

247

350

258

260

Fir St

253

251

258

246

242

238

236

243

237

229

221

430

440

452

Aspen St

355

43

435

455

475

46

49

50

50

100

97



DISTRICT OF
100 Mile House

0 12.5 25 50
Meters

File #3360
350 Aspen

Date: October 2025

DISTRICT OF 100 MILE HOUSE**Bylaw No. 1460**

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. 1460, 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 is hereby amended by adding Comprehensive Development Zone 4 (CD-4), attached to and forming part of this bylaw as Schedule A;
- (2) That District of 100 Mile House Zoning Bylaw No. 1290, 2016 is hereby amended for that part of Lot 1, Plan 21238, DL 31, Lillooet District, and located at 350 Aspen Street, as shown in heavy black outline on attached Schedule B, from Shopping Centre Commercial Zone (C-4) to **Comprehensive Development Zone (CD-4)**;
- (3) That consequential map changes be made to Schedule 2 Zoning Bylaw Map District Wide and Main Community Inset.

READ A FIRST AND SECOND TIME this 14th day of October, 2025.

POSTED on WEBSITE this 3rd day of November, 2025.

DISTRIBUTED by EMAIL SUBSCRIPTION SERVICE this 3rd day of November, 2025.

PUBLIC HEARING held this 12th day of November, 2025.

READ A THIRD TIME this 25th day of November, 2025.

RECEIVED MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

this 26th day of November, 2025.


Ministry of Transportation and Infrastructure

ADOPTED this 9th day of December, 2025.

Mayor

Corporate Officer

Comprehensive Development 4 (CD-4)

1.1.1 Purpose:

The purpose of this zone is to provide affordable high density multi-unit housing.

1.1.2 Principal Permitted Uses:

- a. apartment;

1.1.3 Accessory Permitted Uses:

- a. accessory buildings and structures;

1.1.4 Application:

- a. This zone applies to LOT 1 DISTRICT LOT 31 LILLOOET DISTRICT PLAN 21238 (350 Aspen Street, 100 Mile House BC)

1.1.5 Minimum Parcel Area:

The minimum parcel area is 1,600 square metres.

1.1.6 Minimum Parcel Width:

The minimum parcel width is 30 metres.

1.1.7 Minimum Setbacks:

The principal building(s) must be 3.5 metres from the front and exterior side parcel line; 2.0 metres from the rear parcel line; and 2.0 metres from an interior side parcel line; and

Accessory buildings or structures must be 4.0 metres from a front parcel line; 2.0 metres from an interior side parcel line; 3.5 metres from the rear parcel line; and 3.5 metres from an exterior side parcel line.

1.1.8 Maximum Height:

Zoning Amendment Bylaw 1460, 2025
Schedule A

- a. 16.5 metres for principal buildings (not to exceed 4 stories); and
- b. 5 metres for accessory buildings and structures.

1.1.9 Maximum Density:

- a) The maximum density is 110 dwelling units per hectare; and

1.1.10 Minimum Floor Area:

- b) The minimum floor area for a dwelling unit in an apartment is 52 square metres for a one bedroom, 71 square metres for a two bedroom and 88 square metres for a three bedroom.

1.1.11 Maximum Site Coverage:

The maximum building site coverage is 40%, and the maximum site coverage for all buildings, driveways, and parking areas is 70%.

1.1.12 Off-Street Parking and Loading:

Despite the offsite parking and loading requirements in Section 5.0 of this Bylaw, the following parking and loading will apply:

- a. 0.5 parking stalls per unit, regardless of the number of bedrooms in the unit.

1.1.13 General Regulations:

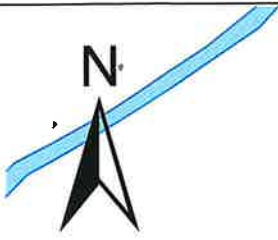
- a. General regulations, where applicable must be followed in accordance with the provisions of Section 4.0 of this Bylaw.

1.1.14 Specific use regulations:

Despite the general regulations, Total amenity area to be:

- a. 125m² of outdoor shared amenity space
- b. 80m² of indoor shared amenity space

Zoning Amendment Bylaw 1460, 2025
SCHEDULE B



350 Aspen Street

247

350

258

260

Fir St

253

251

258

246

242

238

236

Elm Av

243

237

229

221

430

440

452

Aspen St

355

43

435

455

475

46

49

50

30

10

97



DISTRICT OF
100 Mile House

0 12.5 25 50
Meters

File #3360
350 Aspen

Date: October 2025

**DISTRICT OF 100 MILE HOUSE
Bylaw No. 1461, 2025**

A bylaw to amend the 2025 to 2029 Financial Plan.

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

TITLE

1. This bylaw may be cited for all purposes as "**District of 100 Mile House 2025 Financial Plan Amendment Bylaw No. 1461, 2025**".

ENACTMENT

2. THAT, Bylaw No. 1448-2025 Financial Plan Schedule "A" be repealed and replaced with the Schedule "A" attached to and forming part of this bylaw.

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

ADOPTED this 9th day of December 2025.

Mayor

Corporate Officer

DISTRICT OF 100 MILE HOUSE
2025 Financial Plan Amendment Bylaw No. 1461, 2025
Schedule A

REVENUES	2025	2026	2027	2028	2029
Taxes & Grants In Lieu	\$ 3,468,390	\$ 3,541,730	\$ 3,616,915	\$ 3,694,000	\$ 3,773,040
Utility Rates	1,184,250	1,243,235	1,305,170	1,370,195	1,438,475
Sales of Services	297,310	301,941	306,786	311,863	317,182
Government Grants	1,978,073	1,266,570	1,267,160	1,267,755	1,268,355
Contributions & DCC	4,090	4,090	4,090	4,090	4,090
Other Revenue	409,070	331,440	331,440	331,440	331,440
Transfer from Reserves	192,300	43,500	43,500	43,500	43,500
Transfer from Other	1,800,420	1,758,425	1,744,495	1,676,710	1,567,890
	\$ 9,333,903	\$ 8,490,931	\$ 8,619,556	\$ 8,699,553	\$ 8,743,972

EXPENDITURES					
General Government	\$ 1,441,743	\$ 1,147,730	\$ 1,160,460	\$ 1,183,850	\$ 1,207,910
Protective Services	893,105	835,830	844,915	854,235	863,820
Transportation Services	1,740,090	1,699,120	1,722,095	1,750,985	\$ 1,781,980
Environmental & Public Health	146,185	142,500	145,235	148,010	150,020
Recreation & Culture	195,125	196,435	199,125	201,875	204,715
Utility Operations	1,300,430	1,003,731	1,019,401	1,046,463	1,062,682
Development & Planning	699,500	474,401	481,660	488,195	493,954
Interest & Bank Charges	14,200	14,200	14,200	14,200	14,200
Principal Debt Payment	-	-	-	-	-
Amortization	1,800,420	1,758,425	1,744,495	1,676,710	1,567,890
Transfer to Capital Reserve	332,250	503,205	562,654	614,462	681,058
Transfer to Equipment Reserve	214,900	214,900	214,900	214,900	214,900
Transfer to Other Reserves	555,955	500,455	510,416	505,668	500,843
	\$ 9,333,903	\$ 8,490,931	\$ 8,619,556	\$ 8,699,553	\$ 8,743,972

	\$ -	\$ -	\$ -	\$ -	\$ -
--	-------------	-------------	-------------	-------------	-------------

CAPITAL	2025	2026	2027	2028	2029
Capital Expenditure	13,214,866	6,272,000	14,268,000	6,561,000	1,519,000
Transfer from Operating Surplus	7,940	-	-	-	-
Transfer from Reserves	8,575,096	3,372,000	1,268,000	1,561,000	1,519,000
Grant Funding	3,031,830	2,900,000	13,000,000	5,000,000	-
Developer Contributions	1,600,000				
	\$ -	\$ -	\$ -	\$ -	\$ -

DISTRICT OF 100 MILE HOUSE

Bylaw No. 1462

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

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

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

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

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

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

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

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

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

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

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

THIRD READING RESCINDED on December 9th, 2025

READ A THIRD TIME as amended this 9th day of December, 2025

ADOPTED this day of 2026

Mayor

Corporate Administrator

DISTRICT OF 100 MILE HOUSE
Schedule "G" – Fire Services

COST RECOVERY

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

DISTRICT OF 100 MILE HOUSE
Schedule "J" – Parks

1. Parks

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

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

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

DISTRICT OF 100 MILE HOUSE

Schedule "K" – Utilities

1.Sewer Connection

(a) Non Refundable Application Fee

Domestic Service	\$ 20.00
Commercial Service	\$ 40.00

(b) Connection Fee

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

Applied parameters are:

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

(c) Other Connection Fees

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

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

2. Sewer Rates – Quarterly Billing

	Effective <u>Jan 1, 2023</u>	Effective <u>Jan 1, 2024</u>	Effective <u>Jan 1, 2025</u>
RESIDENTIAL			
Single Family	\$ 69.95	\$ 73.45	\$ 77.10
Duplex	139.90	146.90	154.20
Triplex	209.80	220.35	231.30
Fourplex	279.75	293.80	308.40
Fiveplex	349.70	367.25	385.50
Mobile Home/Apartment/Suite	69.95	73.45	77.10
Strata Unit	69.95	73.45	77.10
COMMERCIAL			
Arena	445.35	467.60	491.00
Barber Shop: per chair	29.05	30.50	32.05
Bank	133.55	140.25	147.25
Beauty Parlor: per chair	33.50	35.20	36.95
Beer Parlor	445.25	467.50	490.90
Business Office	60.20	63.20	66.35
Café/Restaurant: per seat	16.10	16.90	17.75
Car Wash: per bay	111.30	116.85	122.70
Church	102.30	107.40	112.75
Deli/Bakery: 1-9 seats	66.90	70.25	73.75
Deli/Bakery: 10-15 seats	84.65	88.90	93.35
Deli/Bakery: 16-20 seats	106.90	112.30	117.90
Dental Clinic	111.30	116.85	122.70
Dining/Banquet Room	133.55	140.15	147.15
Dormitories: per bed	22.20	23.30	24.45
Drive-In Café	173.70	182.40	191.50
Garage	102.30	107.40	112.75
Hall/Club/Poolroom/ Bowling Alley: per unit	133.55	140.15	147.15
Hospital: per bed	89.05	93.50	98.20
Hotels/Motels: per room	22.20	23.30	24.45
Laundries	244.95	257.20	270.05
Laundromat: per washer	26.65	28.00	29.40
Library	66.90	70.25	73.75
Licensed Club/Lounge	244.95	257.20	270.05
Medical Clinic	244.95	257.20	270.05
Public Washroom	151.60	159.20	167.15

	<u>Effective Jan 1, 2023</u>	<u>Effective Jan 1, 2024</u>	<u>Effective Jan 1, 2025</u>
Sani-Station	222.65	233.80	245.50
Schools: per room	86.85	91.20	95.75
Service Station	244.95	257.20	270.05
Stores: per washroom	73.45	77.10	80.95
Theatre	173.85	182.55	191.70

Effective January 1 2026

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

- a washroom is defined as a toilet and a sink

3. Water Connection

(a) Non Refundable Application Fee

Domestic Service	\$ 20.00
Commercial Service	\$ 40.00

(b) Connection Fee

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

Applied parameters are:

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

(c) Other Connection Fees:

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

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

(e) Service Pipes

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

(f) DISCONTINUATION OF SERVICE

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

4. Water Rates – Quarterly Billing

	Effective <u>Jan 1, 2023</u>	Effective <u>Jan 1, 2024</u>	Effective <u>Jan 1, 2025</u>	Effective <u>Jan 1, 2026</u>
RESIDENTIAL				
Single Family	\$ 116.80	122.65	134.90	
Duplex	233.55	245.15	269.80	
Triplex	350.40	367.90	404.70	
Fourplex	467.15	490.50	539.60	
Fiveplex	583.95	613.15	674.50	
Mobile Home (per pad)				
/Apartment (per unit)				
Suite (per unit)	93.45	98.10	107.90	
Strata Unit	93.45	98.10	107.90	
COMMERCIAL				
Barber Shop: per chair	42.50	44.60	49.05	New Residential and Commercial rates for Jan 1 2026 shown below.
Beauty Parlor: per chair	49.55	52.05	57.25	
Bowling Alley: per alley	13.00	13.65	15.00	
Coffee Shop/Restaurant	10.75	11.30	12.45	
Dining: per seat				
Deli/Bakery: maximum 20 seats	120.35	126.35	139.00	
Drive-In Restaurant	122.75	128.90	141.80	
Garage: per washroom	42.60	44.75	49.20	
Halls & Clubs: per washroom	70.90	74.45	81.90	
Halls & Clubs: per kitchen	70.90	74.45	81.90	
Hotel/Motel: per room	30.75	32.30	35.55	
Laundries	233.65	245.35	269.90	
Laundromat: per washer	61.60	64.70	71.15	
Licensed Club/Lounge	10.75	11.30	12.45	
Office/Store: per washroom	42.60	44.75	49.25	
Pools	134.55	141.30	155.45	
Pool Rooms: per table	13.00	13.65	15.00	
Schools: per room	70.90	74.45	81.90	
School Dormitory: per bed	30.75	32.30	35.55	
Service Station: per washroom	70.90	74.45	81.90	
Up to 5,000 gallons	4.75	5.00	5.50	7.15
5,001 to 30,000 gallons	4.85	5.10	5.60	7.30
over 30,000 gallons	5.25	5.50	6.05	7.75

	Effective <u>Jan 1, 2023</u>	Effective <u>Jan 1, 2024</u>	Effective <u>Jan 1, 2025</u>	Effective <u>Jan 1, 2026</u>
COMMERCIAL METERED (MINIMUM CHARGE)				
20mm meter	\$ 116.80	\$ 122.65	134.90	148.40
25mm meter	143.00	\$ 150.15	165.15	181.65
40mm meter	285.60	\$ 299.90	329.90	362.90
50mm meter	415.50	\$ 436.25	479.90	527.90
Hospital	415.50	\$ 436.25	479.90	527.90
Standpipe	30.75	\$ 32.30	35.55	39.10
Hydrants	73.25	\$ 76.90	84.60	93.05
FIRE HOSE CONNECTION				
1 1/2" (40mm) diameter outlet	26.25	27.55	30.30	33.35
2 1/2" (65mm) diameter outlet	52.05	54.65	60.10	66.10
SPRINKLER SYSTEM CONNECTION				
Up to 4" (100mm) diameter connection	106.25	111.55	122.70	135.00
6" (150)mm diameter connection	151.10	158.65	174.50	192.00
Other: per fixture	10.70	11.25	12.35	13.60

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

5. BULK WATER RATES

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

Effective January 1 2026

W01	Residential (per unit) Includes duplex, triplex, fourplex, fiveplex, mobile home, apartment, suite, secondary suite, strata unit)	134.90
W10	Beauty/Barber Shop (per chair)	57.25
W11	Office / Stores (per washroom)	79.60
W13	Restaurant / Café / Deli (per seat)	15.00*
W14	Car Wash (per bay)	227.90*
W15	Garage / Service Station / Industrial (per washroom)	49.20
W16	Public Assembly (per washroom) (Includes Church, Arena, Library, Bowling Alley, Public use Halls and Clubs)	81.90
W17	Public Assembly (per kitchen)	81.90
W19	Laundromat (per washer)	71.15*
W21	Hotel / Motel (per room)	35.55*
W22	Hospital (per bed)	136.80*
W24	School (per room)	136.80*
W26	Service Station	424.30

***minimum per unit on metered services**

- a washroom is defined as a toilet and a sink

DISTRICT OF 100 MILE HOUSE

Schedule "L" Municipal Facilities & Events Bookings

COMMUNITY HALL

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

~~All rental fees and deposits are payable at the time of booking in order to secure the day(s) of the event.~~

~~Cancellations less than 30 days prior to event, will receive a refund for the damage deposit only.~~

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

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

MARTIN EXETER HALL

1. Booking Fees (non-refundable)	\$ 25.00
2. Upstairs Theater Hourly	\$ 70.00
3. Upstairs Daily	\$ 425.00
4. Upstairs Weekly	\$ 875.00
5. Boardroom Daily	\$ 175.00
6. Basement Theater Hourly	\$ 25.00
7. Basement Theater Daily	\$ 125.00
8. Basement Theater Weekly	\$ 475.00
9. Clean Up Fee	\$ 25.00/hr
10. Damage Deposit – (refundable)	\$ 500.00
11. Key Deposit (refundable)	\$ 35.00

~~All rental fees and deposits are payable at the time of booking in order to secure the day(s) of the event.~~

~~Cancellations less than 30 days prior to event, will receive a refund for the damage deposit only.~~

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

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

AIRPORT RENTAL

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

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



**District of
100 MILE HOUSE**

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

**Regular Council Meeting
Dec. 9, 2025**

REPORT DATE: Dec. 4, 2025

TITLE: Sign Bylaw No. 1464

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

PURPOSE: To present Sign Bylaw No. 1464 for 3 Readings

RECOMMENDATION: Recommended Resolution:

BE IT RESOLVED THAT Sign Bylaw No. 1464, 2025 be given a first, second, and third reading this 9th day of December, 2025.

BACKGROUND INFORMATION / DISCUSSION:

As Council is aware, extensive public consultation was sought during the development of the new Sign Bylaw. This included a brief survey, one-on-one meetings with businesses, provision of opportunities for residents to review drafts, posts on the District FB page, website and project page, and presentation at public Council meetings.

The feedback and input received was considered, and much of it was incorporated into the new Sign Bylaw. The resulting updated bylaw is now clearer, easier to read and understand, and provides more flexibility. This should make the bylaw more responsive to business needs, while also being more streamlined to administer and enforce.

Staff anticipates implementation activities to include communicating with:

- organizations that host events (ie: Wranglers, Farmer's Market) regarding the new requirement for an annual comprehensive signage plan
- businesses who currently have sandwich board signs on public property re: release of liability



- businesses generally, to bring attention to the new sign regulations, which in many cases are more flexible, and assist them to come into compliance with the new bylaw requirements where they may not be currently.

Staff requests Council direction on the following topic areas related to implementation of the new bylaw.

1. Enforcement – How firm does Council want the Bylaw Officer to be in pursuing ‘illegal’ signs? I.e: those placed without a sign permit or those placed contrary to allowable sign regulations in the previous bylaw, etc.
2. How does Council want to deal with the collection of signs at various locations like Canim Hendrix Rd and on Exeter Station Road, which are considered off-premises signs? (see photos next page)

OPTIONS: N/A

BUDGETARY IMPACT: N/A

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

ATTACHMENTS: Sign Bylaw No. 1464, 2025

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

Date: Dec. 4/25

Reviewed By: T. Boulanger
T. Boulanger, CAO

Date: Dec. 4/25



DISTRICT OF 100 MILE HOUSE

SIGN BYLAW NO. 1464, 2025

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

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

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

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

READ A FIRST, SECOND AND THIRD TIME this 9th day of December, 2025

ADOPTED this _____ day of January, 2026

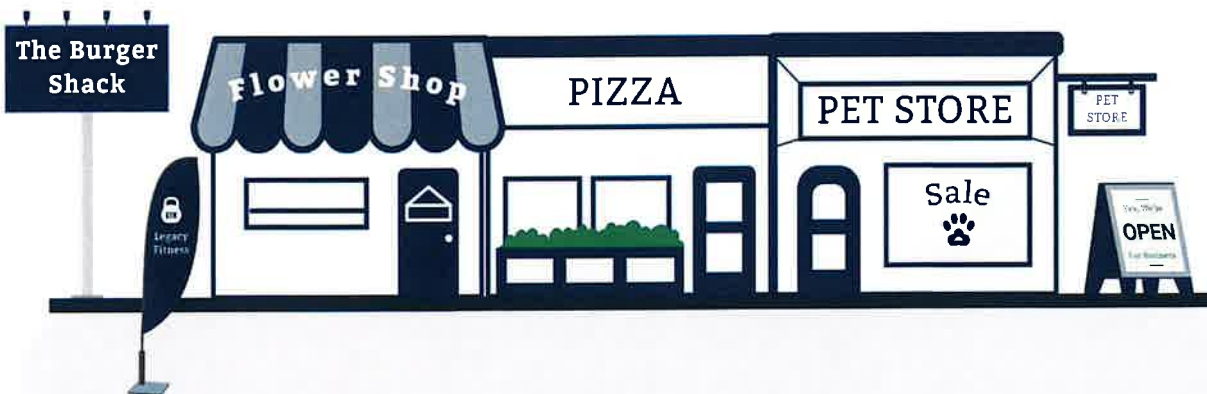
Mayor

Corporate Officer

Sign Bylaw

BYLAW NO. 1464

District of 100 Mile House



100 Mile House

CONTENTS

1.0	General Administration.....	4
1.1	Bylaw Application	
1.2	Exempt Signs	
1.3	Non-Conforming Signs	
1.4	Maintenance and Construction	
1.5	Signs on Public Property	
1.6	Variances to Sign Regulations	
1.7	Severability	
1.8	Zoning Bylaw	
1.9	Interpretation	
1.10	Repeal	
2.0	Definitions.....	6
3.0	Special District Areas.....	11
3.1	Downtown	
3.2	Exeter	
3.3	Highway 97	
4.0	General Regulations.....	12
4.1	Sign Lighting	
4.2	Approved Sign Plan	
4.3	Number of Signs	
5.0	Signs Requiring a Permit.....	14
5.1	Awning or Canopy Sign	
5.2	Digital or Animated Sign	
5.3	Fascia Sign	
5.4	Freestanding Sign	
5.5	Hanging or Projecting Sign	
5.6	Home-Based Business Sign	
5.7	Monument Sign	
5.8	Window Sign	
6.0	Signs Not Requiring a Permit.....	22
6.1	Banner or Flag Sign	
6.2	Building Directory Sign	
6.3	Building Identification Sign	
6.4	Marketing Sign	
6.5	Political Election Sign	
6.6	Sandwich Board Sign	
6.7	Special Event Sign	
6.8	Real Estate Sign	
7.0	Prohibited Signs.....	26
8.0	Sign Permit Requirements.....	27
9.0	Enforcement and Penalties.....	28
	Schedule A.....	29

1.0 General Administration

1.1 Bylaw Application

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

1.2 Exempt Signs

- 1.2.1 The following signs are exempt from this Bylaw, subject to the following:
1. Signs inside a building not classified as window signs and not intended to be visible from any street;
 2. Street decorations and banners authorized by the District;
 3. Temporary seasonal decorations, limited to 45 consecutive days per year;
 4. Building address numbers showing only the street number and name;
 5. Signs installed by, or under the direction of, a government body;
 6. Community service signs, as they are regulated in the District's Community Services Sign Policy;
 7. Traffic control signs pursuant to the *Motor Vehicle Act* or other Provincial legislation;
 8. Directional signs up to 1.0 m² in sign area and less than 1.0 m high, not including supports;
 9. District signs relating to parks, public facilities, or community information;
 10. Murals and flags that contain no advertising or offensive content;
 11. Signs indicating business hours, open and closed only;
 12. Signs indicating private property restrictions, such as no trespassing, no dumping, no burning, or no parking, not exceeding a sign area of 0.5 m².

1.3 Non-Conforming Signs

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

1.4 Maintenance and Construction

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

1.5 Signs on Public Property

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

1.6 Variances to Sign Regulations

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

1.7 Severability

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

1.8 Zoning Bylaw

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

1.9 Interpretation

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

1.10 Repeal

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

2.0 Definitions

A

abandoned sign

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

animated sign

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

approved signage plan

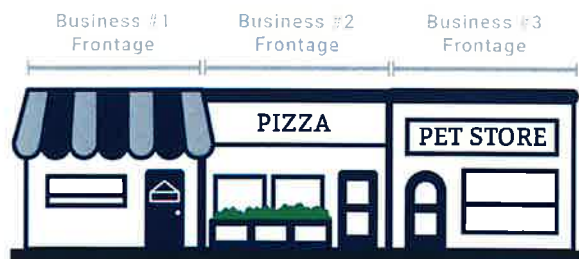
means a coordinated plan that establishes consistent design, placement, and standards for all [signs](#) on a [site](#) or for a special event.

awning

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

awning sign

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



B

banner sign

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

billboard sign

means a [freestanding sign](#) with a [sign area](#) exceeding 2 m² which has [off-premises](#) advertising.

Building Inspector

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

building directory sign

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

building identification sign

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

business

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

business frontage

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

Bylaw Enforcement Officer

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

C

canopy

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

canopy sign

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

clearance

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

community services sign

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

copy

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



D

digital copy

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

digital sign

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

directional sign

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

Director

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

District

means the District of 100 Mile House.

E

exempt signs

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

F

façade

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

fascia sign

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

freestanding sign

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

frontage

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

H

hanging sign

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

height

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



home-based business sign

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

I

illumination or illuminated

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

installed

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

L

lot

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

M

marketing sign

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

menu board

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

monument sign

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

multi-tenant building

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

N

non-conforming sign

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

O

off-premises sign

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

P

parapet

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

political election sign

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

portable sign

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

projecting sign

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

public property

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

R

real estate sign

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

roof line

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

S

sandwich board sign

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

separation distance

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

setback

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

sign

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

S

sign area

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

sign face

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

sign permit

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

special district area

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

special event sign

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

T

temporary sign

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

W

window sign

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

3.0 Special District Areas

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

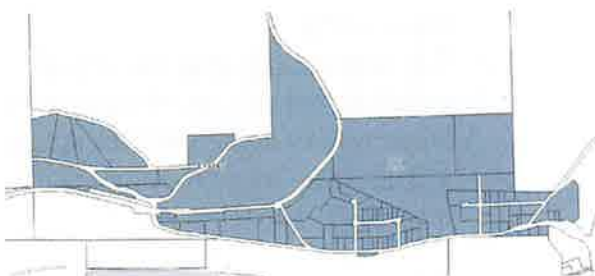
3.1 Downtown

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



3.2 Exeter

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



3.3 Highway 97

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



4.0 General Regulations

4.1 Sign Lighting

- 4.1.1 A business frontage shall have a maximum of 2 externally illuminated signs, or a maximum of 1 internally (back-lit) illuminated signs, except for:
1. Illuminated signs are not permitted for Home-based business signs.
 2. Motor vehicle sales centres are permitted two (2) additional illuminated signs.
- 4.1.2 All sign lighting shall be designed to illuminate the sign face area only.
- 4.1.3 The design and installation of the lighting shall ensure no element of the light connection is visible to a pedestrian.
- 4.1.4 An illuminated sign must not cause glare that creates a nuisance for surrounding properties or roadways, or shine/reflect light onto nearby residential properties.



External illumination



Internal illumination

4.2 Approved Signage Plan

- 4.2.1 An approved signage plan is required as part of a development permit or sign permit application for any of the following types of development:
1. Multi-tenant building/developments;
 2. Major redevelopment of a building;
 3. Major exterior alteration of a building façade.
- 4.2.2 An approved signage plan must include coloured plans that identify:
1. Location, type and number of all proposed and existing signs;
 2. The type of illumination;
 3. The proposed sign area and height;
- 4.2.3 For special event signs, an approved signage plan must be submitted to the District annually for approval. The plan must show the location, type, area, height, and number of special event signs.

4.3 Number of Signs

- 4.3.1 Each business is permitted a maximum number of signs as noted in **Table 4.3.1** subject to the following conditions:
1. Exempt signs as listed in **Subsection 1.2** and drive-through menu board signs do not count toward the maximum allowable signs;
 2. If a sign advertises multiple tenants, each advertised tenant is counted as one (1) sign toward the total number allowed for the property;
 3. If an approved signage plan is in place for a multi-tenant building, all signs on the property must comply with the approved signage plan, even if the Bylaw permits more signs than the plan.

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

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

5.0 Permitted Signs

5.1 Awning or Canopy Sign



**Sign Permit
Required**

**Building Permit
may be required**

5.1.1 Canopy Sign

1. A canopy sign shall not:
 - a. exceed 0.5 m² per linear meter of canopy length;
 - b. project above the canopy by more than 0.6m; and
 - c. project beyond the roof line or sides of the building.

5.1.2 Awning Sign

1. An awning sign shall not:
 - a. exceed 0.5 m² per linear meter of awning length;
 - b. extend vertically or horizontally beyond the limits of the awning.

5.1.3 Specific Standards

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

awning sign

a sign painted or affixed flat to the surface of an awning.

canopy sign

a sign attached to a canopy or located on the vertical front of a canopy.

5.2 Animated or Digital Sign



**Sign Permit
Required**

**Building Permit
may be required**

5.2.1 Animated Sign

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

5.2.2 Digital Sign

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

5.2.3 Specific Standards

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

digital sign

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

animated sign

a digital sign that shows motion or changing images, like videos, moving graphics, or scrolling text.

5.3 Fascia Sign



**Sign Permit
Required**

5.3.1 Size, Location and Features

A fascia sign shall adhere to the following:

	General	Downtown	Highway 97	Exeter
Sign area (m²)	0.5 x <u>business frontage</u>	0.3 x <u>business frontage</u>	0.5 x <u>business frontage</u>	0.5 x <u>business frontage</u>
Sign area (max)	4.0 m ²	3.0 m ²	20% of wall	20% of wall
Projection (max)	0.4 m			
Illumination	Permitted, in accordance with Subsection 4.1 - Sign Lighting			
Digital copy	Not permitted			

5.3.2 Specific Standards

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

fascia sign

a flat sign, that runs parallel to the façade or wall of a building to which it is attached.

5.4 Freestanding Sign



**Sign Permit
Required**

**Building Permit
may be required**

5.4.1 Size, Location and Features

A freestanding sign shall adhere to the following:

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

5.4.2 Specific Standards

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

freestanding sign

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

5.5 Hanging or Projecting Sign

**Sign Permit
Required**



5.5.1 Size, Location and Features

A hanging or projecting sign shall adhere to the following:

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

5.5.2 Specific Standards

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

projecting sign

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

hanging sign

means a sign attached to the underside

5.6 Home-Based Business Sign

**Sign Permit
Required**



5.6.1 Size, Location, and Features

A home-based business sign shall adhere to the following:

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

5.6.2 Specific Standards

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

home-based business sign

means a sign located on a residential property that advertises or identifies a lawful home-based business operating from that property.

5.7 Monument Sign

**Sign Permit
Required**



5.7.1 Size, Location and Features

A monument sign shall adhere to the following:

Sign area (max)	3.0 m ²
Sign height (max)	2.0 m
Setback from lot line (min)	2.0 m
Number of signs	1 <u>monument sign</u> per <u>frontage</u> entrance
Illumination	External only, See Subsection 4.1 - Sign Lighting
Digital copy	Not permitted

monument sign

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

5.7.2 Specific Standards

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

5.8 Window Sign

**Sign Permit
Required**



5.8.1 Size, Location and Features

A window sign shall adhere to the following:

Sign area	0.3 m ² per m of <u>business frontage</u>
Sign area (max)	up to 50% of the total window area
Number of signs	1 <u>window sign</u> per window area
Illumination	Not permitted
Digital copy	Not permitted

5.8.2 Specific Standards

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

window sign

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

6.0 Signs not requiring a Permit

6.1 Banner or Flag Sign

1. Maximum sign area is 2.0 m²;
2. Maximum sign height is 3.0 m;
3. Must not be placed on public roadways, sidewalks or public property;
4. A maximum of two (2) banner/flag signs are permitted per business frontage;
5. Despite 6.1.4 above:
 - a. Multi-tenant buildings are limited to one (1) banner/flag signs per business frontage;
 - b. Motor vehicle dealerships and gas stations may have up to three (3) banner/flag signs per business frontage.



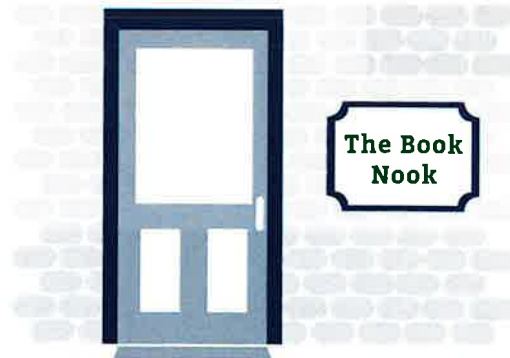
6.2 Building Directory Sign

1. Shall be a fascia sign;
2. Maximum sign area is 2.0 m²;
3. Maximum of one building directory sign is permitted per building frontage.



6.3 Building Identification Sign

1. Shall be a fascia sign;
2. Shall not be located above the second floor of the building;
3. Copy shall be limited to the name, address, owner or number of a building, institution, or person, or a description of an activity in the building or institution or the occupation of the person containing numbers and letters only;
4. Maximum sign area is 0.50 m²;
5. The sign may have external illumination.



6.4 Community Service Sign

1. Community service signs must comply with the District's Community Services Signs Policy.

6.5 Marketing Sign

1. Shall be a fascia sign or window sign;
2. Copy shall be limited to the future tenant's name and logo, and a description of the future activity in the building;
3. The display of signs shall be limited to 90 days;
4. The maximum sign area is 4.0 m².



6.6 Political Election Sign

Number and Size

1. May have up to four (4) sign faces;
2. Maximum sign area is 3 m² per sign face;
3. Maximum sign height is 2.0 m including the post holding the sign;
4. Each candidate may locate one (1) sign per property.

Signs on the Boulevard / Public Property

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

Location and Compliance

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



Responsibilities and Liability

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

6.7 Sandwich Board Sign

Size

1. Maximum sign area: 0.7 m² per side;
2. Must be vertically oriented, with a height greater than its width.

Placement and Location

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

Number of Signs

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

Signs on Public Property

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

Requires a
release of
liability



6.8 Special Event Sign

1. May advertise sporting events, community causes, charitable fund-raising campaigns, farmers market, or arts and cultural events;
2. The maximum sign area shall be 1.0 m²;
3. Shall not be erected for more than 30 days per calendar year;
4. Shall not be displayed longer than 14 consecutive days;
5. Shall be removed within 24 hours of the end of the event or campaign;
6. May be placed on private or public property only with the written permission of the property owner or the District;
7. Prior to installation, an approved signage plan shall be submitted to the District for Council approval, including: pre-approved locations, dates, location, sign copy, sign area and height. Approved signage plans shall be renewed annually, at no charge to the applicant.

Requires an
Approved Signage
Plan



6.9 Real Estate Sign

1. Shall only be displayed during the required advertising period and shall be removed within 30 days of contract completion;
2. For residential properties:
 - a. Maximum sign area: 1.5 m² ;
 - b. Maximum of one (1) real estate sign per frontage.
3. For commercial properties:
 - a. Maximum sign area: 3.0 m² or 4'x8';
 - b. For properties larger than 0.25 ha, a maximum of two (2) real estate signs are permitted.
 - c. For properties smaller than 0.25 ha, a maximum of one (1) real estate sign is permitted.



7. Prohibited Signs

7.1 Prohibited Signs

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

8. Sign Permit Requirements

8.1 General Requirements

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

8.2 Scope of Sign Permit

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

8.3 Sign Permit Exemptions

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

8.4 Validity and Renewal

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

8.5 Permit Fees

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

9. Enforcement and Offences

9.1 General Compliance

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

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

9.2 Right of Entry

- 9.2.1 An authorized official as listed in **Subsection 9.1.1** above may enter upon any land at reasonable times to ascertain compliance with this Bylaw.
- 9.2.2 No person shall obstruct or interfere with an authorized official carrying out duties under this Bylaw.

9.3 Sign Removal

- 9.3.1 Any sign not in compliance with this Bylaw and not protected as a legally non-conforming sign is deemed a nuisance and may be removed by the District.
- 9.3.2 Where a sign poses an imminent safety hazard, the District may remove it immediately without prior notice.
- 9.3.3 Any sign removed by the District may be claimed by the owner within thirty (30) days upon payment of removal and storage costs. Signs not claimed within thirty (30) days may be disposed of by the District, with costs of disposal charged to the owner.
- 9.3.4 Signs no longer associated with an active, licenced business, product, or service must be removed within 30 days.

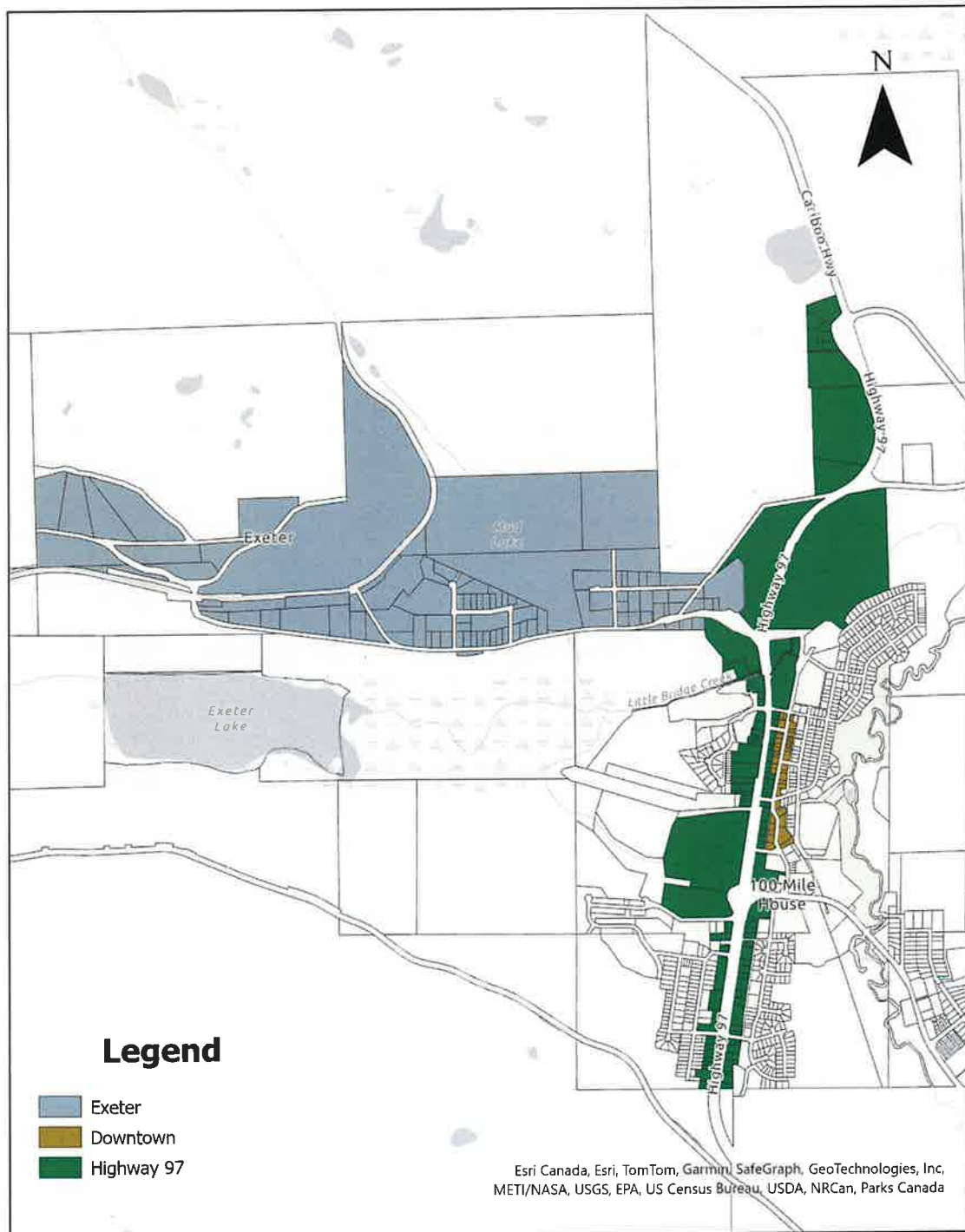
9.4 Offences

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

9.5 Penalties

- 9.5.1 Every person who commits an offence of this Bylaw is liable on summary conviction to a penalty not exceeding ten thousand dollars (\$10,000.00) and the costs of prosecution.
- 9.5.2 Penalties imposed under this Bylaw are in addition to, and not in substitution for, any other remedy or penalty imposed under any other enactment.

Schedule A



DISTRICT OF 100 MILE HOUSE
Cheque Register-Summary-Bank



AP5090
Date : Dec 04, 2025
Page : 1
Time : 8:28 am

K1

Supplier : 079850 To ZZ9950
Pay Date : 26-Nov-2025 To 04-Dec-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
30945	01-Dec-2025	103050	1030716 BC LTD O/A HANCON CONSTRUCTO	Issued	538	C	1,000.00
30946	01-Dec-2025	1MDA50	100 MILE & DISTRICT ARTS COUNCIL	Issued	538	C	535.00
30947	01-Dec-2025	1MDE50	100 MILE DEVELOPMENT CORPORATION	Issued	538	C	845.37
30948	01-Dec-2025	BARD50	BARNETT, DONNA	Issued	538	C	311.28
30949	01-Dec-2025	BREE50	BREE CONTRACTING LTD	Issued	538	C	9,661.84
30950	01-Dec-2025	CAME50	CAMEO PLUMBING LTD	Issued	538	C	227.91
30951	01-Dec-2025	CINT50	CINTAS CANADA LIMITED	Issued	538	C	582.10
30952	01-Dec-2025	CONN50	CONNECT HEARING	Issued	538	C	928.20
30953	01-Dec-2025	ENBI50	ENBRIDGE INC.	Issued	538	C	535.00
30954	01-Dec-2025	ENVI50	ENVIRONMENTAL OPERATORS CERTIFICATI	Issued	538	C	187.95
30955	01-Dec-2025	FINN50	FINNING	Issued	538	C	1,499.05
30956	01-Dec-2025	GFOA50	GOVERNMENT FINANCE OFFICERS ASSOCIA	Issued	538	C	553.35
30957	01-Dec-2025	HOMT50	HOMETOWN TOWING & RECOVERY LTD INC	Issued	538	C	105.00
30958	01-Dec-2025	LESC50	INTERNATIONAL AUCTION	Issued	538	C	535.00
30959	01-Dec-2025	MCMA50	MCCAUSLAN, MAURY	Issued	538	C	228.13
30960	01-Dec-2025	MINI50	MINISTER OF FINANCE	Cancelled	539	C	0.00
30961	01-Dec-2025	MORR50	MORRISON, ROB	Issued	538	C	2,000.00
30962	01-Dec-2025	PERF50	PERFORMANCE ALL TERRAIN & RENTALS LT	Issued	538	C	79.83
30963	01-Dec-2025	PTTI50	PTT HOLDINGS LTD	Issued	538	C	500.00
30964	01-Dec-2025	RISE50	RISE AND GRIND COFFEE HOUSE	Issued	538	C	386.50
30965	01-Dec-2025	SAVE50	SAVE ON FOODS	Issued	538	C	82.52
30966	01-Dec-2025	MINI50	MINISTER OF FINANCE	Issued	540	C	214.85
30967	01-Dec-2025	MINI50	MINISTER OF FINANCE	Issued	541	C	435.00
04963-0001	26-Nov-2025	SHAW50	SHAW CABLE	Issued	534	E	323.46
04964-0001	26-Nov-2025	SHAW50	SHAW CABLE	Issued	535	E	324.75
04965-0001	26-Nov-2025	BCHY50	BC HYDRO & POWER AUTHORITY	Issued	536	E	13,965.25
04966-0001	28-Nov-2025	DUGR50	DUGARO, RYAN ANTHONY	Issued	537	T	200.00
04966-0002	28-Nov-2025	ELIS50	ELIAS, SHEENA	Issued	537	T	1,719.70
04966-0003	28-Nov-2025	QUAU50	QUADRA UTILITY LOCATING LIMITED	Issued	537	T	495.60
04967-0001	01-Dec-2025	1MTC50	100 MILE TRAFFIC CONTROL	Issued	542	T	1,228.58
04967-0002	01-Dec-2025	ACEC50	ACE COURIER SERVICES	Issued	542	T	107.45
04967-0003	01-Dec-2025	BCTR50	BC TRANSIT	Issued	542	T	24,963.88
04967-0004	01-Dec-2025	BCCD50	BCCD ENTERPRISES LTD DBA TIM HORTONS	Issued	542	T	14.70
04967-0005	01-Dec-2025	BROG50	BROGAN FIRE AND SAFETY	Issued	542	T	58.46
04967-0006	01-Dec-2025	CARN50	CARO ANALYTICAL SERVICES	Issued	542	T	486.68
04967-0007	01-Dec-2025	CENU50	CENTURY HARDWARE LTD	Issued	542	T	275.44
04967-0008	01-Dec-2025	CITN50	CITY OF NANAIMO	Issued	542	T	525.00
04967-0009	01-Dec-2025	DONA50	DONAHUE AIRFIELD SERVICES	Issued	542	T	1,575.00
04967-0010	01-Dec-2025	GART50	GARTH'S ELECTRIC CO LTD - INC NO. 248102	Issued	542	T	1,515.01

DISTRICT OF 100 MILE HOUSE
Cheque Register-Summary-Bank



AP5090

Page : 2

Date : Dec 04, 2025

Time : 8:28 am

Supplier : 079850 To ZZ9950

Pay Date : 26-Nov-2025 To 04-Dec-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
Bank : 4 ROYAL BANK - CURRENT ACCOUNT							
04967-0011	01-Dec-2025	INNO50	INNOV8 DIGITAL SOLUTIONS	Issued	542	T	54.73
04967-0012	01-Dec-2025	INHE50	INTERIOR HEAVY EQUIPMENT OPERATOR S	Issued	542	T	12,442.50
04967-0013	01-Dec-2025	INTO50	INTERIOR LOCKSMITH	Issued	542	T	1,148.85
04967-0014	01-Dec-2025	INTU50	INTERNATIONAL UNION OF OPERATING ENG	Issued	542	T	531.57
04967-0015	01-Dec-2025	LEXI50	LEXISNEXIS CANADA INC	Issued	542	T	1,351.35
04967-0016	01-Dec-2025	MACO50	MACON CONSTRUCTION LTD	Issued	542	T	1,000.00
04967-0017	01-Dec-2025	PAPY50	PAPYRUS PRINTING	Issued	542	T	1,295.84
04967-0018	01-Dec-2025	PINM50	PINKNEY, MAUREEN	Issued	542	T	1,942.16
04967-0019	01-Dec-2025	SMIT50	SMITTY'S JANITORIAL SERVICES (1993)	Issued	542	T	2,388.75
04967-0020	01-Dec-2025	TRUE50	TRUE CONSULTING GROUP	Issued	542	T	57,854.28
04967-0021	01-Dec-2025	TSUN50	TSUNAMI SOLUTIONS LTD.	Issued	542	T	64.68
04967-0022	01-Dec-2025	VINF50	VINCENZI, FLORI	Issued	542	T	211.45
04967-0023	01-Dec-2025	WILL50	WILLIAMS LAKE WATER FACTORY	Issued	542	T	75.00
04968-0001	03-Dec-2025	ETAX50	EMPLOYER HEALTH TAX	Issued	544	E	10,303.56
04969-0001	04-Dec-2025	PENS50	PENSION CORPORATION	Issued	545	E	9,877.46
04972-0001	03-Dec-2025	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	548	E	111.83
04973-0001	01-Dec-2025	CLIF50	CANADA LIFE	Issued	549	E	8,055.54
04974-0001	03-Dec-2025	PITW50	PITNEYWORKS	Issued	550	E	861.00
04975-0001	03-Dec-2025	FRCO50	FOUR RIVERS CO-OPERATIVE	Issued	551	E	6,644.72
Total Computer Paid :		21,433.88	Total EFT PAP :	50,467.57	Total Paid :		185,428.11
Total Manually Paid :		0.00	Total EFT File :	113,526.66			

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

CAPITAL:

\$67,516.12