



**DISTRICT OF 100 MILE HOUSE**

**AGENDA FOR THE REGULAR MEETING OF THE MUNICIPAL COUNCIL  
TO BE HELD IN MUNICIPAL COUNCIL CHAMBERS  
Tuesday, April 8<sup>th</sup>, 2025 at 5:30 PM**

<b>A.</b>	<b><u>CALL TO ORDER</u></b>
	<p>Mayor to call the regular meeting to order at 5:30 PM.</p> <p>Acknowledgement that this meeting is being held on Tsq̓escencúłecw.</p>
<b>B.</b>	<b><u>APPROVAL OF AGENDA:</u></b>
	<p><b>B1</b></p> <p><b>BE IT RESOLVED THAT</b> the April 8<sup>th</sup>, 2025 Regular Council agenda <u>be approved.</u></p>
<b>C.</b>	<b><u>INTRODUCTION OF LATE ITEMS AND FROM COMMITTEE OF THE WHOLE:</u></b>
<b>D.</b>	<b><u>DELEGATIONS / PUBLIC HEARING:</u></b>
<b>Court of Revision</b>	<p><b>D1</b></p> <p>Director of Finance S. Elias to review the Court of Revision.</p> <p>The purpose of the Court of Revision is to confirm the following: I02 – Sewer Frontage Tax I03 – Water Frontage Tax</p> <p><b>BE IT RESOLVED THAT</b> the frontage tax rolls for Water and Sewer be confirmed.</p>

<p><b>Financial Plan Public Presentation</b></p>	<p><b>D2</b></p> <p>Pursuant to the Community Charter s.166 Council must undertake a process of public consultation with respect to its five (5) year financial plan.</p> <p>Director of Finance S. Elias shall present an overview of the 2025 – 2029 District of 100 Mile House Financial Plan.</p>
<p><b>E.</b></p>	<p><b><u>MINUTES:</u></b></p>
<p><b>COW – February 11<sup>th</sup>, 2025</b></p>	<p><b>E1</b></p> <p><b>BE IT RESOLVED THAT</b> the minutes of the Committee of the Whole meeting of February 11<sup>th</sup>, 2025 <u>be adopted.</u></p>
<p><b>COW – March 11<sup>th</sup>, 2025</b></p>	<p><b>E2</b></p> <p><b>BE IT RESOLVED THAT</b> the minutes of the Committee of the Whole meeting of March 11<sup>th</sup>, 2025 <u>be adopted.</u></p>
<p><b>Regular – March 25<sup>th</sup>, 2025</b></p>	<p><b>E3</b></p> <p><b>BE IT RESOLVED THAT</b> the minutes of the Regular Council meeting of March 25<sup>th</sup>, 2025 <u>be adopted.</u></p>
<p><b>F.</b></p>	<p><b><u>UNFINISHED BUSINESS:</u></b></p>
<p><b>G.</b></p>	<p><b><u>MAYOR’S REPORT:</u></b></p>
<p><b>H.</b></p>	<p><b><u>CORRESPONDENCE:</u></b></p>
<p><b>FYI Correspondence</b></p>	<p><b>H1</b></p> <p><b>BE IT RESOLVED THAT</b> the For Information Correspondence List dated April 3<sup>rd</sup>, 2025 <u>be received.</u></p>
<p><b>I.</b></p>	<p><b><u>STAFF REPORTS:</u></b></p>

<b>J.</b>	<b><u>BYLAWS:</u></b>
<b>Business License Amendment Bylaw No. 1446, 2025</b>	<b>J1</b> <b>BE IT RESOLVED THAT</b> the District of 100 Mile House Business License Amendment Bylaw No. 1446, 2025 be adopted this 8 <sup>th</sup> day of April, 2025.
<b>Fees &amp; Charges Amendment Bylaw No. 1447, 2025</b>	<b>J2</b> <b>BE IT RESOLVED THAT</b> the District of 100 Mile House Fees & Charges Amendment Bylaw No. 1447, 2025 be Adopted this 8 <sup>th</sup> day of April 2025.
<b>2025 Financial Plan Bylaw No. 1448, 2025</b>	<b>J3</b> <b>BE IT RESOLVED THAT</b> the District of 100 Mile House 2025 Financial Plan Bylaw No. 1448, 2025 be given a first, second and third time this 8 <sup>th</sup> day of April 2025.
<b>K.</b>	<b><u>VOUCHERS</u></b>
<b>Paid Vouchers (March 20<sup>th</sup> – April 3<sup>rd</sup>, 2025) #30587 – #30612 &amp; EFTs</b>	<b>K1</b> <b>BE IT RESOLVED THAT</b> the paid manual vouchers #30566 to #30612 and EFT's totaling <b>\$288,547.35</b> <u>be received.</u>
<b>L.</b>	<b><u>OTHER BUSINESS:</u></b>
<b>BC Transit – Free Ride to Vote – April 28th</b>	<b>L1</b> Discussion regarding the option to offer free transit services on April 28 <sup>th</sup> to make it easier for residents to get to the polls and cast their ballots.
<b>M.</b>	<b><u>QUESTION PERIOD:</u></b>  Call for questions from the public for items relevant to the agenda.

	<b><u>IN CAMERA SESSION:</u></b>
<b>In Camera</b>	<p><b>BE IT RESOLVED THAT</b>, pursuant to Section 92 of the <i>Community Charter</i>, this meeting of the Council be closed to the public under Section 90 (1)(g) of the Community Charter.</p> <p>Regular meeting called back to order at:</p>
<b>N.</b>	<p><b><u>ADJOURNMENT:</u></b></p> <p><b>BE IT RESOLVED THAT</b> this April 8<sup>th</sup>, 2025, meeting of Council be adjourned:      Time:</p>



**DISTRICT OF 100 MILE HOUSE**

**TO BE HELD IN DISTRICT COUNCIL CHAMBERS**

**TUESDAY, April 8<sup>th</sup>, 2025 AT 5:30 P.M.**

**The purpose of the Court of Revision is to confirm the following:**

- **I02 – Sewer Frontage Tax**
- **I03 – Water Frontage Tax**

**DISTRICT OF 100 MILE HOUSE**

**COURT OF REVISION**

We hereby certify that the Court of Revision for the Sewer Frontage Tax, Water Frontage Tax Assessment Roll is correct as of April 8<sup>th</sup>, 2025.

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Mayor M. Pinkney

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Councillor D. Barnett

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Councillor J. Guimond

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Councillor D. Mingo

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Councillor M. Norgren

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Clerk



**REPORT DATE:** April 3<sup>rd</sup>, 2025  
**TITLE:** Court of Revision Summary  
**PREPARED BY:** S.Elias, Director of Finance

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**PURPOSE:**

The purpose of this Council report is to provide the 2025 frontage tax rolls for Water, and Sewer for confirmation.

**RECOMMENDATION:**

Recommended Resolution

**BE IT RESOLVED THAT** the frontage tax rolls for Water and Sewer be confirmed.

**BACKGROUND INFORMATION / DISCUSSION:**

During the course of 2024 the following property changes occurred resulting in frontage changes:

- Lot 3, Plan EPP62833, DL 30, was subdivided off three (3) lots. This resulted in an increase of 180 meters of water frontage increasing water collection by \$987.53.
- The Blackstock Sewer Specified Frontage parcel tax finished in 2024 with the completion of the Blackstock Sewer Debt. All folios that were on the Blackstock Sewer Specified Frontage Parcel tax have now been added to the Sewer Frontage Roll. This resulted in an increase of 1,780.39 meters of sewer frontage increasing sewer collection by \$10,140.39.
- During the calculation of the sewer frontages for the Blackstock area there were water frontage adjustments made to 23 folios. This resulted in an increase of 198.59 meters of water frontage increasing water collection by \$1,089.50.



Letters informing the property owners of the new water and sewer frontage charges were mailed on March 14th, 2025 giving the opportunity to submit any complaints in writing before April 2<sup>nd</sup>, 2025.

No written complaints or appeals against the said rolls have been received to date.

**OPTIONS:** N/A

**BUDGETARY IMPACT:** N/A

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

**ATTACHMENTS:** Frontage Tax Property listings circulated.

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

**Date:** April 3/25

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

**Date:** Apr. 3.25



**E1**



**DISTRICT OF 100 MILE HOUSE**

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

**Tuesday February 11<sup>th</sup>, 2025, AT 5:00 PM**

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

STAFF: CAO Tammy Boulanger  
 Dir. Of Com. Services Todd Conway  
 Dir. of Finance Sheena Elias  
 Dir. of Ec. Dev. & Planning Joanne Doddridge

OTHERS: (75) MEDIA: (1)

	<p><b><u>CALL TO ORDER</u></b></p> <p>Mayor Pinkney called the Committee of the Whole meeting to order at 5:00 PM</p> <p>Mayor Pinkney acknowledged that this meeting is being held on Tsqescencúlecw.</p>
<b>A</b>	<p><b><u>APPROVAL OF AGENDA</u></b></p>
	<p><b>A1</b></p> <p><b>Res: 06/25</b>                  Moved By: Councillor Mingo                  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the February 11<sup>th</sup>, 2025 Committee of the Whole agenda <u>be approved</u> as amended.</p> <p style="text-align: right;"><b>CARRIED.</b></p>

<b>B</b>	<b><u>INTRODUCTION OF LATE ITEMS</u></b>
<b>C</b>	<b><u>DELEGATIONS</u></b>
<b>D</b>	<b><u>UNFINISHED BUSINESS</u></b>
<b>E</b>	<b><u>CORRESPONDENCE</u></b>
<b>Neutral Space Bylaw Request</b>	<p><b>E1</b></p> <p><b>Res: 07/25</b>                  Moved By: Councillor Mingo                  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the correspondence requesting the District Council consider a neutral space bylaw <u>be received.</u></p> <hr/> <p>Members of Council did not deem a Bylaw or Policy on this subject matter necessary and would prefer to receive requests on an individual basis.</p>
<b>F</b>	<b><u>STAFF REPORTS</u></b>
<b>G</b>	<b><u>BYLAWS</u></b>
<b>H</b>	<b><u>OTHER BUSINESS</u></b>
<b>I</b>	<b><u>QUESTION PERIOD</u></b>
<b>J</b>	<p><b><u>ADJOURNMENT</u></b></p> <p><b>Res: 08/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> this Committee of the Whole meeting for February 11<sup>th</sup>, 2025 be adjourned at 5:05 PM</p> <p style="text-align: right;">CARRIED.</p>

I hereby certify these minutes to be correct.

\_\_\_\_\_  
 Mayor

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



**E2**

**DISTRICT OF 100 MILE HOUSE**

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

**Tuesday March 11<sup>th</sup>, 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 Com. Services Todd Conway  
 Dir. of Finance Sheena Elias  
 Fire Chief David Bissat

OTHERS: (0) MEDIA: (1)

	<p><b><u>CALL TO ORDER</u></b></p> <p>Mayor Pinkney called the Committee of the Whole meeting to order at 5:00 PM</p> <p>Mayor Pinkney acknowledged that this meeting is being held on Tsqescencúlecw.</p>
<b>A</b>	<p><b><u>APPROVAL OF AGENDA</u></b></p>
	<p><b>A1</b></p> <p><b>Res: 13/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the March 11<sup>th</sup>, 2025 Committee of the Whole agenda <u>be approved</u>.</p> <p style="text-align: right;"><b>CARRIED.</b></p>

<b>B</b>	<b><u>INTRODUCTION OF LATE ITEMS</u></b>
<b>C</b>	<b><u>DELEGATIONS</u></b>
<b>D</b>	<b><u>UNFINISHED BUSINESS</u></b>
<b>E</b>	<b><u>CORRESPONDENCE</u></b>
<b>Community Wind Phone</b>	<p><b>E1</b></p> <p><b>Res: 14/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the proposal for a community wind phone installation from Cariboo-Chilcotin Funeral Service Ltd. <u>be received</u>.; and further</p> <p><b>BE IT RESOLVED THAT</b> the proposal be approved with the provisions that the community wind phone is fully funded and maintained by the proponent and can be located at the community scattering gardens in the 100 Mile House cemetery.</p> <p style="text-align: center;"><b>CARRIED.</b></p> <hr/> <p>Staff will work with proponent to review the terms and if agreeable formalize an agreement.</p>
<b>F</b>	<b><u>STAFF REPORTS</u></b>
<b>2025 Capital Plan</b>	<p><b>F1</b></p> <p>Director of Finance S. Elias reviewed the 2025 Capital Plan providing updates on current work-in-progress and projects requiring approval.</p> <p>Council approved the 2025 Proposed Draft Capital Plan to be incorporated into the 2025 Financial Plan Bylaw.</p> <p>Council had multiple infrastructure concerns including:</p> <ul style="list-style-type: none"> <li>• The future capital costs of improvements to water quality and quantity.</li> <li>• Pavement conditions within the community and the limited paving budget. Additional funding is needed to</li> </ul>

	<p>address these conditions, repair existing sidewalks and install new pedestrian infrastructure where needed.</p> <ul style="list-style-type: none"> <li>• Wrangler Way and pedestrian use, Mayor Pinkney suggested a defined sidewalk and highlighted the condition of the road surface.</li> <li>• It was confirmed that during the Horse Lake bridge construction an asphalt path will be incorporated into the project.</li> <li>• Having shelf-ready projects would be beneficial, preparing the District for grant opportunities.</li> <li>• Current budgeted reserve contributions are insufficient.</li> <li>• District needs to consistently advocate for additional provincial funding.</li> <li>• Strategic planning, asset management and securing funding for projects.</li> </ul>
<p><b>2025 Operating Budget &amp; Property Tax Rates</b></p>	<p>Director of Finance S. Elias reviewed the operating general, water and sewer budgets highlighting the following:</p> <ul style="list-style-type: none"> <li>➤ Proposed 5% property tax mill rate increase</li> <li>➤ Sewer frontage and user fees – 5% increase             <ul style="list-style-type: none"> <li>○ Blackstock Sewer debt was complete in 2024 and all applicable properties will now contribute to the general sewer frontage transferred to reserves.</li> </ul> </li> <li>➤ Water frontage – 5% increase</li> <li>➤ Water user fees – 10% increase</li> </ul> <p>Property Tax rate scenarios were presented, providing Council with a variety of options. Council directed staff to incorporate the recommended 5% property tax mill rate increase for the 2025 Financial Plan Bylaw.</p> <p>Council requested staff examine the classification of light industrial properties and the implications of an increase to the mill rate from 8.32378 to 12-15.</p> <p>Council thanked DOF S. Elias and staff for their dedication to the District and contributions towards the Capital and Operating budgets.</p>

<b>G</b>	<b><u>BYLAWS</u></b>
<b>Business Licence Bylaw – For-Profit use of Community Hall</b>	<p><b>G1</b></p> <p><b>Res: 15/25</b>  Moved By: Councillor Mingo  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> staff be directed to amend the Fees and Charges Bylaw to increase the Special Events fee to \$250.00.</p> <p style="text-align: center;"><b>CARRIED.</b></p>
<b>H</b>	<b><u>OTHER BUSINESS</u></b>
<b>I</b>	<b><u>QUESTION PERIOD</u></b>
<b>J</b>	<p><b><u>ADJOURNMENT</u></b></p> <p><b>Res: 16/25</b>  Moved By: Councillor Barnett  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> this Committee of the Whole meeting for March 11<sup>th</sup>, 2025 be adjourned at 5:00 PM</p> <p style="text-align: center;"><b>CARRIED</b></p>
<p>I hereby certify these minutes to be correct.</p> <p>_____</p> <p>Mayor</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Corporate Officer</p>	





**E3**

**DISTRICT OF 100 MILE HOUSE**

**MEETING HELD IN DISTRICT COUNCIL CHAMBERS  
Tuesday, March 25<sup>th</sup>, 2025, AT 5:30 PM**

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

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

Other: (4) Media: (1) Delegation: (1)

<b>A</b>	<p><b><u>CALL TO ORDER</u></b></p> <p>Mayor Pinkney called the meeting to order at 5:30 PM</p> <p>Mayor Pinkney acknowledged that this meeting is being held on Tsq̓escencú̓lecw.</p>
<b>B</b>	<p><b><u>APPROVAL OF AGENDA</u></b></p>
	<p><b>B1</b></p> <p><b>Res: 68/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the March 25<sup>th</sup>, 2025, Regular Council agenda <u>be approved as amended</u> to include a late item under I8.</p> <p style="text-align: center;"><b>CARRIED</b></p>

<b>C</b>	<b><u>INTRODUCTION OF LATE ITEMS AND FROM THE COMMITTEE OF THE WHOLE:</u></b>
<b>D</b>	<b><u>DELEGATIONS / PUBLIC HEARINGS:</u></b>
<b>RCMP</b>	<p><b>D1</b></p> <p>Staff Sgt. T. Medernach from the 100 Mile House RCMP attended to provide an overview of 2024 and 2025 for the detachment; key highlights included:</p> <ul style="list-style-type: none"> <li>• Detachment operates as efficiently as possible with staffing challenges. New members have arrived and have already demonstrated community enthusiasm and involvement.</li> <li>• Detachment will continue to apply for additional positions and funding when opportunities arise.</li> <li>• Member training is a priority, historically training can be a challenge while balancing active duty and holiday coverage. Both specialized and standard training exercises are great opportunities for members to develop their skills.</li> <li>• Detachment building is celebrating its 10<sup>th</sup> anniversary and is serving the community members well.</li> <li>• New body worn camera technology has been well received by members to uphold safety and public interest.</li> <li>• The main priorities of focus are: <i>Enhancing Public Safety, Enforcement, Reconciliation and Restorative Justice.</i></li> </ul> <p>Council was extremely grateful for the update and acknowledges members are an integral part of our community. Additionally, they recognize the detachment has an extremely large area to cover with limited resources.</p>



<b>E</b>	<b><u>MINUTES</u></b>
<b>Regular – March 11<sup>th</sup>, 2025</b>	<p><b>E1</b></p> <p><b>Res: 69/25</b>                  Moved By: Councillor Guimond                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the minutes of the Regular Council meeting of March 11<sup>th</sup>, 2025 <u>be adopted</u>.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<b>F</b>	<b><u>UNFINISHED BUSINESS:</u></b>
<b>G</b>	<b><u>MAYORS REPORT:</u></b>
	<p><b><u>MAYORS REPORT:</u></b></p> <p>Mayor Pinkney noted the following:</p> <ul style="list-style-type: none"> <li>➤ Coffee with Council was a success, thank you to local residents and business owners who attended.</li> <li>➤ Mayor has been diligently reviewing financials both for the District and the Cariboo Regional District.</li> <li>➤ Continues to champion for adequate hospital staffing.</li> </ul> <p>Councillor Mingo noted the following:</p> <ul style="list-style-type: none"> <li>➤ Wranglers! They won the second round against Kamloops and are now on their way to the third round against Revelstoke. Get out and show your support to your home team!</li> </ul> <p>Councillor Norgren noted the following:</p> <ul style="list-style-type: none"> <li>➤ Coffee with Council was great – hope to see an even larger attendance at the next one.</li> </ul> <p>Councillor Guimond noted the following:</p> <ul style="list-style-type: none"> <li>➤ Coffee with Council was nice and good to see people engaging.</li> </ul> <p>Councillor Barnett noted the following:</p> <ul style="list-style-type: none"> <li>➤ What’s Hoppening is quickly approaching!</li> <li>➤ April 5<sup>th</sup> is the Figure Skating Gala Event!</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Shriners Beef &amp; Crab – Get your tickets!</li> <li>➤ South Cariboo Health Foundation has memorial benches available for purchase – benches will be placed in Fisher Place gardens.</li> <li>➤ New sport shop opening on Friday downtown on Birch – get out and shop local!</li> </ul>
<b>H</b>	<b><u>CORRESPONDENCE:</u></b>
<b>FYI Correspondence</b>	<p><b>H1</b></p> <p><b>Res: 70/25</b>                  Moved By: Councillor Mingo                  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the For Information Correspondence List dated March 20<sup>th</sup>, 2025 <u>be received</u></p> <p style="text-align: center;"><b>CARRIED</b></p> <p>Mayor Pinkney noted and was delighted to see the update from the Hun City Mountain Bike Club and the trail improvements supported by the Woodlot Reserve fund.</p>
<b>I</b>	<b><u>STAFF REPORTS:</u></b>
<b>Parks Attendant Award</b>	<p><b>I1</b></p> <p><b>Res: 71/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> The Council of the District of 100 Mile House award the Parks Facilities Attendant contract to A. Hicks for a one (1) year term for the total quoted amount of \$50.00/day plus applicable taxes.</p> <p style="text-align: center;"><b>CARRIED</b></p>

<p><b>Parade Application Permitting</b></p>	<p><b>I2</b></p> <p><b>Res: 72/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the memo from Administration regarding Parade Traffic Control <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> District staff are to continue organizing parade traffic control as in previous year; and further</p> <p><b>BE IT RESOLVED THAT</b> the District will continue to fund the traffic control for 2025 parades and will discuss further at a subsequent COW meeting</p> <p style="text-align: center;"><b>CARRIED</b></p> <p>Council requested staff gather similar policies and parade procedures from surrounding municipalities for comparison.</p>
<p><b>2025 Grad Parade</b></p>	<p><b>I3</b></p> <p><b>Res: 73/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the parade/temporary road closure application dated February 28<sup>th</sup>, 2025 for the PSO Graduation Parade be received; and further</p> <p><b>BE IT RESOLVED THAT</b> the Council of the District of 100 Mile House approve the PSO graduation parade route through the downtown core of 100 Mile House into Centennial Park on Saturday, June 21<sup>st</sup>, 2025, between 1:00 PM and 2:00 PM; and further</p> <p><b>BE IT RESOLVED THAT</b> the PSO Grad Committee be directed to work closely with the District of 100 Mile House Community Services Dept. to coordinate the event.</p> <p style="text-align: center;"><b>CARRIED</b></p>

<p><b>2025 Pride Parade</b></p>	<p><b>I4</b></p> <p><b>Res: 74/25</b>                  Moved By: Councillor Guimond                  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the parade/temporary road closure application dated March 19<sup>th</sup>, 2025 for the Pride Parade be received; and further</p> <p><b>BE IT RESOLVED THAT</b> the Council of the District of 100 Mile House approve the Pride parade route through the downtown core of 100 Mile House into Centennial Park on Saturday, July 26<sup>th</sup>, 2025, between 10:30 AM and 11:00 AM; and further</p> <p><b>BE IT RESOLVED THAT</b> the 100 Mile Pride Society be directed to work closely with the District of 100 Mile House Community Services Dept. to coordinate the event.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<p><b>Skatepark Location</b></p>	<p><b>I5</b></p> <p><b>Res: 75/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> District Council approves the area identified below the tennis/basketball courts in Centennial Park for the construction of a skatepark; and further</p> <p><b>BE IT RESOLVED THAT</b> the 100 Mile Youth Initiative must present the proposed skatepark design for formal approval and subsequently conduct and submit a geotechnical site assessment prior to any construction; and further</p> <p><b>BE IT RESOLVED THAT</b> the 100 Mile Youth Initiative must canvas the residents along Evergreen Crescent and Dogwood Avenue adjacent to the approved area for confirmation of support.</p> <p style="text-align: center;"><b>CARRIED</b></p>

<p><b>Light Industrial Tax Rates</b></p>	<p><b>I6</b></p> <p><b>Res: 76/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the Council report from the Director of Finance regarding light industrial tax rates <u>be received</u>; and further</p> <p><b>BE IT RESOLVED THAT</b> staff is directed to prepare the financial plan with implementing a 5% mill rate increase to all classes for 2025.</p> <p style="text-align: center;">In Favour: 4 / Opposed: 1  <b>CARRIED</b></p>
<p><b>Junior FireSmart Coordinator Grant Application</b></p>	<p><b>I7</b></p> <p><b>Res: 77/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> Council of the District of 100 Mile House supports the submission of a Junior FireSmart Coordinator grant application.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<p><b>Horse Lake Road Bridge Replacement</b></p>	<p><b>I8</b></p> <p><b>Res: 78/25</b>                  Moved By: Councillor Mingo                  Seconded By: Councillor Barnett</p> <p><b>WHEREAS</b> TRUE Consulting has conducted a detailed review of all proposal submission for the Horse Lake Road Bridge replacement; and</p> <p><b>WHEREAS</b> TRUE Consulting has recommended award to Coquitlam Ridge Constructors; therefore</p> <p><b>BE IT RESOLVED THAT</b> the Council of the District of 100 Mile House awards the contract for the Horse Lake Road</p>

	<p>Bridge Replacement Project to Coquitlam Ridge Constructors for the proposed price of \$4,576,776.05 inclusive of applicable taxes.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<p><b>J</b></p>	<p><b><u>BYLAWS:</u></b></p>
<p><b>Fire Protection Amendment Bylaw No. 1445, 2025</b></p>	<p><b>J1</b></p> <p><b>Res: 79/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> Fire Protection Amendment Bylaw No. 1445, 2025 be adopted this 25<sup>th</sup> day of March 2025.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<p><b>Business License Amendment Bylaw No. 1446, 2025</b></p>	<p><b>J2</b></p> <p><b>Res: 80/25</b>                  Moved By: Councillor Barnett                  Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b> the District of 100 Mile House Business License Amendment Bylaw No. 1446, 2025 be read a first, second and third time this 25<sup>th</sup> day of March, 2025.</p> <p style="text-align: center;"><b>CARRIED</b></p>
<p><b>Fees &amp; Charges Amendment Bylaw No. 1447, 2025</b></p>	<p><b>J3</b></p> <p><b>Res: 81/25</b>                  Moved By: Councillor Mingo                  Seconded By: Councillor Guimond</p> <p><b>BE IT RESOLVED THAT</b> the District of 100 Mile House Fees &amp; Charges Amendment Bylaw No. 1447, 2025 be read a first, second and third time this 25<sup>th</sup> day of March 2025.</p> <p style="text-align: center;"><b>CARRIED</b></p>

<b>K</b>	<b><u>GENERAL VOUCHERS:</u></b>
<p><b>Paid Vouchers (March 7<sup>th</sup> – March 20<sup>th</sup>, 2025) #30565 – #30586 &amp; EFTs</b></p>	<p><b>K1</b></p> <p><b>Res: 82/25</b>                      Moved By: Councillor Guimond                      Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> the paid manual vouchers #30565 to #30586 and EFT's totaling <b>\$160,598.18</b> <u>be received.</u></p> <p style="text-align: center;"><b>CARRIED</b></p>
<b>L</b>	<b><u>OTHER BUSINESS:</u></b>
<b>M</b>	<p><b><u>QUESTION PERIOD:</u></b>                      No questions from the gallery.</p>
<b>In Camera</b>	<p><b><u>IN CAMERA SESSION:</u></b></p> <p><b>Res: 83/25</b>                      Moved By: Councillor Barnett                      Seconded By: Councillor Norgren</p> <p><b>BE IT RESOLVED THAT</b>, pursuant to Section 92 of the <i>Community Charter</i>, this meeting of the Council be closed to the public under Section 90 (1)(g) of the <i>Community Charter</i>.</p> <p>Motion to go into in camera at: 6:45 PM                      Regular meeting called back to order at: 7:20 PM</p>
<b>N</b>	<p><b><u>ADJOURNMENT:</u></b></p> <p><b>Res: 83/25</b>                      Moved By: Councillor Barnett                      Seconded By: Councillor Mingo</p> <p><b>BE IT RESOLVED THAT</b> this March 25<sup>th</sup>, 2025 meeting of Council be adjourned: 7:20 PM</p> <p style="text-align: center;"><b>CARRIED</b></p>
	<p>I hereby certify these minutes to be correct.</p> <p>_____</p> <p>Mayor</p> <p style="text-align: right;">_____</p> <p style="text-align: right;">Corporate Officer</p>



**DISTRICT OF 100 MILE HOUSE****FOR INFORMATION CORRESPONDENCE – April 3<sup>rd</sup>, 2025  
Received April 8<sup>th</sup> - Regular Council Meeting**

- Northern Secwepemc Cultural Society – Spring 2025 Newsletter
- Correspondence from Village of Daajing Giids – Cannabis Taxation
- Correspondence from City of Prince George – 2025 NCLGA Resolutions
- Correspondence from CN – Annual Vegetation Management Program
- Correspondence from Ministry of Housing and Municipal Affairs – Preparing for Potential Drought Conditions in 2025
- International Women’s Day 2025 – Thank you!
- Correspondence from Ministry of Transportation and Transit – Secondary Highway Maintenance





## FOR INFORMATION CORRESPONDENCE

P.O. Box 553  
108 Mile Ranch, B.C. V0K 2Z0  
tel: 250.706.1610  
fax: 250.397.2769  
email: [grahamleslie@shaw.ca](mailto:grahamleslie@shaw.ca)

### Spring 2025 Newsletter

This Newsletter is being written a few days before the actual start of Spring but will reach you with every hope that the coming Spring and the rest of this year will bring all of you health, happiness and prosperity. We are continuing to make preparations for the coming year and will share our plans and hopes with you in the sections that follow.

#### 1. Our 2024 Annual General Meeting

Our AGM was held in Williams Lake on December 6, 2024, and resulted in the re-election of Irene Gilbert of the Tsq'escen First Nation (Canim Lake) as President, Kerry Chelsea of Esk'etemc as Vice President, and Graham Leslie of the 100 Mile House & District Historical Society as Secretary. Dora Demers of the Stswecem'c Xet'tem First Nation was elected as Treasurer and elected as Directors at Large were Alana Dixon of the Tsq'esecen First Nation, Irvine Johnson of Esk'etemc and Harold Duncan of the Stswecem'c Xet'tem First Nation.

#### 2. Our New Building

Shortly before Christmas, work was completed on the restoration of our cement floor. We had been dissatisfied with the state of the floor at the completion of the main project in early September 2024, and so we commissioned a local contractor to grind down the original finish and re-seal it more appropriately. At the same time, we commissioned the painting of the cement walls in the storage areas to avoid any possibility of our artifacts being subject to dust. This task was also completed shortly before Christmas. The 16 banners that had been erected in time for the September 6th ceremony, were taken down while the floor restoration took place, but will have been re-hung by the time this Newsletter reaches you.

#### 3. When Will We Open the Building to the Public?

That question has been asked by numerous folks who have been attracted to the new building but have been unable to enter it. We naturally enough would like that opening to occur as soon as possible, but there are still a few glitches to sort out before we open. Amongst those things are the following.

#### 4. Outdoor Signage

We retained an amount from our construction budget that is sufficient to commission our exhibit design consultants, D. Jensen & Associates, to work with our President Irene Gilbert in order to produce the 8 signs that will greet visitors who enter our site from the BC Government Rest Area along the winding path we have created. The metal stands for the

signs were constructed and installed during the 2024 construction phase, and David and his team are currently working to produce the narratives that will be affixed to the signs. They will tell the stories of life before contact with Europeans on the first four signs, and the impact of colonization on that culture and way of life on the last four signs. David's team is working on that project at this time, and we are hoping for its completion by the time we open to the public.

## **5. Rental of the Building**

From the time of our original Business Plan in 2014, we have always recognized that we would only be able to be open to the public on a continuous basis during the six months from mid-April to mid-October, keeping in step with our neighbours and friends at the 108 Heritage Site. In order to contribute to our income during the Fall and Winter off-season, we are hoping to attract a variety of groups to the facility for meetings.

To attract those meetings, it was necessary to provide reliable high-speed internet to support the ability to communicate by Zoom, Microsoft Teams or other means. We spent a frustrating several months in our attempts to find a provider of the service at a reasonable cost. Having started our search at Telus, which has been extraordinarily supportive of our project from its outset but having been deterred by the high monthly cost of its service, we explored every alternative without satisfaction and have now entered into a contract with Telus that will allow us to offer the level of service that will be expected.

We have already been forced to decline requests to rent the building because of the absence of reliable high-speed internet but are delighted to announce that we have accepted a request from the Cariboo Regional District to host their two days of meetings in mid-June of this year.

In the very near future, we will resume contact with the several organizations that had expressed interest in renting our building and will be able to inform them of the range of facilities we have to offer them.

## **6. The Road Ahead**

Much of what we hope to produce during the balance of this year depends on the success we have with our several outstanding funding applications.

First and foremost is an application to the BC Government's Rural Economic Diversification and Infrastructure Program that, if successful, would provide us with \$500,000 and enable David Jensen's exhibit design team, working with our member communities, to portray many more banners that would tell the many stories that community members have already shared with his team. The plan is to create many more banners than can be displayed at any one time, but that would meet one of David's original proposals, namely that we will need to be able to refresh our exhibits and change our display from time to time in order to maintain interest on the part of visitors who might be inclined to return for subsequent visits. We hope to learn the result of our application at some point in the Spring of this year. If

## FOR INFORMATION CORRESPONDENCE

tel: 250.706.1610

P.O. Box 553, 108 Mile Ranch, B.C. V0K 2Z0

email: [grahamleslie@shaw.ca](mailto:grahamleslie@shaw.ca)

fax: 250.397.2769

Page 3 of 3

successful, David Jensen and his team will devote the balance of the year to completing the project.

Another funding application has been made to the British Columbia Arts Council for \$40,000 for the purchase of the specialized equipment that we will need for both the display and the safe storage of the many artifacts we are expecting to receive from community members and their administrations. We have not yet compiled an inventory of these items, but are anxious to be able to accept them, either on loan or as outright gifts. The outcome of this application is expected in the very near future.

A third funding application was made to the Vancouver Foundation. It is for an operating budget contribution of \$100,000 for each of three years and, if successful, would make a huge, positive difference to our Society's ability to get our cultural centre launched with the confidence that we will be financially able to take the time to grow into full operation. We don't expect to learn the outcome of this application until June of this year.

### 7. Hiring a Cultural Centre Manager

At about the same time as this Newsletter reaches you, we will be asking the administrations of the Tsq'escen First Nation, Esk'etemc and the Stswecem'c Xet'tem First Nation to post notices soliciting expressions of interest in the position of Cultural Centre Manager that is now open. We have always been anxious to attract a member from the Northern Secwepemc communities and are hoping to succeed in that endeavour. If we don't succeed initially, we will extend our search to members of the Williams Lake and Xat'sull First Nations.

### 8. Our Opening to the Public

Our current hope is to be able to open to the general public by the time of the June 20th and 21st CRD Board meetings, and very possibly with a new Cultural Centre Manager in place. We will welcome you all to visit.



#### Notes to the Reader

1. If you would prefer not to receive future monthly Newsletters, please notify us by email addressed to [grahamleslie@shaw.ca](mailto:grahamleslie@shaw.ca).
2. If you are not on our direct emailing list, but would like to be added to it, please notify us by email addressed to [grahamleslie@shaw.ca](mailto:grahamleslie@shaw.ca).

**FOR INFORMATION CORRESPONDENCE**

*Village  
of Daajing Giids*

March 20<sup>th</sup>, 2025

Mayor and Council  
Municipalities of BC  
via email

Dear Mayor and Council,

**RE: Cannabis Taxation Sharing & Municipal-Owned Cannabis Retail Stores**

The Village of Daajing Giids is sharing with you the attached letter from David Hume the Assistant Deputy Minister & Liquor and Cannabis Regulation Branch as we believe it is important to ensure that all municipal leaders are informed about this ongoing dialogue and are able to consider the implications and opportunities for your municipality.

The letter arose from the Village of Daajing Giids' 2023 Union of BC Municipalities (UBCM) advocacy efforts with regard to Cannabis Taxation Revenue sharing with municipalities. The Village requested a general update on this topic from the Minister of Finance based on a recommendation from the 2021 Local Government Financial Resiliency report "seeking targeted consumption tax that provides local government a share of provincial cannabis taxation revenue". With minimal update on taxation revenue sharing from the Province, the question of municipally-owned cannabis stores as a source of revenue for local governments was briefly discussed with then Minister of Public Safety & Solicitor General Mike Farnworth.

The attached letter outlines the province's position and provides clarity on issues related to municipal eligibility for cannabis retail store licenses. We encourage you to review the document and consider not only the revenue possibilities but also the opportunity to ensure responsible distribution and community oversight for your municipality.

Sincerely,



Her Worship,

**Mayor Lisa Pineault**

Village of Daajing Giids

PO Box 580, 903A Oceanview Drive V0T1S0

Email: [mayor@daajinggiids.ca](mailto:mayor@daajinggiids.ca) | Web: <https://daajinggiids.ca/>

## FOR INFORMATION CORRESPONDENCE

VIA EMAIL

Ref: 674406

February 5, 2025

Her Worship Lisa Pineault  
Village of Daajing Giids  
903A Oceanview Drive  
Daajing Giids, B.C. V0T 1S0  
Email: [Office@daajinggiids.ca](mailto:Office@daajinggiids.ca)

Dear Mayor Pineault:

I am writing to follow up with you on a letter sent from former Minister, Mike Farnworth, on February 5, 2024, regarding municipality-owned cannabis retail stores. As the General Manager (GM) of the Liquor and Cannabis Regulation Branch (LCRB), I oversee the province's liquor and cannabis regulations, including the administration of cannabis licences and authorizations. Through sound policy and regulation, the LCRB's mission is to enable vibrant liquor and cannabis industries, while ensuring public health and safety.

I would like to thank the delegation from the Village of Daajing Giids for your interest in the cannabis industry and for seeking clarification on whether a municipality is eligible to hold a Cannabis Retail Store (CRS) licence. I appreciate your patience while we reviewed this matter.

The *Cannabis Control and Licencing Act* authorizes the GM to issue a CRS licence to an individual, partnership, corporation or Indigenous nation. In B.C., the legal definition of a corporation includes a municipality or other incorporated bodies. Therefore, the GM is authorized to issue a CRS licence to a municipality if the municipality meets all licensing requirements.

If you are interested in applying for a CRS licence, you can submit an application through the LCRB's licencing portal: <https://justice.gov.bc.ca/lcrb/>.

More information on how to apply is on the LCRB's "Apply for a cannabis Retail Store licence" webpage: <https://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing/cannabis-licences/apply-cannabis-licence/apply-for-a-cannabis-retail-store-licence>.

.../2



**FOR INFORMATION CORRESPONDENCE**

Her Worship Lisa Pineault  
Page 2

If you have more questions about the application process, please reach out to Karina Isdahl, Licensing Manager at [Karina.Isdahl@gov.bc.ca](mailto:Karina.Isdahl@gov.bc.ca).

Sincerely,



David Hume  
Assistant Deputy Minister and General Manager  
Liquor and Cannabis Regulation Branch  
Ministry of Public Safety and Solicitor General  
[www.gov.bc.ca/lcrb](http://www.gov.bc.ca/lcrb)

pc: Janet Donald, Executive Director, LCRB ([Janet.Donald@gov.bc.ca](mailto:Janet.Donald@gov.bc.ca))  
Pamala Renwick, Executive Director and Deputy General Manager of Licensing  
([Pamala.Renwick@gov.bc.ca](mailto:Pamala.Renwick@gov.bc.ca))

## FOR INFORMATION CORRESPONDENCE



### OFFICE OF THE MAYOR

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9  
p: 250.561.7600 | [www.princegeorge.ca](http://www.princegeorge.ca)

NCLGA Member Communities  
North Central British Columbia

March 17, 2025

RE: 2025 NCLGA Resolutions

To our fellow NCLGA members,

We write to share three resolution items the City of Prince George has submitted to the annual convention. This year, we have again resolved to look at items that are not only of interest to our region but that also impact those across the province.

We hope we can count on you to support these three items when the time comes and have included full text of each resolution with the background below for consideration.

If you would like to be involved in future advocacy, separate from the NCLGA process, please reach out and our staff will work to coordinate interest with any emerging opportunities.

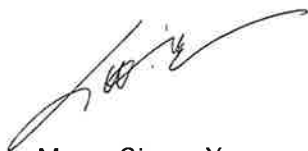
The three items we are hoping we can work together to advocate for are:

- Adequate funding, offices and staffing of the BC Conservation Service;
- Construction of a regional secure psychiatric facility in the Prince George area; and
- Increased core provincial funding for Public Libraries.

These are three items we feel are a benefit to us all. We look forward to discussing these resolutions, and meeting at the NCLGA AGM this May in Prince Rupert!

Thank you for your time and consideration.

Respectfully,



Mayor Simon Yu  
City of Prince George

# FOR INFORMATION CORRESPONDENCE

## *North Central Local Government Association - 2025 Resolution Submissions*

### Resolution #1: Conservation Officer Advocacy

#### **Resolution Background:**

A provincial government webpage, last updated in 2023, on Conservation Officer career information states, “there are over 69,000 law enforcement officers in Canada, and only 150 of them can be B.C. Conservation Officers”. Having only 150 officers on the front lines of environmental law enforcement in British Columbia does not meet the need our vast geography requires. We believe further investment is needed to ensure British Columbia's treasured environment is well looked after.

#### **Draft Resolution:**

WHEREAS the provincial government is responsible for managing the conservation service, with few officers covering a geographically vast region, which has a negative impact on the ability of the BC Conservation Officer Service to meet the needs of the communities served;

AND WHEREAS the British Columbia Conservation Officer Service needs additional resources to adequately address public safety, focus on natural resource law enforcement, off road vehicle enforcement, illegal dumping, human wildlife conflicts prevention, and respond to wildlife human conflict:

THEREFORE BE IT RESOLVED that NCLGA advocates that the provincial government be required to provide adequate funding, offices and staffing to fully support the BC Conservation Officer Service to be more active and proactive in effectively managing conservation services.



## FOR INFORMATION CORRESPONDENCE

### Resolution #2: Regional Secure Psychiatric Care Facility

#### **Resolution Background:**

The Province of British Columbia has committed to taking action to ensure people with long-term concurrent mental-health and addiction challenges get secure and dignified care by opening highly secure facilities for people under the Mental Health Act throughout the province. Prince George is well positioned to host such a facility for the region and seeks NCLGAs support in advocating for the expedient establishment of such resources.

#### **Draft resolution:**

WHEREAS the provincial government has stated an interest in establishing, throughout the province, beds under the Mental Health Act at highly secure regional facilities, where people will receive long term care and housing that is secure, safe and dignified, and as the City of Prince George recognizes its role as a regional service hub for these types of facilities.

AND WHEREAS the provincial government has stated they are working on legislation, supported by expert consultation, that would support involuntary admittance to these specialized, compassionate care facilities with a coordinated plan for both treatment and post care.

THEREFORE BE IT RESOLVED that NCLGA advocates to the Provincial Government for the construction of a standalone secure psychiatric care facility, to serve the region, in Prince George.

## FOR INFORMATION CORRESPONDENCE

### Resolution #3: Provincial Funding for Public Libraries

#### Resolution background:

The City of Prince George encourages NCLGA members to support the BC Public Library Partners and the Association of BC Public Library Directors in requesting the provincial government provide sustainable funding increases for public libraries. In support of this campaign the below resolution language, modeled after language shared by the BC Public Library Partners, is presented.

#### Draft resolution:

WHEREAS core funding for public libraries in British Columbia has remained unchanged since 2009, despite BC's population growing 29%, limiting their ability to expand and evolve their programming as demand for their services increases;

AND WHEREAS the operational requirements of public libraries increasingly require significant and diverse resources to provide front-line community services, including supporting patrons with mental health and addiction issues as well as barriers to housing, providing critical locations of refuge during extreme weather events, providing services to new Canadians, and supporting the process of reconciliation with Indigenous peoples:

THEREFORE BE IT RESOLVED that NCLGA call on the provincial government to increase core funding for public libraries on a yearly basis in line with inflation and immediately increases annual core funding for libraries to \$30 million as requested by the BC Public Library Partners and recommended by the province's Select Standing Committee on Finance and Government Services.

# FOR INFORMATION CORRESPONDENCE

## INFORMATION BRIEFING NOTE

**PREPARED FOR:** North Central Local Government Association (NCLGA)  
Membership



**TOPIC:** Conservation Officer Advocacy

### Conservation Officer Advocacy

#### PURPOSE:

To advocate for a provincial government requirement to provide adequate funding, offices, and staffing to fully support the BC Conservation Officer Service to be more active and proactive in managing public safety, natural resource law enforcement, and preventing and responding to wildlife human conflict.

#### BACKGROUND:

The Conservation Officer Service (COS) focuses on natural resource law enforcement and human wildlife conflicts prevention and response. The modern Conservation Officer Service has evolved over the years into a leading natural resource law enforcement agency specializing in public safety as it relates to human/wildlife conflict. Responsibilities include managing complex commercial environmental and industrial investigations and compliance and enforcement services. As an organization the COS is structured in three units; Provincial Operations (uniformed officers), Provincial Investigations Unit (investigations) and program support, and are located in 45 communities throughout British Columbia with a headquarters located in Victoria, BC.

A provincial government webpage, last updated in 2023, on Conservation Officer career information states, "there are over 69,000 law enforcement officers in Canada, and only 150 of them can be B.C. Conservation Officers". Having only 150 officers on the front lines of environmental law enforcement in British Columbia does not meet the need our vast geography requires. For example, in August 2023 alone COS staff received 5,963 calls related to black bears and attended 520 of these calls. This excludes calls relating to any other human/wildlife conflicts, and other COS responsibilities such as environmental and conservation non-compliance investigations, environmental law enforcement, conducting patrols, and education efforts.

We believe further investment is needed to ensure British Columbia's treasured environment is well looked after.

#### Actions requested:

- Endorsing the resolution brought forward by the City of Prince George
- Joint advocacy for increased funding, offices, and staff for the BC Conservation Officer Service

*Submitted by:*

*City of Prince George*

*Mayor Simon Yu*

[mayoradmin@princegeorge.ca](mailto:mayoradmin@princegeorge.ca)

# FOR INFORMATION CORRESPONDENCE

## INFORMATION BRIEFING NOTE

**PREPARED FOR:** North Central Local Government Association (NCLGA)  
Membership



**TOPIC:** Regional Secure Psychiatric Care Facility

### Regional Secure Psychiatric Care Facility

#### **PURPOSE:**

To advocate for the construction of a standalone secure psychiatric care facility in the Prince George area to serve the region.

#### **BACKGROUND:**

The Province of British Columbia has committed to taking action to ensure people with long-term concurrent mental-health and addiction challenges get secure, safe, and dignified care by opening highly secure facilities for people under the Mental Health Act throughout the province for both voluntary and involuntary admittance.

In alignment with this announcement and Dr. Barbara Kane's petition to the provincial government and Northern Health circulated in August 2024 advocating for such facilities and resources to be hosted in Northern British Columbia, Prince George is well positioned to host such a facility for the region and seeks NCLGAs support in advocating for the expedient establishment of such resources.

#### **Actions requested:**

- Endorsing the resolution brought forward by the City of Prince George
- Joint advocacy for the construction of a standalone secure care facility in the Prince George area to serve the region.

#### *Submitted by:*

*City of Prince George*

*Mayor Simon Yu*

*mayoradmin@princegeorge.ca*

## FOR INFORMATION CORRESPONDENCE

**Barbara J. Kane, MD, FRCP**  
c/o 1475 Edmonton St.  
Prince George, BC  
V2M 1S2

**Phone: 250-564-1152**  
**Fax: 250-612-5176**  
drkanereception@gmail.com

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Aug. 7, 2024

Mayor and Council  
1100 Patricia Boulevard  
Prince George, BC V2L 3V9

Dear Mayor and Council:

Re: Petition for a Psychiatric Hospital in Northern BC

I am writing on behalf of the Spirit Table of Prince George and myself. The Spirit Table (Safety Priority Immediate Response Initiative Team) comprises over 23 community agencies that meet weekly to collaborate with each other in addressing ongoing community safety issues and to increase interagency collaboration, among other things. I am a psychiatrist and have been practicing in Prince George since 1990.

We are writing to inform you about a petition that is circulating in Prince George and northern BC. The petition arose out of concern for the many people who have needs far beyond the capacity of either our hospitals in northern BC or the many community agencies in Prince George and the north.

The abbreviated history regarding the need for a psychiatric hospital began when the only psychiatric hospital in BC, Riverview Hospital in Port Coquitlam, closed in 2012. There were clear indications even before Riverview closed that the community services could not manage the people who needed long-term secure psychiatric care. Homelessness and street crime were starting to escalate even before Riverview closed, as outlined in the Vancouver Police Department report 'Lost in Transition'. That 2008 report recommended that there be a mental health facility that could care for people with chronic and persistent mental illness, four years before Riverview closed!

Since then, governments have added community supports but they are not able to compensate for the services of a psychiatric hospital. As a result, communities have been left 'holding the bag' for services they cannot provide such as long-term secure psychiatric care.

## FOR INFORMATION CORRESPONDENCE

Institutions such as correctional facilities and general hospitals are affected as people are transinstitutionalized due to the lack of appropriate psychiatric facilities.

Many people have come to the conclusion that a psychiatric hospital is an essential component of the health care system. No amount of community services will be able to overcome the issues of severely mentally ill people on the street without treatment, their unfortunate descent into drug use and the resultant homelessness as they become unable to sustain any kind of housing.

This petition asks for the provincial government to work with Northern Health to develop a psychiatric hospital in northern BC. This is not the only thing that needs to be done to rectify the many problems this community and others are facing, but without that level of service, all community services and general hospitals will be overwhelmed by the needs of these people.

We would like to see this letter included on the agenda for the Aug. 19, 2024 Council meeting. We are asking for your support in encouraging people to sign the petition.

Sincerely,

Barbara J. Kane  
Clinical Psychiatrist

## FOR INFORMATION CORRESPONDENCE

### Things to Know about the Petition

This is information about petitions from the government of BC website which people need to know if they are going to help with the petition:

- Petitioners must be residents of the Province of British Columbia and provide their name and address.
- There is no minimum age requirement for anyone signing a petition.

Petitions presented in original, hard-copy form must comply with the following basic rules:

- All signatures must be original and written directly on the face of the petition, and not pasted or transferred to it. Petitions must be free of erasures or insertions. The petition must be in original form; not a photocopy or printed scan.
- If a petition consists of more than one sheet of signatures, the text of the petition must appear at the top of each sheet.
- Each person petitioning the Legislative Assembly of British Columbia must print their name and address and sign their name under the text of the petition.
- Petitions must be written, typewritten or printed, and it is recommended that the paper be standard letter or legal size.

Petitions can be handed in at Dr. Kane's office, Suite 101-1268 5<sup>th</sup> Ave before Aug. 6 or 825 Vancouver St. after Aug. 6 or the Justice Council 511 George Street. Petitions can also be signed at Dr. Kane's office or the Justice Council. Call ahead to make sure someone is there: Dr. Kane's office 250-564-1152; Justice Council contact is Cheryl Johnson 778-763-4316.

We will be collecting petitions and signatures until Oct. 1, 2024.

Thanks for all your help.

# FOR INFORMATION CORRESPONDENCE

**To the Honourable the Legislative Assembly of the Province of British Columbia, in Legislature Assembled:**

The petition of the undersigned, Barbara J. Kane of Prince George, states that:

There is a complete lack of access for people in northern communities to the highest level of psychiatric care. Without this level of service, the people who need the care, their friends and families, and northern communities including police services and hospitals among others, are left to deal with problems they don't have the resources to manage.

Your petitioners respectfully request that the Honourable House work with Northern Health to develop long-term secure psychiatric services, such as a psychiatric hospital or equivalent, for people in our communities who need this level of care.

Dated \_\_\_\_\_ 18th \_\_\_\_\_ day of \_\_\_\_\_ June \_\_\_\_\_, 2024.

Date	First and Last Name	Address, City and Province	Signature



# FOR INFORMATION CORRESPONDENCE

## INFORMATION BRIEFING NOTE

PREPARED FOR: North Central Local Government Association (NCLGA)  
Membership



TOPIC: Provincial Funding for Public Libraries

### Provincial Funding for Public Libraries

#### Purpose:

To advocate for a core funding increase from the provincial government for public libraries as requested by the BC Public Library Partners and recommended by the province's Select Standing Committee on Finance and Government Services.

#### Background:

Public Libraries and Library Federations established under the authority of the Library Act are eligible for provincial funding. The Province provides funding to public libraries to support equitable access to information, programs, and services across the province, greater collaboration between libraries, information technology infrastructure, such as library catalogues and websites, province-wide programs such as BC OneCard, interlibrary loans, and the BC Summer Reading Club as examples.

Despite a 29% increase in BC's population over the past 15 years, core funding for public libraries in BC has remained unchanged since 2009. Public libraries continue to support the economic and social health of communities, by providing information and services to consumers; aiding individuals seeking employment and career enhancement, entrepreneurs and small businesses; and providing refuge during emergencies. This aligns with the province's goals to enhance economic growth, reduce costs for families and make communities safer.

#### ACTIONS REQUESTED

- Endorsing the resolution brought forward by the City of Prince George
- Joint advocacy for increased core funding for public libraries

*Submitted by:*

*City of Prince George*

*Mayor Simon Yu*

*mayoradmin@princegeorge.ca*

## **COMMUNITY NOTICE**



### **ANNUAL VEGETATION MANAGEMENT PROGRAM**

Each year, CN is required to manage vegetation on its right-of-way. Managing this vegetation contributes to mitigating fire risks and enhances the efficiency of inspection of track infrastructure.

To ensure safe railway operations, CN will conduct its annual vegetation management program on its rail lines in the province of British Columbia. A certified professional (Davey Tree Expert Company of Canada, Ltd., 1-800-465-6367) will apply herbicides on and around the railway tracks (primarily along the 24-foot graveled area/ballast). The use of pesticides is intended within the area to which the pest management plan applies. All product requirements for setbacks in the vicinity of dwellings, aquatic environments, and municipal water supplies will be met.

CN only uses herbicides that have been approved for use in Canada and in the province within which they are applied.

The program is expected to take place from April to October 2025.

Visit [www.cn.ca/vegetation](http://www.cn.ca/vegetation) for more information or to make an inquiry, contact the CN Public Inquiry Line at [contact@cn.ca](mailto:contact@cn.ca) or 1-888-888-5909.

**CN.CA**



# FOR INFORMATION CORRESPONDENCE

ULAR

Municipal Affairs

and Finance  
PO Box 9838 Stn Prov Govt  
(4<sup>th</sup> Floor - 800 Johnson Street)  
Victoria, BC V8W 9T1

Circular No. 25:07

April 2, 2025

To: Chief Administrative Officers

Re: **Preparing for Potential Drought Conditions in 2025**

Please be advised that drought conditions experienced across the province in recent years may occur again. The [BC River Forecast Centre](#) has reported below normal [snowpack conditions](#) across much of the province, currently signaling an increased risk of drought for spring and summer. Based on these early indications, we recommend all water suppliers once again prepare for an increased risk of experiencing drought in 2025.

### **Stay informed about current drought conditions**

The Province's [drought preparation and response website](#) has several online resources to support water suppliers through drought conditions. The BC Drought and Water Scarcity Response Plan provides an overview of drought response in the province, including management responsibilities, pre-drought preparedness, descriptions of the provincial drought levels and the potential regulatory actions that may be taken. This plan is updated annually, so please look for the updated 2025 plan on the [BC drought information website](#) later this Spring.

To understand trends in water availability, it is important to regularly monitor available information about drought and streamflow conditions. The Province produces datasets to better understand water availability regionally, including:

- The [BC Drought Information Portal](#) that displays regional Drought Levels.
- A [Map of 7-Day Average Streamflow](#) that displays Water Survey of Canada streamflow gauges relevant to your area.

Drought levels provide information about how dry conditions are and how often these dry conditions may recur. However, they cannot tell you if your systems will be impacted or at risk of being impacted, as this depends on the resilience of each water supply system in times of drought.

Agricultural water suppliers can find helpful resources on the Ministry of Agriculture and Food's [Drought in Agriculture](#) website. It includes fact sheets, videos, tools, financial support programs, and workshops to help with water management and drought preparedness.

## **Take part in the water supply status survey**

The Province, in partnership with the Regional Health Authorities, will again reach out directly to drinking water suppliers across the province to invite you to submit water supply status information during the drought season.

The Ministry of Water, Land and Resource Stewardship's (WLRS) Drinking Water Team will send these survey invitations at regular intervals. We encourage you to take part and help us understand the state of drinking water supplies. By sharing information with the Province, we can better assess which communities are at risk of water supply issues and where support may be needed.

## **Improve resilience to drought and other hazards**

Actions local governments can take to better prepare your community for drought and other hazards include:

- **Establish a water supply monitoring program:**

If your water sources (raw water storage and inflows, or groundwater levels) are not gauged, consider establishing a water supply monitoring program, which will enable you to quantify the water available to your community and adjust water use accordingly. Professional consultants can help design an appropriate monitoring program for your systems. To improve drought resilience, it is recommended that all local governments monitor water supplies to gauge their current conditions and anticipate future water scarcity.
- **Water conservation:**
  - Prepare/update a water conservation plan: The [Water Conservation Guide](#) provides guidance on creating these plans, which should be kept current and reviewed and updated at least every five years. An up-to-date water conservation plan endorsed by a local government's Council or Board, is required for water and wastewater application-based capital funding through the Ministry of Housing and Municipal Affairs.
  - Bylaws: A Water Conservation Plan can help you develop, or update, a Water Conservation Bylaw, which may limit water use seasonally or in stages based on projections of water availability. Bylaws can be used to implement water use restrictions and Bylaws can also be tied to permit approval processes, such as building or plumbing bylaws that offset additional water demands through conservation improvements or require water efficient or drought tolerant landscaping.
  - Communication: Public outreach and communication can be an effective tool to explain the importance of water conservation, its impacts and what individuals need to do to participate.

- Water metering: Universal water metering is also a very useful tool for demand management. If you have water metering, consider pricing structures that encourage water conservation.
- Other examples of opportunities for conservation: Rebates towards low flow appliances and rain barrels, or the elimination of once-through cooling systems in commercial buildings, could be considered.
- **Plan for the long term and future:**

It is helpful to consider drought resilience options for the future, even if these cannot be ready for 2025. Capital projects that can improve drought resilience include leakage reduction, universal water metering, water reuse or reclamation, increased raw water storage, and development of secondary or back-up water sources.
- **Share key drought and water management resources:**

Distribute the Ministry of Agriculture and Food's [2025 Quick Guide to Drought Resources](#), a two-page summary of agricultural water-related supports. Encourage agricultural communities to subscribe to [Regional AgriService BC E-bulletins](#) for timely, region-specific updates on programs, events, and resources.

### **Keep up-to-date on the resources available to you**

Caretaking the natural cycle that results in recharge of local water sources can also ensure that fresh water is retained or returned to local waterbodies and aquifers to maintain availability of drinking water and environmental flows. Consider how to protect watersheds and retain and absorb stormwater run-off. Permeable infrastructure and natural assets can retain valuable water. The following sites have associated resources:

- B.C. Climate Action Toolkit's Green Bylaws Toolkit provides practical tools for protecting green infrastructure: <https://toolkit.bc.ca/tool/8018-2/>
- Integrated stormwater management: <https://www2.gov.bc.ca/gov/content/governments/local-governments/infrastructure/water-systems/stormwater-infrastructure>.
- Asset Management B.C.'s Framework for Sustainable Service Delivery: <https://www.assetmanagementbc.ca/framework/>
- The Partnership for Water Sustainability in B.C. also has some additional resources: <https://waterbucket.ca/guidance-resources/>.

**FOR INFORMATION CORRESPONDENCE**

Page 4

The Infrastructure Planning Grant Program (IPGP) is available to help local governments plan, design and manage infrastructure. The IPGP provides an opportunity to obtain grant funding up to \$10,000 to help develop or update a Water Conservation Plan or to plan capital projects that improve drought resilience. For more information on the Program including a link to the application, please visit the Ministry's [website](#).

Thank you for your cooperation and attention to preparing for drought this year.

Brian Bedford

A handwritten signature in blue ink, appearing to read "B. Bedford", enclosed within a faint, light blue oval outline.

Executive Director  
Local Government Infrastructure and Finance Branch  
Ministry of Housing and Municipal Affairs



**FOR INFORMATION CORRESPONDENCE**



# INTERNATIONAL WOMENS DAY 2025

## 100 MILE HOUSE

To the District of 100 Mile House,  
We are happy to report that our International Women's Day celebration that took place on Saturday, March 8th, 2025, was a tremendous success! This event marked the first celebration of International Women's Day in 100 Mile House since the closure of the local Women's Centre, making it particularly meaningful for our community.

The celebration brought together community members from across the Cariboo region, from 100 Mile House to Tsq̓escen (Canim Lake), Green Lake, Eagle Creek and surrounding communities to honor women's experiences, achievements and ongoing challenges.

Thanks to the generous funding from our sponsors, Tsq̓escen First Nation Wellness department and the District of 100 Mile House, we were able to create a welcoming and impactful event. The funding allowed us to secure an appropriate venue, provide a shared lunch and celebration cake, and create a beautiful atmosphere with art displays and memorial elements.

We also acknowledge the dedicated IWD Planning Committee, spearheaded by Tsq̓escen First Nation

member Sheila Dick, for working together to organize and host the event. The Committee was formed by community volunteers and representatives from the District of 100 Mile House, Cariboo Family Enrichment Centre, Canadian Mental Health Association – South Cariboo Branch, and local RCMP Victims Services.

The day featured honoured speakers, including Mayor Maureen Pinkney, Kukpi7 (Chief) Helen Henderson and Denise Archie, who spoke on behalf of her mother, respected Elder Antoinette Archie. Traditional drummers and singers contributed healing elements to the program, which also included guided meditation, breathwork, movement activities and personal storytelling. These diverse offerings reflected the varied experiences of women in our community.

The venue was arranged with informational tables from local organizations, a book-sharing station, a brainstorming booth and a memorial table with candles to honour women who have passed on. Our goal was to create a beautiful atmosphere for connection and reflection.

## FOR INFORMATION CORRESPONDENCE

The event budget was spent within our region, and supported local businesses and services.

Costs included:

- Venue rental and insurance
- Food and refreshments, including special cake
- Art supplies and decorative elements
- Event promotion
- Gifts for traditional drummers and singers
- Gifts for the guest speakers
- Incidental supplies

Our sponsors were acknowledged throughout the event planning and execution. We featured the Tsq'escen First Nation Wellness department and District of 100 Mile House logos on promotional materials, and our social media event page.

In closing, organizing this event provided both challenges and rewards. We have received some suggestions that we can incorporate into future events. The event served multiple purposes beyond celebration—it created space for healing, commemorating those we've lost, and building new connections among women in our rural communities.

We express our deepest gratitude to the following organizations and individuals:

- Tsq'escen First Nation Wellness department for their financial support
- District of 100 Mile House for their financial contribution and representation
- Cariboo Family Enrichment Centre for their participation and resources
- Canadian Mental Health Association – South Cariboo Branch for their support
- Local RCMP Victims Services for their involvement
- Sheila Dick for her vision and leadership
- Kukpi7 Henderson and Denise Archie for sharing their wisdom
- Traditional drummers and singers for their healing contributions
- All volunteers who helped make the day possible

*The feedback from participants was overwhelmingly positive, with many expressing hope that this celebration would become an annual tradition in 100 Mile House. As organizers, we share the sentiment expressed at the event's conclusion: "to women everywhere: we appreciate women and their experiences, both those women yet to be and those who have gone before."*

With sincere gratitude,

IWD Planning Committee



Event Impact:

- First International Women's Day celebration since the Women's Centre closure
- Created a healing space for women experiencing grief and loss
- Connected women from across the Cariboo region
- Honoured Indigenous leadership and wisdom
- Built a foundation for future women-centered community events
- Demonstrated the power of community-driven initiatives
- Highlighted the importance of women's voices in rural communities





April 2, 2025

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

Reference: 331841

Dear Councillor Barnett:

**Re: Secondary Highway Maintenance**

Thank you for your letter of February 24, 2025, regarding maintenance on secondary highways in B.C. I am also following up on Mayor Pinkney's letter of December 3, 2024, regarding this matter. I understand District staff also recently met with the Honourable Brittny Anderson, Minister of State for Local Governments and Rural Communities, to discuss your concerns. Thank you as well for your letter of March 24, 2025, following up on our recent meeting.

I, too, am glad we had the opportunity to meet and discuss your community's transportation priorities in more detail. As I mentioned during our discussion, the ministry recognizes the increasing cost of road maintenance for communities in the province, and we work hard to address the challenge of ensuring our provincial transportation network is meeting the needs of communities based on available resources and competing priorities.

As you know, following amendments to the Highway Act in 1997, the provincial government no longer provides maintenance funds for secondary highways within municipalities. While I understand you would like to see the provincial government take over the maintenance of secondary highways, these routes are not intended to support inter-provincial travel, which is the focus of the ministry's mandate.

As Sawmill Creek Bridge, as well as segments of Canim-Hendrix Lake Road and Horse Lake Road, are within municipal boundaries, the municipality remains responsible for their ownership and maintenance, including the associated infrastructure within the roads.

The ministry will continue to support safe and reliable connections between the provincial highway network and municipal routes in the 100 Mile House region. We will also continue to offer the municipality opportunities for funded municipal works to be included in local ministry tenders for economies of scale when possible.

.../2

## FOR INFORMATION CORRESPONDENCE

-2-

Your email mentioned the government structure for 100 Mile House. Restructuring local government can lead to fundamental changes in representation, taxation and service provision with significant impacts to the community. As such, local governments seeking a restructure must have support from the elected local government representatives, understand and identify the key issues to be solved and demonstrate that the potential impacts are understood by residents, area First Nations, businesses and the regional district.

I have shared your comments regarding the government structure for 100 Mile House with my colleague the Honourable Ravi Kahlon, Minister of Housing and Municipal Affairs, as this matter is the responsibility of his ministry. You can find more information regarding local government restructures, including amalgamations, on the website for the Ministry of Housing and Municipal Affairs. Their Governance and Structure Branch can also be reached at [lggovernance@gov.bc.ca](mailto:lggovernance@gov.bc.ca) should you wish to discuss this matter further.

Thank you again for taking the time to write.

Sincerely,



Mike Farnworth  
Minister

Copy to: Honourable Ravi Kahlon  
Minister of Housing and Municipal Affairs  
MLA, Delta North

Honourable Brittney Anderson  
Minister of State for Local Governments and Rural Communities  
MLA, Kootenay Central

Sarah Staszkiel, Project Management Analyst  
Ministry of Housing and Municipal Affairs

## DISTRICT OF 100 MILE HOUSE

### Bylaw No. 1446

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Being a Bylaw to amend the District of 100 Mile House Business License Bylaw No. 1407, 2023.

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This bylaw may be cited for all purposes as “**District of 100 Mile House Business License Amendment Bylaw No. 1446, 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 Business License Bylaw No. 1407, 2023 is hereby amended as follows:

That **Section 10 Specific Business Regulations** is hereby amended to include the following:

#### **Mobile/Street Vendor**

- 10.12** Every business carrying a license for mobile/street vendor shall only operate on private property with permission of the owner/tenant, and on municipal property upon invitation of a permitted event organizer.
- 10.13** Mobile/street vendors selling prepared food products “Food trucks” may operate at predesignated spaces in Centennial Park parking lot. The predesignated spaces cannot be reserved, and availability is at the discretion of the Director of Community Services. Predesignated spaces are not available during permitted Centennial Park events.
- 10.14** Every business operating on municipal property shall obtain five million (\$5,000,000) liability insurance inclusive of limits covering bodily injury, death and property damage including the loss of use of such property, showing the District of 100 Mile House as a coinsured party and a copy of which is to be kept on file at the District.
- 10.15** Every mobile/street vendor who sells any commodity by its weight, shall have available and use a weigh scale capable of accurately weighing any such commodity.
- 10.16** A Health Permit is required for the selling/preparing/serving of food or beverages.
- 10.17** Must always display business license within the motorized or non-motorized vehicle/cart.
- 10.18** Every mobile/street vendor shall ensure that the business does not obstruct the free movement of pedestrians and traffic, as applicable.

**10.19** Every mobile/street vendor shall ensure that any and all litter, refuse or garbage generated by the business be disposed of appropriately, and that the space is maintained and left in a safe, clean and sanitary condition.

READ A FIRST, SECOND AND THIRD TIME this 25<sup>th</sup> day of March, 2025.

ADOPTED this 8<sup>th</sup> day of April, 2025.

\_\_\_\_\_  
Mayor

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

**DISTRICT OF 100 MILE HOUSE**

**Bylaw No. 1447**

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

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This bylaw may be cited for all purposes as “**District of 100 Mile House Fees and Charges Amendment Bylaw No. 1447-2025.**”

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 “D” Business Licences, Part 9 be amended to read:

Special Events	\$250.00
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READ A FIRST, SECOND AND THIRD TIME this 25<sup>th</sup> day of March 2025.

ADOPTED this 8<sup>th</sup> day of April, 2025

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Mayor

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Corporate Administrator



**District of  
100 MILE HOUSE**

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

**Regular: Apr.8.2025**

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**REPORT DATE:** March 31, 2025  
**TITLE:** Financial Plan Bylaw 1448-2025  
**PREPARED BY:** S.Elias – Director of Finance

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**PURPOSE:**

This memo provides a broad overview of the 2025-2029 financial plan, any material changes from previous year's budget and identification of capital projects.

The District of 100 Mile House has three funds: General Fund, Sewer Fund and Water fund, each has a balanced budget for both operations and capital expenditures.

**RECOMMENDATION:**

Recommended Resolution

**BE IT RESOLVED THAT** the memo from Administration regarding Financial Plan Bylaw 1448-2025 be received, and

**BE IT RESOLVED THAT** Financial Plan Bylaw 1448-2025 be read a first, second and third time this 8<sup>th</sup> day of April 2025.

**BACKGROUND INFORMATION:**

Section 165 of the Community Charter requires each municipality in British Columbia adopt a five-(5) year financial plan, updated and approved annually. The plan must include the following:

Objectives and Policies related to:

- Funding sources
- Distribution of property taxes by assessment class
- The use of Permissive Tax Exemptions



Proposed expenditures indicating:

- Interest & Principal payments on municipal debt
- Amounts required for Capital purposes
- Deficiencies from previous years, if applicable
- Other purposes

Proposed funding sources indicating:

- Revenue from property and parcel taxes
- Fees & charges
- Other sources
- Proceeds from borrowing

Proposed transfers to or between funds and the total of proposed expenditures and transfers to other funds for a year must not exceed the total of the proposed funding sources and transfers from other funds for the year.

If actual expenditures and transfer to other funds for a year exceed actual revenues and transfers from other funds for the year, the resulting deficiency must be included in the next year's financial plan as an expenditure in that year.

Members of the public are provided an opportunity to address Council to discuss the proposed plan. A financial plan may be amended by bylaw at any time.

## **DISCUSSION / ANALYSIS:**

### **General Fund – Revenues**

- The general & debt levy (municipal tax collection) is based on a 5% mill rate increase for 2025 and for planning purposes collections have been estimated at 2%/2%/2%/2% increases for the 2026-2029 years respectively.
- Return on investments (Bank interest, MFA bond and money market funds, GIC) Declining interest rates are expected in 2025 resulting in a lower budgeted return on investment expected.
- The "Small Communities Grant" is budgeted at \$390,000 for the next 5 years, these funds are used to offset current year operating expenses.
- The Community Works funding (Gas Tax Contribution) is determined by the UBCM Federal Gas Tax Agreement Allocation Schedule. These funds are to be used for the eligible projects identified within the funding program or transferred at the year end to the reserve fund.



## **General Fund – Expenditures**

- As per the collective agreement all union wages are subject to a 4% increase in 2025. The current collective agreement expires December 31st, 2025. For planning purposes, a 3% increase was applied in 2026 and 2% each year for 2027 to 2029.
- Total employer benefit expense has lowered to the rate of 28%.
- Heat, Insurance, water and sewer charges are increased 5% each year.
- Hydro increases at 5% each year.
- Information Technology continues to see increases each year to provide the required level of cyber security.

## **Sewer & Water Fund**

- Sewer & water frontage taxes are increased annually at 5% as per the current frontage tax bylaws that expires on December 31st, 2027.
- Sewer fees are increased annually at 5%, as per current bylaw that expires on December 31st, 2025. Water fees are increased 10% for 2025, as per current bylaw that expires on December 31st, 2025
- An overview of the water and sewer rate schedules and cost recovery will be completed before the renewal of the user fee bylaws.

## **Debt Principal Payments:**

- There are no debt payments as the Blackstock sewer specified area debt was completed in 2024.





## Capital:

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

### Community Service

- Fleet Upgrade – Two (2) Toolcat replacements

### Fire Dept

- Small Equipment & Turn Out Gear
- Building Upgrade – Emergency Services Live Fire Training Tower replacement
- Repeater Station Equipment Upgrade

### Municipal Office

- Server Replacement

Community Service, Fire Department and Municipal Office items are funded through the machinery and equipment reserve.

### Infrastructure

- Horse Lake Bridge
- Paving Projects / Multiple Sites
- Property Upgrade – Fire Department Washdown Pad
- Centennial Park Washroom Design
- Airport Signage and Fencing

The Horse Lake Bridge project is funded by grant funding, DCC reserve and Community Forest Reserve funds.

### Utility Infrastructure

- Waste Water Treatment Plant Upgrades(WWTP) - (brought forward from 2024)
- Main lift station Control panel (brought forward from 2024)
- Exeter Lift Station (brought forward from 2024)
- Membrane WTP Design
- Well Redevelopment
- Rapid Infiltrate Basin Project

The WWTP upgrades are funded by grant funding and Utility Infrastructure Reserve.



### Buildings

- Martin Exeter Hall Stage lighting
- Community Hall Renovation design
- Martin Exeter Hall Air Conditioning and Heat
- Lodge Floor project

Prior to the adoption of the 2025-2029 Financial Plan Bylaw, an opportunity for public consultation is required. A public presentation of the Financial Plan bylaw is scheduled during the Regular Council meeting on April 8<sup>th</sup>, 2025 beginning at 5:30pm.

### **Capital 2026 – 2029:**

Multiple items are proposed for the 2026 – 2029 fiscal years, as previously noted the long-term capital plan is subject to change with funding a major contributing factor.

Grant funding, reserves and contractor availability during construction season can all have an impact on the final plan. The long-term plan includes the following:

- CS fleet upgrades
- FD fleet upgrades
- IT upgrades
- Paving projects
- Park and recreation infrastructure
- Water infrastructure upgrades

The District is constantly on the lookout for third party funding programs that support major capital projects. It is essential that the District continues to balance the provision of services to meet the community needs while at the same time maintaining and replacing aging infrastructure and equipment with an eye to minimizing the need to enter long-term borrowing commitments.

### **ALTERNATIVES:**

1. That the Bylaw be read a first, second and third time.
2. That Council direct staff to make edits to the bylaw.

**BUDGETARY IMPACT: N/A**



**POLICY IMPLICATION:** N/A

**ATTACHMENTS:**

District of 100 Mile House Financial Plan Bylaw No. 1448-2025

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

**Date:** Apr 2/25

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

**Date:** Apr. 3.25

**DISTRICT OF 100 MILE HOUSE  
Bylaw No. 1448, 2025**

A bylaw to adopt 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 Bylaw No. 1448, 2025**".

**ENACTMENT**

2. THAT, the Five-Year Financial Plan hereto annexed and marked as Schedule "A" and Schedule "B" is hereby approved and authorized and shall be in full force and effect from January 1, 2025 until amended, repealed or replaced.

READ A FIRST, SECOND AND THIRD TIME this 8<sup>th</sup> day of April, 2025

ADOPTED this

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Mayor

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Corporate Officer

**DISTRICT OF 100 MILE HOUSE**  
**2025 Financial Plan Bylaw No. 1448, 2025**  
**Schedule "A"**

<b>REVENUES</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
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	1,926,705	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	173,500	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
	<b>\$ 9,263,735</b>	<b>\$ 8,490,931</b>	<b>\$ 8,619,556</b>	<b>\$ 8,699,553</b>	<b>\$ 8,743,972</b>

<b>EXPENDITURES</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
General Government	\$ 1,415,775	\$ 1,147,730	\$ 1,160,460	\$ 1,183,850	\$ 1,207,910
Protective Services	863,105	835,830	844,915	854,235	863,820
Transportation Services	1,695,890	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	1,230,455	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	402,225	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	585,955	500,455	510,416	505,668	500,843
	<b>\$ 9,263,735</b>	<b>\$ 8,490,931</b>	<b>\$ 8,619,556</b>	<b>\$ 8,699,553</b>	<b>\$ 8,743,972</b>

	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
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<b>CAPITAL</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
Capital Expenditure	12,637,225	6,272,000	14,268,000	6,561,000	1,519,000
Transfer from Operating Surplus	7,940	-	-	-	-
Transfer from Reserves	8,134,910	3,372,000	1,268,000	1,561,000	1,519,000
Grant Funding	3,094,375	2,900,000	13,000,000	5,000,000	-
Developer Contributions	1,400,000	-	-	-	-
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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**STATEMENT OF OBJECTIVES & POLICIES**

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

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

**FUNDING SOURCES**

The table below shows the proportion of total revenue to be raised from each funding source in 2025. Property taxes, which provide a stable and consistent source of funding, are the primary revenue source for the District, while Government grants and transfers from other and reserves, (which will fluctuate year to year) are second highest for planned funding sources.

Revenue Distribution	% of Total Revenue	Dollar Value
Property & Parcel Taxes	37.4%	\$ 3,468,390
Government Grants	20.8%	1,926,705
Transfers from Other	19.4%	1,800,420
Utility User Fees	12.8%	1,184,250
Other Revenue	7.7%	710,470
Transfer from Own Reserves	1.9%	173,500
	<b>100%</b>	<b>\$ 9,263,735</b>

**Objectives**

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

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**Policies**

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

The projected distribution of property tax values included in the financial plan among the property classes for 2025 is as follows:

Assessment Class	% of Total Collection	Collection Dollar Value
Class 1 - Residential	27%	825,480
Class 2 - Utilities	21%	634,726
Class 4 - Major Industry	16%	472,785
Class 5 - Light Industry	1%	43,859
Class 6 - Business	35%	1,059,531
Class 8 - Recreation & Non-Profit	0.04%	1,355
Class 9 - Farm	0.05%	1,499
	100%	\$ 3,039,235

**Objectives**

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

**Policy**

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



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**PERMISSIVE TAX EXEMPTIONS**

**Objectives**

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

**Policy**

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

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

**Objectives**

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

**Policies**

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

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

**Objectives**

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

**Policies**

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

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