



We acknowledge that we are gathering here on the traditional territory of the Secwépemc people, with whom we share these lands and where we live and work together.

Item **Description**

Page

1. **Call to Order**
 (a) Call to Order

2. **Approval of Agenda**
 (a) Approval of Agenda

Recommendation: THAT the regular council meeting agenda for June 10, 2026 be approved as circulated.

4 - 7

3. **Adoption of Minutes**
 (a) Adoption of Minutes

Recommendation: THAT the minutes of the regular council meeting held on May 27, 2026 be adopted.

[Regular Council Meeting - 27 May 2026 - Minutes](#)

4. **In-Camera**
 (a) Move In-Camera

Recommendation: THAT council exercise its authority under the Community Charter and move in-camera under the following sections:

- 90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;
- 90(1)(c) labour relations or other employee relations;
- 90(1)(g) litigation or potential litigation affecting the municipality;

The public portion of the meeting begins at 5 p.m.

5. District of Sicamous Development Corporation AGM

- (a) Call to Order

Recommendation: THAT the District of Sicamous Development Corporation Annual General Meeting be called to order at.....

8 - 39

- (b) Business Summary
[2025 DOSDC AGM Report](#)
[2025 DOSDC Financial Statements](#)

- (c) Public Question Period (15 Minutes)

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- (d) Shareholder Consent Resolutions
[2026 DOSDC Shareholder Resolutions](#)

- (e) Adjournment

Recommendation: THAT the District of Sicamous Development Corporation AGM be adjourned, the time being.....

6. Bylaws & Policies

41 - 60

- (a) Zoning Amendment Bylaw No. 1125, 2026 (222 Mara Lake Lane)

Recommendation: THAT the District of Sicamous Zoning Amendment Bylaw No. 1125, 2026 be given first, second and third reading this 10th day of June, 2026.

[Staff Report - Zoning Amendment Bylaw No. 1125, 2026 \(222 Mara Lake Lane\) - Pdf](#)

7. Staff Reports

61 - 101

- (a) Statement of Financial Information - December 31, 2025

Recommendation: THAT council approves the Statement of Financial Information for the year ended December 31, 2025 as presented this 10th day of June 2026.

[Staff Report - Statement of Financial Information - December 31, 2025](#)

102 - 122

- (b) Award for Landscape Construction Project for the Sek'emaws Sicamous Health Centre

Recommendation: THAT Council award Request for Proposal #1220-20-175, Landscape Construction Project for the Sek'emaws Sicamous Health Centre, to Swan Lake Landscaping Ltd. for the net amount of \$62,624, plus GST.

[Staff Report - Award for Landscape Construction Project for the Sek'emaws Sicamous Health Centre](#)

123 - 137

- (c) Development Variance Permit 26-DVP-004 (310 Hemlock Crescent South)

Recommendation: THAT District of Sicamous council authorize and issue Development Variance Permit 26-DVP-004 for the property located at 310 Hemlock Crescent South.

[Staff Report - Development Variance Permit 26-DVP-004 \(310 Hemlock Crescent South\)](#)

138 - 173

- (d) Development Variance Permit 26-DVP-005 (310 White Pine Crescent)

Recommendation: THAT District of Sicamous council authorize and issue Development Variance Permit 26-DVP-005 for the property located at 310 White Pine Crescent.

[Staff Report - Development Variance Permit 26-DVP-005 \(310 White Pine Crescent\)](#)

[Public Input 310 White Pine Crescent](#)

174 - 184

- (e) Development Variance Permit 26-DVP-006 (722 Kappel Street)

Recommendation: THAT District of Sicamous council authorize and issue Development Variance Permit 26-DVP-006 for the property located at 722 Kappel Street.

[Staff Report - Development Variance Permit 26-DVP-006 \(722 Kappel Street\)](#)

185 - 201

- (f) Development Permit (Minor) 26-DP-007 (225 Main Street)

Recommendation: THAT Council approve Development Permit (minor) 26-DP-007 for the property located at 225 Main Street.

[Staff Report - Development Permit \(Minor\) 26-DP-007 \(225 Main Street\)](#)

8. Correspondence

202 - 208

- (a) Correspondence for Information
[Correspondence for Information \(2026-06-10\)](#)

9. Public Input Period

- (a) Public Input (15 minutes)

10. Adjournment

- (a) Adjourn

Recommendation: THAT the regular council meeting for June 10, 2026 be adjourned, the time being...

Council Present: Mayor Colleen Anderson
Councillor Ian Baillie
Councillor Pam Beech
Councillor Gord Bushell
Councillor Bob Evans
Councillor Malcolm Makayev
Councillor Siobhan Rich

Staff Present: Dean Strachan, Chief Administrative Officer
Shawna Koll, Director of Corporate Services
Bianca Colonna, Director of Finance
Nicole Hansen, Director of Development Services

Gallery: Three people were present in the gallery and eight people participated via videoconference.

1. Call to Order

(a) Call to Order

The meeting was called to order at 4:00 p.m. with Mayor Anderson presiding as Chair.

2. Approval of Agenda

(a) Approval of Agenda

Resolution # 26-106

THAT the regular council meeting agenda for May 27, 2026 be amended by removing 5. Delegations – CSRD Ben Van Nostrand and adding additional legislation for In-Camera 90(a)(g) litigation or potential litigation affecting the municipality;

Carried

Resolution # 26-107

THAT the regular council meeting agenda for May 27, 2026 be approved as amended.

Carried

3. Adoption of Minutes

(a) Adoption of Minutes

Resolution # 26-108

THAT the minutes of the regular council meeting held on May 13, 2026 be adopted.

Carried

4. In-Camera

- (a) Move In-Camera

Resolution # 26-109

THAT council exercise its authority under the Community Charter and move in-camera under the following sections:

- *90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*
- *90(2)(b)iii the consideration of information received and held in confidence relating to negotiations between the municipality and a first nation or a prescribed Indigenous entity, or between a first nation or a prescribed Indigenous entity and a third party;*
- *90(a)(g) litigation or potential litigation affecting the municipality;*

Carried

Councillor Rich entered the meeting at 4:03 p.m.

Mayor Anderson opened the public portion of the meeting with congratulations to Councillor Makayev on his recent marriage. And wished Carley Procyshyn all the best as she starts a new position in Revelstoke.

5. Bylaws & Policies

- (a) Zoning Amendment Bylaw No. 1118, 2026 (222 Temple Street)

Resolution # 26-110

THAT Zoning Amendment Bylaw No. 1118, 2026 be adopted this 27th day of May 2026.

Carried

6. CAO Report

- (a) CAO Report

Council received the Chief Administrative Officer's monthly update dated May 27, 2026. The report highlighted attendance at the Southern Interior Local Government Association conference, ongoing progress on major development projects, including the near completion of the multi-use building at 425 Main Street, and a new 36-unit development application at 222 Mara Lake Lane. Updates were also provided on commercial activity at 534 Main Street, continued Public Works projects including RIB 4 and the Main Street Healing Garden procurement process, and forthcoming bylaw and planning initiatives, including the Official Community Plan and subsequent zoning updates. Council was further advised on the transition to proactive bylaw enforcement, with recent sweeps identifying 29 properties with compliance issues, approximately half of which are now in progress toward resolution. The report was received for information.

CAO advised that discussions are ongoing with Canadian Pacific Kansas City Limited

(CPKC) regarding a significant fault in the main rail line that requires repair. It was noted that repairs are anticipated to be completed within the next two weeks, and in the interim, train speeds have been reduced to 25 to ensure safe operation. CPKC has proposed completing repairs to the District's rail crossing at the same time; however, under the existing agreement, the District is responsible for the associated costs, which are expected to be significant. Staff are currently developing a plan to address the financial implications and will report back to Council with options and recommendations. It was further noted that, upon completion of the work, the District will benefit from an improved rail crossing.

7. Correspondence

(a) Correspondence for Action

Council discussed the Red Arrow Ebus letter of support request noting this service provides key transportation to the District of Sicamous and surrounding area. And directed staff to send a letter confirming they adequately meet the transportation needs of our community.

Resolution # 26-111

THAT Staff provide a letter of support to Red Arrow Ebus confirming they adequately meet transportation needs for our Community.

(b) Correspondence for Information

Council received the correspondence for information

Councillor Rich left the meeting at 5:38 p.m.

8. Committee & Regional District Reports

(a) Internal Committees (*For Information*)

Council received the Planning and Development Committee Meeting Minutes from April 1, 2026, for information

(b) External Committees (*For Information*)

Council received the Interagency Meeting Minutes from May 19, 2026, for information

(c) Columbia Shuswap Regional District (*For Information*)

Council received the CSRD Electoral Area Directors Committee Meeting Minutes from February 24, 2026, for information.

Council received the CSRD North Okanagan Columbia Shuswap Regional Hospital District Regular Board Meeting Minutes from March 24, 2026, for information.

Council received the CSRD Shuswap Emergency Program Executive Meeting Minutes

from April 14, 2026, for information.

Council received the CSRD Regular Board Meeting Minutes from April 16, 2026, for information.

9. Public Input Period

- (a) Public Input (15 minutes)

Sean Duggan of Sic Ridz Rentals Ltd. presented an idea for a potential business. Staff asked him to connect with them to review in more detail.

10. In-Camera

- (a) In-camera

Resolution # 26-112

THAT council exercise its authority under the Community Charter and move back in-camera under the following sections:

- *90(1) (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;*
- *90(a)(g) litigation or potential litigation affecting the municipality;*

Carried

11. Adjournment

- (a) Adjourn

Resolution # 26-113

THAT the regular council meeting for May 27, 2026 be adjourned, the time being 6:44 p.m.

Carried

Chair

Corporate Officer

DEVELOPMENT CORPORATION

The District of Sicamous Development Corporation (DOSDC) continued to build momentum in 2025, delivering measurable results across tourism marketing, business development, and investment attraction.

From record MRDT revenue and exponential digital growth to expanded business support programs and new strategic partnerships, 2025 marked a year of strong execution and forward planning – positioning Sicamous for sustainable growth as a four-season destination and thriving economic community.



Economic Development Achievements

Business Development & Support

- 3rd Annual Business Walks: 12 volunteers (DOSDC, Chamber, Councillors), 22 businesses visited
- New business attraction focus: bike repair/retail, tech industry/digital nomads
- Industry Roundtables launched incl Optimizing Your Resilience Workshop (Female Entrepreneur Day): 25 attendees

Investment Attraction & Property

- Investment Attraction Package (Community Profile + Investment Strategy) updating. Re-print 2026

Strategic Initiatives

- Shoulder Season Event Attraction Strategy in development: concerts, MTB, mechanized sports
- Created Community Yard Sale Day
- Attended SIRES 2025 (Salmon Arm) with trade show display
- Salmon Arm Business Forum with 4 Directors
- DOSDC newsletter: 72 subscribers, 77.8% open rate
- Facebook 46.1K views (+331% interactions)

Tourism Achievements

MRDT Revenue

- 2025 total: \$150,934 – up 11.1% YoY; monthly average \$12,578

Digital & Social Media

- ExploreSicamous.ca: 36,758 sessions (+115.5%), 83,422 page views (+164%), 31,106 users (+96%)
 - Top pages: Webcams, Trails, Beaches, Ferry, Events; 9 new pages launched
- Facebook: 1.0M views; follows +805%
- Instagram: 165.5K views; interactions +100%
- TikTok (@exploresicamous): 1,520 followers, 14.2K likes
- #RealTime Webcams: 4,276 plays in December; 345 total hours watched; 2 new cameras added

Marketing & Visitor Outreach

- 6,000 Visitor Guides distributed; 600+ 'Where To' one-pagers to hotels & businesses
- Newsletter: 146 subscribers; Kelowna Airport ads reaching 2.1M annual passengers

Key Initiatives & Partnerships

- BC Bird Trail | Sicamous Ferry Society | MTB BC | BCDMOA | TOTA
- UCI Pump Track World Championship Qualifier: 72 participants, 21 cities, 18 first-time Sicamous visitors, 50–66 incremental overnight stays
- Tourism Advisory Committee: 2025–2027 term, 10 industry sectors, strategic session held September
- MRDT renewed to 2030

Coming in 2026

- Downtown Revitalization Grant: 5 × \$1,000
- Events & Tradeshow Grant: 10 × \$500
- Create Incubator / Co-Share Business Centre
- Hotel Valuation Study
- Host 8 business workshops (AI, e-commerce, succession planning, taxation)
- Host Industry Sector Roundtables: Real Estate, Accommodations, Retail & Tourism
- 4th Annual Business Walk – September
- Invest in TCH Billboard & in-town signage



Did you know?
The DOSDC prioritizes:

Tourism, Product
Development &
Marketing



Business Retention &
Expansion



Land Development &
Investment Attraction

DISTRICT OF SICAMOUS
Consolidated Financial Statements
For the Year Ended December 31, 2025

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Management's Responsibility for Financial Reporting

The accompanying consolidated financial statements of the District of Sicamous are the responsibility of management and have been approved by the Director of Finance on behalf of Council.

The consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Certain amounts used in the preparation of the consolidated financial statements are based on management's best estimates and judgments. Actual results could differ as additional information becomes available in the future. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the consolidated financial statements are presented fairly, in all material respects.

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

The District of Sicamous' Director of Finance and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the consolidated financial statements.

The Director of Finance and Council members meet periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging its responsibilities, and to review the annual report, the consolidated financial statements and the external auditor's report.

The consolidated financial statements have been audited by BDO Canada LLP Chartered Accountants in accordance with Canadian generally accepted auditing standards on behalf of the Council members. The independent auditor's report expresses its opinion on these consolidated financial statements. The auditors have full and free access to the accounting records, the Director of Finance and Council of the District of Sicamous.

Signed by:



BB787BA365494BF...

Director of Finance

Independent Auditor's Report

To the Mayor and Council of the District of Sicamous

Opinion

We have audited the consolidated financial statements of the District of Sicamous (the "District") and its controlled entities (the "Consolidated Entity"), which comprise the consolidated statement of financial position as at December 31, 2025, and the consolidated statements of operations, change in net assets, and consolidated cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Consolidated Entity as at December 31, 2025, and its results of operations, its change in net assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

Other Matter - Unaudited Information

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of the attached Schedules to the District's financial statements.

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

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

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

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



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

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

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

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

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


BDO Canada LLP

Chartered Professional Accountants

Salmon Arm, British Columbia
April 24, 2026

**District of Sicamous
Consolidated Statement of Financial Position**

December 31	2025	2024
Financial assets		
Cash and cash equivalents (Note 2)	\$ 9,940,185	\$ 5,577,567
Taxes receivable	434,244	445,860
Accounts receivable and deposits (Note 3)	2,024,022	2,831,881
Portfolio investments (Note 4)	1,500,000	8,663,643
Cash deposit - Municipal Finance Authority (Note 5)	110,420	107,209
	14,008,871	17,626,160
Liabilities		
Accounts payable and accrued liabilities (Note 7)	1,621,103	2,981,957
Reserve - Municipal Finance Authority (Note 5)	-	107,209
Deferred revenue (Note 9)	2,153,929	2,113,383
Long-term debt (Note 10)	6,020,887	6,356,899
Asset retirement obligations (Note 13)	360,072	347,200
	10,155,991	11,906,648
Net financial assets	3,852,880	5,719,512
Non-financial assets		
Tangible capital assets (Note 12)	93,426,736	89,307,251
Prepaid expenses and inventories of supplies	207,305	182,667
	93,634,041	89,489,918
Accumulated surplus (Note 14)	\$ 97,486,921	\$ 95,209,430
Commitments and contingent liabilities (Note 21)		

Signed by: 

 BB787BA365494BF...
 Director of Finance

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

**District of Sicamous
Consolidated Statement of Operations**

For the year ended December 31	2025 Budget (Note 20)	2025 Actual	2024 Actual (Note 22)
Revenue			
Taxation-net (Note 16)	\$ 5,929,147	\$ 5,892,788	\$ 5,638,773
Grants in lieu of taxes and 1% utility tax (Note 17)	92,919	91,720	90,897
Government grants (Note 17)	1,240,704	1,431,595	6,929,810
Contributions by developers and property owners	543,456	2,477,405	2,355,620
User fees and service charges	3,953,042	3,876,868	3,324,365
Permits, licenses and fines	260,000	244,031	163,442
Penalties and interest on taxes	97,500	104,536	125,565
Investment income	100,000	404,509	756,503
Regional District contribution (Note 11)	81,508	99,501	343,325
Other	-	322,210	-
	<u>12,298,276</u>	<u>14,945,163</u>	<u>19,728,300</u>
Expense			
General government services	2,019,594	2,068,423	2,701,784
Protective services	1,028,874	1,178,516	1,166,519
Transportation services	1,403,200	2,436,157	2,475,344
Environmental health services	120,000	120,395	106,726
Public health and welfare services	1,519,591	1,782,867	1,210,760
Environmental development services	658,224	594,853	527,484
Recreation and cultural services	703,604	962,702	1,122,587
Economic development	253,560	484,447	467,381
Sewer services	1,248,183	1,582,580	1,350,284
Water services	1,408,984	1,456,732	1,277,854
	<u>10,363,814</u>	<u>12,667,672</u>	<u>12,406,723</u>
Annual surplus	<u>1,934,462</u>	<u>2,277,491</u>	<u>7,321,577</u>
Accumulated surplus, beginning of year		<u>95,209,430</u>	<u>87,887,853</u>
Accumulated surplus, end of year		<u>\$ 97,486,921</u>	<u>\$ 95,209,430</u>

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

District of Sicamous
Consolidated Statement of Change in Net Assets

	2025 Budget	2025	2024 Actual
Annual surplus	\$ 1,934,462	\$ 2,277,491	\$ 7,321,577
Acquisition of tangible capital assets (Note 12)	(7,150,640)	(6,825,003)	(12,522,640)
Amortization of tangible capital assets (Note 12)	-	2,565,078	2,499,762
Loss on sale of tangible capital assets	-	119,376	669,375
Proceeds on sale of tangible capital assets	-	19,458	94,791
Decrease (increase) in tangible capital assets due to asset retirement obligation (Note 13)	-	1,606	12,594
	<u>(5,216,178)</u>	<u>(1,841,994)</u>	<u>(1,924,541)</u>
Use/consumption of prepaid expenses and inventory of supplies	-	(24,638)	(122,377)
Net change in net debt	(5,216,178)	(1,866,632)	(2,046,918)
Net assets, beginning of year	<u>5,719,512</u>	<u>5,719,512</u>	<u>7,766,430</u>
Net assets, end of year	<u>\$ 503,334</u>	<u>\$ 3,852,880</u>	<u>\$ 5,719,512</u>

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

**District of Sicamous
Consolidated Statement of Cash Flows**

For the year ended December 31	2025	2024
Operating transactions		
Annual surplus	\$ 2,277,491	\$ 7,321,577
Items not involving cash		
Amortization	2,565,078	2,499,762
Accretion (Note 13)	14,478	14,403
Loss on disposal of tangible capital assets	119,376	669,375
Developer contributed capital assets (Note 12)	(2,047,210)	(1,806,931)
Actuarial adjustments	(28,210)	(23,962)
Interest on MFA cash deposits	(3,210)	-
Changes in non-cash operating balances		
Taxes receivable	11,616	185,798
Accounts receivable	807,859	(960,913)
Prepaid expenses and inventories of supplies	(24,638)	(122,377)
Accounts payable and accrued liabilities	(1,360,854)	1,481,451
Deferred revenue	40,546	(1,897,017)
Reserve - Municipal Finance Authority	(107,209)	-
	<u>2,265,113</u>	<u>7,361,166</u>
Capital transactions		
Acquisition of tangible capital assets (Note 12)	(4,777,793)	(10,715,709)
Proceeds on sale of tangible capital assets	19,458	94,791
	<u>(4,758,335)</u>	<u>(10,620,918)</u>
Investment transaction		
Decrease in portfolio investments	<u>7,163,643</u>	<u>4,911,189</u>
Financing transactions		
Repayment of long-term debt	<u>(307,803)</u>	<u>(303,490)</u>
Net change in cash and cash equivalents	4,362,618	1,347,947
Cash and cash equivalents, beginning of year	<u>5,577,567</u>	<u>4,229,620</u>
Cash and cash equivalents, end of year	<u>\$ 9,940,185</u>	<u>\$ 5,577,567</u>

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

District of Sicamous Notes to Consolidated Financial Statements

December 31, 2025

1. Summary of Significant Accounting Policies

Management's Responsibility for the Consolidated Financial Statements

The consolidated financial statements of the District are the responsibility of management. They have been prepared in accordance with Canadian generally accepted accounting principles established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. The District is a municipality in the Province of British Columbia and operates under the provisions of the Community Charter. The District provides municipal services such as fire, public works, planning, parks, recreation and other general government services.

Basis of Consolidation

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of all municipal organizations, committees and boards which are owned or controlled by the District. The District owns 100% of District of Sicamous Development Corporation. Inter-fund balances and transactions have been eliminated.

Cash and Cash Equivalents

Management considers all highly liquid investments with maturity of three months or less at acquisition to be cash equivalents.

Portfolio Investments

Portfolio investments are recorded at cost unless there has been a decline in the market value which is other than temporary in nature, in which case, the investments are written down to market value.

Non-Financial Assets

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

Financial Instruments

The District's financial instruments consist of cash, term deposits, accounts receivable and long-term debt. These financial instruments are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the consolidated statement of financial position.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue and expense.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the consolidated statement of operations. Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

1. Summary of Significant Accounting Policies - continued

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of donation, with a corresponding amount recorded as revenue.

Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Buildings	10 to 100 years
Drainage	10 to 100 years
Roads, bridges and biofuel lines	10 to 100 years
Water and other utility systems	10 to 100 years
Sewer	10 to 100 years
Parks and beautification	10 to 60 years
Equipment	5 to 20 years
Other	4 to 10 years

Asset Retirement Obligations

An asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset. The obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- The past transaction or event giving rise to the liability has occurred;
- It is expected that future economic benefits will be given up; and
- A reasonable estimate of the amount can be made.

Asset retirement obligations were initially recognized using the prospective method. The liability has been recognized based on estimated future expenses upon retirement and determined by discounting the expected future cash flows.

Asset retirement obligations are recorded as liabilities with a corresponding increase to the carrying amount of the related tangible capital asset. Subsequently, the asset retirement costs are allocated to expenses over the useful life of the tangible capital asset. The obligation is adjusted to reflect period-to-period changes in the liability resulting from the passage of time and for revisions to either the timing or the amount of the original estimate of the undiscounted cash flows or the discount rate.

District of Sicamous Notes to Consolidated Financial Statements

December 31, 2025

1. Summary of Significant Accounting Policies - continued

Leased Assets

Leases entered into, that transfer substantially all the benefits and risks associated with ownership, are recorded as the acquisition of a tangible capital asset and the incurrence of an obligation. The asset is amortized in a manner consistent with tangible capital assets owned by the District, and the obligation, including interest thereon, is liquidated over the term of the lease. All other leases are accounted for as operating leases, and the rental costs are expensed as incurred.

Collection of Taxes on Behalf of Other Taxation Authorities

The District collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of entities are not reflected in these consolidated financial statements.

The entities, the District collects taxation revenue on behalf of, are as follows:

- Province of BC School Tax and Policing Tax
- Columbia Shuswap Regional District
- Columbia Shuswap Regional Hospital District
- North Okanagan Columbia Shuswap Regional Hospital District
- Okanagan Regional Library (ORL)
- British Columbia Assessment Authority (BCAA)
- Municipal Finance Authority (MFA)

Trust Funds

Trust funds, held in trust by the District and their related operations, are not included in these consolidated financial statements. The financial activity and position of the trust funds are reported separately.

Retirement Benefits and Other Employee Benefit Plans

The District's contributions, due during the period to its multi-employer defined benefit plan, are expensed as incurred.

Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the consolidated statement of financial position. The revenue is recognized in the consolidated statement of operations in the year in which it is used for the specified purpose.

Government Transfers

Government transfers, which include legislative grants, are recognized in the consolidated financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amount can be made.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

1. Summary of Significant Accounting Policies - continued

Revenue Recognition

Taxes are recognized as revenue in the year they are levied. Charges for sewer and water usage are recorded as services provided by the District. Connection fee revenues are recognized when the connection has been established. Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled. Unconditional grant revenue is recognized when monies are received. Grants for the acquisition of tangible capital assets are recognized in the period in which eligible expenditures are made. Sales of service and other revenue is recognized when the service or product is provided by the District.

Reserves

Reserves for future expenditures, included in accumulated surplus, represent amounts set aside for future operating and capital expenditures.

Contaminated Sites

A contaminated site is a site at which substances occur in concentrations that exceed the maximum acceptable amounts under an environmental standard. Sites that are currently in productive use are only considered a contaminated site if an unexpected event results in contamination. A liability for remediation of contaminated sites is recognized when the organization is directly responsible or accepts responsibility; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability includes all costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring. The liability is recorded net of any expected recoveries. No contaminated site have been identified with the District.

Use of Estimates

The preparation of consolidated financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Significant estimates include the valuation of accounts receivable and the amortization of tangible capital assets.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

2. Cash and Cash Equivalents

	2025	2024
Unrestricted cash and cash equivalents	\$ 2,684,102	\$ 3,092,939
Restricted cash and cash equivalents	7,256,083	2,484,628
	\$ 9,940,185	\$ 5,577,567

The District has various cash bank balances earning interest at prime less 2.75%. The bank's prime rate at year-end was 4.45% (2024 - 5.45%).

3. Accounts Receivable

	2025	2024
Federal Government	\$ 135,030	\$ 363,080
Province of British Columbia	652,632	1,208,740
Trades receivable	276,053	177,565
Interest receivable	5,523	112,182
Utilities receivable	954,784	970,314
	\$ 2,024,022	\$ 2,831,881

4. Portfolio Investments

	2025	2024
<u>Restricted Investments</u>		
Statutory reserves - SASCU term deposits	\$ 1,000,000	\$ 6,225,616
Development cost charges - SASCU term deposits	-	1,437,984
	1,000,000	7,663,600
<u>Unrestricted Investments</u>		
Operating surplus - SASCU term deposits	500,000	-
Operating surplus - Raymond James term deposits	-	1,000,043
	\$ 1,500,000	\$ 8,663,643

The term deposits mature November 19, 2026 with an interest rate of 3.20%.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

5. Reserve - Municipal Finance Authority

The District issues its debt instruments through the Municipal Finance Authority (the "MFA"). As a condition of these borrowings, a portion of the debenture proceeds are withheld as cash deposits by the Municipal Finance Authority as a debt reserve fund.

The District also executes demand notes in connection with each debenture whereby the District may be required to loan certain amounts to the MFA. These demand notes are contingent in nature and are not reflected in the accounts.

The details of the cash deposits and demand notes at year end are as follows:

	Demand Notes	Cash Deposits
Water Fund	\$ 83,840	\$ 52,783
Sewer Fund	75,665	57,637
	\$ 159,505	\$ 110,420

6. Bank Indebtedness

The District has established a bank operating line of credit with Salmon Arm Savings and Credit Union of up to \$1,500,000 bearing interest at prime and secured by a general security agreement providing a charge on all assets of the District. Availability is subject to financial criteria and is at the discretion of the bank. As at December 31, 2025, the District had undrawn credit capacity under this facility of \$1,500,000 (2025 - \$1,500,000). The bank's prime rate at year-end was 4.45% (2024 - 5.45%).

7. Accounts Payable and Accrued Liabilities

	2025	2024
Accrued interest	\$ 48,572	\$ 48,572
Accrued wages and benefits	277,469	305,010
Deferred (prepaid) taxes	(7,989)	265
Refundable deposits	663,829	263,093
Trade payables	639,222	2,365,017
	\$ 1,621,103	\$ 2,981,957

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

8. Employee Benefits Plan Liability

The District does not provide sick leave or retirement benefits to employees. The District pays premiums to a short and long-term disability plan and will pay sick time until an employee meets the provisions of these plans.

Municipal Employees Pension Plan

The District and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2024, the Plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributors from local governments.

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

The most recent actuarial valuation for the Plan as at December 31, 2024, indicated a \$2,675 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2027.

The District paid \$258,854 (2024 - \$206,934) for employer contributions while employees contributed \$236,440 (2024 - \$191,374) to the plan in fiscal 2025.

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

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

9. Deferred Revenue

	2025 Opening Balance	Revenue Received	Externally Restricted Investment Income	Revenue Recognized	2025 Ending Balance
Development cost charges	\$ 1,106,900	\$ 283,150	\$ 34,589	\$ (427,345)	\$ 997,294
Developer deposits for infrastructure	15,000	206,092	109	-	221,201
Prepaid property taxes and business licences	791,184	802,384	-	(791,184)	802,384
Deferred building permit revenue	45,740	52,788	-	(45,740)	52,788
Deferred rental income	3,624	7,575		(3,624)	7,575
Conditional grants - unspent	105,547	102,250	-	(176,551)	31,246
DOSDC - unspent MRDT and grants	45,388	41,441	-	(45,388)	41,441
	\$ 2,113,383	\$ 1,495,680	\$ 34,698	\$ (1,489,832)	\$ 2,153,929

Development Cost Charges and Other Developer Deposits:

Developers share in future capital expenditures to the extent of the District's development cost charges provided for in Bylaw 1060. The Community Charter Section 188 (a) requires that money received from the imposition of a development cost charge be placed in a reserve fund. Interest is further restricted by Section 189 (1) to the purpose the reserve fund was established for.

Developers also provide for works in front of their properties. Cash in lieu of these works are received by the District and reserved for future capital projects. The District has also received funds from the developers for deficiencies and future operational costs. These funds are not externally restricted.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

10. Long-term Debt

Net long-term debt, reported on the consolidated statement of financial position, is comprised of the following:

	By-Law Number	Purpose and terms	2025	2024
Water fund	871	Water treatment plant, with annual payments of \$118,144 plus interest at 3.15%, due 2042	\$ 3,249,262	\$ 3,395,614
Sewer fund	775	Sewer collection, with annual payments of \$60,897 plus interest at 1.47%, due 2041	1,980,552	2,075,393
	775	Sewer collection, with annual payments of \$25,808 plus interest at 2.60% due 2041	731,073	765,892
			5,960,887	6,236,899
General fund		MFA loan, with annual payments of \$60,000, plus MFA floating interest, due 2026	60,000	120,000
			\$ 6,020,887	\$ 6,356,899

Water fund and sewer fund debt is recovered through specified area taxation.

Future principal requirements, including sinking fund additions, on existing debt:

	General Fund	Water and Sewer Funds
2026	\$ 60,000	\$ 204,849
2027	-	204,849
2028	-	204,849
2029	-	204,849
2030	-	204,849
2031 and onwards	-	2,371,481
Actuarial adjustment	-	2,565,161
	\$ 60,000	\$ 5,960,887

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

11. Cost Sharing Functions

The District and the Columbia Shuswap Regional District (the "CSRD") share the net cost of certain programs administered by the District. These programs are as follows:

	2025		
	<u>Net Cost</u>	<u>CSRD Share</u>	<u>District Share</u>
Mosquito control	\$ 132,435	\$ 8,476	\$ 123,959
Parks and playgrounds	541,603	25,689	515,914
Fire protection	631,225	65,336	565,889
	\$ 1,305,263	\$ 99,501	\$ 1,205,762
	2024		
	<u>Net Cost</u>	<u>CSRD Share</u>	<u>District Share</u>
Pump Track Capital Project (EOF)	\$ 493,825	\$ 250,000	\$ 243,825
Mosquito control	117,399	7,502	109,897
Parks and playgrounds	465,708	22,319	443,389
Fire protection	565,422	63,504	501,918
	\$ 1,642,354	\$ 343,325	\$ 1,299,029

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

12. Tangible Capital Assets

	Land	Buildings	Equipment	Roads, Bridges and Biofuel Lines	Water Systems	Sewer	Drainage	Parks and Beautification	Other	2025 Total
Cost, beginning of the year	\$ 12,817,786	\$ 18,661,458	\$ 6,604,517	\$ 22,304,691	\$ 23,679,310	\$ 27,319,723	\$ 2,366,397	\$ 5,092,928	\$ 27,576	\$ 118,874,386
Additions	660,000	2,876,112	300,278	1,759,313	667,973	339,498	167,630	54,199	-	6,825,003
Disposals	-	-	(269,917)	(146,783)	(30,300)	(269,162)	-	(13,877)	-	(730,039)
Cost, end of year	<u>13,477,786</u>	<u>21,537,570</u>	<u>6,634,878</u>	<u>23,917,221</u>	<u>24,316,983</u>	<u>27,390,059</u>	<u>2,534,027</u>	<u>5,133,250</u>	<u>27,576</u>	<u>124,969,350</u>
Accumulated amortization, beginning of year	-	2,371,725	3,196,394	10,785,865	4,573,206	5,534,997	490,482	2,586,890	27,576	29,567,135
Amortization	-	419,269	405,412	789,598	356,258	377,696	30,822	186,023	-	2,565,078
Disposals	-	-	(250,230)	(146,783)	(28,300)	(153,878)	-	(10,408)	-	(589,599)
Accumulated amortization, end of year	<u>-</u>	<u>2,790,994</u>	<u>3,351,576</u>	<u>11,428,680</u>	<u>4,901,164</u>	<u>5,758,815</u>	<u>521,304</u>	<u>2,762,505</u>	<u>27,576</u>	<u>31,542,614</u>
Net carrying amount, end of year	<u>\$ 13,477,786</u>	<u>\$ 18,746,576</u>	<u>\$ 3,283,302</u>	<u>\$ 12,488,541</u>	<u>\$ 19,415,819</u>	<u>\$ 21,631,244</u>	<u>\$ 2,012,723</u>	<u>\$ 2,370,745</u>	<u>\$ -</u>	<u>\$ 93,426,736</u>

	Land	Buildings	Equipment	Roads, Bridges and Biofuel Lines	Water Systems	Sewer	Drainage	Parks and Beautification	Other	2024 Total Restated - Note
Cost, beginning of the year	\$ 13,387,802	\$ 9,802,628	\$ 6,073,669	\$ 20,929,135	\$ 23,343,083	\$ 27,204,806	\$ 2,302,802	\$ 4,662,845	\$ 27,576	\$ 107,734,346
Additions	-	8,930,928	822,286	1,536,678	391,666	216,448	63,595	561,039	-	12,522,640
Disposals	(570,016)	(72,098)	(291,438)	(161,122)	(44,563)	(101,531)	-	(130,956)	-	(1,371,724)
Asset retirement obligation	-	-	-	-	(10,876)	-	-	-	-	(10,876)
Cost, end of year	<u>12,817,786</u>	<u>18,661,458</u>	<u>6,604,517</u>	<u>22,304,691</u>	<u>23,679,310</u>	<u>27,319,723</u>	<u>2,366,397</u>	<u>5,092,928</u>	<u>27,576</u>	<u>118,874,386</u>
Accumulated amortization, beginning of year	-	2,120,606	3,067,621	10,095,246	4,260,368	5,212,999	460,279	2,429,819	26,275	27,673,213
Amortization	-	258,211	374,272	846,663	353,949	378,855	30,203	256,308	1,301	2,499,762
Disposals	-	(7,092)	(245,499)	(156,044)	(41,111)	(56,857)	-	(99,237)	-	(605,840)
Accumulated amortization, end of year	<u>-</u>	<u>2,371,725</u>	<u>3,196,394</u>	<u>10,785,865</u>	<u>4,573,206</u>	<u>5,534,997</u>	<u>490,482</u>	<u>2,586,890</u>	<u>27,576</u>	<u>29,567,135</u>
Net carrying amount, end of year	<u>\$ 12,817,786</u>	<u>\$ 16,289,733</u>	<u>\$ 3,408,123</u>	<u>\$ 11,518,826</u>	<u>\$ 19,106,104</u>	<u>\$ 21,784,726</u>	<u>\$ 1,875,915</u>	<u>\$ 2,506,038</u>	<u>\$ -</u>	<u>\$ 89,307,251</u>

The net book value of tangible capital assets, not being amortized because they are under construction (or development or have been removed from service), is \$7,686 (2024 - \$7,866,288). Developer contributed capital assets of \$2,047,210 (2024 - \$1,806,931) were recognized in the consolidated financial statements during the year.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

13. Asset Retirement Obligations

The District has asset retirement obligations related to certain buildings and water infrastructure that may contain asbestos and/or lead paint. The obligations are expected to be settled at future dates, estimated to occur between to 2026 and 2056. The estimated undiscounted expenditures to settle the obligations total \$ 508,300. These costs have been discounted to the present value using a rate of 4.17%.

	2025	2024
Balance, beginning of year	\$ 347,200	\$ 345,391
Abatement of asset retirement obligation	(1,606)	(1,717)
Accretion expense	14,478	14,403
Change in estimate	-	(10,877)
	\$ 360,072	\$ 347,200

14. Accumulated Surplus

The District segregates its accumulated surplus in the following categories:

	2025	2024
<u>Reserve Funds</u>		
Parkland	\$ 51,772	\$ 47,575
General office facility and equipment	385,691	371,955
Fire equipment	484,179	416,084
Capital projects	2,733,281	4,471,479
Equipment purchases	77,189	75,674
Land sale reserve	253	246
Sewer system	548,705	843,043
Water system	1,401,024	1,390,306
Climate action	212,643	206,785
Operational	303,563	204,946
Bioheat system	41,455	22,837
Community Works Fund	816,515	819,764
Growing Communities Fund (Schedule 1)	-	277,717
	7,056,270	9,148,411
Unappropriated surplus	3,274,454	3,457,867
Invested in Tangible Capital Assets	87,156,197	82,603,152
	\$97,486,921	\$ 95,209,430

Reserve funds represent funds set aside by bylaw or council resolution for specific purposes.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

15. Segmented Information

The District is a diversified municipal government institution that provides a wide range of services to its citizens. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

The accounting policies of the segments are the same as those described in the summary of significant accounting policies. The revenues and expenses and equity in government business enterprises and government business partnerships that are directly attributable to a particular segment are allocated to that segment. Amounts that are directly attributable to a number of segments have been allocated on a reasonable basis as follows:

Taxation:	Allocated based on required funding for the year.
Sale of Service:	Allocated to segment based on service provided and to general government if not specific.
Grants:	Allocated to segment based on service provided and to general government if not specific.
Interest:	Allocated to water, sewer and general government.

Protective Services

Protective services provides bylaw enforcement, policing phase-in, fire services and building inspection services.

Transportation Services

Transportation is responsible for maintaining the roads, bridges, storm drainage systems, sidewalks and extended shoulders for pedestrian and bike travel.

Environmental Health Services

Environmental health is the mosquito control program.

Public Health and Welfare

Public health and welfare is the services to maintain the cemetery, daycare, medical clinic and health centre.

Environmental Development Services

Environmental development services is the District's planning function and costs for the GIS maintenance.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

15. Segmented Information - continued

Recreation and Cultural Services

Recreation is responsible for recreational programming and special events planning in addition to the cost of the maintenance of District parks and the Museum building.

Economic Development

Economic development provides funding to the Chamber of Commerce to share the costs of the Visitor Information Centre and to the District of Sicamous Development Corporation for economic development services. Economic development includes the operations of the District's bioheat system.

Water

Water provides the District's drinking water. The District staff ensures that the District's water system meets all Interior Health Standards.

Sewer

Sewer provides for the collection and treatment of waste water. The District staff ensures that the District's sewer system meets all Provincial Standards.

General Government

The revenue and expenses relate to the operations of the District but are not directly attributed to specific segments.

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

15. Segmented Information - continued

For the year ended December 31	Protective Services	Transportation Services	Environmental Health Services	Public Health and Welfare	Environmental Development Services	Recreation and Culture	Economic Development	Sewer	Water	General Government	2025 Total
Revenue											
Taxation	\$ 671,035	\$ 1,387,123	\$ 68,552	\$ 1,015,146	\$ 338,703	\$ 548,153	\$ 275,839	\$ 157,007	\$ 253,491	\$ 1,177,739	\$ 5,892,788
Grants in lieu of taxes	-	-	-	-	-	-	-	-	-	91,720	91,720
Grants	242,643	203,689	-	25,138	338,719	-	-	-	-	621,406	1,431,595
Contribution by developers	-	1,831,168	-	-	-	2,850	-	188,320	455,067	-	2,477,405
User fees and service charges	130	11,086	-	1,429,537	300	67,349	47,868	967,754	1,242,961	109,883	3,876,868
Permits, licenses and fines	126,831	-	-	-	16,250	-	100,950	-	-	-	244,031
Penalties and interest on taxes	-	-	-	-	-	-	-	5,729	6,697	92,110	104,536
Investment income	-	-	-	-	-	-	-	44,630	29,744	330,135	404,509
Regional District contribution	65,336	-	8,476	-	-	25,689	-	-	-	-	99,501
Other	-	215,000	-	-	-	-	-	55,962	51,248	-	322,210
	1,105,975	3,648,066	77,028	2,469,821	693,972	644,041	424,657	1,419,402	2,039,208	2,422,993	14,945,163
Expenses											
Advertising and publications	-	-	-	209	2,310	1,409	-	-	-	29,023	32,951
Accretion	2,201	-	-	6,242	-	2,019	-	-	4,017	-	14,479
Amortization	136,540	1,002,220	-	234,856	-	272,205	59,753	377,696	356,258	125,551	2,565,079
Contract services	194,240	381,227	104,864	1,090,106	275,577	109,577	393,539	403,559	230,239	195,970	3,378,898
Courier and freight	41	-	-	214	-	-	-	-	-	11,413	11,668
Equipment rental	-	-	-	566	-	-	-	13,993	-	-	14,559
Grant-in-aid	-	-	-	-	-	-	6,683	-	-	46,500	53,183
Insurance	9,450	14,922	-	11,968	-	8,967	2,018	12,838	23,821	51,259	135,243
Interest	-	-	-	24	-	-	-	70,236	135,684	29,007	234,951
Legal and audit fees	254	12,262	-	-	11,740	-	-	-	-	74,263	98,519
Memberships and licenses	1,106	-	-	20,438	309	1,413	-	579	2,512	8,257	34,614
Repairs and maintenance	93,578	17,479	-	16,033	-	8,522	-	7,369	7,749	29,985	180,715
Supplies and materials	93,894	154,573	15,531	54,140	6,983	126,901	20,192	294,413	173,412	97,591	1,037,630
Telephone and utilities	17,266	100,090	-	41,264	1,260	34,562	1,889	81,818	97,987	46,198	422,334
Travel, conferences & training	31,928	4,575	-	1,875	2,327	2,721	-	1,581	14,815	79,031	138,853
Vehicle and equipment costs	13,162	41,991	-	-	-	5,455	-	5,601	6,327	-	72,536
Wages and benefits	590,446	706,818	-	304,932	294,347	379,663	373	197,613	403,517	1,244,375	4,122,084
Loss(gain) on disposal of assets	(5,590)	-	-	-	-	9,288	-	115,284	394	-	119,376
	1,178,516	2,436,157	120,395	1,782,867	594,853	962,702	484,447	1,582,580	1,456,732	2,068,423	12,667,672
Net surplus	\$ (72,541)	\$ 1,211,909	\$ (43,367)	\$ 686,954	\$ 99,119	\$ (318,661)	\$ (59,790)	\$ (163,178)	\$ 582,476	\$ 354,570	\$ 2,277,491

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

15. Segmented Information - continued

For the year ended December 31	Protective Services	Transportation Services	Environmental Health Services	Public Health and Welfare	Environmental Development Services	Recreation and Culture	Economic Development	Sewer	Water	General Government	2024 Total (Note 22)
Revenue											
Taxation	\$ 623,536	\$ 1,323,139	\$ 57,048	\$ 647,184	\$ 281,955	\$ 600,053	\$ 249,828	\$ 156,833	\$ 255,020	\$ 1,444,177	\$ 5,638,773
Grants in lieu of taxes	-	-	-	-	-	-	-	-	-	90,897	90,897
Grants	199,267	2,858	-	5,567,694	178,974	-	169,781	-	-	811,236	6,929,810
Contribution by developers	-	393,117	-	1,806,929	-	-	-	-	155,574	-	2,355,620
User fees and service charges	74,592	31,985	-	1,009,321	180	74,093	35,377	851,417	1,131,725	115,675	3,324,365
Permits, licenses and fines	58,852	-	-	-	33,450	-	71,140	-	-	-	163,442
Penalties and interest on taxes	-	-	-	-	-	-	-	5,317	7,620	112,628	125,565
Investment income	-	-	-	-	-	-	-	38,641	23,962	693,900	756,503
Regional District contribution	63,504	-	7,502	-	-	272,319	-	-	-	-	343,325
	<u>1,019,751</u>	<u>1,751,099</u>	<u>64,550</u>	<u>9,031,128</u>	<u>494,559</u>	<u>946,465</u>	<u>526,126</u>	<u>1,052,208</u>	<u>1,573,901</u>	<u>3,268,513</u>	<u>19,728,300</u>
Expenses											
Advertising and publications	632	-	-	-	8,959	2,435	2,995	-	-	16,169	31,190
Accretion	2,113	-	-	-	-	1,938	-	-	4,360	5,992	14,403
Amortization	121,142	1,045,191	-	1,561	-	341,687	59,753	378,855	353,950	197,623	2,499,762
Contract services	176,789	447,222	91,896	760,518	195,094	229,317	382,623	273,805	166,938	203,671	2,927,873
Courier and freight	107	-	-	-	-	-	-	-	-	36	143
Equipment rentals	-	-	-	433	-	-	-	-	-	-	433
Grant-in-aid	-	-	-	-	-	-	6,520	-	-	50,800	57,320
Insurance	5,036	4,820	-	2,510	-	5,056	977	6,059	11,282	41,254	76,994
Interest	-	-	-	-	-	-	-	70,236	135,684	49,620	255,540
Legal and audit fees	1,106	26,835	-	-	56,760	-	-	-	-	83,918	168,619
Meeting expenses	-	-	-	165	-	-	-	-	-	-	165
Memberships and licenses	1,497	766	-	16,656	755	1,413	-	758	1,742	8,973	32,560
Repairs and maintenance	65,380	1,355	-	9,630	-	-	-	13,082	6,814	83,932	180,193
Supplies and materials	45,463	102,124	14,830	24,002	11,733	103,851	13,217	279,951	150,993	74,612	820,776
Telephone and utilities	17,879	97,522	-	27,124	701	28,034	1,093	80,782	91,423	48,320	392,878
Travel, conferences & training	40,878	5,264	-	2,764	1,088	1,576	-	2,177	5,347	70,816	129,910
Vehicle and equipment costs	78,581	206,239	-	-	-	14,837	-	-	1,073	-	300,730
Wages and benefits	609,916	569,555	-	300,391	252,394	372,910	203	199,905	346,552	1,196,033	3,847,859
Loss on sale of assets	-	(31,549)	-	65,006	-	19,533	-	44,674	1,696	570,015	669,375
	<u>1,166,519</u>	<u>2,475,344</u>	<u>106,726</u>	<u>1,210,760</u>	<u>527,484</u>	<u>1,122,587</u>	<u>467,381</u>	<u>1,350,284</u>	<u>1,277,854</u>	<u>2,701,784</u>	<u>12,406,723</u>
Net surplus	\$ (146,768)	\$ (724,245)	\$ (42,176)	\$ 7,820,368	\$ (32,925)	\$ (176,122)	\$ 58,745	\$ (298,076)	\$ 296,047	\$ 566,729	\$ 7,321,577

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

16. Taxation	2025	2024
General municipal purposes	\$ 5,482,290	\$ 5,226,920
Water specified area	253,491	255,020
Sewer specified area	157,007	156,833
School District	2,448,898	2,372,816
Policing	298,477	295,046
Regional District	769,258	798,152
Regional Hospital Districts	363,692	359,151
Municipal Finance Authority	315	312
B.C. Assessment Authority	59,194	56,974
Okanagan Regional Library	156,716	147,594
	9,989,338	9,668,818
Transfers		
School District	2,448,898	2,372,816
Policing	298,477	295,046
Regional District	769,258	798,152
Regional Hospital Districts	363,692	359,151
Municipal Finance Authority	315	312
B.C. Assessment Authority	59,194	56,974
Okanagan Regional Library	156,716	147,594
	4,096,550	4,030,045
	\$ 5,892,788	\$ 5,638,773

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

17. Government Transfer

	<u>2025 Budget</u>	<u>2025 Actual</u>	<u>2024 Actual (Note 22)</u>
Grants in lieu of taxes			
Federal Government	\$ 12,420	\$ 11,940	\$ 11,831
Province of British Columbia	12,210	11,631	11,631
Provincial Government Agencies	68,289	68,149	67,435
	<u>\$ 92,919</u>	<u>\$ 91,720</u>	<u>\$ 90,897</u>
Government Grants			
General Fund - Operating	\$ 873,404	\$ 1,238,535	\$ 1,454,133
General Fund - Capital	367,300	193,060	5,475,677
Sewer Fund - Capital	-	-	-
	<u>\$ 1,240,704</u>	<u>\$ 1,431,595</u>	<u>\$ 6,929,810</u>
Total Grants	<u>\$ 1,333,623</u>	<u>\$ 1,523,315</u>	<u>\$ 7,020,707</u>

18. Investment in Subsidiary

District of Sicamous Development Corporation ("DOSDC") was incorporated February 26, 2018 and is 100% owned by the District. DOSDC manages economic development services for the District. The condensed supplementary financial information is as follows:

	<u>2025</u>	<u>2024</u>
Financial Position		
Assets	\$ 172,751	\$ 163,988
Liabilities	<u>57,526</u>	<u>56,544</u>
Net assets	<u>\$ 115,225</u>	<u>\$ 107,444</u>
Results of Operations		
Revenue	\$ 312,885	\$ 309,363
Expenses	<u>305,104</u>	<u>296,132</u>
Net income for the year	<u>\$ 7,781</u>	<u>\$ 13,231</u>

The District paid DOSDC \$133,500 (2024 - \$133,500) for economic development and tourism services during the year.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

19. Funds Held in Trust

At the year end, the District held \$57,105 (2024 - \$54,543) for the Eagle Valley and District Cemetery Perpetual Care Trust Fund. These funds are not included in these consolidated financial statements. Certain assets have been conveyed or assigned to the District to be administered as directed by agreement or statute. The District holds the assets for the benefit of and stand in fiduciary relationship to the beneficiaries. The following trust fund and assets are excluded from the District's consolidated financial statements:

Cemetery Perpetual Care Fund:

Assets	<u>2025</u>	<u>2024</u>
Cash	\$ 57,105	\$ 1,982
Portfolio investments	-	51,555
Accounts receivable	-	1,006
	<u>\$ 57,105</u>	<u>\$ 54,543</u>
 Reserve Fund		
Balance, beginning of year	\$ 54,543	\$ 51,271
Return on investments	1,608	2,666
Fees	954	606
	<u>\$ 57,105</u>	<u>\$ 54,543</u>

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

20. Budget

The Financial Plan (the "Budget") Bylaw adopted by Council on April 23rd, 2025 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The Budget was prepared on a modified accrual basis while Public Sector Accounting Standards now require a full accrual basis. The Budget figures anticipated use surpluses accumulated in previous years to reduce current year expenditures in excess of current year revenues to \$Nil. In addition, the Budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the consolidated statements of operations and change in net financial assets (debt) represent the Budget adopted by Council on April 23rd, 2025 with adjustments as follows:

	<u>2025</u>
Financial Plan (Budget) Bylaw surplus for the year	\$ -
Add:	
Capital expenditures	7,150,640
Transfers to reserve funds and accumulated surplus	308,857
Principle repayment of debt	264,849
Less:	
Transfers from accumulated surplus and reserve funds	<u>(5,789,884)</u>
Budget surplus per statement of operations	<u>\$ 1,934,462</u>

21. Commitments and Contingent Liabilities

Columbia Shuswap Regional District

The District is a member of the Columbia Shuswap Regional District and is liable for its proportion of any operating deficits or long-term debt related to functions in which it participates.

22. Comparative Figures

Certain comparative figures have been reclassified to confirm to the current year's presentation.

District of Sicamous Notes to Consolidated Financial Statements

December 31, 2025

23. Financial Instrument Risk Management

The District is exposed to credit risk, liquidity risk, and interest rate risk from its financial instruments. This note describes the District's objectives, and processes for managing those risks. Further qualitative and quantitative information in respect of these risks is presented below and throughout these financial statements.

There have not been any changes from the prior year in the District's exposure to above risks or the procedures and methods it uses to manage and measure the risks.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The District is exposed to credit risk through its cash and cash equivalents, taxes receivable, accounts receivable, and portfolio investments.

The maximum exposure of credit risk with respect to cash and cash equivalents is outlined in Note 2. Balances are held with Salmon Arm Savings and Credit Union, which is provincially regulated by the BC Financial Services Authority. Deposit insurance coverage is provided by the Credit Union Deposit Insurance Corporation of British Columbia ("CUDIC"). The District does not believe these balances to be impaired.

The maximum exposure to credit risk with respect to accounts receivable is outlined in Note 3. Included in accounts receivable are government-supported grants, which all have funding agreements in place. Interest receivable is tied to portfolio investments, discussed below. Utilities receivable are subject to transfer to property taxes if left unpaid by December 31st of the subsequent year. The District reviews all receivables regularly and does not believe these balances to be impaired.

The maximum exposure to credit risk with respect to taxes receivable is \$434,244 (2024 - \$445,860). Taxes receivable are subject to Part 16, Section 645 of the *Local Government Act* of British Columbia, which requires the District to conduct an annual tax sale by offering for sale by public auction each parcel of real property on which taxes are delinquent. The District's procedures around tax sale notifications and collections has resulted in no tax sales for over ten years. The District does not believe these balances to be impaired.

The maximum exposure to credit risk with respect to portfolio investments is outlined in Note 4. The District manages its credit risk by only investing with accredited financial institutions that meet the investment requirements of Section 183 of the *Community Charter* of British Columbia. The District only invests in term deposits and guaranteed investment certificates (GICs), reducing exposure to market or value risk. The District does not believe these balances to be impaired.

Liquidity risk

Liquidity risk is the risk that the District will encounter difficulty in meeting obligations associated with financial liabilities. The District is exposed to liquidity risk through its accounts payable, long-term debt, and investments.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

23. Financial Instrument Risk Management - continued

The District manages this risk by maintaining an adequate balance of short-term and/or highly liquid investments. Also to help manage the risk, the District has in place a planning and budgeting process to help determine the funds required to support the normal operating requirements. The District's five-year financial plan is approved by the Mayor and Council, which includes operational activities and capital investments. The District has annually adopted a Revenue Anticipation Borrowing Bylaw under Section 404 of the Local Government Act to allow borrowing short term to finance its operations until anticipated revenue, such as the annual tax notices, are received.

The following table sets out the maturities of financial liabilities (representing undiscounted cash-flows):

	2025			Total
	Within 1 year	1-5 years	> 5 years	
Accounts payable	\$ 1,371,103	\$ 250,000	\$ -	\$ 1,621,103
Long-term debt	264,849	819,396	4,936,642	6,020,887
	<u>\$ 1,635,952</u>	<u>\$ 1,069,396</u>	<u>\$ 4,936,642</u>	<u>\$ 7,641,990</u>

	2024			Total
	Within 1 year	1-5 years	> 5 years	
Accounts payable	\$ 2,831,957	\$ 150,000	\$ -	\$ 2,981,957
Long-term debt	264,849	879,396	5,212,654	6,356,899
	<u>\$ 3,096,806</u>	<u>\$ 1,029,396</u>	<u>\$ 5,212,654</u>	<u>\$ 9,338,856</u>

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The District is exposed to interest rate risk through its long-term debt and the value of portfolio investments.

The District manages interest rate risk on its long-term debt by holding most debt through MFA at a fixed rate, with refinancing typically being completed at the ten-year mark. The District has only one loan with a floating interest rate which will be repaid in 2026. With the majority of loans having fixed rates, fluctuations in market interest rates would have limited impact on future cash flows and operations relating to long-term debt. See Note 10 for interest rates and maturity dates for long term debt.

Investments that are subject to interest rate risk are portfolio investments. The risk is caused by changes in interest rates. The District manages interest rate risk on its portfolio investments by investing in fixed rate terms (length and interest rates). See Note 4 for interest rates and maturity dates for long term debt.

District of Sicamous
Schedule 1 - Provincial Grant Reconciliations
(Unaudited)

December 31, 2025

The below reconciliations have been provided as a requirement by the Province of British Columbia.

COVID-19 Safe Restart Grant

In response to COVID-19, the Province of British Columbia provided COVID-19 Safe Restart Grants to support local governments with increased operating costs, lower revenues and fiscal pressures related to COVID-19. The District received \$927,000 in 2020.

The COVID-19 Safe Restart Grant is unconditional and was accounted for as an unrestricted government transfer in 2020; recognized as revenue in the year received. Grant funds have been utilized to supplement operations for projects as follows:

	2025	2024
Community Health Care and Medical Clinic	\$ 72,468	\$ -
Daycare	17,827	11,069
Hockey Academy	-	30,643
	90,295	41,712
Grant funds utilized		
Grant funds remaining, beginning of year	197,916	239,628
Grant funds remaining, end of year	\$ 107,621	\$ 197,916

Growing Communities Fund Grant

The Growing Communities Fund is a one-time grant from the Province of British Columbia to support local governments with the delivery of infrastructure projects necessary to enable community growth.

The Growing Communities Fund is unconditional and was accounted for as an unrestricted government transfer in 2023; recognized as revenue in the year received. The grant funds received of \$1,731,000 have been put into a dedicated reserve fund. The reserve fund balance for the year is as follows:

	2025	2024
Growing Communities Fund received	\$ -	\$ -
Interest income on reserve fund	7,866	46,359
Funds utilized: Sek'emaws (Sicamous) Health Centre	(285,583)	(1,539,138)
Reserve fund, end of year	(277,717)	(1,492,779)
Grant funds remaining, beginning of year	277,717	1,770,496
Grant funds remaining, end of year	\$ -	\$ 277,717

**CONSENT UNANIMOUS RESOLUTIONS OF THE SOLE SHAREHOLDER OF
DISTRICT OF SICAMOUS DEVELOPMENT CORPORATION
(the “Company”)**

The undersigned, being the sole shareholder of the Company entitled to vote at an annual general meeting of the Company, hereby consents to the following resolutions:

RESOLVED, as resolutions of the sole shareholder of the Company entitled to vote at an annual general meeting, that:

- (1) The financial statements of the Company for the period ended December 31, 2025, are hereby approved;
- (2) All lawful acts, contracts, proceedings, appointments and payments of money by the directors of the Company since the last annual reference date of the Company, and which have previously been disclosed to the shareholders, are hereby adopted, ratified and confirmed;
- (3) The number of directors of the Company is hereby fixed at seven;
- (4) The following persons, each of whom has consented to act as a director, are hereby elected as directors of the Company, to hold office until the 2027 annual general meeting of the Company (or unanimous resolutions consented to in lieu of holding an annual general meeting) or until their successors are appointed:

COLEEN DALES;
MIKE HELFRICK; and
TODD KYLLO.

- (5) The following persons, each of whom has consented to act as a director, are hereby elected as directors of the Company, to hold office until the 2028 annual general meeting of the Company (or unanimous resolutions consented to in lieu of holding an annual general meeting) or until their successors are appointed:

MIKE MILTIMORE;
ALISON WATSON;
LEANNE HAMILTON; and
TARA GRAYDON.

- (6) BDO Canada LLP, Chartered Professional Accountants, are hereby appointed as the public accountant for the Company until the next annual reference date of the Company or until a successor is appointed, at a remuneration to be fixed by the directors; and
- (7) June 10, 2026 is selected as the annual reference date for the Company for its current annual reference period.

These resolutions shall be deemed in effect as of the 10th of June, 2026.

THE DISTRICT OF SICAMOUS:

BY: _____

Colleen Anderson, Mayor

BY: _____

Dean Strachan, Corporate Officer



DISTRICT OF SICAMOUS

Action Report

REPORT DATE: June 10, 2026
TO: Council
FROM: Nicole Hansen, Director of Development Services
SUBJECT: Zoning Amendment Bylaw No. 1125, 2026 (222 Mara Lake Lane)
FILE NUMBER: 26-Z-002 (222 Mara Lake Lane)

RECOMMENDATION:

THAT the District of Sicamous Zoning Amendment Bylaw No. 1125, 2026 be given first, second and third reading this 10th day of June, 2026.

PURPOSE:

To consider an amendment to Zoning Bylaw No. 1100, 2024 to rezone 222 Mara Lake Lane from MUR-1 Multi-Unit Residential to MUR-2 Seasonal Accommodation, to facilitate the development of a future multi-unit development of approximately 36 units.

BACKGROUND:

The District has been approached by the owner of the property civically addressed as 222 Mara Lake Lane, with a proposal to develop the site. The proposed development consists of approximately 36 dwelling units in a mix of single family and townhouse forms.

Based on the site context and the proposed development, several approvals will be required. These include a rezoning application to change the current zoning from MUR-1 Multi-Unit Residential to MUR-2 Seasonal Accommodation, a Development Permit to address watercourse protection and Multi-Family Design guidelines, and a Subdivision to create a building strata. A Development Variance Permit may also be required, as the team is currently completing a technical review of the submitted application drawings.

The applicant has indicated that the proposed rezoning is intended to support a broader range of tenure options, including seasonal use and short-term rental opportunities.

DISCUSSION:

Official Community Plan

The subject property is designated for residential use within the Official Community Plan. The proposed development aligns with the general intent of supporting a range of housing forms and increasing residential density in appropriate locations. The inclusion of both single family and townhouse units is consistent with OCP objectives that encourage housing diversity.

Zoning

The property is currently zoned MUR-1 Multi-Unit Residential. The applicant is requesting rezoning to MUR-2 Seasonal Accommodation. The proposed zone would allow for seasonal accommodation and short term rental use, providing additional flexibility in tenure that is not available under the current zoning.

The rezoning would facilitate the intended development form and use while maintaining compatibility with surrounding residential uses. The MUR-2 zone permits reduced setbacks, increased parcel coverage, and a higher allowable impermeable surface, resulting in greater flexibility in site design and overall build out.

In addition to permitting seasonal accommodation and short term rental use, the MUR-2 zone provides increased flexibility in building form and tenure options, improving the overall viability and adaptability of the development. The ability to accommodate seasonal occupancy supports tourism and contributes to local economic activity.

The proposed zoning maintains residential compatibility while allowing a broader range of housing forms that respond to evolving market and community needs.

Development Permit and Development Variance Permit

The proposed development will require a Development Permit to address Multi-Family Development Permit Area guidelines. This includes considerations related to building form, character, landscaping, and overall site design. A Watercourse Development Permit is also required to ensure appropriate protection of environmentally sensitive areas. These permits will be brought forward to council at a later date. A Development Variance Permit may also be required pending completion of the team's technical review of the submitted drawings. Any variances will be presented to council for consideration in a future report.

Subdivision

This process will be undertaken following rezoning and in coordination with other approvals.

INTERNAL CIRCULATION:

Operations, Fire Services, Finance, and Building departments have reviewed the proposal and have no comments at this time. Bylaw Compliance has provided the following comments:

The developer has been advised that short term rentals require a minimum of one on-site parking stall per bedroom. The developer has also been encouraged to consider providing on-site boat and trailer storage, as off-street parking is not permitted for the proposed development.

LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:

Under recent amendments to the Local Government Act (Bill 44), public hearings are prohibited for housing-related zoning bylaws such as this application. When a public hearing is not held, notice must be provided prior to first reading in accordance with section 464(3) of the Local Government Act. The District has adopted Public Notice Bylaw No. 1112, 2026 and Public Notice Policy A-38. Required notice has been provided.

As the property is located within 800 metres of a controlled access highway, approval from the Ministry of Transportation and Infrastructure is required prior to bylaw adoption.

FINANCIAL/BUDGETARY IMPLICATIONS:

There are no immediate financial implications to the district associated with the rezoning application. Future development would be subject to applicable Development Cost Charges, servicing requirements, and other fees in accordance with district bylaws.

COMMUNICATIONS COMMENTS:

The proposal was reviewed by the Planning and Development Committee at its May 20, 2026 meeting.

Resolution # 26-17

That the committee recommend Council support the zoning request 26-Z-002 (222 Mara Lake Lane).

ALIGNMENT WITH STRATEGIC PLAN:

The proposed development supports council's strategic plan goals of encouraging diverse housing options and supporting sustainable growth. The rezoning would enable a broader range of housing tenure, including seasonal accommodation, while making efficient use of serviced land within the community.

OPTIONS:

1. Endorse the recommendation
2. Endorse the recommendations with amendments
3. Defer the matter
4. Deny the recommendation

Respectfully submitted,



Nicole Hansen
Director of Development Services

Attachment:

[Amendment Bylaw No. 1125, 2026](#)

[Rezoning Application \(Memo\)](#)

[Conceptual Drawings](#)

[Zoning Bylaw Excerpts](#)

Approved By:

Shawna Koll, Director of Corporate Services
Bianca Colonna, Director of Finance
Dean Strachan, Chief Administrative Officer

Status:

Approved - 01 Jun 2026
Approved - 01 Jun 2026
Approved - 01 Jun 2026

DISTRICT OF SICAMOUS

BYLAW NO. 1125, 2026

A Bylaw to amend District of Sicamous Zoning Bylaw No. 1100, 2024

WHEREAS the Council of the District of Sicamous has adopted the District of Sicamous Zoning Bylaw No. 1100, 2024 and deems it appropriate to amend the Bylaw;

NOW THEREFORE the Council of the District of Sicamous, in open meeting assembled,
ENACTS AS FOLLOWS:

Bylaw Amendment

1. Schedule B.1, which forms part of the District of Sicamous Zoning Bylaw No. 1100, 2024 is amended as follows:

By rezoning the property legally described as LOT 1 SECTION 25 TOWNSHIP 21 RANGE 8 AND OF SECTION 30 TOWNSHIP 21 RANGE 7 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP86244 from MUR-1 Multi-Unit Residential to MUR-2 Seasonal Accommodation as shown on Schedule A attached to and forming part of this bylaw.

Title

This Bylaw shall be cited as the “**District of Sicamous Zoning Amendment Bylaw No. 1125, 2026.**”

PUBLIC NOTICE given by means outlined in District of Sicamous Public Notice Bylaw No. 1112, 2025 on this 3rd day of June, 2026.

READ a first, second and third time this 10th day of June, 2026.

ADOPTED this ____ day of ____, 2026.

Approved pursuant to section 52(3)(a) of the <i>Transportation Act</i> this ____ day of _____, 20____
--

Mayor

Corporate Officer

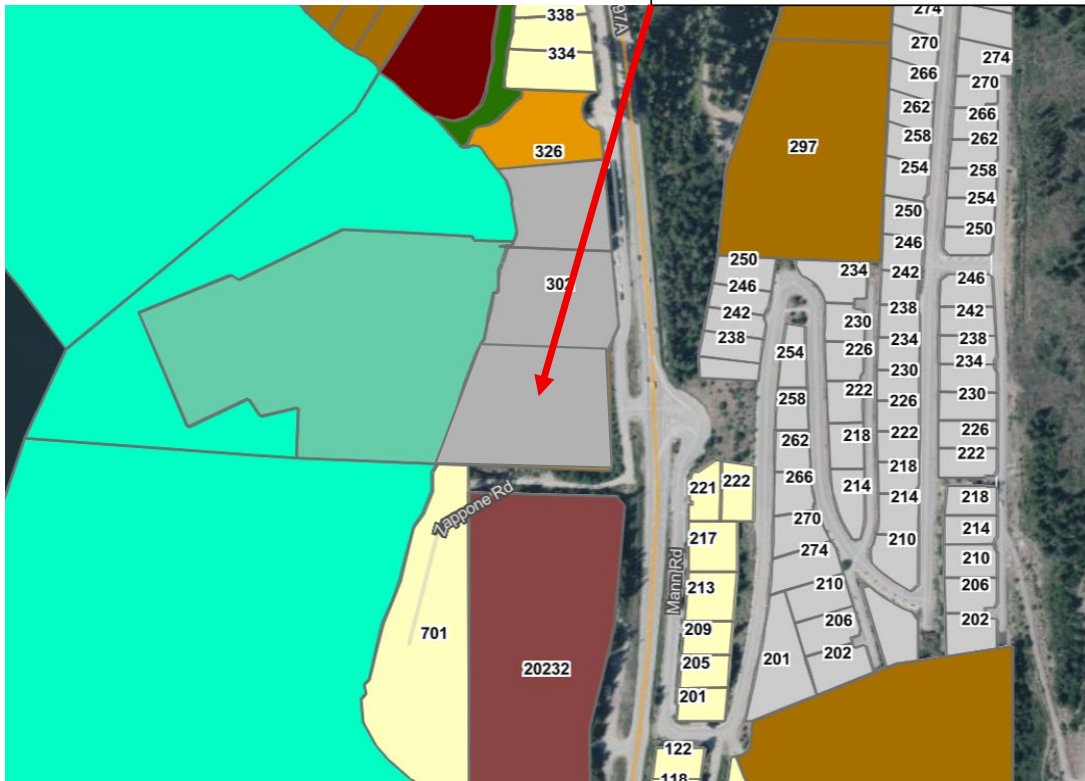
Schedule A

Depicting the portion of Schedule B.1 of the District of Sicamous Zoning Bylaw No. 1100, 2024, after the amendment.

Subject Property

From MUR-1 Multi-Unit Residential
to MUR-2 Seasonal Accommodation

222 Mara Lake Lane



Memo (Rezoning Discussion) – 222 Mara Lake Lane



The district has been contacted by the owner of land civically addressed 222 Mara Lake Lane (highlighted in teal) for its development – constructing 36 dwelling units (mix of single family and townhouse format).

Based on the site context and the development type, the following approvals will be required:

- Rezoning: from the current MUR-1 Multi-Unit Residential to the proposed MUR-2 Seasonal Accommodation.
- Development Permit: reviewing watercourse protection and Multi-Family Design guidelines.
- Development Variance Permit: if required (staffs are in process conducting a technical review of the application drawings received).
- Subdivision: to create a building strata.

The proponent seeks the community's endorsement on the rezoning of the property, from the current MUR-1 Multi-Unit Residential to MUR-2 Seasonal Accommodation so to support a broader range of tenure options, including seasonal use and short-term rental possibilities.



- Single Family Home (3 bed): 6 units
- Townhome (2bed): 9 units
- Townhome (3bed): 9 units
- Townhouse – hybrid (2bed end unit): 8 units
- Townhouse – hybrid (2bed middle unit): 4 units
- Total: 36 units

Amenity space will include a pool and a gym.



STARK

STARK ARCHITECTURE LTD.
100 - 38470 QUEENS WAY.
SQUAMISH, BC V8B 0Z5
604 620 1210
CONTACT@STARK.CA

222 Mara Lake rd

ISSUED FOR REZONING



STAMP

ISSUED FOR REZONING
2026-05-12

A000

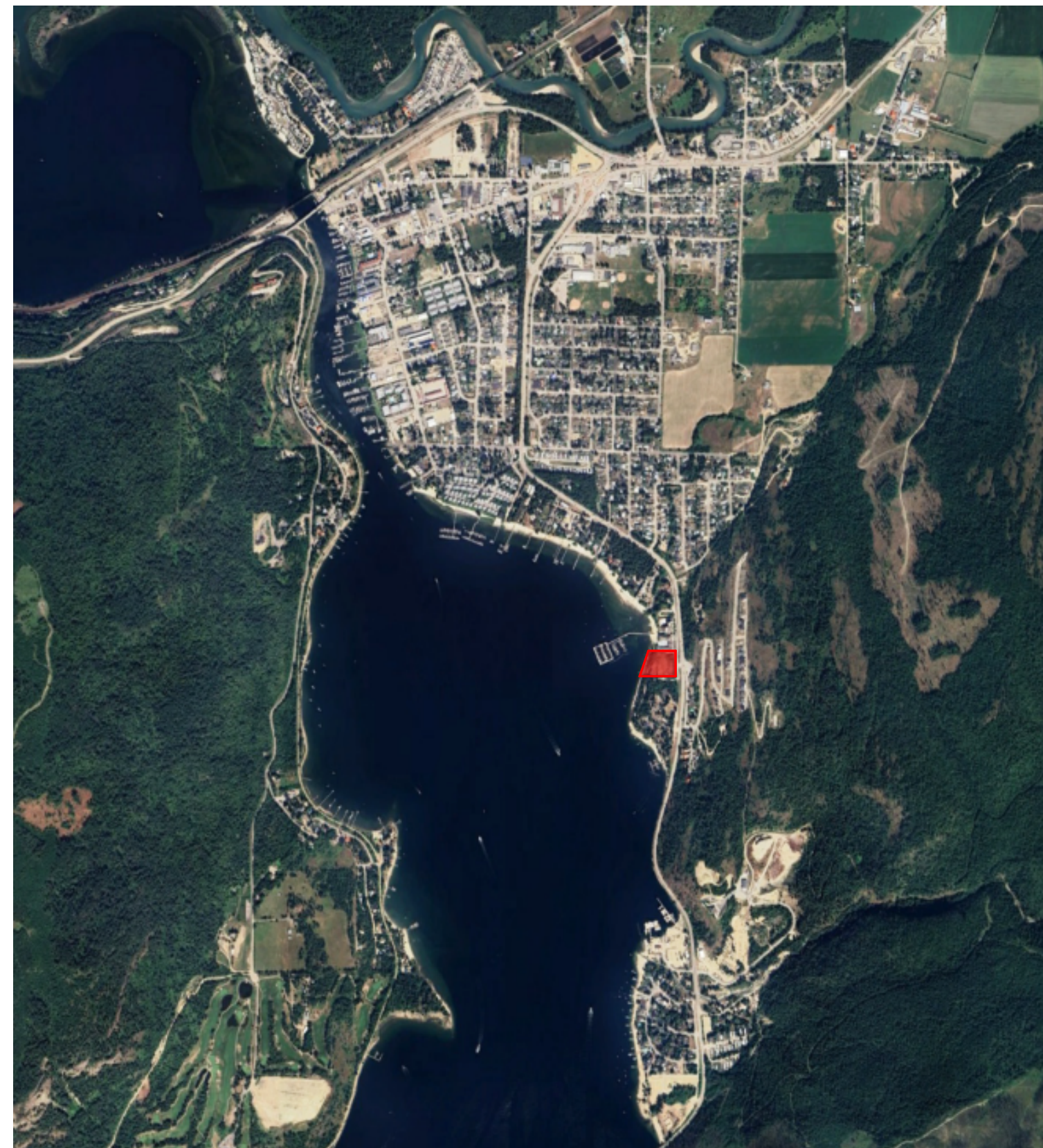
1.0 Site Info		
• Civic Address	222 Mara Lake Ln, Sicamous, BC	
• PID + Plan	027-444-015 NEP14756	
• Legal Address	LOT 1 SECTION 25 TOWNSHIP 21 RANGE 8 AND OF SECTION 30 TOWNSHIP 21 RANGE 7 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN KAP86244	
• OCP Land Use Designation	Residential Waterfront Medium Density	
• Zoning Designation	MUR-1 Medium Density Residential	
• Lot Area	111,949 m ²	10,400 m ²

2.0 Building Information		
• Number of New Buildings	11	
• Building Footprint (all buildings)	43,575 m ²	4048 m ²
• Total Floor Area	69,211 m ²	6430 m ²

3.0 Zoning Summary			
	MUR-1 Existing	MUR-2 Required	Proposed
Density			
• Max Density per ha	60	60	14.5
• Max GFA	28001.0 m ²	15600.6 m ²	6429.9 m ²
• Max FAR	2.50 FAR	1.50 FAR	0.63
• Parcel Coverage	60%	80%	38.92%
• Max Impermeable Surface	80%	90%	25%
Building Height			
• Storeys	4	3	3
• Building Height	15m	22m	18m
• Accessory Building Height	6m	5m	5m
Environmental			
• Flood Control Level	351.1m	351.1m	351.1m
Setbacks			
• Front Setback	6.0 m	0.0 m	3m
• Interior Side Setback	1.5 m	1.2 m	1.6 m
• Exterior Side Setback	1.5 m	1.2 m	3.3 m
• Rear Setback	3.5 m	1.5m	16.6 m
Landscape Buffer			
• Front Setback	3m	3m	6m
• Interior Side Setback	3m	3m	1.2m
• Side Street Setback	3m	3m	3m
• Rear Setback	N/A FLOODPLAIN SETBACK	N/A FLOODPLAIN SETBACK	
Usable Open Space			
MUR-2 Ton2 PER UNIT	10 m ²	10 m ²	65 m ²
Total	600 m ²	360 m ²	2339 m ²

Building Summary				
Building Type		Area per/unit	No. Units	Total Area
Single Family Home (3bed)	GFA	2,738 m ²	6 Units	16,416 m ²
	Garage	988 m ²		5,928 m ²
	Constructed Area	3,724 m²		22,344 m²
Townhome (2 bed)	GFA	1630	9 Units	14,724 m ²
	Garage	660 m ²		5,940 m ²
	Constructed Area	2,296 m²		20,664 m²
Townhome (3 bed)	GFA	2001	9 Units	18,045 m ²
	Garage	738 m ²		6,624 m ²
	Constructed Area	2,741 m²		24,669 m²
Townhouse Hybrid (2 bed end unit)	GFA	1523	8 Units	12,184 m ²
	Garage	889 m ²		7,112 m ²
	Constructed Area	2,412 m²		19,296 m²
Townhouse Hybrid (2 bed middle unit)	GFA	1523	4 Units	6,092 m ²
	Garage	804 m ²		3,216 m ²
	Constructed Area	2,327 m²		9,308 m²
Residential Constructed Area			38 Units	96,281 m²
Amenity	GFA	1750	1 Units	1,750 m ²
	Constructed Area	1,750 m²		1,750 m²
GFA			37 Units	69,211 m²
Parcel Coverage				43,575 m ²

Parking and Loading				
Parking	Use	Bylaw Min.	Required	Provided
	General Outline of Parking	Standard Space	2.8m x 6m	2.8m x 6m
	Single Family Home	2.0 Spaces/Unit	12 Spaces	12 Spaces
	Townhouse	2.0 Spaces/Unit	60 Spaces	60 Spaces
	Visitor	0.1 Spaces/Unit	4 Spaces	4 Spaces
Totals			76 Spaces	76 Spaces



Sicamous



222 Mara Lake Ln

DRAWING LIST

- A000 COVER
- A001 CONTEXT AND PROJECT DATA
- A003 SITE PLAN
- A004 SITE ELEVATIONS
- A005 SITE PLAN LANDSCAPE
- A201 TOWNHOUSE ELEVATIONS
- A301 TOWNHOUSE HYBRID ELEVATIONS
- A401 SINGLE FAMILY HOUSE ELEVATIONS
- A600 3D VIEWS
- TOTAL: 9

PROJECT TEAM

DEVELOPER
Big Nod Development Corp
3104 - 1701 Courcier Avenue
Revelstoke, BC, V1E 2S0
c: david@mackenzieville.ca

ARCHITECTURE + INTERIORS
Stark Architecture Ltd
100-39470 Queens Way
Squamish, BC, V8S 0Z5
c: contact@stark.ca

CIVIL
Lawson Engineering Ltd.
2110 11 Ave NE
Salmon Arm, BC, V1E 2V5
c: blawson@lawsonengineering.ca

GEOTECH
Geospecific Consultants
1340 St. Paul Street
Kelowna, B.C., V1Y 2E1
c: aturney@geospecific.ca

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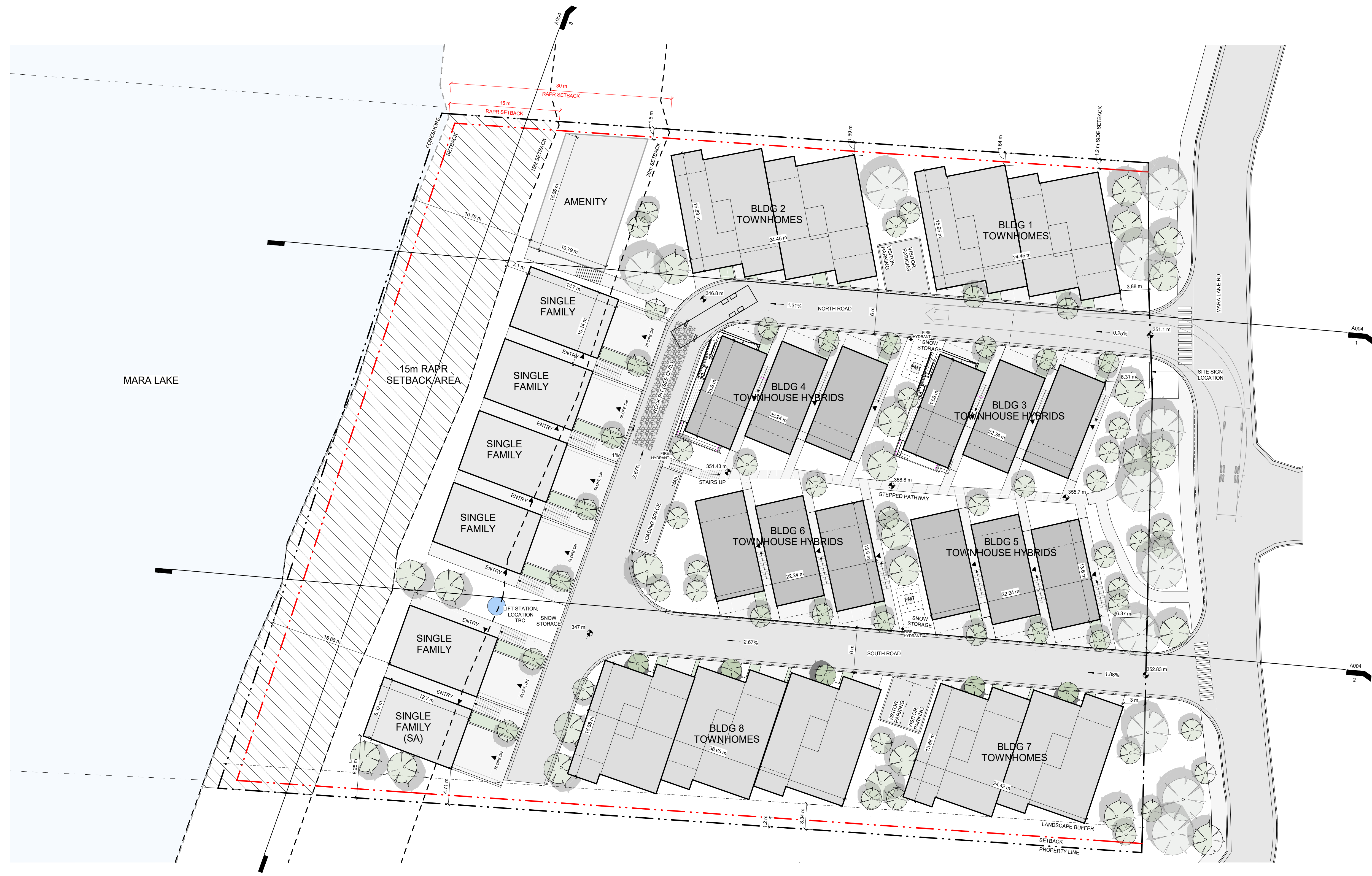
CONTEXT AND PROJECT DATA



STAMP

ISSUED FOR REZONING
2026-05-12

A001

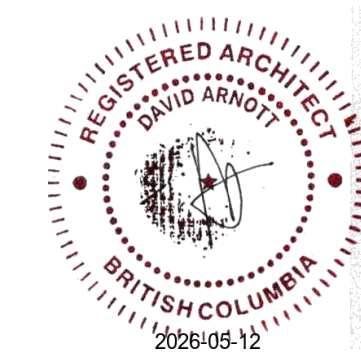


1 Site Plan
scale: 1" = 20'-0"

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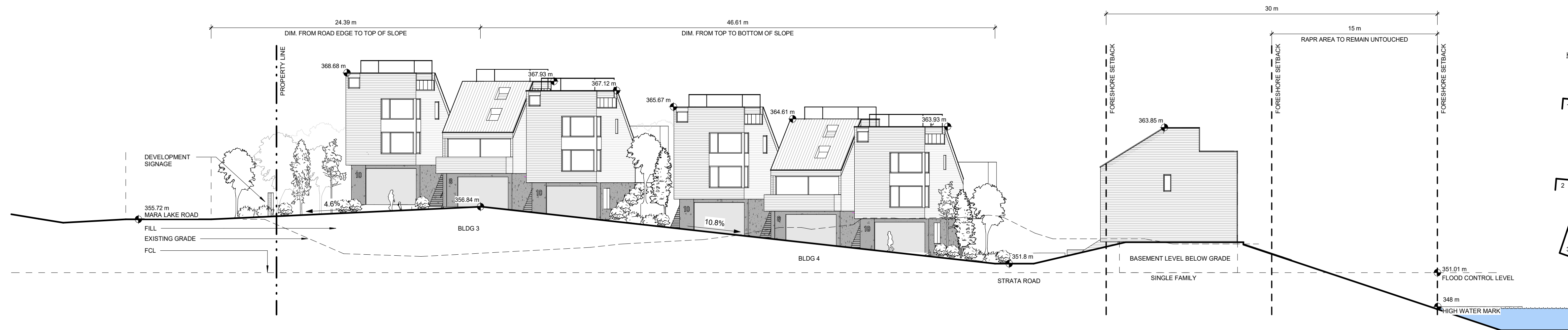
SITE PLAN



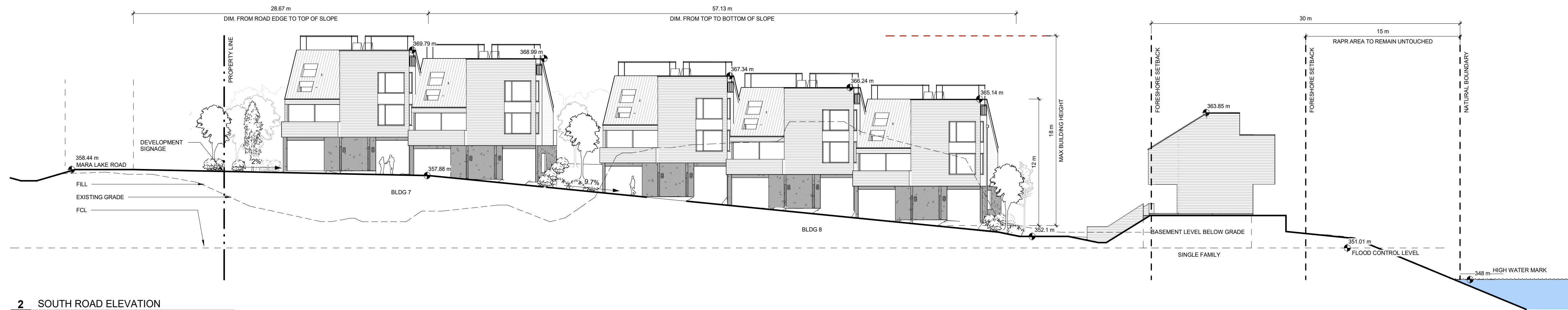
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2026-05-12

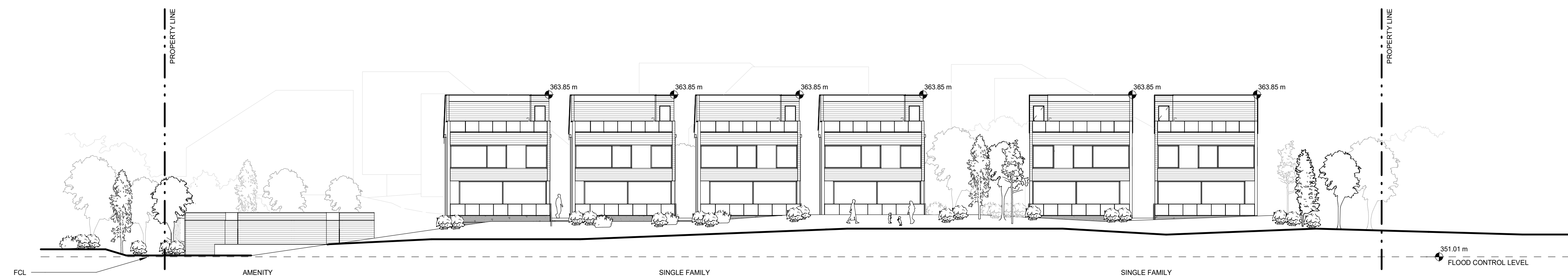
A003



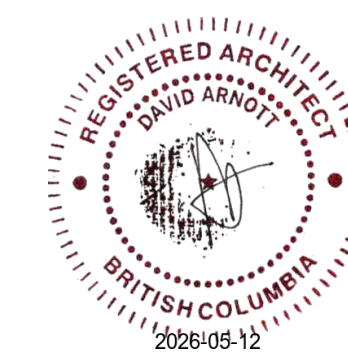
1 NORTH ROAD ELEVATION
A003 scale: 1/16" = 1'-0"



2 SOUTH ROAD ELEVATION
A003 scale: 1/16" = 1'-0"



3 NORTH / SOUTH SITE ELEVATION
A003 scale: 1/16" = 1'-0"



LANDSCAPE - CONCEPT PLANT SCHEDULE

TYPE	DESCRIPTION	QTY	GRAPHIC
CT01	CONIFER TREE VARIETY BOTANICAL NAME COMMON NAME Abies amabilis Pacific Silver Fir Picea omorika Serbian Spruce Taxus mertensiana Mountain Hemlock	11	
DT01	DECIDUOUS TREE VARIETY 1 BOTANICAL NAME COMMON NAME Acer x Freemanii 'Scarlet' / Scarlet Red Maple Betula nigra / River Birch	6	
DT02	DECIDUOUS TREE VARIETY 2 BOTANICAL NAME COMMON NAME Acer Circinatum Vine Maple Stewartia Japonica Japanese Stewartia Cornus Florida White Dogwood	54	
TURF SOD AND LAWN			
SHRUB AND PERENIAL PLANTING Achillea Millefolium Common Yarrow Leymus Mollis American Dunegrass Deschampsia Cespitosa Tufted Hair Grass Rosa Nutkana Nootka Rose Symphoricarpos albus Common Snowberry Symphyotrichum subspicatum Douglas Aster Polypodium munium Western Sword Fern Lavandula Angustifolia 'Hidcote' Hidcote Blue Lavender Perovskia Atroplicifolia Russian Sage			
PATIO PAVERS 24" x 24" Natural Grey Concrete Paver			
CIP CONCRETE PAVING AND CURBS Natural appearance, broom finished in traffic areas, saw cut at 5' interval.			
ASPHALT ROAD FINISH			



1 Site Plan - Landscape Plan
scale : 1" = 20'-0"

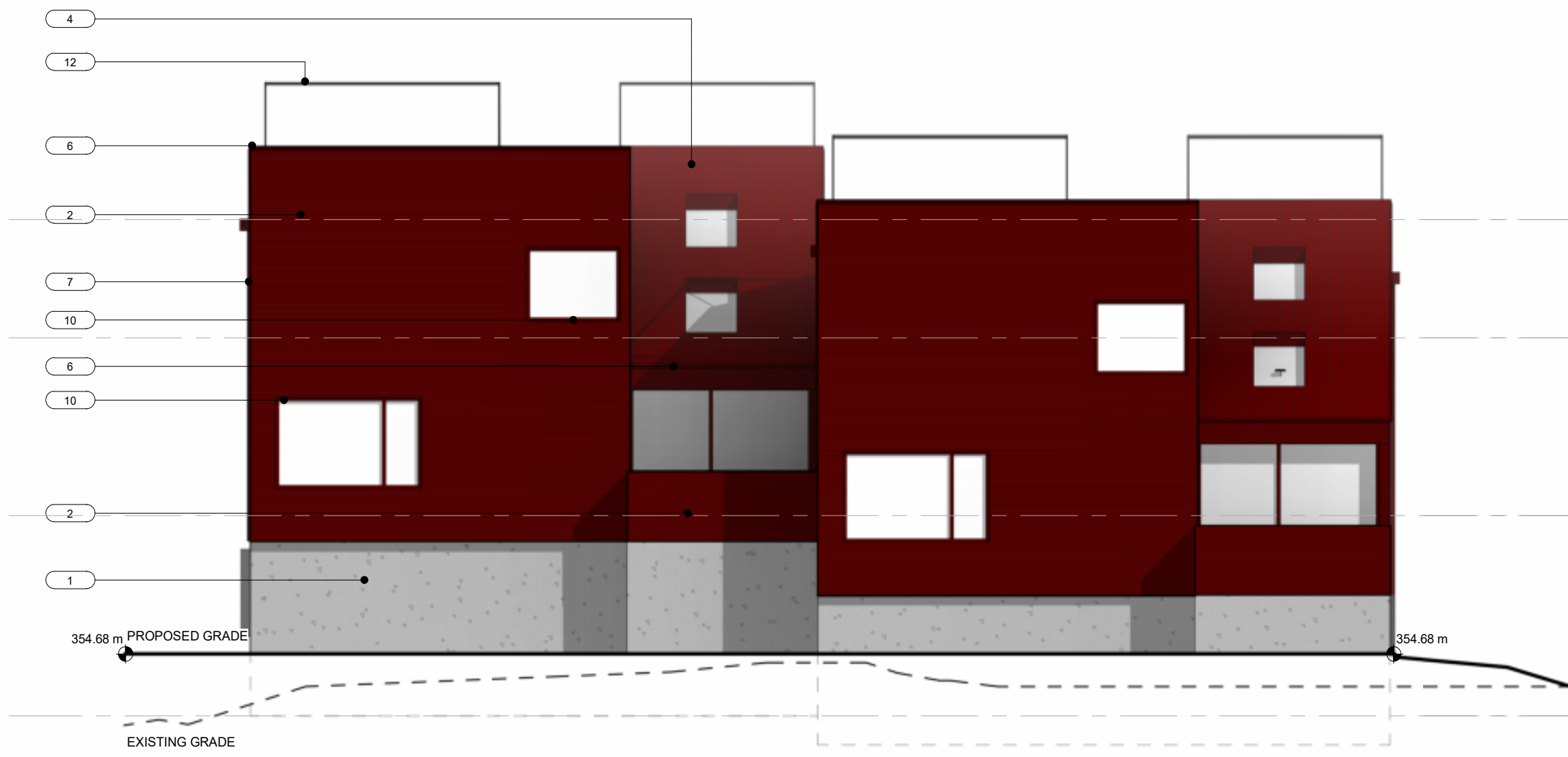
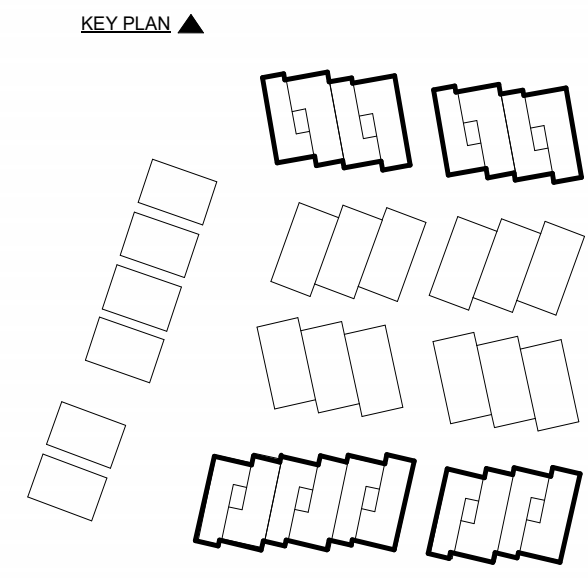


STAMP

ISSUED FOR REZONING
2026-05-12

MATERIALS + FINISHES SCHEDULE

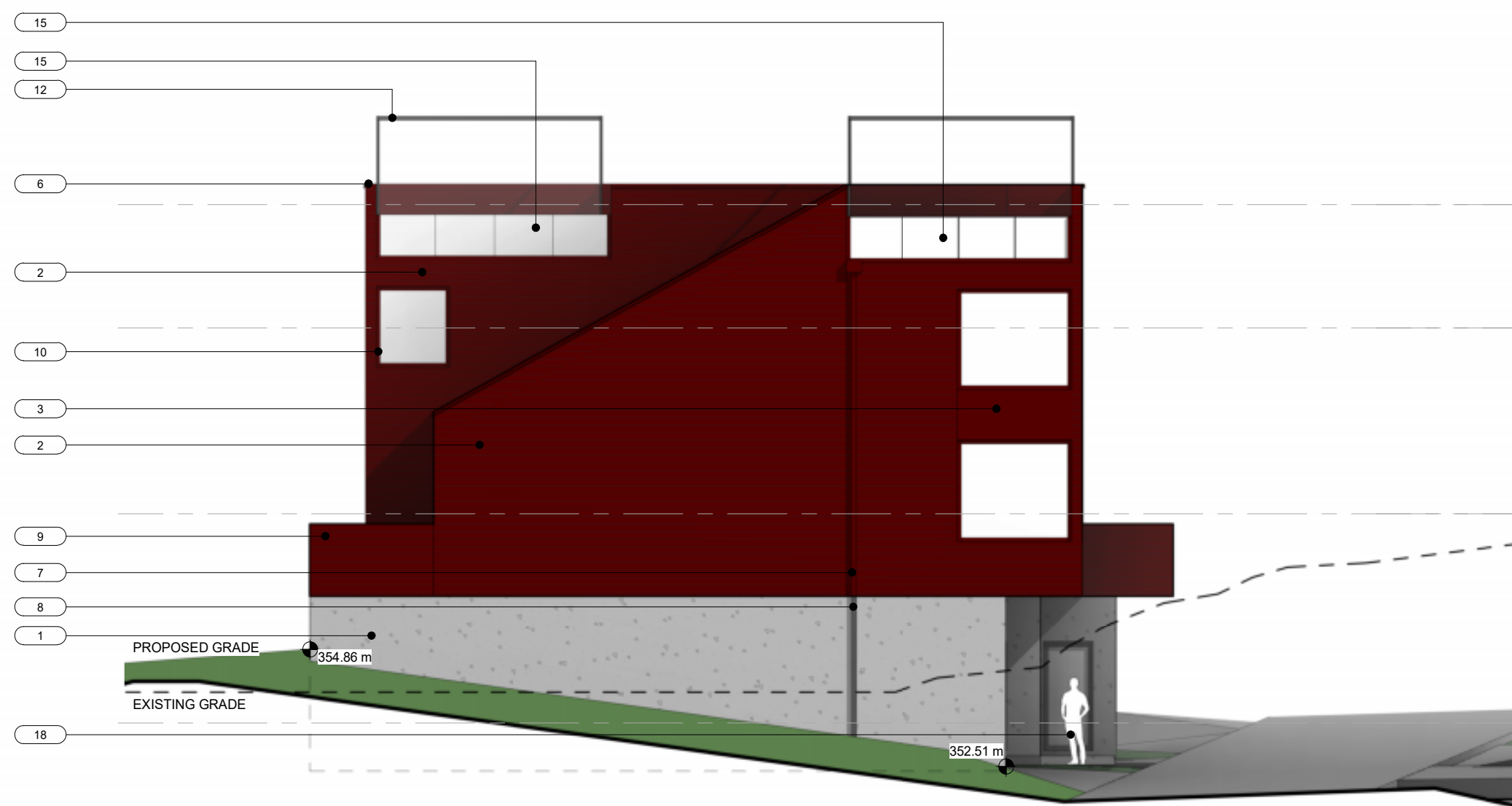
- 1 EXPOSED CAST IN PLACE CONCRETE, NATURAL
- 2 6" FIBER CEMENT LAP SIDING, INSTALLED HORIZONTALLY, RAL3011
- 3 FIBRE CEMENT PANEL, RAL3011
- 4 STANDING SEAM METAL SNAP LOCK ROOFING W/ SNOW STOPS, RAL3011
- 5 GARAGE DOOR, POWDER COATED, RAL9006
- 6 24 GA METAL FLASHING, RAL3011
- 7 RAIN WATER LEADER, RAL3011
- 8 RAIN WATER LEADER, RAL9006
- 9 GUARDRAIL, 6" FIBER CEMENT LAP SIDING, INSTALLED HORIZONTALLY, RAL3011
- 10 WINDOW FRAME RED VINYL, RAL3011
- 11 WINDOW FRAME GRAY VINYL, RAL9006
- 12 RETRACTABLE RED SUN SHADE, RAL3011
- 13 SIGNAGE SPRAY PAINTED STENCIL, RAL1028
- 14 ALUMINUM DOOR, RAL3011
- 15 TEMPERED GLASS GUARD CLEAR, W/ ALUMINUM GLASS TOP CAP
- 16 ALUMINUM HANDRAIL, POWDER COATED RAL3011
- 17 ALUMINUM HANDRAIL, POWDER COATED RAL1028
- 18 TEMPERED GLASS DOOR, W/ RAL9006 FRAME



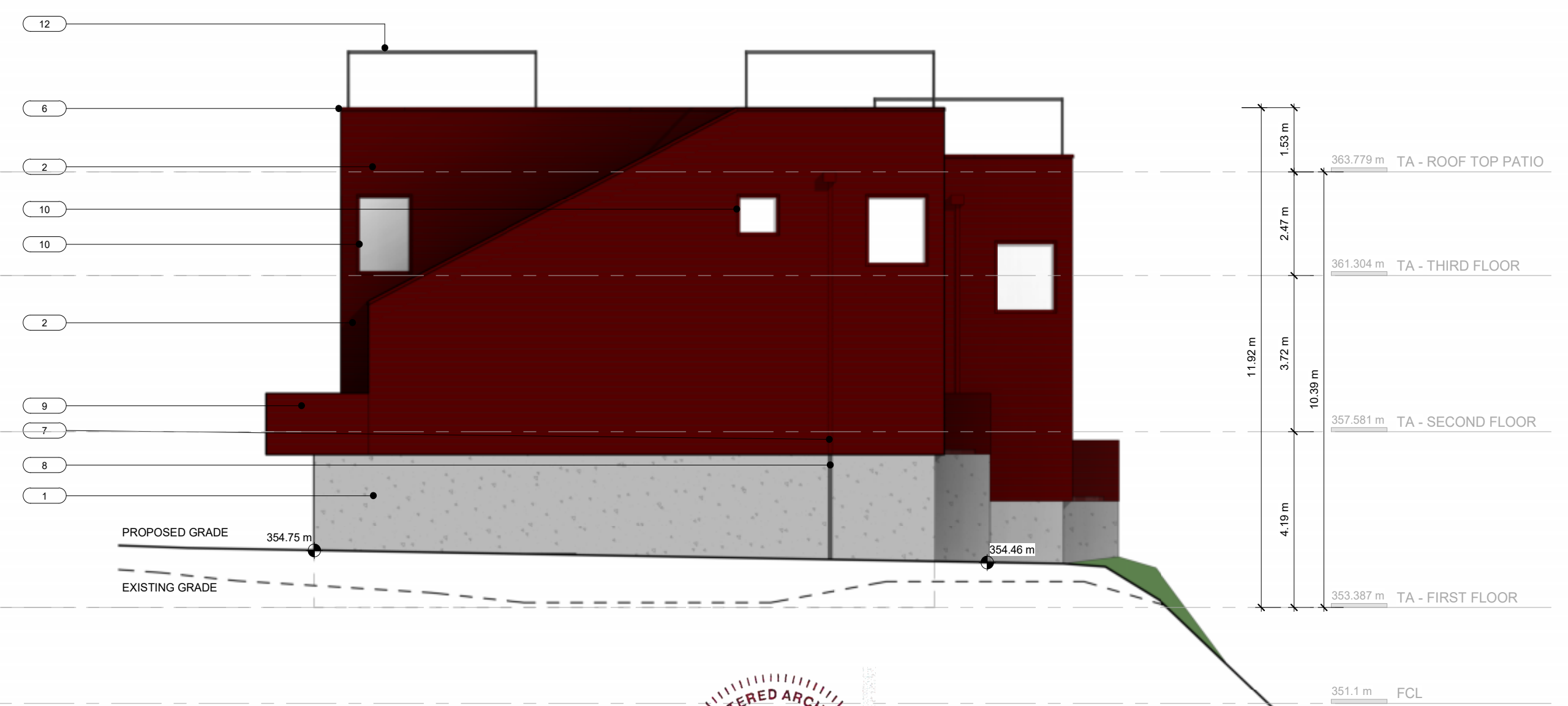
1 BACK ELEVATION
A100 scale: 1/8" = 1'-0"



2 STREET ELEVATION
A100 scale: 1/8" = 1'-0"



3 LAKE SIDE ELEVATION
A100 scale: 1/8" = 1'-0"



4 MARA RD. SIDE ELEVATION
A100 scale: 1/8" = 1'-0"

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222 Mara Lake rd

TOWNHOUSE ELEVATIONS

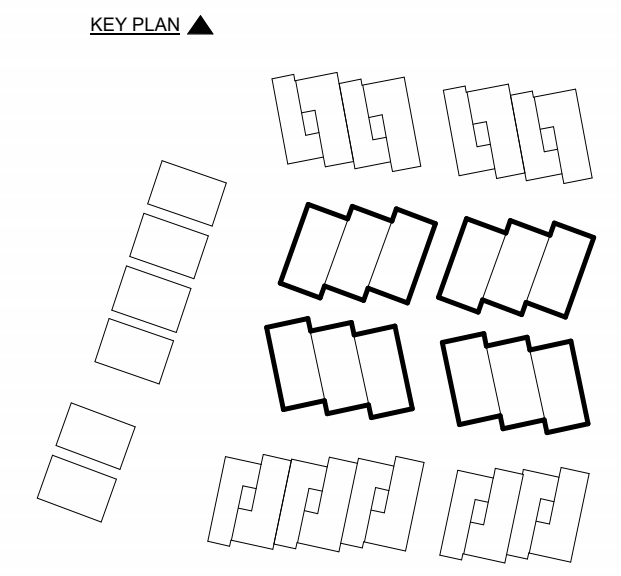


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2026-05-12

A201

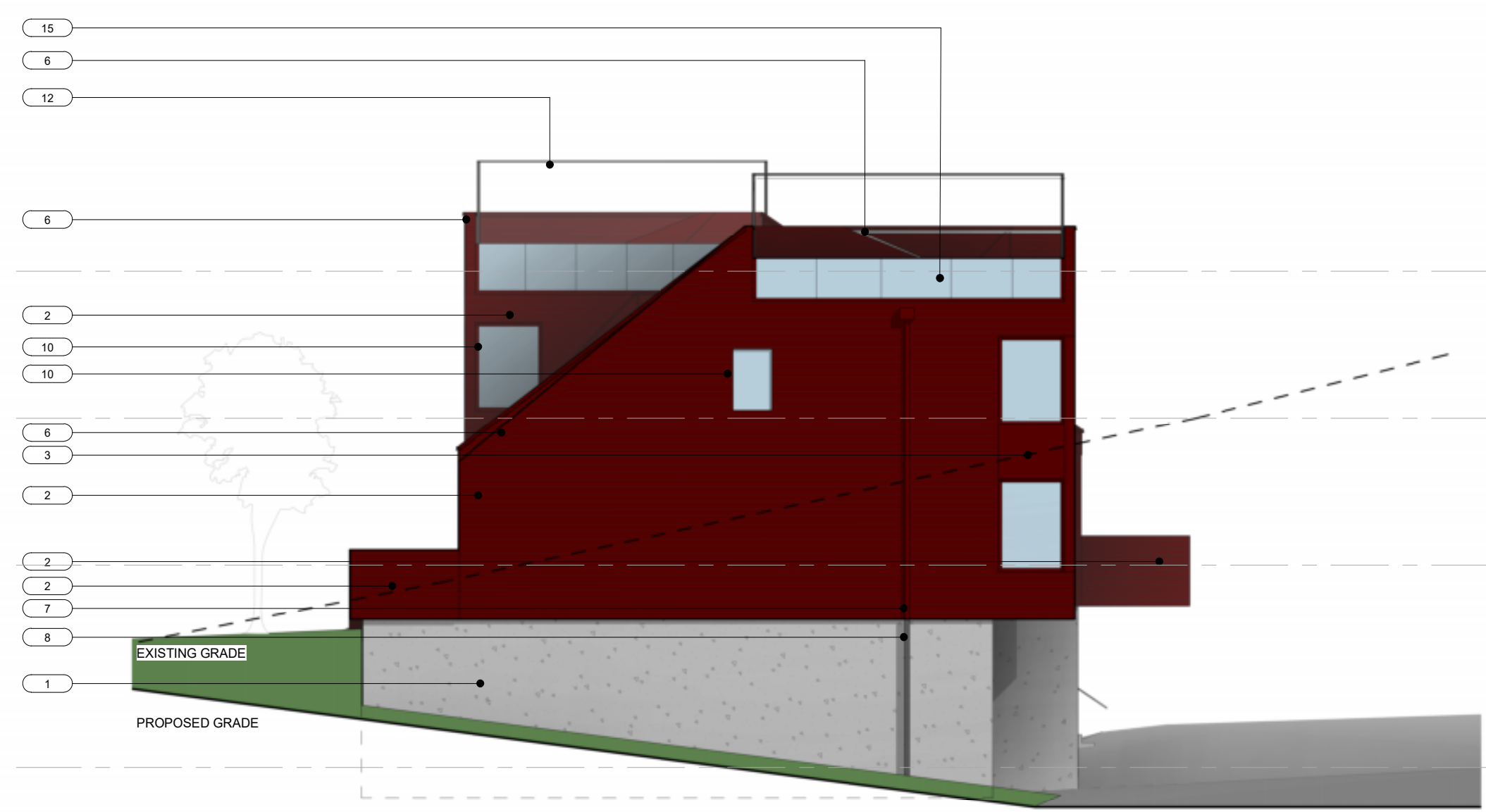
- MATERIALS • FINISHES SCHEDULE**
- 1 EXPOSED CAST IN PLACE CONCRETE, NATURAL
 - 2 6" FIBER CEMENT LAP SIDING, INSTALLED HORIZONTALLY, RAL3011
 - 3 FIBRE CEMENT PANEL, RAL3011
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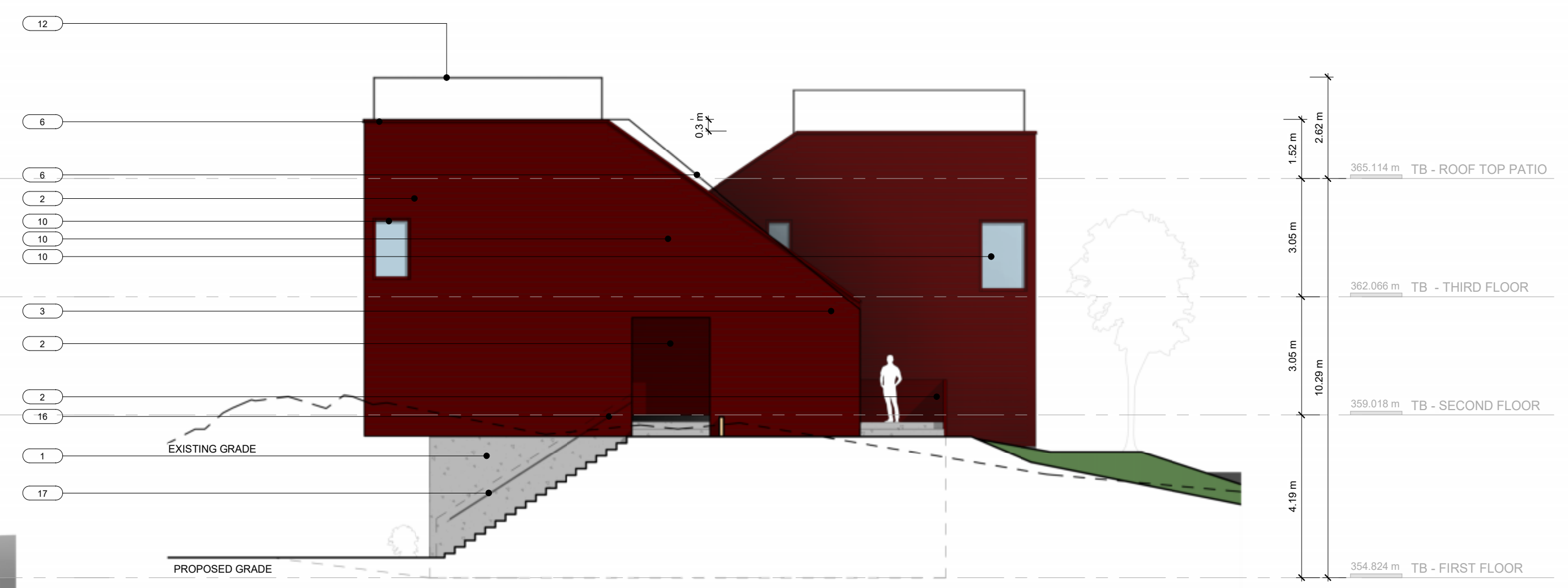
2 BACK ELEVATION
A100 scale : 1/8" = 1'-0"



1 STREET ELEVATION
A100 scale : 1/8" = 1'-0"



3 LAKE SIDE ELEVATION
A100 scale : 1/8" = 1'-0"



4 MARA RD. SIDE ELEVATION
A100 scale : 1/8" = 1'-0"

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TOWNHOUSE HYBRID ELEVATIONS



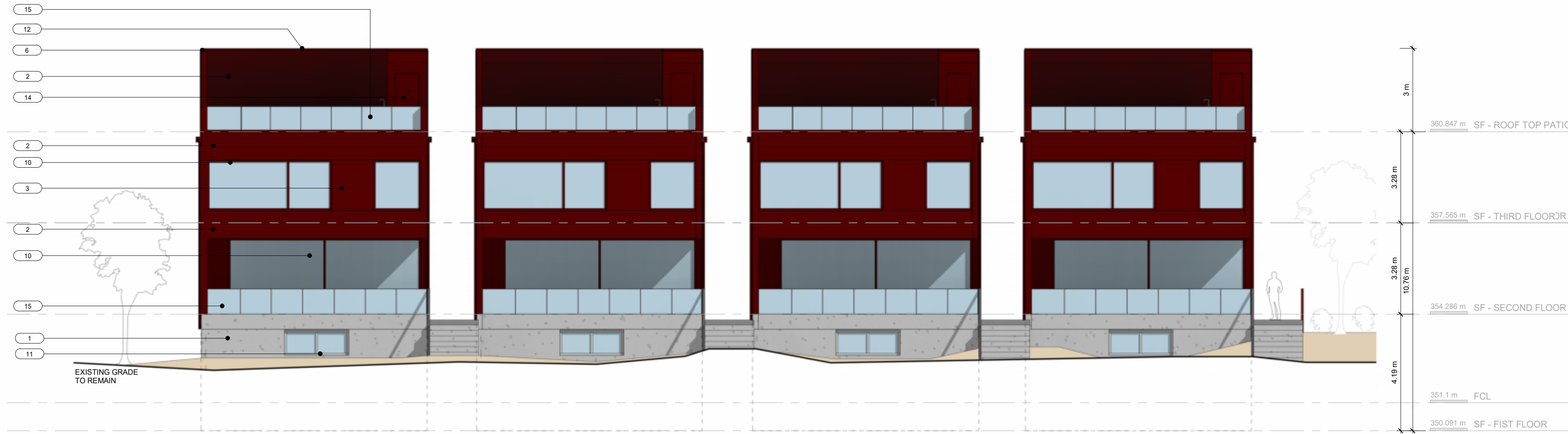
STAMP

ISSUED FOR REZONING
2026-05-12

A301

MATERIALS + FINISHES SCHEDULE

- 1 EXPOSED CAST IN PLACE CONCRETE, NATURAL
- 2 6" FIBER CEMENT LAP SIDING, INSTALLED HORIZONTALLY, RAL3011
- 3 FIBRE CEMENT PANEL, RAL3011
- 4 STANDING SEAM METAL SNAP LOCK ROOFING W/ SNOW STOPS, RAL3011
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- 18 TEMPERED GLASS DOOR, W/ RAL9006 FRAME



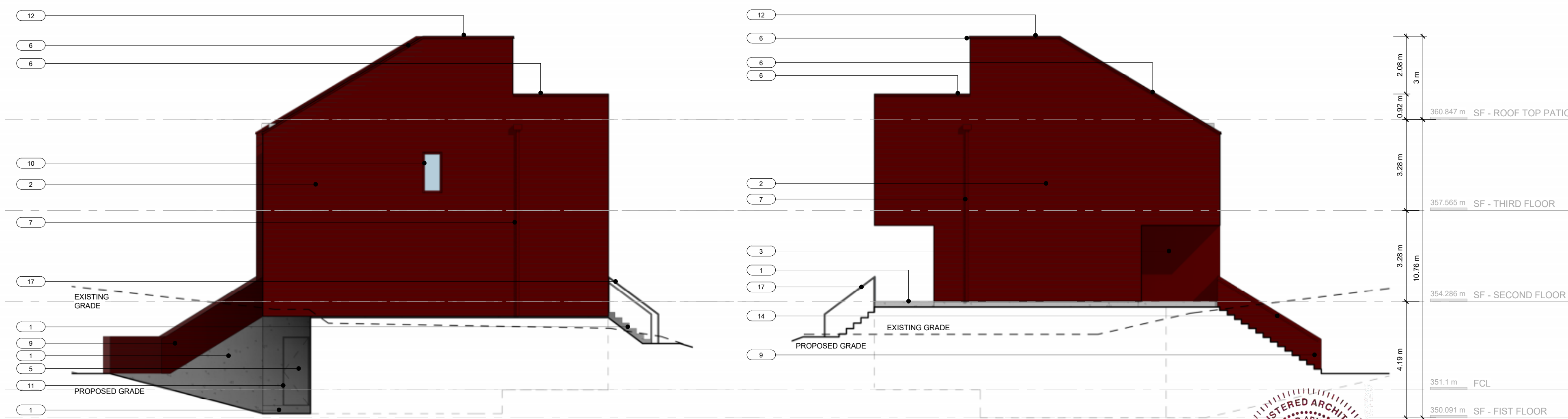
1 LAKE SIDE ELEVATION

A100 scale : 1/8" = 1'-0"



4 STREET ELEVATION

A100 scale : 1/8" = 1'-0"

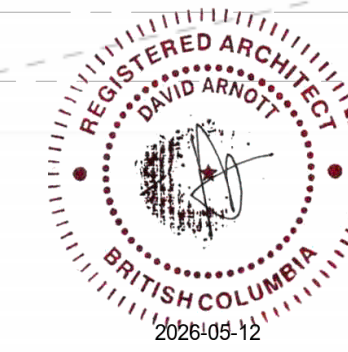


3 SIDE ELEVATION 1

A100 scale : 1/8" = 1'-0"

2 SIDE ELEVATION 2

A100 scale : 1/8" = 1'-0"



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2026-05-12

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SINGLE FAMILY HOUSE ELEVATIONS

A401



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3D VIEWS



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2026-05-12

A600

4.3 MULTI-UNIT RESIDENTIAL ZONES

.1 MUR-1 Multi-Unit Residential

INTENT

This zone is intended to support medium to high density multi-unit residential uses.

PERMITTED USES

.1 Principal Uses

- Multi-Unit Dwelling

.2 Accessory Uses

- Care Facility
- Health Clinic
- Indoor Recreation
- Day Care
- Home Based Business
- Office

DEVELOPMENT REGULATIONS

.3 Density

- The Maximum Density of Dwelling Units shall be: • 60 per ha
 The Maximum FAR shall be: • 2.5 FAR

.4 Parcel Coverage

- The maximum Parcel Coverage is: • 60%
 The maximum Impermeable Surface is: • 80%

.5 Maximum Height

- The maximum Principal Building Height is: • 15 m or 4 storeys
 The maximum Height for Accessory Buildings and Structures is: • 6 m

.6 Setbacks

- The minimum setbacks for all Buildings and Structures are:
- Front: • 6 m
 - Rear: • 1.5 m
 - Interior Side • 1.5 m
 - Exterior Side • 3.5 m
- Except where abutting a Residential zone the setback from all Parcel Lines is: • 6 m

SUBDIVISION REGULATIONS

.7 Parcel Area and Dimensions

The minimum Parcel Area and dimensions shall be:

Parcel Area	Frontage	Depth
1000 m ²	• 15 m	• 25 m

PARKING

.8 Off-Street Parking shall be provided in accordance with the Sicamous Zoning Bylaw – Schedule D.

REGULATIONS AND CONDITIONS OF USE

.9 The following regulations and conditions of use shall apply:

.a General Regulations

See the General Regulations section of this bylaw for additional regulations that apply to this zone.

.b Usable Open Space

- i) no less than 10 m² per Dwelling Unit of private open space shall be provided on the Parcel for the use and enjoyment of residents; or

- ii) where the owner has dedicated adjacent parkland in excess of statutory requirements and where the excess parkland dedication is a sufficient area to satisfy the usable open space requirement, the usable open space requirement for the Parcel will be inapplicable.

.c **Health Clinic**

A Health Clinic is permitted for the service of the Building's residents and shall not exceed 25% of the Building Floor Area.

.d **Office**

Office uses for the management of a Building and shall not exceed 5% of the Building Floor Area.

.e **Indoor Recreation**

Indoor Recreation uses are permitted solely for the use of the Building's occupants and shall not exceed 10% of the Building Floor Area.

.f **Amenity Bonus**

For the provision of each Attainable Rental Dwelling Unit density may be increased as per General Regulations.

.g **Site Specific Regulations**

- i) Lot 2, Section 36, Township 21, Range 8 West of the 6th Meridian, Kamloops Division, Yale District, Plan EPP5557 the **maximum density of Dwelling Units shall be no more than 30 units per ha.**



.2 MUR-2 Seasonal Accommodation

INTENT

This zone is intended to support mixed use developments that serve primarily as multi-family residential sites but may include second homes as seasonal accommodations and to a lesser extent, short term rentals where supported by the strata.

PERMITTED USES

.1 Principal Uses

- Multi-Unit Dwelling

.2 Accessory Uses

- Home Based Business
- Office
- Short Term Rental
- Indoor Recreation

DEVELOPMENT REGULATIONS

.2 Density

- The maximum density of Sleeping Units shall be: • 20 per ha; and
 The maximum density of Dwelling Units shall be: • 60 per ha
 The maximum FAR shall be: • 1.5 FAR

.3 Parcel Coverage

- The maximum Parcel Coverage for all Buildings and Structures is: • 80 %
 The maximum Impermeable Surface is: • 90 %

.4 Maximum Height

- Principal Building: • 22 m
 Accessory Buildings and Structures: • 5 m

.5 Setbacks

- The minimum setbacks for all Buildings and Structures are:
- Front: • 0 m
 - Rear: • 1.5 m; 6 m when abutting a Residential zone
 - Interior Side: • 1.2 m
 - Exterior Side: • 1.2 m

SUBDIVISION REGULATIONS

.6 Parcel Area

- The minimum Parcel Area is: • 300 m²

.7 Parcel Dimensions

- The minimum Parcel frontage is: • 10 m

PARKING

- .8 Off-Street Parking shall be provided in accordance with the Sicamous Zoning Bylaw – Schedule D.

REGULATIONS AND CONDITIONS OF USE

- .9 The following regulations and conditions of use shall apply:

.a General Regulations

See the General Regulations section of this bylaw for additional regulations that apply to this zone.

.b Amenity Bonus

For the provision of each Attainable Rental Dwelling Unit density may be increased as per General Regulations.

.c Density

The permitted Density can be a combination of Sleeping Units or Dwelling Units where 2 Sleeping Units are equal to 1 Dwelling Unit.

d Ground Floor Design

For units facing the street, the major entrance shall face the street, be at-grade with the adjacent sidewalk, and be designed to function as a commercial entrance.

e Multi-Unit Dwelling

On Riverside Avenue, Multi-Unit Dwellings must include a minimum of 50 m² Commercial floor space.

f Usable Open Space

- no less than 10 sqm per unit of useable open space shall be provided on the Parcel by the owner for each residential dwelling unit contained in a multi-unit Building; except where the owner has dedicated adjacent parkland in excess of statutory requirements and where the excess parkland dedication is a sufficient area to satisfy the usable open space requirement, the usable open space requirement for the Parcel will be inapplicable.

g Site Specific Regulations

- Within the Riverside Transition Area, Residential density may be increased up to 10 additional units per 0.4 ha where 5% of the Land, in addition to the walkway right-of-way and located outside of the SPEA, is designated and developed as public Walkway amenity area (i.e., Public Marina, seating or viewing area);





DISTRICT OF SICAMOUS

Action Report

REPORT DATE: June 10, 2026
TO: Council
FROM: Bianca Colonna, Director of Finance
SUBJECT: Statement of Financial Information - December 31, 2025
FILE NUMBER:

RECOMMENDATION:

THAT council approves the Statement of Financial Information for the year ended December 31, 2025 as presented this 10th day of June 2026.

PURPOSE:

To receive approval of the 2025 Statement of Financial Information for the District of Sicamous.

BACKGROUND:

The *Financial Information Act* requires all municipalities to submit a Statement of Financial Information in the required format by June 30 of each year. The information is also required to be made public and available until June 30 of the following year.

DISCUSSION:

Attached is the 2025 Statement of Financial Information (SOFI), which includes the following:

- Audited financial statements;
- Council's remuneration and expenses;
- Employees' remuneration and expenses (detail for employees over \$75,000);
- Statement of supplier payments (detail of suppliers over \$25,000) ;
- Statement of payments for the purpose of grants;
- Statement of severance agreements and statement of guarantee and indemnity agreements; and
- Summary of permissive tax exemptions.

The SOFI is embedded into the District's 2025 Annual Report, which is also being presented for approval.

INTERNAL CIRCULATION:

Not applicable.

EXISTING POLICY:

Not applicable.

FINANCIAL/BUDGETARY IMPLICATIONS:

Not applicable.

EXTERNAL AGENCY/PUBLIC COMMENTS:

The SOFI is included in the Annual Report.

COMMUNICATIONS COMMENTS:

The SOFI will be included on the District's website.

ALIGNMENT WITH STRATEGIC PLAN:

The SOFI report is driven by public transparency, which supports council's values of integrity and accountability.

OPTIONS:

1. Endorse the recommendation
2. Endorse the recommendation with amendments
3. Defer the matter
4. Deny the recommendation

Respectfully submitted,



Bianca Colonna
Director of Finance

Attachment:

[Statement of Financial Information 2025](#)

Approved By:

Shawna Koll, Director of Corporate Services
Dean Strachan, Chief Administrative Officer

Status:

Approved - 29 May 2026
Approved - 29 May 2026



STATEMENT OF FINANCIAL INFORMATION

FOR THE YEAR ENDED DECEMBER 31, 2025

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the Financial Information Act.

Bianca Colonna
Director of Finance

Colleen Anderson
Mayor

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Consolidated Financial Statements

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Management's Responsibility for Financial Reporting

The accompanying consolidated financial statements of the District of Sicamous are the responsibility of management and have been approved by the Director of Finance on behalf of Council.


The consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Certain amounts used in the preparation of the consolidated financial statements are based on management's best estimates and judgments. Actual results could differ as additional information becomes available in the future. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances, in order to ensure that the consolidated financial statements are presented fairly, in all material respects.

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

The District of Sicamous' Director of Finance and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the consolidated financial statements.

The Director of Finance and Council members meet periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging its responsibilities, and to review the annual report, the consolidated financial statements and the external auditor's report.

The consolidated financial statements have been audited by BDO Canada LLP Chartered Accountants in accordance with Canadian generally accepted auditing standards on behalf of the Council members. The independent auditor's report expresses its opinion on these consolidated financial statements. The auditors have full and free access to the accounting records, the Director of Finance and Council of the District of Sicamous.

Signed by:

BB787BA365494BF...
Director of Finance



Tel: 250-832-7171
Fax: 250-832-2429
www.bdo.ca

BDO Canada LLP
571 6th Street NE
Suite 201
Salmon Arm BC V1E 1R6 Canada

Independent Auditor's Report

To the Mayor and Council of the District of Sicamous

Opinion

We have audited the consolidated financial statements of the District of Sicamous (the "District") and its controlled entities (the "Consolidated Entity"), which comprise the consolidated statement of financial position as at December 31, 2025, and the consolidated statements of operations, change in net assets, and consolidated cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Consolidated Entity as at December 31, 2025, and its results of operations, its change in net assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

Other Matter - Unaudited Information

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of the attached Schedules to the District's financial statements.

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

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

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

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



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

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

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

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

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


BDO Canada LLP

Chartered Professional Accountants

Salmon Arm, British Columbia
April 24, 2026

**District of Sicamous
Consolidated Statement of Financial Position**

December 31	2025	2024
Financial assets		
Cash and cash equivalents (Note 2)	\$ 9,940,185	\$ 5,577,567
Taxes receivable	434,244	445,860
Accounts receivable and deposits (Note 3)	2,024,022	2,831,881
Portfolio investments (Note 4)	1,500,000	8,663,643
Cash deposit - Municipal Finance Authority (Note 5)	110,420	107,209
	14,008,871	17,626,160
Liabilities		
Accounts payable and accrued liabilities (Note 7)	1,621,103	2,981,957
Reserve - Municipal Finance Authority (Note 5)	-	107,209
Deferred revenue (Note 9)	2,153,929	2,113,383
Long-term debt (Note 10)	6,020,887	6,356,899
Asset retirement obligations (Note 13)	360,072	347,200
	10,155,991	11,906,648
Net financial assets	3,852,880	5,719,512
Non-financial assets		
Tangible capital assets (Note 12)	93,426,736	89,307,251
Prepaid expenses and inventories of supplies	207,305	182,667
	93,634,041	89,489,918
Accumulated surplus (Note 14)	\$ 97,486,921	\$ 95,209,430
Commitments and contingent liabilities (Note 21)		

Signed by: 

 BB787BA365494BF...
 Director of Finance

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

**District of Sicamous
Consolidated Statement of Operations**

For the year ended December 31	2025 Budget (Note 20)	2025 Actual	2024 Actual (Note 22)
Revenue			
Taxation-net (Note 16)	\$ 5,929,147	\$ 5,892,788	\$ 5,638,773
Grants in lieu of taxes and 1% utility tax (Note 17)	92,919	91,720	90,897
Government grants (Note 17)	1,240,704	1,431,595	6,929,810
Contributions by developers and property owners	543,456	2,477,405	2,355,620
User fees and service charges	3,953,042	3,876,868	3,324,365
Permits, licenses and fines	260,000	244,031	163,442
Penalties and interest on taxes	97,500	104,536	125,565
Investment income	100,000	404,509	756,503
Regional District contribution (Note 11)	81,508	99,501	343,325
Other	-	322,210	-
	<u>12,298,276</u>	<u>14,945,163</u>	<u>19,728,300</u>
Expense			
General government services	2,019,594	2,068,423	2,701,784
Protective services	1,028,874	1,178,516	1,166,519
Transportation services	1,403,200	2,436,157	2,475,344
Environmental health services	120,000	120,395	106,726
Public health and welfare services	1,519,591	1,782,867	1,210,760
Environmental development services	658,224	594,853	527,484
Recreation and cultural services	703,604	962,702	1,122,587
Economic development	253,560	484,447	467,381
Sewer services	1,248,183	1,582,580	1,350,284
Water services	1,408,984	1,456,732	1,277,854
	<u>10,363,814</u>	<u>12,667,672</u>	<u>12,406,723</u>
Annual surplus	<u>1,934,462</u>	<u>2,277,491</u>	<u>7,321,577</u>
Accumulated surplus, beginning of year		<u>95,209,430</u>	<u>87,887,853</u>
Accumulated surplus, end of year		<u>\$97,486,921</u>	<u>\$ 95,209,430</u>

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

**District of Sicamous
Consolidated Statement of Change in Net Assets**

	2025 Budget	2025	2024 Actual
Annual surplus	\$ 1,934,462	\$ 2,277,491	\$ 7,321,577
Acquisition of tangible capital assets (Note 12)	(7,150,640)	(6,825,003)	(12,522,640)
Amortization of tangible capital assets (Note 12)	-	2,565,078	2,499,762
Loss on sale of tangible capital assets	-	119,376	669,375
Proceeds on sale of tangible capital assets	-	19,458	94,791
Decrease (increase) in tangible capital assets due to asset retirement obligation (Note 13)	-	1,606	12,594
	<u>(5,216,178)</u>	<u>(1,841,994)</u>	<u>(1,924,541)</u>
Use/consumption of prepaid expenses and inventory of supplies	-	(24,638)	(122,377)
Net change in net debt	(5,216,178)	(1,866,632)	(2,046,918)
Net assets, beginning of year	<u>5,719,512</u>	<u>5,719,512</u>	<u>7,766,430</u>
Net assets, end of year	<u>\$ 503,334</u>	<u>\$ 3,852,880</u>	<u>\$ 5,719,512</u>

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

**District of Sicamous
Consolidated Statement of Cash Flows**

For the year ended December 31	2025	2024
Operating transactions		
Annual surplus	\$ 2,277,491	\$ 7,321,577
Items not involving cash		
Amortization	2,565,078	2,499,762
Accretion (Note 13)	14,478	14,403
Loss on disposal of tangible capital assets	119,376	669,375
Developer contributed capital assets (Note 12)	(2,047,210)	(1,806,931)
Actuarial adjustments	(28,210)	(23,962)
Interest on MFA cash deposits	(3,210)	-
Changes in non-cash operating balances		
Taxes receivable	11,616	185,798
Accounts receivable	807,859	(960,913)
Prepaid expenses and inventories of supplies	(24,638)	(122,377)
Accounts payable and accrued liabilities	(1,360,854)	1,481,451
Deferred revenue	40,546	(1,897,017)
Reserve - Municipal Finance Authority	(107,209)	-
	<u>2,265,113</u>	<u>7,361,166</u>
Capital transactions		
Acquisition of tangible capital assets (Note 12)	(4,777,793)	(10,715,709)
Proceeds on sale of tangible capital assets	19,458	94,791
	<u>(4,758,335)</u>	<u>(10,620,918)</u>
Investment transaction		
Decrease in portfolio investments	<u>7,163,643</u>	<u>4,911,189</u>
Financing transactions		
Repayment of long-term debt	<u>(307,803)</u>	<u>(303,490)</u>
Net change in cash and cash equivalents	4,362,618	1,347,947
Cash and cash equivalents, beginning of year	<u>5,577,567</u>	<u>4,229,620</u>
Cash and cash equivalents, end of year	<u>\$ 9,940,185</u>	<u>\$ 5,577,567</u>

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

1. Summary of Significant Accounting Policies

Management's Responsibility for the Consolidated Financial Statements

The consolidated financial statements of the District are the responsibility of management. They have been prepared in accordance with Canadian generally accepted accounting principles established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. The District is a municipality in the Province of British Columbia and operates under the provisions of the Community Charter. The District provides municipal services such as fire, public works, planning, parks, recreation and other general government services.

Basis of Consolidation

The consolidated financial statements reflect the assets, liabilities, revenues and expenses of all municipal organizations, committees and boards which are owned or controlled by the District. The District owns 100% of District of Sicamous Development Corporation. Inter-fund balances and transactions have been eliminated.

Cash and Cash Equivalents

Management considers all highly liquid investments with maturity of three months or less at acquisition to be cash equivalents.

Portfolio Investments

Portfolio investments are recorded at cost unless there has been a decline in the market value which is other than temporary in nature, in which case, the investments are written down to market value.

Non-Financial Assets

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

Financial Instruments

The District's financial instruments consist of cash, term deposits, accounts receivable and long-term debt. These financial instruments are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the consolidated statement of financial position.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue and expense.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the consolidated statement of operations. Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

1. Summary of Significant Accounting Policies - continued

Tangible Capital Assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of donation, with a corresponding amount recorded as revenue.

Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Buildings	10 to 100 years
Drainage	10 to 100 years
Roads, bridges and biofuel lines	10 to 100 years
Water and other utility systems	10 to 100 years
Sewer	10 to 100 years
Parks and beautification	10 to 60 years
Equipment	5 to 20 years
Other	4 to 10 years

Asset Retirement Obligations

An asset retirement obligation is a legal obligation associated with the retirement of a tangible capital asset. The obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- The past transaction or event giving rise to the liability has occurred;
- It is expected that future economic benefits will be given up; and
- A reasonable estimate of the amount can be made.

Asset retirement obligations were initially recognized using the prospective method. The liability has been recognized based on estimated future expenses upon retirement and determined by discounting the expected future cash flows.

Asset retirement obligations are recorded as liabilities with a corresponding increase to the carrying amount of the related tangible capital asset. Subsequently, the asset retirement costs are allocated to expenses over the useful life of the tangible capital asset. The obligation is adjusted to reflect period-to-period changes in the liability resulting from the passage of time and for revisions to either the timing or the amount of the original estimate of the undiscounted cash flows or the discount rate.

District of Sicamous Notes to Consolidated Financial Statements

December 31, 2025

1. Summary of Significant Accounting Policies - continued

Leased Assets

Leases entered into, that transfer substantially all the benefits and risks associated with ownership, are recorded as the acquisition of a tangible capital asset and the incurrence of an obligation. The asset is amortized in a manner consistent with tangible capital assets owned by the District, and the obligation, including interest thereon, is liquidated over the term of the lease. All other leases are accounted for as operating leases, and the rental costs are expensed as incurred.

Collection of Taxes on Behalf of Other Taxation Authorities

The District collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of entities are not reflected in these consolidated financial statements.

The entities, the District collects taxation revenue on behalf of, are as follows:

- Province of BC School Tax and Policing Tax
- Columbia Shuswap Regional District
- Columbia Shuswap Regional Hospital District
- North Okanagan Columbia Shuswap Regional Hospital District
- Okanagan Regional Library (ORL)
- British Columbia Assessment Authority (BCAA)
- Municipal Finance Authority (MFA)

Trust Funds

Trust funds, held in trust by the District and their related operations, are not included in these consolidated financial statements. The financial activity and position of the trust funds are reported separately.

Retirement Benefits and Other Employee Benefit Plans

The District's contributions, due during the period to its multi-employer defined benefit plan, are expensed as incurred.

Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes are accounted for as deferred revenue on the consolidated statement of financial position. The revenue is recognized in the consolidated statement of operations in the year in which it is used for the specified purpose.

Government Transfers

Government transfers, which include legislative grants, are recognized in the consolidated financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amount can be made.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

1. Summary of Significant Accounting Policies - continued

Revenue Recognition

Taxes are recognized as revenue in the year they are levied. Charges for sewer and water usage are recorded as services provided by the District. Connection fee revenues are recognized when the connection has been established. Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled. Unconditional grant revenue is recognized when monies are received. Grants for the acquisition of tangible capital assets are recognized in the period in which eligible expenditures are made. Sales of service and other revenue is recognized when the service or product is provided by the District.

Reserves

Reserves for future expenditures, included in accumulated surplus, represent amounts set aside for future operating and capital expenditures.

Contaminated Sites

A contaminated site is a site at which substances occur in concentrations that exceed the maximum acceptable amounts under an environmental standard. Sites that are currently in productive use are only considered a contaminated site if an unexpected event results in contamination. A liability for remediation of contaminated sites is recognized when the organization is directly responsible or accepts responsibility; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability includes all costs directly attributable to remediation activities including post remediation operations, maintenance and monitoring. The liability is recorded net of any expected recoveries. No contaminated site have been identified with the District.

Use of Estimates

The preparation of consolidated financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. Significant estimates include the valuation of accounts receivable and the amortization of tangible capital assets.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

2. Cash and Cash Equivalents

	2025	2024
Unrestricted cash and cash equivalents	\$ 2,684,102	\$ 3,092,939
Restricted cash and cash equivalents	7,256,083	2,484,628
	\$ 9,940,185	\$ 5,577,567

The District has various cash bank balances earning interest at prime less 2.75%. The bank's prime rate at year-end was 4.45% (2024 - 5.45%).

3. Accounts Receivable

	2025	2024
Federal Government	\$ 135,030	\$ 363,080
Province of British Columbia	652,632	1,208,740
Trades receivable	276,053	177,565
Interest receivable	5,523	112,182
Utilities receivable	954,784	970,314
	\$ 2,024,022	\$ 2,831,881

4. Portfolio Investments

	2025	2024
<u>Restricted Investments</u>		
Statutory reserves - SASCU term deposits	\$ 1,000,000	\$ 6,225,616
Development cost charges - SASCU term deposits	-	1,437,984
	1,000,000	7,663,600
<u>Unrestricted Investments</u>		
Operating surplus - SASCU term deposits	500,000	-
Operating surplus - Raymond James term deposits	-	1,000,043
	\$ 1,500,000	\$ 8,663,643

The term deposits mature November 19, 2026 with an interest rate of 3.20%.

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

5. Reserve - Municipal Finance Authority

The District issues its debt instruments through the Municipal Finance Authority (the "MFA"). As a condition of these borrowings, a portion of the debenture proceeds are withheld as cash deposits by the Municipal Finance Authority as a debt reserve fund.

The District also executes demand notes in connection with each debenture whereby the District may be required to loan certain amounts to the MFA. These demand notes are contingent in nature and are not reflected in the accounts.

The details of the cash deposits and demand notes at year end are as follows:

	Demand Notes	Cash Deposits
Water Fund	\$ 83,840	\$ 52,783
Sewer Fund	75,665	57,637
	\$ 159,505	\$ 110,420

6. Bank Indebtedness

The District has established a bank operating line of credit with Salmon Arm Savings and Credit Union of up to \$1,500,000 bearing interest at prime and secured by a general security agreement providing a charge on all assets of the District. Availability is subject to financial criteria and is at the discretion of the bank. As at December 31, 2025, the District had undrawn credit capacity under this facility of \$1,500,000 (2025 - \$1,500,000). The bank's prime rate at year-end was 4.45% (2024 - 5.45%).

7. Accounts Payable and Accrued Liabilities

	2025	2024
Accrued interest	\$ 48,572	\$ 48,572
Accrued wages and benefits	277,469	305,010
Deferred (prepaid) taxes	(7,989)	265
Refundable deposits	663,829	263,093
Trade payables	639,222	2,365,017
	\$ 1,621,103	\$ 2,981,957

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

8. Employee Benefits Plan Liability

The District does not provide sick leave or retirement benefits to employees. The District pays premiums to a short and long-term disability plan and will pay sick time until an employee meets the provisions of these plans.

Municipal Employees Pension Plan

The District and its employees contribute to the Municipal Pension Plan (the "Plan"), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2024, the Plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributors from local governments.

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

The most recent actuarial valuation for the Plan as at December 31, 2024, indicated a \$2,675 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2027.

The District paid \$258,854 (2024 - \$206,934) for employer contributions while employees contributed \$236,440 (2024 - \$191,374) to the plan in fiscal 2025.

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

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

9. Deferred Revenue

	2025 Opening Balance	Revenue Received	Externally Restricted Investment Income	Revenue Recognized	2025 Ending Balance
Development cost charges	\$ 1,106,900	\$ 283,150	\$ 34,589	\$ (427,345)	\$ 997,294
Developer deposits for infrastructure	15,000	206,092	109	-	221,201
Prepaid property taxes and business licences	791,184	802,384	-	(791,184)	802,384
Deferred building permit revenue	45,740	52,788	-	(45,740)	52,788
Deferred rental income	3,624	7,575		(3,624)	7,575
Conditional grants - unspent	105,547	102,250	-	(176,551)	31,246
DOSDC - unspent MRDT and grants	45,388	41,441	-	(45,388)	41,441
	\$ 2,113,383	\$ 1,495,680	\$ 34,698	\$ (1,489,832)	\$ 2,153,929

Development Cost Charges and Other Developer Deposits:

Developers share in future capital expenditures to the extent of the District's development cost charges provided for in Bylaw 1060. The Community Charter Section 188 (a) requires that money received from the imposition of a development cost charge be placed in a reserve fund. Interest is further restricted by Section 189 (1) to the purpose the reserve fund was established for.

Developers also provide for works in front of their properties. Cash in lieu of these works are received by the District and reserved for future capital projects. The District has also received funds from the developers for deficiencies and future operational costs. These funds are not externally restricted.

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

10. Long-term Debt

Net long-term debt, reported on the consolidated statement of financial position, is comprised of the following:

	By-Law Number	Purpose and terms	2025	2024
Water fund	871	Water treatment plant, with annual payments of \$118,144 plus interest at 3.15%, due 2042	\$ 3,249,262	\$ 3,395,614
Sewer fund	775	Sewer collection, with annual payments of \$60,897 plus interest at 1.47%, due 2041	1,980,552	2,075,393
	775	Sewer collection, with annual payments of \$25,808 plus interest at 2.60% due 2041	<u>731,073</u>	<u>765,892</u>
			5,960,887	6,236,899
General fund		MFA loan, with annual payments of \$60,000, plus MFA floating interest, due 2026	<u>60,000</u>	<u>120,000</u>
			\$ 6,020,887	\$ 6,356,899

Water fund and sewer fund debt is recovered through specified area taxation.

Future principal requirements, including sinking fund additions, on existing debt:

	General Fund	Water and Sewer Funds
2026	\$ 60,000	\$ 204,849
2027	-	204,849
2028	-	204,849
2029	-	204,849
2030	-	204,849
2031 and onwards	-	2,371,481
Actuarial adjustment	-	<u>2,565,161</u>
	\$ 60,000	\$ 5,960,887

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

11. Cost Sharing Functions

The District and the Columbia Shuswap Regional District (the "CSRD") share the net cost of certain programs administered by the District. These programs are as follows:

	2025		
	Net Cost	CSRD Share	District Share
Mosquito control	\$ 132,435	\$ 8,476	\$ 123,959
Parks and playgrounds	541,603	25,689	515,914
Fire protection	631,225	65,336	565,889
	\$ 1,305,263	\$ 99,501	\$ 1,205,762

	2024		
	Net Cost	CSRD Share	District Share
Pump Track Capital Project (EOF)	\$ 493,825	\$ 250,000	\$ 243,825
Mosquito control	117,399	7,502	109,897
Parks and playgrounds	465,708	22,319	443,389
Fire protection	565,422	63,504	501,918
	\$ 1,642,354	\$ 343,325	\$ 1,299,029

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

12. Tangible Capital Assets

	Land	Buildings	Equipment	Roads, Bridges and Biofuel Lines	Water Systems	Sewer	Drainage	Parks and Beautification	Other	2025 Total
Cost, beginning of the year	\$ 12,817,786	\$ 18,661,458	\$ 6,604,517	\$ 22,304,691	\$ 23,679,310	\$ 27,319,723	\$ 2,366,397	\$ 5,092,928	\$ 27,576	\$ 118,874,386
Additions	660,000	2,876,112	300,278	1,759,313	667,973	339,498	167,630	54,199	-	6,825,003
Disposals	-	-	(269,917)	(146,783)	(30,300)	(269,162)	-	(13,877)	-	(730,039)
Cost, end of year	<u>13,477,786</u>	<u>21,537,570</u>	<u>6,634,878</u>	<u>23,917,221</u>	<u>24,316,983</u>	<u>27,390,059</u>	<u>2,534,027</u>	<u>5,133,250</u>	<u>27,576</u>	<u>124,969,350</u>
Accumulated amortization, beginning of year	-	2,371,725	3,196,394	10,785,865	4,573,206	5,534,997	490,482	2,586,890	27,576	29,567,135
Amortization	-	419,269	405,412	789,598	356,258	377,696	30,822	186,023	-	2,565,078
Disposals	-	-	(250,230)	(146,783)	(28,300)	(153,878)	-	(10,408)	-	(589,599)
Accumulated amortization, end of year	-	<u>2,790,994</u>	<u>3,351,576</u>	<u>11,428,680</u>	<u>4,901,164</u>	<u>5,758,815</u>	<u>521,304</u>	<u>2,762,505</u>	<u>27,576</u>	<u>31,542,614</u>
Net carrying amount, end of year	<u>\$ 13,477,786</u>	<u>\$ 18,746,576</u>	<u>\$ 3,283,302</u>	<u>\$ 12,488,541</u>	<u>\$ 19,415,819</u>	<u>\$ 21,631,244</u>	<u>\$ 2,012,723</u>	<u>\$ 2,370,745</u>	<u>\$ -</u>	<u>\$ 93,426,736</u>

	Land	Buildings	Equipment	Roads, Bridges and Biofuel Lines	Water Systems	Sewer	Drainage	Parks and Beautification	Other	2024 Total Restated - Note
Cost, beginning of the year	\$ 13,387,802	\$ 9,802,628	\$ 6,073,669	\$ 20,929,135	\$ 23,343,083	\$ 27,204,806	\$ 2,302,802	\$ 4,662,845	\$ 27,576	\$ 107,734,346
Additions	-	8,930,928	822,286	1,536,678	391,666	216,448	63,595	561,039	-	12,522,640
Disposals	(570,016)	(72,098)	(291,438)	(161,122)	(44,563)	(101,531)	-	(130,956)	-	(1,371,724)
Asset retirement obligation	-	-	-	-	(10,876)	-	-	-	-	(10,876)
Cost, end of year	<u>12,817,786</u>	<u>18,661,458</u>	<u>6,604,517</u>	<u>22,304,691</u>	<u>23,679,310</u>	<u>27,319,723</u>	<u>2,366,397</u>	<u>5,092,928</u>	<u>27,576</u>	<u>118,874,386</u>
Accumulated amortization, beginning of year	-	2,120,606	3,067,621	10,095,246	4,260,368	5,212,999	460,279	2,429,819	26,275	27,673,213
Amortization	-	258,211	374,272	846,663	353,949	378,855	30,203	256,308	1,301	2,499,762
Disposals	-	(7,092)	(245,499)	(156,044)	(41,111)	(56,857)	-	(99,237)	-	(605,840)
Accumulated amortization, end of year	-	<u>2,371,725</u>	<u>3,196,394</u>	<u>10,785,865</u>	<u>4,573,206</u>	<u>5,534,997</u>	<u>490,482</u>	<u>2,586,890</u>	<u>27,576</u>	<u>29,567,135</u>
Net carrying amount, end of year	<u>\$ 12,817,786</u>	<u>\$ 16,289,733</u>	<u>\$ 3,408,123</u>	<u>\$ 11,518,826</u>	<u>\$ 19,106,104</u>	<u>\$ 21,784,726</u>	<u>\$ 1,875,915</u>	<u>\$ 2,506,038</u>	<u>\$ -</u>	<u>\$ 89,307,251</u>

The net book value of tangible capital assets, not being amortized because they are under construction (or development or have been removed from service), is \$7,686 (2024 - \$7,866,288). Developer contributed capital assets of \$2,047,210 (2024 - \$1,806,931) were recognized in the consolidated financial statements during the year.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

13. Asset Retirement Obligations

The District has asset retirement obligations related to certain buildings and water infrastructure that may contain asbestos and/or lead paint. The obligations are expected to be settled at future dates, estimated to occur between to 2026 and 2056. The estimated undiscounted expenditures to settle the obligations total \$ 508,300. These costs have been discounted to the present value using a rate of 4.17%.

	2025	2024
Balance, beginning of year	\$ 347,200	\$ 345,391
Abatement of asset retirement obligation	(1,606)	(1,717)
Accretion expense	14,478	14,403
Change in estimate	-	(10,877)
	\$ 360,072	\$ 347,200

14. Accumulated Surplus

The District segregates its accumulated surplus in the following categories:

	2025	2024
<u>Reserve Funds</u>		
Parkland	\$ 51,772	\$ 47,575
General office facility and equipment	385,691	371,955
Fire equipment	484,179	416,084
Capital projects	2,733,281	4,471,479
Equipment purchases	77,189	75,674
Land sale reserve	253	246
Sewer system	548,705	843,043
Water system	1,401,024	1,390,306
Climate action	212,643	206,785
Operational	303,563	204,946
Bioheat system	41,455	22,837
Community Works Fund	816,515	819,764
Growing Communities Fund (Schedule 1)	-	277,717
	7,056,270	9,148,411
Unappropriated surplus	3,274,454	3,457,867
Invested in Tangible Capital Assets	87,156,197	82,603,152
	\$97,486,921	\$ 95,209,430

Reserve funds represent funds set aside by bylaw or council resolution for specific purposes.

District of Sicamous Notes to Consolidated Financial Statements

December 31, 2025

15. Segmented Information

The District is a diversified municipal government institution that provides a wide range of services to its citizens. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

The accounting policies of the segments are the same as those described in the summary of significant accounting policies. The revenues and expenses and equity in government business enterprises and government business partnerships that are directly attributable to a particular segment are allocated to that segment. Amounts that are directly attributable to a number of segments have been allocated on a reasonable basis as follows:

Taxation:	Allocated based on required funding for the year.
Sale of Service:	Allocated to segment based on service provided and to general government if not specific.
Grants:	Allocated to segment based on service provided and to general government if not specific.
Interest:	Allocated to water, sewer and general government.

Protective Services

Protective services provides bylaw enforcement, policing phase-in, fire services and building inspection services.

Transportation Services

Transportation is responsible for maintaining the roads, bridges, storm drainage systems, sidewalks and extended shoulders for pedestrian and bike travel.

Environmental Health Services

Environmental health is the mosquito control program.

Public Health and Welfare

Public health and welfare is the services to maintain the cemetery, daycare, medical clinic and health centre.

Environmental Development Services

Environmental development services is the District's planning function and costs for the GIS maintenance.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

15. Segmented Information - continued

Recreation and Cultural Services

Recreation is responsible for recreational programming and special events planning in addition to the cost of the maintenance of District parks and the Museum building.

Economic Development

Economic development provides funding to the Chamber of Commerce to share the costs of the Visitor Information Centre and to the District of Sicamous Development Corporation for economic development services. Economic development includes the operations of the District's bioheat system.

Water

Water provides the District's drinking water. The District staff ensures that the District's water system meets all Interior Health Standards.

Sewer

Sewer provides for the collection and treatment of waste water. The District staff ensures that the District's sewer system meets all Provincial Standards.

General Government

The revenue and expenses relate to the operations of the District but are not directly attributed to specific segments.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

15. Segmented Information - continued

For the year ended December 31	Protective Services	Transportation Services	Environmental Health Services	Public Health and Welfare	Environmental Development Services	Recreation and Culture	Economic Development	Sewer	Water	General Government	2025 Total
Revenue											
Taxation	\$ 671,035	\$ 1,387,123	\$ 68,552	\$ 1,015,146	\$ 338,703	\$ 548,153	\$ 275,839	\$ 157,007	\$ 253,491	\$ 1,177,739	\$ 5,892,788
Grants in lieu of taxes	-	-	-	-	-	-	-	-	-	91,720	91,720
Grants	242,643	203,689	-	25,138	338,719	-	-	-	-	621,406	1,431,595
Contribution by developers	-	1,831,168	-	-	-	2,850	-	188,320	455,067	-	2,477,405
User fees and service charges	130	11,086	-	1,429,537	300	67,349	47,868	967,754	1,242,961	109,883	3,876,868
Permits, licenses and fines	126,831	-	-	-	16,250	-	100,950	-	-	-	244,031
Penalties and interest on taxes	-	-	-	-	-	-	-	5,729	6,697	92,110	104,536
Investment income	-	-	-	-	-	-	-	44,630	29,744	330,135	404,509
Regional District contribution	65,336	-	8,476	-	-	25,689	-	-	-	-	99,501
Other	-	215,000	-	-	-	-	-	55,962	51,248	-	322,210
	1,105,975	3,648,066	77,028	2,469,821	693,972	644,041	424,657	1,419,402	2,039,208	2,422,993	14,945,163
Expenses											
Advertising and publications	-	-	-	209	2,310	1,409	-	-	-	29,023	32,951
Accretion	2,201	-	-	6,242	-	2,019	-	-	4,017	-	14,479
Amortization	136,540	1,002,220	-	234,856	-	272,205	59,753	377,696	356,258	125,551	2,565,079
Contract services	194,240	381,227	104,864	1,090,106	275,577	109,577	393,539	403,559	230,239	195,970	3,378,898
Courier and freight	41	-	-	214	-	-	-	-	-	11,413	11,668
Equipment rental	-	-	-	566	-	-	-	13,993	-	-	14,559
Grant-in-aid	-	-	-	-	-	-	6,683	-	-	46,500	53,183
Insurance	9,450	14,922	-	11,968	-	8,967	2,018	12,838	23,821	51,259	135,243
Interest	-	-	-	24	-	-	-	70,236	135,684	29,007	234,951
Legal and audit fees	254	12,262	-	-	11,740	-	-	-	-	74,263	98,519
Memberships and licenses	1,106	-	-	20,438	309	1,413	-	579	2,512	8,257	34,614
Repairs and maintenance	93,578	17,479	-	16,033	-	8,522	-	7,369	7,749	29,985	180,715
Supplies and materials	93,894	154,573	15,531	54,140	6,983	126,901	20,192	294,413	173,412	97,591	1,037,630
Telephone and utilities	17,266	100,090	-	41,264	1,260	34,562	1,889	81,818	97,987	46,198	422,334
Travel, conferences & training	31,928	4,575	-	1,875	2,327	2,721	-	1,581	14,815	79,031	138,853
Vehicle and equipment costs	13,162	41,991	-	-	-	5,455	-	5,601	6,327	-	72,536
Wages and benefits	590,446	706,818	-	304,932	294,347	379,663	373	197,613	403,517	1,244,375	4,122,084
Loss(gain) on disposal of assets	(5,590)	-	-	-	-	9,288	-	115,284	394	-	119,376
	1,178,516	2,436,157	120,395	1,782,867	594,853	962,702	484,447	1,582,580	1,456,732	2,068,423	12,667,672
Net surplus	\$ (72,541)	\$ 1,211,909	\$ (43,367)	\$ 686,954	\$ 99,119	\$ (318,661)	\$ (59,790)	\$ (163,178)	\$ 582,476	\$ 354,570	\$ 2,277,491

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

15. Segmented Information - continued

For the year ended December 31	Protective Services	Transportation Services	Environmental Health Services	Public Health and Welfare	Environmental Development Services	Recreation and Culture	Economic Development	Sewer	Water	General Government	2024 Total (Note 22)
Revenue											
Taxation	\$ 623,536	\$ 1,323,139	\$ 57,048	\$ 647,184	\$ 281,955	\$ 600,053	\$ 249,828	\$ 156,833	\$ 255,020	\$ 1,444,177	\$ 5,638,773
Grants in lieu of taxes	-	-	-	-	-	-	-	-	-	90,897	90,897
Grants	199,267	2,858	-	5,567,694	178,974	-	169,781	-	-	811,236	6,929,810
Contribution by developers	-	393,117	-	1,806,929	-	-	-	-	155,574	-	2,355,620
User fees and service charges	74,592	31,985	-	1,009,321	180	74,093	35,377	851,417	1,131,725	115,675	3,324,365
Permits, licenses and fines	58,852	-	-	-	33,450	-	71,140	-	-	-	163,442
Penalties and interest on taxes	-	-	-	-	-	-	-	5,317	7,620	112,628	125,565
Investment income	-	-	-	-	-	-	-	38,641	23,962	693,900	756,503
Regional District contribution	63,504	-	7,502	-	-	272,319	-	-	-	-	343,325
	1,019,751	1,751,099	64,550	9,031,128	494,559	946,465	526,126	1,052,208	1,573,901	3,268,513	19,728,300
Expenses											
Advertising and publications	632	-	-	-	8,959	2,435	2,995	-	-	16,169	31,190
Accretion	2,113	-	-	-	-	1,938	-	-	4,360	5,992	14,403
Amortization	121,142	1,045,191	-	1,561	-	341,687	59,753	378,855	353,950	197,623	2,499,762
Contract services	176,789	447,222	91,896	760,518	195,094	229,317	382,623	273,805	166,938	203,671	2,927,873
Courier and freight	107	-	-	-	-	-	-	-	-	36	143
Equipment rentals	-	-	-	433	-	-	-	-	-	-	433
Grant-in-aid	-	-	-	-	-	-	6,520	-	-	50,800	57,320
Insurance	5,036	4,820	-	2,510	-	5,056	977	6,059	11,282	41,254	76,994
Interest	-	-	-	-	-	-	-	70,236	135,684	49,620	255,540
Legal and audit fees	1,106	26,835	-	-	56,760	-	-	-	-	83,918	168,619
Meeting expenses	-	-	-	165	-	-	-	-	-	-	165
Memberships and licenses	1,497	766	-	16,656	755	1,413	-	758	1,742	8,973	32,560
Repairs and maintenance	65,380	1,355	-	9,630	-	-	-	13,082	6,814	83,932	180,193
Supplies and materials	45,463	102,124	14,830	24,002	11,733	103,851	13,217	279,951	150,993	74,612	820,776
Telephone and utilities	17,879	97,522	-	27,124	701	28,034	1,093	80,782	91,423	48,320	392,878
Travel, conferences & training	40,878	5,264	-	2,764	1,088	1,576	-	2,177	5,347	70,816	129,910
Vehicle and equipment costs	78,581	206,239	-	-	-	14,837	-	-	1,073	-	300,730
Wages and benefits	609,916	569,555	-	300,391	252,394	372,910	203	199,905	346,552	1,196,033	3,847,859
Loss on sale of assets	-	(31,549)	-	65,006	-	19,533	-	44,674	1,696	570,015	669,375
	1,166,519	2,475,344	106,726	1,210,760	527,484	1,122,587	467,381	1,350,284	1,277,854	2,701,784	12,406,723
Net surplus	\$ (146,768)	\$ (724,245)	\$ (42,176)	\$ 7,820,368	\$ (32,925)	\$ (176,122)	\$ 58,745	\$ (298,076)	\$ 296,047	\$ 566,729	\$ 7,321,577

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

16. Taxation	2025	2024
General municipal purposes	\$ 5,482,290	\$ 5,226,920
Water specified area	253,491	255,020
Sewer specified area	157,007	156,833
School District	2,448,898	2,372,816
Policing	298,477	295,046
Regional District	769,258	798,152
Regional Hospital Districts	363,692	359,151
Municipal Finance Authority	315	312
B.C. Assessment Authority	59,194	56,974
Okanagan Regional Library	156,716	147,594
	9,989,338	9,668,818
Transfers		
School District	2,448,898	2,372,816
Policing	298,477	295,046
Regional District	769,258	798,152
Regional Hospital Districts	363,692	359,151
Municipal Finance Authority	315	312
B.C. Assessment Authority	59,194	56,974
Okanagan Regional Library	156,716	147,594
	4,096,550	4,030,045
	\$ 5,892,788	\$ 5,638,773

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

17. Government Transfer

	2025 Budget	2025 Actual	2024 Actual (Note 22)
Grants in lieu of taxes			
Federal Government	\$ 12,420	\$ 11,940	\$ 11,831
Province of British Columbia	12,210	11,631	11,631
Provincial Government Agencies	68,289	68,149	67,435
	\$ 92,919	\$ 91,720	\$ 90,897
Government Grants			
General Fund - Operating	\$ 873,404	\$ 1,238,535	\$ 1,454,133
General Fund - Capital	367,300	193,060	5,475,677
Sewer Fund - Capital	-	-	-
	\$ 1,240,704	\$ 1,431,595	\$ 6,929,810
Total Grants	\$ 1,333,623	\$ 1,523,315	\$ 7,020,707

18. Investment in Subsidiary

District of Sicamous Development Corporation ("DOSDC") was incorporated February 26, 2018 and is 100% owned by the District. DOSDC manages economic development services for the District. The condensed supplementary financial information is as follows:

	2025	2024
Financial Position		
Assets	\$ 172,751	\$ 163,988
Liabilities	57,526	56,544
Net assets	\$ 115,225	\$ 107,444
Results of Operations		
Revenue	\$ 312,885	\$ 309,363
Expenses	305,104	296,132
Net income for the year	\$ 7,781	\$ 13,231

The District paid DOSDC \$133,500 (2024 - \$133,500) for economic development and tourism services during the year.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

19. Funds Held in Trust

At the year end, the District held \$57,105 (2024 - \$54,543) for the Eagle Valley and District Cemetery Perpetual Care Trust Fund. These funds are not included in these consolidated financial statements. Certain assets have been conveyed or assigned to the District to be administered as directed by agreement or statute. The District holds the assets for the benefit of and stand in fiduciary relationship to the beneficiaries. The following trust fund and assets are excluded from the District's consolidated financial statements:

Cemetery Perpetual Care Fund:

Assets	<u>2025</u>	<u>2024</u>
Cash	\$ 57,105	\$ 1,982
Portfolio investments	-	51,555
Accounts receivable	-	1,006
	<u>\$ 57,105</u>	<u>\$ 54,543</u>
 Reserve Fund		
Balance, beginning of year	\$ 54,543	\$ 51,271
Return on investments	1,608	2,666
Fees	954	606
	<u>\$ 57,105</u>	<u>\$ 54,543</u>

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

20. Budget

The Financial Plan (the "Budget") Bylaw adopted by Council on April 23rd, 2025 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The Budget was prepared on a modified accrual basis while Public Sector Accounting Standards now require a full accrual basis. The Budget figures anticipated use surpluses accumulated in previous years to reduce current year expenditures in excess of current year revenues to \$Nil. In addition, the Budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the consolidated statements of operations and change in net financial assets (debt) represent the Budget adopted by Council on April 23rd, 2025 with adjustments as follows:

	<u>2025</u>
Financial Plan (Budget) Bylaw surplus for the year	\$ -
Add:	
Capital expenditures	7,150,640
Transfers to reserve funds and accumulated surplus	308,857
Principle repayment of debt	264,849
Less:	
Transfers from accumulated surplus and reserve funds	<u>(5,789,884)</u>
Budget surplus per statement of operations	<u>\$ 1,934,462</u>

21. Commitments and Contingent Liabilities

Columbia Shuswap Regional District

The District is a member of the Columbia Shuswap Regional District and is liable for its proportion of any operating deficits or long-term debt related to functions in which it participates.

22. Comparative Figures

Certain comparative figures have been reclassified to confirm to the current year's presentation.

District of Sicamous
Notes to Consolidated Financial Statements

December 31, 2025

23. Financial Instrument Risk Management

The District is exposed to credit risk, liquidity risk, and interest rate risk from its financial instruments. This note describes the District's objectives, and processes for managing those risks. Further qualitative and quantitative information in respect of these risks is presented below and throughout these financial statements.

There have not been any changes from the prior year in the District's exposure to above risks or the procedures and methods it uses to manage and measure the risks.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The District is exposed to credit risk through its cash and cash equivalents, taxes receivable, accounts receivable, and portfolio investments.

The maximum exposure of credit risk with respect to cash and cash equivalents is outlined in Note 2. Balances are held with Salmon Arm Savings and Credit Union, which is provincially regulated by the BC Financial Services Authority. Deposit insurance coverage is provided by the Credit Union Deposit Insurance Corporation of British Columbia ("CUDIC"). The District does not believe these balances to be impaired.

The maximum exposure to credit risk with respect to accounts receivable is outlined in Note 3. Included in accounts receivable are government-supported grants, which all have funding agreements in place. Interest receivable is tied to portfolio investments, discussed below. Utilities receivable are subject to transfer to property taxes if left unpaid by December 31st of the subsequent year. The District reviews all receivables regularly and does not believe these balances to be impaired.

The maximum exposure to credit risk with respect to taxes receivable is \$434,244 (2024 - \$445,860). Taxes receivable are subject to Part 16, Section 645 of the *Local Government Act* of British Columbia, which requires the District to conduct an annual tax sale by offering for sale by public auction each parcel of real property on which taxes are delinquent. The District's procedures around tax sale notifications and collections has resulted in no tax sales for over ten years. The District does not believe these balances to be impaired.

The maximum exposure to credit risk with respect to portfolio investments is outlined in Note 4. The District manages its credit risk by only investing with accredited financial institutions that meet the investment requirements of Section 183 of the *Community Charter* of British Columbia. The District only invests in term deposits and guaranteed investment certificates (GICs), reducing exposure to market or value risk. The District does not believe these balances to be impaired.

Liquidity risk

Liquidity risk is the risk that the District will encounter difficulty in meeting obligations associated with financial liabilities. The District is exposed to liquidity risk through its accounts payable, long-term debt, and investments.

**District of Sicamous
Notes to Consolidated Financial Statements**

December 31, 2025

23. Financial Instrument Risk Management - continued

The District manages this risk by maintaining an adequate balance of short-term and/or highly liquid investments. Also to help manage the risk, the District has in place a planning and budgeting process to help determine the funds required to support the normal operating requirements. The District's five-year financial plan is approved by the Mayor and Council, which includes operational activities and capital investments. The District has annually adopted a Revenue Anticipation Borrowing Bylaw under Section 404 of the Local Government Act to allow borrowing short term to finance its operations until anticipated revenue, such as the annual tax notices, are received.

The following table sets out the maturities of financial liabilities (representing undiscounted cash-flows):

	2025			Total
	Within 1 year	1-5 years	> 5 years	
Accounts payable	\$ 1,371,103	\$ 250,000	\$ -	\$ 1,621,103
Long-term debt	264,849	819,396	4,936,642	6,020,887
	<u>\$ 1,635,952</u>	<u>\$ 1,069,396</u>	<u>\$ 4,936,642</u>	<u>\$ 7,641,990</u>

	2024			Total
	Within 1 year	1-5 years	> 5 years	
Accounts payable	\$ 2,831,957	\$ 150,000	\$ -	\$ 2,981,957
Long-term debt	264,849	879,396	5,212,654	6,356,899
	<u>\$ 3,096,806</u>	<u>\$ 1,029,396</u>	<u>\$ 5,212,654</u>	<u>\$ 9,338,856</u>

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The District is exposed to interest rate risk through its long-term debt and the value of portfolio investments.

The District manages interest rate risk on its long-term debt by holding most debt through MFA at a fixed rate, with refinancing typically being completed at the ten-year mark. The District has only one loan with a floating interest rate which will be repaid in 2026. With the majority of loans having fixed rates, fluctuations in market interest rates would have limited impact on future cash flows and operations relating to long-term debt. See Note 10 for interest rates and maturity dates for long term debt.

Investments that are subject to interest rate risk are portfolio investments. The risk is caused by changes in interest rates. The District manages interest rate risk on its portfolio investments by investing in fixed rate terms (length and interest rates). See Note 4 for interest rates and maturity dates for long term debt.

District of Sicamous
Schedule 1 - Provincial Grant Reconciliations
(Unaudited)

December 31, 2025

The below reconciliations have been provided as a requirement by the Province of British Columbia.

COVID-19 Safe Restart Grant

In response to COVID-19, the Province of British Columbia provided COVID-19 Safe Restart Grants to support local governments with increased operating costs, lower revenues and fiscal pressures related to COVID-19. The District received \$927,000 in 2020.

The COVID-19 Safe Restart Grant is unconditional and was accounted for as an unrestricted government transfer in 2020; recognized as revenue in the year received. Grant funds have been utilized to supplement operations for projects as follows:

	2025	2024
Community Health Care and Medical Clinic	\$ 72,468	\$ -
Daycare	17,827	11,069
Hockey Academy	-	30,643
	90,295	41,712
Grant funds utilized		
Grant funds remaining, beginning of year	197,916	239,628
Grant funds remaining, end of year	\$ 107,621	\$ 197,916

Growing Communities Fund Grant

The Growing Communities Fund is a one-time grant from the Province of British Columbia to support local governments with the delivery of infrastructure projects necessary to enable community growth.

The Growing Communities Fund is unconditional and was accounted for as an unrestricted government transfer in 2023; recognized as revenue in the year received. The grant funds received of \$1,731,000 have been put into a dedicated reserve fund. The reserve fund balance for the year is as follows:

	2025	2024
Growing Communities Fund received	\$ -	\$ -
Interest income on reserve fund	7,866	46,359
Funds utilized: Sek'emaws (Sicamous) Health Centre	(285,583)	(1,539,138)
Reserve fund, end of year	(277,717)	(1,492,779)
Grant funds remaining, beginning of year	277,717	1,770,496
Grant funds remaining, end of year	\$ -	\$ 277,717

STATEMENT OF PAYMENTS FOR GOODS & SERVICES

Supplier Name	Amount
Action Rentals/Napa Auto Parts	\$ 31,529
Albatros Plumbing Heating & Gas Fitting Ltd	37,444
All Phase Electric Ltd.	46,782
Associated Fire Safety Group	85,314
Axis Projects Corporation	84,000
Baird Bros Ltd	34,262
BC Hydro	346,577
BDO Canada LLP	40,671
Bills Tree Service	93,345
Boag, Michelle	81,565
Brenntag Canada Inc	258,523
Bykerk Contracting Ltd	44,102
Canadian Pacific Railway Company	149,436
Canoe Procurement Group of Canada	25,226
Caro Analytical Services	144,397
Castle Fuels 2008 Inc	41,069
CentralSquare Canada Software Inc	29,891
Centrix Control Solutions LP	25,224
Chances Bulk Unloading Ltd	29,303
Chubb Fire & Security Canada Corp	78,981
Columbia-Shuswap (Regional District)	63,264
District of Sicamous Development Corporation	140,175
Dr Ebikabowei Lucky Kotingo Inc	474,405
Dr V Edmondson Inc	561,748
Forsite Consultants Ltd	31,610
General Assembly Excavating Ltd	1,200,199
Inetum Computing Inc	33,975
Insurance Corporation of BC	30,827
ISL Engineering And Land Services Ltd	78,188
Jacobson Ford Sales Ltd	91,098
KTI Limited	38,719
Lambourne Environmental Ltd.	43,155

STATEMENT OF PAYMENTS FOR GOODS & SERVICES

Supplier Name	Amount
Landmark Solutions Ltd.	491,432
Lawson Engineering Ltd	64,892
Little Projects Ltd	27,892
Medline Canada Corporation	65,590
Mounce Construction Ltd	71,828
Mountain View Electric Ltd	211,927
Municipal Insurance Association of BC	135,229
Municipal Pension Plan	258,848
Pacific Blue Cross	206,938
Province of BC - Employer Health Tax	66,413
Receiver General of Canada	202,910
Rob's Cleaning Service	45,329
Scott Builders Inc	3,498,724
Setetkwe Environmental Inc	126,415
Shuswap Hut And Trail Alliance Society	35,920
Shuswap Xtreme Recreation	51,922
Sicamous & District Chamber of Commerce	105,106
Sicamous Electric	76,390
Smith Cameron Process Solutions	48,533
Stantec Consulting Ltd.	62,629
Sysgen Solutions Group Ltd	235,881
Telus Communications Inc.	59,455
Terus Construction Ltd	459,304
Tristar Environmental Services Ltd	49,619
Urban Systems Ltd	196,970
Wex Canada Ltd	27,015
Winkler Disposal Systems	44,267
Wolseley Canada Inc	47,849
Workers Compensation Board of BC	99,331
Young Anderson	49,065
Supplier payments over \$ 25,000	\$ 11,618,627
Supplier payments under \$ 25,000	1,560,631
Total Payments to Suppliers	\$ 13,179,258

STATEMENT OF PAYMENTS FOR THE PURPOSE OF GRANTS

Organization Name	Amount
Columbia Shuswap Invasive Species Society	\$ 2,000
Eagle Valley Arts Council	5,000
Shuswap Community Foundation (annual funding)	40,000
Sicamous and District Seniors Centre Society	4,000
Sicamous Minor Softball	3,500
Total Payments Disbursed for the Purpose of Grants	\$ 54,500

Shuswap Community Foundation – Annual Funding

The District of Sicamous supports voluntary non-profit organizations each year by allocating a contribution to the Shuswap Community Foundation for distribution of grants within the community. Summarized below is a listing of grants awarded in 2025, through the District of Sicamous and Shuswap Community Foundation.

Organization Name	Amount
All Our Voices Society	\$ 1,000
Eagle River Secondary	500
Eagle Valley Community Support Society	3,000
Eagle Valley Community Support Society (Food Bank)	1,000
Eagle Valley Secondary PAC	12,400
Eagle Valley Senior Citizens Housing Society	10,000
Literacy Alliance of the Shuswap Society	1,500
Parkview Elementary PAC	8,000
Sicamous & District Senior Centre Society	4,000
Sicamous and District Museum and Historical Society	2,875
Sicamous Minor Hockey	4,000
Total Payments Disbursed for the Purpose of Grants	\$ 48,275



STATEMENT OF REMUNERATION & EXPENSES

Elected Officials		Remuneration	Expenses	Total
Anderson, Colleen	Mayor	\$ 35,111	\$ 13,552	\$ 48,663
Baillie, Ian	Councillor	15,086	6,484	21,570
Beech, Pamela	Councillor	15,086	11,018	26,104
Bushell, Gord	Councillor	15,086	6,809	21,895
Evans, Robert	Councillor	15,086	5,072	20,158
Makayev, Malcolm	Councillor	15,086	7,526	22,612
Rich, Siobhan	Councillor	15,086	6,794	21,880
		\$ 125,627	\$ 57,255	\$ 182,882

Employees		Remuneration	Expenses	Total
Boyer, Cody	Chief Operator - WWTP	\$ 94,264	\$ 1,902	\$ 96,166
Colonna, Bianca	Director of Finance/Deputy CAO	133,160	6,849	140,009
Dayringer, Robert	Engineering Technician	95,655	-	95,655
De Arcangelis, Lorenzo	Fire Chief	126,955	3,997	130,952
Eastland, Karen	Health Centre Manager	92,234	1,817	94,051
Hansen, Nicole	Director of Development Services	128,185	2,636	130,821
Hansma, Benjamin	Utility Operator I	76,038	38	76,076
Hutchinson, Skyler	Utilities Team Lead	104,802	-	104,802
Koll, Shawna	Director of Corporate Services	117,332	2,317	119,649
Koop, Anne-Marie	Accountant	83,865	4,414	88,279
Kostiuk, Everett	Operations Team Lead	94,358	-	94,358
Kwon, Hyoekjun	Planner	96,650	-	96,650
Maier, Thomas	Manager Of Financial Services	93,839	1,571	95,410
Morrow, Colan	Chief Water Treatment Operator	91,317	1,892	93,209
Powers, Steven	Operations Operator	75,665	-	75,665
Sargeant, Cherylee	Operations Coordinator	82,487	-	82,487
Strachan, William	Chief Administrative Officer	141,890	12,137	154,027
Symbaluk, Darrell	Director of Operations	141,035	-	141,035
Thompson, Robert	Utility Operator II	88,465	7,330	95,795
Other Employees	Under \$75,000	1,227,276	47,600	1,274,876
		\$ 3,185,472	\$94,500	\$3,279,972



RECONCILIATION OF EXPENDITURES

Reconciliation of Remuneration

Elected Officials	\$ 182,882
Employees	3,279,972
Revenue Canada Agency (Employer CPP & EI)	202,910
Pension and Health Benefits	443,378
Employer Health Tax	64,566
Difference (1.25% - due to accrual versus cash basis accounting)	<u>51,624</u>
Total wages and benefits per Note 15 to the audited financial statements	\$ 4,122,084

Reconciliation of Total Expenditures

Suppliers over \$25,000	\$ 11,618,627
Suppliers under \$25,000	1,560,631
Grants-in-Aid	54,500
Elected Officials Remuneration and Expenses	182,882
Employee Remuneration and Expenses	3,279,972
Total Disbursements	\$ 16,696,612

Difference from consolidated financial statements due to the following:

- The financial statements are prepared on an accrual basis and this report is on a cash basis;
- GST is included in the payments made to suppliers but is net of rebate in the financial statement total;
- The financial statement expenditures do not include capital expenditures, however they are included in the payments made to suppliers; and
- The financial statement expenditures include amortization, which does not involve cash.

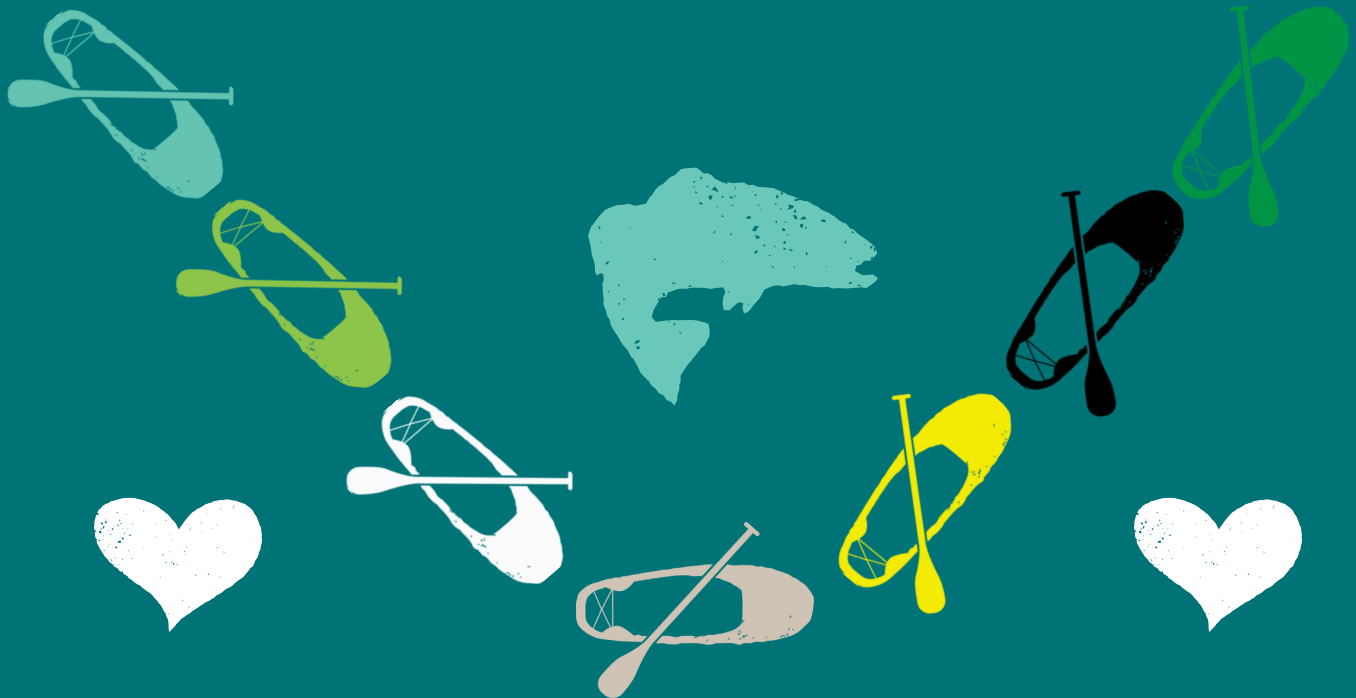
STATEMENT OF SEVERANCE AGREEMENTS

There was 1 (one) severance agreement under which payment took place between the District of Sicamous and a non-unionized employee during the 2025 fiscal year.

This agreement represented 17 weeks of compensation.
Compensation is based on salary plus a value for benefits provided to non-union employees (benefits premiums and pension contributions).

STATEMENT OF GUARANTEE & INDEMNITY AGREEMENTS

The District of Sicamous has not provided any guarantees or indemnities under the Guarantee and Indemnities Regulation for the year ending December 31, 2025.



PERMISSIVE TAX EXEMPTIONS

Pursuant to the Community Charter, the District may exempt properties such as not-for-profit senior housing, places of public worship, charitable organization, or public spaces from property taxation.

	2025 Exempt Assessment	Municipal Taxes	Other Taxes	Sewer & Water Taxes	Total 2025 Exempt Taxes
Places of Worship					
Sicamous Bible Church	\$ 646,900	\$ 3,305	\$ 2,203	\$ 432	\$ 5,940
United Church of Canada	603,000	3,081	2,054	403	5,537
Roman Catholic Bishop of Kamloops	571,900	2,922	1,948	382	5,252
Total Places of Worship	\$ 1,821,800	\$ 9,308	\$ 6,204	\$ 1,217	\$ 16,729
Seniors Homes					
Eagle Valley Senior Housing Society					
1095 Shuswap Ave	\$ 2,014,000	\$ 7,004	\$ 5,192	\$ 916	\$ 13,112
319 Gordon Munro Lane	1,439,200	5,005	3,710	654	9,370
316 Gordon Munro Lane	283,000	984	730	129	1,842
320 Gordon Munro Lane	528,000	1,836	1,361	240	3,438
315 Gordon Munro Lane	1,418,200	4,932	3,656	645	9,233
Total Seniors Homes	\$ 5,682,400	\$ 19,762	\$ 14,650	\$ 2,584	\$ 36,996
Not For Profit					
Shuswap Community Church	\$ 390,000	\$ 3,094	\$ 2,357	\$ 405	\$ 5,856
Royal Canadian Legion (Downstairs)	501,000	3,975	3,028	520	7,523
Royal Canadian Legion (Upstairs)	293,000	1,497	998	196	2,691
Eagle Valley Community Support Society	340,000	2,697	2,055	353	5,105
Eagle Valley Arts Council	207,500	1,646	1,254	215	3,116
Sicamous & District Seniors Centre Society	500,000	3,967	3,022	519	7,508
Total Not For Profit	\$ 2,231,500	\$ 16,875	\$ 12,716	\$ 2,207	\$ 31,798
Total Permissive Exemptions	\$ 9,735,700	\$ 45,945	\$ 33,569	\$ 6,008	\$ 85,523





DISTRICT OF SICAMOUS

Action Report

REPORT DATE: June 10, 2026
TO: Council
FROM: Cherylee Sargeant, Facilities Manager
SUBJECT: Award for Landscape Construction Project for the Sek'emaws Sicamous Health Centre
FILE NUMBER:

RECOMMENDATION:

THAT Council award Request for Proposal #1220-20-175, Landscape Construction Project for the Sek'emaws Sicamous Health Centre, to Swan Lake Landscaping Ltd. for the net amount of \$62,624, plus GST.

PURPOSE:

Awards exceeding \$50,000, require council resolution as per Purchasing Policy F-5. .

BACKGROUND:

A request for proposals (RFP) was sought for the completion of the landscaping works at the newly constructed Sek'emaws Sicamous Health Centre. The RFP included requirements for grant obligations (healing garden) and elements highlighted at public input sessions held (seating areas, lighting, maintained greenspace, planters).

DISCUSSION:

The RFP was issued on May 6, 2026 and closed on May 27th. Four (4) submissions were received and Swan Lake Landscaping Ltd. was selected as the preferred contractor.

- #1 (Best Price) - Swan Lake Landscaping Ltd.
- #2 - White Star Property Services
- #3 - JF Excavation & Landscape
- #4 - New Rhodes Construction

Once awarded, works will commence and are scheduled to be completed by June 30th.

INTERNAL CIRCULATION:

n/a

EXISTING POLICY:

A resolution to award aligns with our purchasing policy F-5, which has been attached for reference.

FINANCIAL/BUDGETARY IMPLICATIONS:

This work is included in the approved 2026-2030 Financial Plan.

EXTERNAL AGENCY/PUBLIC COMMENTS:

Public input on the greenspace was received at [public input sessions](#), as well as through written input.

COMMUNICATIONS COMMENTS:

n/a

ALIGNMENT WITH STRATEGIC PLAN:

The works being proposed align with the strategic priority of developing the Sek'emaws Sicamous Health Centre.

OPTIONS:

1. Endorse the recommendation
2. Deny the recommendation

Respectfully submitted,



Bianca Colonna
Director of Finance

Attachment:

[F-5 Purchasing Policy](#)

[RFP#1220-20-175 Landscape Construction Project for the Sek'emaws Health Centre](#)

Approved By:

Shawna Koll, Director of Corporate Services
Dean Strachan, Chief Administrative Officer

Status:

Approved - 01 Jun 2026
Approved - 01 Jun 2026

DISTRICT OF SICAMOUS

POLICY

NUMBER: F-5

NAME OF POLICY:	Purchasing Policy
DATE OF RESOLUTION:	February 25, 2009
DATE OF AMENDMENT:	February 23, 2011 October 8, 2014 January 25, 2017 December 8, 2021

POLICY STATEMENT:

The District of Sicamous will procure all goods, services, and construction of assets in accordance with this policy. The District will seek to obtain services or make its purchases from reliable suppliers, recognizing that although prices are important, other elements of value, including quality, ability to deliver at required times, service, and customer relations, constitute to the total cost to the District.

POLICY OBJECTIVES:

The objectives of this policy are to:

1. Establish authority to enter into a procurement contract on behalf of the District of Sicamous
2. Establish signing authority limits within approved budget limits
3. Identify types of procurement contracts that can be entered into
4. Establish procedures for making emergency expenditures

DEFINITIONS:

1. **District:** means the District of Sicamous
2. **Senior Managers:** means the Town Manager, Chief Financial Officer, Operations Manager, Corporate Officer, Development Services Manager and Community Services Manager.
3. **Managers:** means the Health Centre Manager, Financial Services Manager, Human Resources Manager, Recreation & Events Manager and Fire Chief
4. **Formal Public Tendering Process:** means the process whereby bids are solicited by the District by means of invitations to particular suppliers and by advertising. Bids are opened and read publicly at a fixed time and place
5. **Goods:** means materials, goods, and equipment

6. **Late Bid**: means an offer received in the designated location after the specified closing date and/or time
7. **Lease**: means a contract by which the District acquires the use and possession of lands, buildings, and personal property for a specified time at a fixed payment
8. **Local Supplier**: means a vendor or contractor that has a business location within 40km of the District boundaries and who has a current and valid business licence.
9. **Procurement Contract**: means:
 - a. A purchase order issued for procurement of goods
 - b. A service contract issued under a written agreement with the supplier of services or
 - c. A contract entered into in writing with the successful bidder following an invitation to tender, or with the successful proponent following a Proposal Call
10. **Proposal**: means an offer to provide goods and services, or construction submitted to the District in response to a Proposal Call
11. **Proposal Call**: means an invitation to prospective suppliers, contractors, or the like to submit and offer to provide services or materials, without providing precise specifications which must be met
12. **Purchase Order**: means the pre-printed, pre-numbered form containing all the necessary information and signatures for procurement to begin
13. **Service**: means performance of work to meet a general need by a person or persons not an employee of the District
14. **Tender**: means an offer to receive bids from prospective contractors for specific work or materials, in accordance with specific contract terms which are incorporated in the Tender Package
15. **Tender Package**: means the documents that set out the instructions to bidders and incorporates the related background material

GENERAL:

1. **Responsibilities:**
 - a. Council must approve any amendment to this policy
 - b. Senior managers are to ensure that funds are available within the signing authority of those authorized to sign a procurement contract on behalf of the Department
 - c. The Chief Financial Officer will provide monthly reporting to Senior managers to assist with their responsibilities and will review department purchases for each cheque run
2. **Applications:**
 - a. This policy applies to all contracts entered into by the District of Sicamous except contracts of employment
3. **Prohibition:**
 - a. No one other than a Senior manager or designate will enter into a contract for goods or services which are an integral part of a construction contract
 - b. All procurement by the District of Sicamous will comply with the authorities and obligations of:
 - i. The District's policies and bylaws

- ii. Applicable Legislation, including the Local Government Act, Community Charter, Freedom of Information and Protection of Privacy Act (FOIPPA), and all other provincial and federal laws and regulations that apply to the Procurement of Goods, Services, and Construction
- iii. Applicable trade agreements, including the New West Partnership Trade Agreement (NWPTA), Canadian Free Trade Agreement (CFTA), Comprehensive Economic Trade Agreement (CETA), and any other trade agreements that come into force and are binding on the District
- c. For clarity and administrative efficiency, the following expenditures are exempt from the monetary approval thresholds established in the policy:
 - i. Payroll
 - ii. Insurance
 - iii. Statutory remittances
 - iv. Benefit Premiums
 - v. Debt Principal and Interest
 - vi. Grants (approved by Council)
 - vii. Periodic contract payments (approved by Council)
 - viii. Other Taxing Authority payments
 - ix. Deposit Refunds

4. Signing Authority:

To allow for the efficient operation of the District's departments, the following authority levels are delegated:

EMPLOYEE	SPENDING LIMIT
Town Manager	Unlimited <i>(must be within annual budget approved by Council)</i>
Chief Financial Officer	Unlimited <i>(must be within annual budget approved by Council)</i>
Senior Managers (excluding above)	\$25,000*
Managers	\$5,000*
Other Staff	\$500

*Additional spending limit authorization with Chief Financial Officer or Town Manager signatures.

PURCHASING GUIDELINES:

1. **Procurement Documentation:** Senior Managers must ensure that all procurement contracts initiated within the department are complete and properly authorized, including necessary authorization of Council, prior to being sent for procurement action. Procurement documentation must be in place before any goods or services can be ordered, including a contract for services covered under a Service Contract

2. **Authorization of Purchases:** Employees may proceed with authorized expenditures as long as:
 - a. The funds for the expenditure have been approved as part of the annual operating or capital plan
 - b. The expenditure is within the amount budgeted
 - c. The expenditure has been approved (verbally, in writing or with a PO) by the Senior Manager or Manager responsible and is within their respective signing authority limits
3. **Proof of Authorization:** All invoices must include the initials of a Senior Manager and/or Manager as proof of authorization prior to being submitted for payment. If a PO was used or other written correspondence this must be attached to the invoice.
4. **Unauthorized Purchasing:** Any employee who willfully acquires goods or services in contravention of this policy or relevant procedures is liable to disciplinary action consistent with District policy
5. **Purchase Orders:** Senior Managers and/or Managers may request Purchase Orders to be completed by their employees for department management, or on a case-by-case basis. If they are used, they must be appropriately authorized and attached to the related invoice, which must also be appropriately authorized.
6. **Petty Cash:** Purchases of up to \$100 may be processed through petty cash where the purchase is made from other than a regular supplier. Petty cash receipts must be signed by those persons authorized to purchase and/or by the person being reimbursed. Details of what the expense is for must be documented on the back of the receipt.
7. **Credit Cards:** Only purchases that cannot be completed through the regular purchasing method (ei. Online orders, hotel & conference bookings) may be made by credit card. Receipts must be initialed by the Senior Manager as indication of approval. Details of what the expense is for must be documented on the back of the receipt. The approved receipt must be submitted to the finance department within a timely manner.
8. **Service Contract:** A pre-negotiated and/or tendered agreement, usually of a long term duration, for items such as:
 - a. Auditing services
 - b. Insurance coverage
 - c. Bonding services
 - d. Maintenance agreements
 - e. Lease agreements
 - f. Fuel supplies
 - g. Externally owned machinery and/or operators
 - h. Bylaw enforcement/animal control
 - i. Garbage collection
 - j. Banking and other services

When a service contract has been awarded, direct orders may be placed with the supplier by authorized personnel, quoting the reference number of the service contract.

9. Quotations:

- a. Competitive quotations or bids will be obtained **where competition exists**, except where the goods, services, or construction are urgently required and delay would be injurious to the public interest or where only one party is available and capable of performance. Where more than one quotation is not available, the Town Manager is to be appraised of the circumstances.
- b. Verbal quotes are to be sought for supply of all goods and services from at least two suppliers when the cost is anticipated to exceed \$2,000.
- c. Written quotes are to be sought for supply of all goods and services from at least three suppliers when the cost is anticipated to exceed \$10,000.
- d. Quotations that are under \$50,000 and that will be awarded to the lowest bidder, may be awarded by the Town Manager.
- e. Where a supplier has been selected under this section, where similar goods or services will be required at a later date, the above requirements do not have to be followed for the future purchase of similar products, and the same vendor may be selected, provided there is no substantial change in the product pricing. Refer to Section 11 for further circumstances for direct award procurement.

10. Formal Public Tendering or Call for Proposals: are to be sought for construction or refurbishing of major assets, the procurement of machinery, equipment and/or service contracts when the cost is anticipated to exceed \$50,000. A memo that outlines the purpose, closing dates, whether it's an open or select tender, the term if it's for a service contract, budget information, and any other pertinent information is submitted to Council for information.

- a. Responses are to be opened at the date, time, and place specified in the Invitation to Tender or Call for Proposals
- b. Verbal bids will not be accepted
- c. Late bids will not be accepted
- d. Security, as required by the Invitation to Tender, must accompany the tender bid in order to be considered
- e. Whenever possible, similar small projects will be grouped together for tendering under one contract
- f. All purchases of goods, services, and construction where the procurement value is in excess of the amounts set out in NWPTA, CFTA, and/or CETA shall be conducted in accordance with the terms and conditions of the appropriate agreement
- g. Tenders that are under \$50,000 and that will be awarded to the lowest bidder may be awarded by the Town Manager
- h. Tenders that are in excess of \$50,000 will be awarded by resolution of Council to the lowest bidder

11. **Local Quotations and Tenders:** Local suppliers who are capable of providing the goods and services should be given an opportunity to provide a quotation or tender. Local suppliers who meet the specifications but who are not the lowest bidder or tenderer shall be given preference to other suppliers providing their price is within 10% of the lowest bid if under \$20,000 and 5% of the lowest bid if under \$50,000.

Summary of Purchasing Procedures	
Estimated Value	Procedure
\$1 - \$2,000	Best value – no formal purchasing procedure
\$2,001 - \$10,000	Obtain at least two verbal quotes
\$10,001 - \$50,000	Obtain at least three written quotes
\$50,000 and over	RFT (Request for Tender) or RFP (Request for Proposal)

12. **Circumstances for direct award procurement**

- a. Specific details, in writing, must be provided justifying the requirement for direct award procurement according to the following exceptions:
- i. To ensure compatibility with existing products, to recognize exclusive rights, such as exclusive licenses, copyright and patent rights, or to maintain specialized products that must be maintained by the manufacturer or its representative;
 - ii. Where there is an absence of competition for technical reasons and the goods or services can be supplied only by a particular supplier and no alternative or substitute exists (i.e. the contractor has the unique qualifications or skills);
 - iii. For the procurement of goods or services the supply of which is controlled by a supplier that is a statutory monopoly;
 - iv. For the acquisition of services from non-profit organizations;
 - v. For work to be performed by a contractor according to provisions of a warranty or guarantee held in respect of the property or the original work or equipment;
 - vi. For a contract to be awarded to the winner of a design contest;
 - vii. For the purchase of goods under exceptionally advantageous circumstances such as used merchandise, bankruptcy, auction or receivership, but not for routine purchases;
 - viii. For the procurement of subscriptions to newspapers, magazines or other periodicals, utilities and employee benefits;
 - ix. For the procurement of real property;
 - x. Where the competitive process is impractical because of the need to obtain unique third party skills, there is a requirement for contractor continuity, or there is a strong case for the cost effectiveness of maintaining or retaining an existing contractor for a specific task;

- xi. Where the Town Manager in conjunction with another manager approves the direct award purchase as requested.
 - xii. A process delay would interfere with the District's ability to maintain security or order, or to protect human, animal, or plant life or health;
 - xiii. The required service is confidential;
 - xiv. The project is a "follow-up" assignment that is most appropriately done by the original contractor;
 - xv. The time frame for delivery is very compressed and the tendering or RFP would put the project behind schedule;
 - xvi. For the procurement of services in which the trade agreement supersedes this policy, specifically as it relates to the MOU and Protocol Agreement with Splatsin and is for the purpose of achieving a legitimate objective.
- b. Completion of the Direct Award Purchase Form attached as **Appendix A** to this policy is required for all direct award purchases exceeding \$10,000.

13. Sole Source Purchases

- a. Sole Source purchasing refers to a procurement of goods and services including construction from one supplier due to lack of competitors in the market or where only one supplier can provide that particular good or service. It is important to remember that a sole source can only be supported where alternatives cannot be considered, or where alternatives could present higher total cost to the District.
- b. The direct award of a sole source contract may be considered under one or more of the situations outlined in section 11. i. - xvi.
- c. The terms and conditions of a sole source purchase shall be negotiated. Sole source purchasing authorities are as follows:
 - i. Sole source purchases over \$10,000 and not exceeding \$50,000 shall be approved by the Town Manager or Chief Financial Officer.
 - ii. Sole source purchases over \$50,000 shall be approved by Council.

14. Single Source Purchases

- a. Single Source purchasing refers to a procurement of goods and servicing including construction from one supplier despite their being competitors in the market. Single source procurement is discouraged unless a valid business case can be made such that entering into a competitive bid process would be detrimental to District operations or where the value of the goods is low and the administrative cost would exceed the benefit derived from a competitive bid process.
- b. The direct award of a sole source contract may be considered under one or more of the situations outlined in section 11. i. - xvi.
- c. The terms and conditions of a single source purchase shall be negotiated. Single source purchasing authorities are as follows:
 - i. Single source purchases over \$10,000 and not exceeding \$50,000 shall be approved by the Town Manager or Chief Financial Officer.
 - ii. Single source purchases over \$50,000 shall be approved by Council.

15. Emergency Procedures: When an emergency that was not contemplated in the current year of the Municipality's Financial Plan arises, which requires immediate action for the preservation of Municipal Property, or the protection and convenience of the public, the Mayor and the Town Manager or the Mayor and the Chief Financial Officer may jointly authorize expenditures up to a value of \$100,000 to correct the emergency. The Mayor and the Town Manager or the Mayor and the Chief Financial Officer may authorize expenditures for emergencies exceeding \$100,000 after majority consent is received by means of a telephone or email poll of the members of Council. The Mayor and the Town Manager or the Mayor and the Chief Financial Officer will sign Purchase Orders issued in respect to the emergency. The Chief Financial Officer will report the nature of the emergency and the amounts expended at the next Regular Council meeting.

16. Green Purchasing Initiatives: In an effort to reduce Green House Gas (GHG) emissions, priority will be given to products or services that have some or all of the following characteristics:

- a. Energy Star compliance or a demonstrated reduction in energy consumption
- b. Products made from recycled materials that minimize its energy use in manufacturing
- c. Vehicles that obtain higher mileage than their competitors

When comparing goods and services, a 10% variance in the pre-tax price point will be considered prior to making a final purchasing decision.



Direct Award Purchase Form

1. Required for all purchase > \$10,000.
2. Forward with supporting documentation (quotation with delivery and taxes noted, vendor contact information, etc.) to Finance Department to obtain purchase order.
3. Reference Contracting Authority and Purchasing Policy F-5 for more information on direct award purchases at the District.
4. Single source purchases are not considered a generally accepted practice and should be avoided where possible. Strong justification must be present for all single source purchases.

Date:	Requested by:
Department:	Account #:
Value of Expenditure (including PST/Contingency, excluding GST): \$	

Select one of the following two options:

<input type="checkbox"/> Sole Source Where there is only ONE product, service or vendor that exists in the marketplace that will satisfy the requirement.	Dollar Thresholds and Authorization Required	\$10,001 - \$50,000 > \$50,001	Town Manager or Chief Financial Officer Council
Details (attach additional information if required):			

OR

<input type="checkbox"/> Single Source A justifiable preference exists for a product, service or vendor BUT there are other products, services or vendors that can largely satisfy the requirement(s).	Dollar Thresholds and Authorization Required	\$10,001 - \$50,000 > \$50,001	Town Manager or Chief Financial Officer Council
Justification: check one or more (at least one must apply)			
<input type="checkbox"/> Compatibility with Existing Equipment <input type="checkbox"/> Continuation of Services <input type="checkbox"/> Specialized Products or Services		<input type="checkbox"/> Urgent Timeline (unavoidable) <input type="checkbox"/> Highly Sensitive or Confidential <input type="checkbox"/> Standardization	
Purchases from or for:			
<input type="checkbox"/> Testing or Trial use <input type="checkbox"/> Exercising a purchase option on a lease or rental contract <input type="checkbox"/> Real Property		<input type="checkbox"/> A non-profit organization <input type="checkbox"/> An auction or bankruptcy situation <input type="checkbox"/> Other	
Details (attach additional information if required):			

Authorization

Name:	Date:
Signature:	



Request for Proposal

RFP #1220-20-175

Landscape Construction Project for the Sek'emaws Health Centre

Issue Date: May 06, 2026

Closing Date: May 27, 2026 @ 12:00 p.m. PST

Submission Information:

District of Sicamous

Attn: Cherylee Sargeant, Facilities Manager
PO Box 219, 446 Main Street
Sicamous, BC V0E 2V0
Phone: 250-836-2477
Fax: 250-836-4314
Email: csargeant@sicamous.ca

1. Purpose

The District of Sicamous (the "District") is seeking a qualified landscape contractor to undertake the development of an accessible, welcoming, and visually cohesive outdoor garden seating area at the Sek'emaws Health Centre, located at 200 Main Street. This space is envisioned as a shared community amenity that supports the health and well-being of patients, visitors, and staff by providing a calm, inclusive environment for rest, reflection, casual movement, and relaxation.

The project is subject to a compressed timeline, and the District requires a proponent capable of mobilizing quickly and delivering the work within a short turnaround period, while maintaining a high standard of quality and coordination. Proponents should demonstrate their ability to meet this expedited schedule as part of their submission.

The successful proponent will deliver the project in accordance with a predetermined design and accompanying drawings. Archaeological factors are present at the site, and all work shall be carried out with due regard for established archaeological requirements to ensure the site is respected and protected throughout construction.

2. Scope

The Project includes all labour, materials, equipment, supervision, and coordination necessary to complete the landscape construction as described herein and as illustrated on the drawing in Appendix A. A portion of the work area is designated as highly sensitive ground, as identified within the Archaeological Site outlined in Appendix B. A valid site alteration permit is in place for the Project and is limited to the following; within this sensitive area all existing ground surfaces shall remain undisturbed, and no excavation or ground modification shall occur. As a result of these restrictions, all construction within the sensitive area shall be limited to surface-mounted installations only. The use of heavy equipment is strictly prohibited, and only low-impact equipment may be utilized. The Contractor is responsible for ensuring that all subcontractors, personnel, and construction activities always comply with these requirements.

Design Description

- **Central Seating Area**
Construction of a central circular seating area with an approximate diameter of 9 metres and a depth of 10 centimetres. The surface shall consist of crusher chip; a well-graded, fine aggregate capable of compacting to a dense, stable, concrete-like finish, installed over a geotextile fabric underlay to separate aggregate from existing ground materials. The District will provide two (2) benches for installation.
- **Primary Radial Pathways**
Installation of four (4) primary pathways radiating north, east, south, and west from the central seating area. Each pathway shall be 1.5 metres wide and 10 centimetres deep and constructed using the same aggregate material and geotextile fabric

underlay as the central seating area to ensure consistency in appearance and performance.

- **Raised Brick Planters**
Construction includes raised brick planters surrounding the central seating area, forming an outer circle with an approximate diameter of 12 metres. Planters shall be located between the primary pathways and constructed of Allan Block to match the existing retaining walls bordering the building, as shown in Appendix C. Each planter shall be built to a height of two (2) courses of brick plus one (1) brick cap and shall include an integrated self-watering system. Planters are to be filled with high-quality planting soil suitable for native vegetation.
- **Secondary Pathways**
Construction of additional crushed rock pathways as shown on the drawing in Appendix A, each 1.5 metres wide and 10 centimetres deep. Materials and installation methods shall match those used in the central seating area and primary pathways, including aggregate type and geotextile underlay.
- **Garden Planter Beds (East of parking lot)**
Construction of two (2) garden planter beds, each approximately five (5) square metres in size, located east of the parking lot, including the installation of weed barrier landscape fabric and decorative rock consistent with the existing garden planter beds illustrated in Appendix C. The planter structures themselves will be installed separately by the District.
- **Tree Supply and Installation**
Supply and installation of four (4) small-medium sized trees suitable for the local hardiness zone. All trees shall be located outside of the designated archaeological zone.
- **Lighting**
Installation of solar-powered accent lighting within the existing trees. Solar panels shall be mounted as high as practical on the south-facing side of each tree to maximize solar exposure.
- **Fence**
Installation of a 1.2-metre-high black chain-link fence, approximately 90 metres in length, along the north edge of the property. Portions of the fence are located within an archaeological no-dig zone. In these areas, post holes must not be excavated; fence posts must be installed by pounding in only. For all fence posts, the maximum installation depth must not exceed 0.6 metres due to a water line located near the proposed fence line.
- **Final Grade**
All disturbed areas shall be brought to a smooth, uniform final grade. Topsoil shall be feathered from the top edge of pathways and the base of the brick planters to match the existing surrounding grade, ensuring a seamless transition that promotes positive drainage and a clean, finished appearance. All newly graded areas shall be seeded to establish grass cover and restore the site to a finished condition.

General Requirements

- The Contractor shall coordinate work to minimize disruption to health centre operations.
- The Site shall be left clean, safe, and ready for public use upon completion of the work.
- The Contractor is responsible for verifying dimensions, and site conditions prior to construction.
- All work shall comply with applicable codes, bylaws, and regulations.

3. Submission

Qualified proponents interested in responding to this Request for Proposal (RFP) are required to do so in writing via email or submitted electronically to BC Bid by May 27, 2026 @ 12:00 pm PST.

Submissions must be addressed to:

Cherylee Sargeant, Facilities Manager
 446 Main Street, Sicamous BC V0E 2V0
 Phone: 250-836-2477
 Email: csargeant@sicamous.ca

The submission must be clearly marked:

RFP 1220-20-175 – Landscape Construction Project for the Sek'emaws Health Centre
 Company Name
 Company Contact Person
 Contact Information

The District reserves the right to accept or reject any or all submissions received, in whole or in part, to waive irregularities or formalities as deemed appropriate, and to request clarification of any submission. The RFP is non-binding, and the District reserves the right to negotiate with any party, whether they have submitted an RFP submission or not.

4. RFP Timeline

RFP Issuance	May 6, 2026
Deadline for Questions	May 22, 2026
RFP Closing Date	May 27, 2026
Award (at the latest)	June 12, 2026
Project Completion Date	June 30, 2026

5. Content of Proposals

Proposals should address all factors stated in the RFP. Failure to address all factors will impair the Proposal and the District of Sicamous will not be obliged to seek clarification or inclusion of vague or incomplete information in making its selection.

The following items are mandatory submission requirements. Any submission failing to meet the mandatory requirements will be rejected without any further consideration.

All proposals must include:

1. Title page

The title page must clearly identify the RFP name, Competition Number, and submission closing date, along with the proponent's name, address, telephone number, email address, and the name of the primary contact person.

2. Letter of Introduction

Provide a one-page letter introducing the firm and summarizing the proposal. The letter must confirm the proponent's commitment to undertake the project if selected. It must be signed by an individual authorized to bind the firm to the statements made in the proposal. The letter should also disclose any actual or perceived conflicts of interest, or explicitly state that none exist.

3. Approach and Methodology

Outline the proponent's proposed approach and methodology for completing the project. This should include a work plan, proposed timeline, stakeholder engagement (if applicable), and any other relevant details demonstrating how the proponent will successfully deliver the project. Any subcontractors to be used must be clearly identified.

4. Fee Estimate

Provide a detailed fee estimate. Submitted proposals are irrevocable and will remain open for acceptance for a period of thirty (30) days following the submission deadline. Pricing must remain firm for a minimum of ninety (90) days after closing.

5. Relevant Experience

Provide detailed information on the proponent's relevant experience, including examples of similar projects. Particular emphasis should be placed on previous work completed for municipal or public sector clients, demonstrating the proponent's ability to successfully deliver projects of comparable scope and complexity.

6. References

Include a minimum of three (3) references for similar work, along with contact information for each. Proponents may include additional references at their discretion.

The contractor should disclose information where there may be a conflict of interest or perceived conflict of interest (or state that there is no conflict of interest), including:

- Information on the proponent's partners, managers and members of their immediate family who are on the Council of the District or in a senior management capacity with the District.
- Clients or agents of the firm who are members of the Council or senior management of the District.
- Any other information that should be provided to the Council that may influence the consideration of the proposal.

6. Evaluation Process

Only the information contained in the submission will be used for evaluation. There will not be any opportunity to make a presentation to the District beyond the information contained in your submission. Bids will be evaluated for compliance with the bid documents, with price the priority factor amongst bids deemed compliant with the specifications. All costs incurred by proponents in the preparation and presentation of their proposal will be at their own expense.

All Proposals meeting the mandatory requirements will be assessed against the criteria noted below:

Criteria	Weight
Cost & Value	40%
Project Understanding & Approach	10%
Methodology, Implementation Plan & Project Schedule	35%
Relevant Experience & Past Performance	15%

7. Proponent Questions

Respondents may submit questions concerning this RFP, in writing only, to the following Contact Person:

Cherylee Sargeant, Facilities Manager
Email: csargeant@sicamous.ca

It is recommended that all questions be sent by email, and return receipt requested, to the contact above. **Verbal questions are not permitted.** No inquiries/questions regarding this RFP will be answered if received after May 22, 2026, to allow ample time for distribution of answers or amendments to this RFP. Communication with the District contact after the deadline for questions is not permitted. Responses to the questions will be emailed to the respondents by no later than 4 p.m. PST on May 25, 2026.

Any changes to the RFP and answers to technical questions will be responded to by an issued Addendum. Prospective bidders are responsible for ensuring they have all the issued addendums listed on the Bid forms.

The District reserves the right to contact any Respondent for clarification after responses are opened or to further negotiate with any Respondent if deemed desirable by the District.

8. Proposal Irrevocability

By submission of a clear and detailed written notice, the Proponent may amend or withdraw its proposal prior to the closing date and time. Any amendment submitted which results in the disclosure of pricing or other salient points of the original quotation will result in disqualification of the Proponent. At closing time, all quotations become irrevocable for a minimum 30 days.

9. Rejection of Bids

The District has the right, in its sole discretion, not to award a Contract and has the right to reject any or all submissions (including the lowest Bid) without giving any reason for doing so.

The District has the right, in its sole discretion, to evaluate any or all bids on any basis it considers desirable, including the overall cost of the bid in relation to the District's budget, the ability of the Bidder or Bidders to supply a product that meets the specifications, and the finances or credit-worthiness of the Bidder or Bidders.

Unless otherwise expressly provided in the RFP, the District is entitled, in its sole discretion, to waive any informality, incompleteness or error in any proposal. The District may, but is not required to, in its sole discretion, reject any submission which is conditional or obscure in any respect, or does not conform strictly with the requirements of the Contract Documents.

10. Additional Information

Except as expressly and specifically permitted in the RFP, no Bidder will have any claim for any compensation of any kind whatsoever, as a result of participating in the RFP, and by submitting a bid, each bidder will be deemed to have agreed that it has no claim.

Appendix A



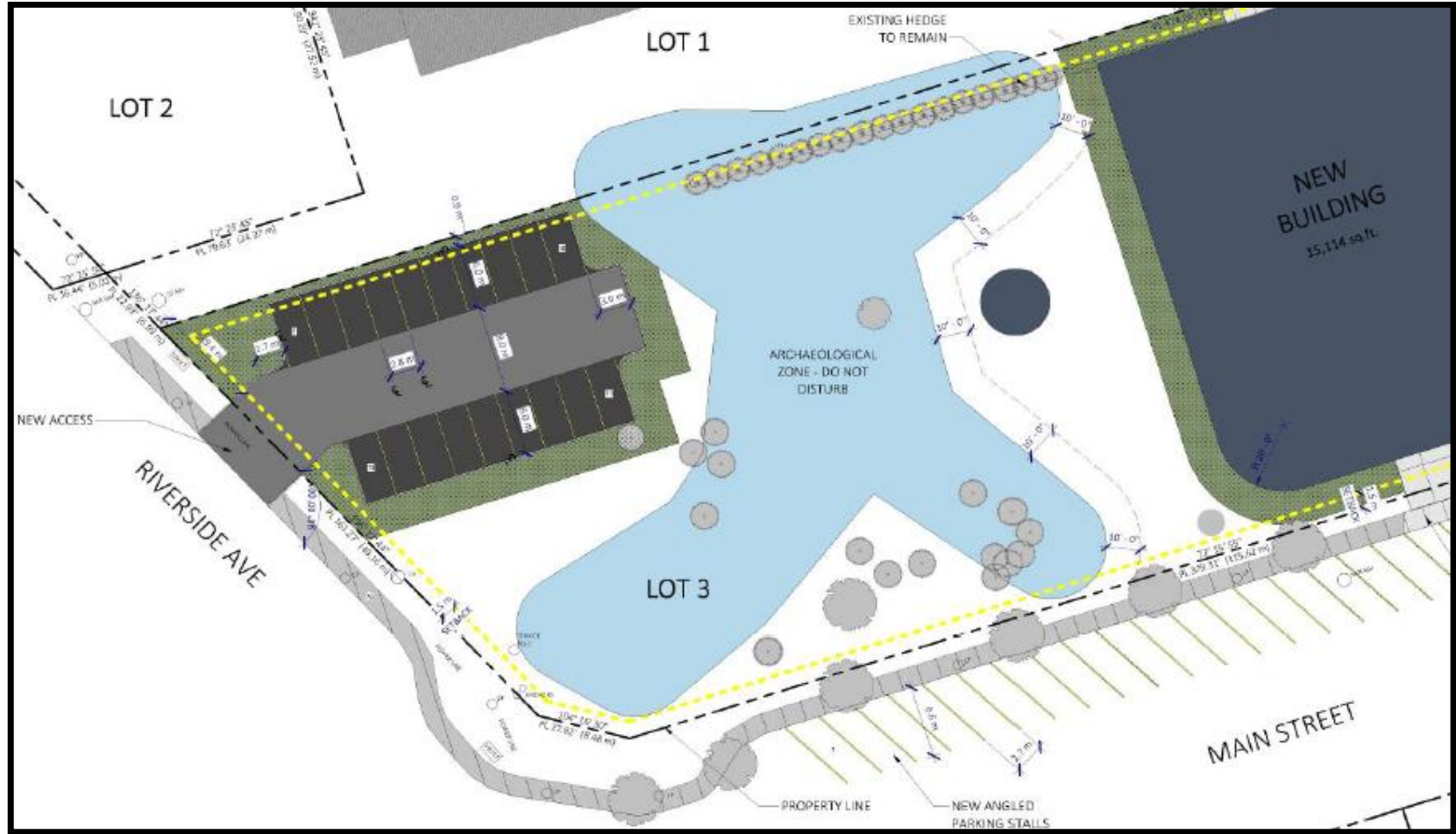
NOTES FOR BUILDING:

1. CONTRACTOR TO COORDINATE WITH MECHANICAL CONTRACTOR/ENGINEER FOR FINAL RISER LOCATIONS
2. CONTRACTOR TO EXTEND STUBS INTO BUILDING FOR WORK WITHIN THE BUILDING FOOTPRINT SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES
3. BUILDING AREA GRASSED AREA PIPING TO BE EXTENDED BELOW WATER SERVICE FREE FROM ALL JOINTS AND METER LOCATION FREE
4. WATER SERVICE TO BE DISCHARGED INTO WATER SERVICE FREE FROM ALL JOINTS AND METER LOCATION FREE

Legend

-  = Trees
-  = Solar Lights
-  = Planter Pads
-  = Brick Planters
-  = Pathways
-  = Benches
-  = Chain-Link Fence

Appendix B



Appendix C





DISTRICT OF SICAMOUS

Action Report

REPORT DATE: June 10, 2026
TO: Council
FROM: June Kwon, Planner
SUBJECT: Development Variance Permit 26-DVP-004 (310 Hemlock Crescent South)
FILE NUMBER: 26-DVP-004

RECOMMENDATION:

THAT District of Sicamous council authorize and issue Development Variance Permit 26-DVP-004 for the property located at 310 Hemlock Crescent South.

PURPOSE:

To consider the proposed development variance permit varying provisions of the District of Sicamous Zoning Bylaw No. 1100, 2024 to facilitate a building permit application for the construction of an addition to a secondary dwelling unit at the property legally described as LOT 21 DISTRICT LOT 452 KAMLOOPS DIVISION YALE DISTRICT PLAN 27522 (310 Hemlock Crescent South).

BACKGROUND:

The subject property (310 Hemlock Crescent South) is zoned R-1 General Residential. The property features two structures - a primary dwelling unit (house) and a secondary dwelling unit (garden suite). For the construction of the secondary dwelling unit, which originally was a garage, the proponent acquired Building Permit 23-044-BP last year. The proponent seeks a development variance permit to enable expansion of the secondary dwelling unit to better accommodate her elderly mother.

DISCUSSION:

If approved, the DVP would vary the following sections of the District of Sicamous Zoning Bylaw No. 1100, 2024:

- Section 3.5.6.b.(i), secondary dwelling unit's floor area limit, in relation to the primary dwelling unit on the property, be varied to enable 70 sq m secondary dwelling unit (from required 56.4 sq m to proposed 70 sq m).
- Section 3.5.6.h., building separation, between the principal dwelling unit and a secondary dwelling unit, be varied from required 3m to proposed 1.35m.
- Section 4.2.2.7 – the minimum setback from the property lot line for accessory structure, be varied from 1.5m to proposed 1.35m (for Northerly property line).

Official Community Plan Bylaw No. 918, 2016

The subject property is designated Medium Density Residential and is in close proximity to areas described as "Floodplain" per Schedule E (Environmentally Sensitive and Hazard Areas) and within the "2 km Buffer Area" for wildfire interface, as shown on Schedule F.

Zoning Bylaw No. 1100, 2024

The property is zoned R-1 General Residential. The neighboring properties are also zone R-1 General Residential. R-1 zone supports the proposed density (up to two dwelling units).

INTERNAL CIRCULATION:

The proposal was circulated to internal departments and no concerns were raised. The FireSmart team recommends that the new structure be designed and constructed in accordance with FireSmart principles. Non-combustible siding and roofing materials should ensure consistency with FireSmart recommendations. The proximity of the structure to coniferous trees should be noted, with best practice being the removal of coniferous vegetation within 10 metres of the building. Where fencing is proposed, the use of non-combustible materials is recommended. A FireSmart property assessment is also recommended to better understand wildfire risk and identify appropriate mitigation measures.

LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:

The District has adopted Public Notice Bylaw No. 1112, 2026 and Public Notice Policy A-38. Required notice under Section 499 of the Local Government Act and Development Application Procedures Bylaw No. 639, 2006 has been provided.

EXTERNAL AGENCY/PUBLIC COMMENTS:

As of the writing of this report, no public input has been formally received. Any responses submitted to the District in relation to the required notification will be accepted until 4:30 p.m. on Tuesday, June 9, 2026, and will be included as attachments to this report.

COMMUNICATIONS COMMENTS:

At the May 20, 2026 planning and development committee meeting, the following resolution was passed:

Resolution # 26-18

That the committee recommend council support the development variance permit 26-DVP-004 (310 Hemlock Crescent South).

ALIGNMENT WITH STRATEGIC PLAN:

No particular alignment to the *Strategic Plan 2022 - 2026* has been found.

OPTIONS:

1. Endorse the recommendation
2. Endorse the recommendation with amendments
3. Defer the matter
4. Deny the recommendation

Respectfully submitted,



June Kwon
Planner



Nicole Hansen
Director of Development Services

Attachment:

[26-DVP-004 \(310 Hemlock Crescent South\)](#)

[Excerpts - Zoning Bylaw No. 1100, 2024 \(Secondary Dwelling Unit, R-1 General Residential\)](#)

[Memo \(310 Hemlock Crescent South\)](#)

Approved By:

Shawna Koll, Director of Corporate Services

Bianca Colonna, Director of Finance

Dean Strachan, Chief Administrative Officer

Status:

Approved - 03 Jun 2026

Approved - 03 Jun 2026

Approved - 03 Jun 2026

Development Variance Permit

Permit No: **26-DVP-004**

To:



1. This Development Variance Permit is issued in accordance with Section 498 of the *Local Government Act* and is subject to compliance with all Bylaws of the District of Sicamous applicable thereto, except as varied or supplemented by this Permit.
2. This Development Variance Permit applies to and only to those lands within the District of Sicamous described below:

Legal Description: LOT 21 DISTRICT LOT 452 KAMLOOPS DIVISION YALE
DISTRICT PLAN 27522

PID: 004-827-244
(Property referred to as "Land" outlined on Schedule 'A')

3. The District of Sicamous Zoning Bylaw No. 1100, 2024 is varied as follows:
 - a) Section 3.5.6.b.(i), secondary dwelling unit's floor area limit, in relation to the primary dwelling unit on the property, be varied to enable 70 sq m secondary dwelling unit (from required 56.4 sq m to proposed 70 sq m), as shown in Schedule B.
 - b) Section 3.5.6.h., building separation, between the principal dwelling unit and a secondary dwelling unit, be varied from required 3m to proposed 1.35m, as shown in Schedule B.
 - c) Section 4.2.2.7 – the minimum setback from the property lot line for accessory structure, be varied from 1.5m to proposed 1.35m (for North property line) as shown in Schedule B.
4. Notice of this Permit shall be filed in the Land Title Office at Kamloops, BC, under Section 503 of the *Local Government Act*, and upon such filing, the terms of this Permit and any other amendment thereto shall be binding upon all people who acquire an interest in the Land affected by the Permit.
5. If the Permittee does not substantially commence the development permitted by this Permit within two (2) years of the date of issuance of this Permit, this Permit shall lapse.

6. This Permit is not a Building Permit.

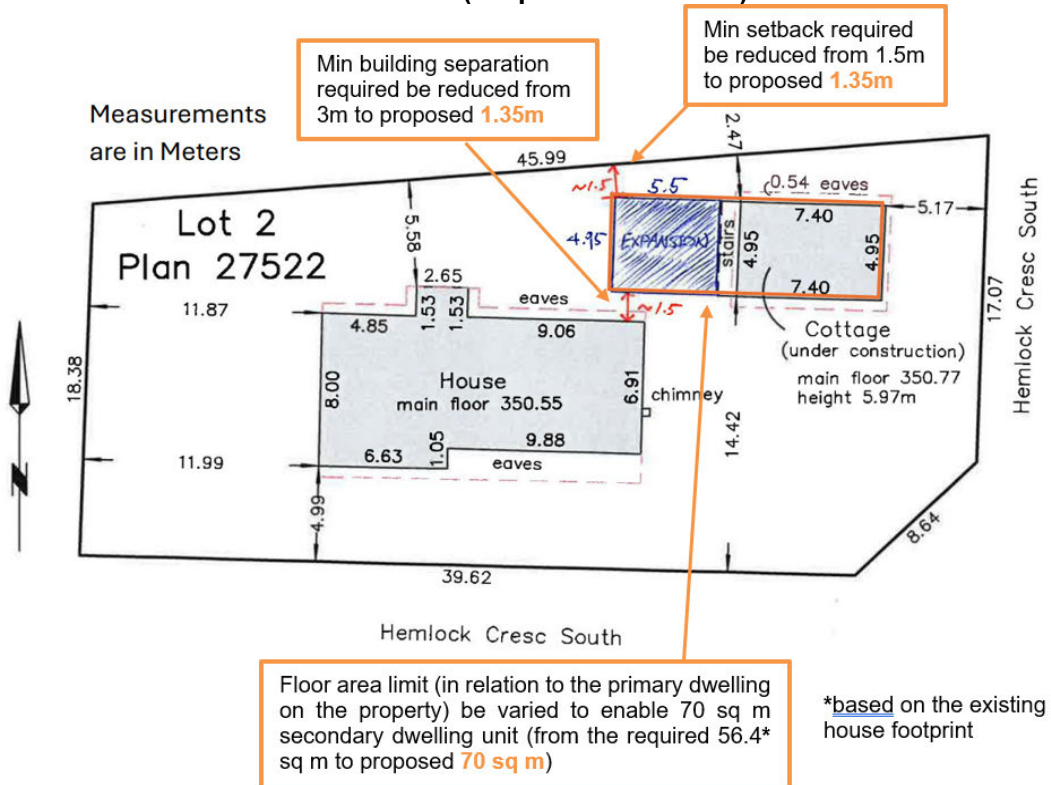
AUTHORIZED and ISSUED BY RESOLUTION OF THE COUNCIL OF THE DISTRICT OF SICAMOUS ON THE 10th day of June 2026.

Corporate Officer

Schedule A (Land)



Schedule B (Proposed Variances)



.3 Employee Dwelling Unit

- a. An Employee Dwelling Unit shall:
 - (i) be fully separated from the Commercial, Institutional or Industrial Use by walls, or floors;
 - (ii) have an entrance from the exterior of the Building which is separate from the entrance to the Commercial, Institutional or Industrial Use; and
 - (iii) not exceed 25 % of the Floor Area of Buildings on the Parcel.
- b. An Employee Dwelling Unit can accommodate:
 - (i) an employee alone; or
 - (ii) a Household; or
 - (iii) not more than 5 unrelated employees.

.4 Family Day Care

Where permitted by this bylaw, Family Day Care use:

- a. may be contained in a Principal, Accessory, or a combination of Principal and Accessory Buildings;
- b. shall be limited to 1 Day Care facility per Dwelling Unit, Accessory Building, or combination of;
- c. any permanent occupant of the Dwelling Unit may be engaged in the operation of a Family Day Care facility within that Dwelling Unit provided it is a permitted use;
- d. the business license holder shall be the permanent occupant of the Dwelling Unit located on the Parcel that contains the Family Day Care facility

.5 Home Based Businesses

Where permitted in this Bylaw all of the following conditions must be satisfied for the establishment and continued use of a Home Based Business:

- a. a person must not carry on the use unless the person holds a valid Business Licence issued under the provisions of this Bylaw and the Business Licence Bylaw;
- b. the use may generate no more than 4 Vehicles per hour between 8:00AM and 9:00PM;
- c. the use must be solely operated by the permanent occupant the Dwelling Unit and must not involve the employment of more than 1 full-time or 2 part-time employees on the Parcel;
- d. the use must be conducted entirely within 1 or more Buildings or Structures, except for Urban Agriculture;
- e. the maximum combined Floor Area of the Dwelling Unit and Accessory Buildings and Structures shall not exceed 50 m² for the purposes of operating a Home Based Business;
- f. the use must not involve the display or selling of goods, wares or merchandise as the primary Home Based Business but may involve the display and sale of a good, produce, wares or merchandise that is either produced on the Parcel, or is Accessory to the Home Based Business;
- g. no Outdoor Storage, unenclosed storage or Storage Facility use is permitted;
- h. no Vehicle, boat, or other machinery servicing or repair is permitted;
- i. the total display area of any outdoor advertising Sign is subject to the District of Sicamous Sign Bylaw;
- j. Home Based Business' must not discharge or emit the following across Parcel lines:
 - (i) odorous, toxic or noxious matter or vapours;
 - (ii) heat, glare, electrical interference or radiation;
 - (iii) recurring ground vibration;
 - (iv) noise levels exceeding forty-five (45) decibels.
- k. Off-Street Parking must be provided in accordance with Schedule D;
- l. no distillery use is permitted.

.6 Secondary Dwelling Unit

The following regulations shall apply in zones where a Secondary Dwelling Unit is a permitted use:

- a. Off-Street Parking shall be provided in accordance with Schedule D of this Bylaw;
- b. the Floor Area of a Secondary Dwelling Unit shall:

- (i) Not exceed 45% of the Floor Area of the Principal Building on the Parcel on which the Secondary Dwelling Unit is located; and
- (ii) Have a minimum Floor Area of 33 m²;
- c. a Secondary Suite shall have a separate entrance from the outside;
- d. an Accessory Building containing a Coach House may be a maximum of 8 m in height where the Coach House is wholly or in part located on the Second Storey of the Accessory Building;
- e. a Secondary Dwelling Unit cannot be subdivided from the Principal Dwelling Unit and shall be subject to a covenant.
- f. It must provide unobstructed passage from the public highway to a Secondary Dwelling Unit; width of 2.1 metres and height of 2.1 metres.
- g. Appropriate civic address, in accordance with the District of Sicamous Street Naming & Civic Addressing Bylaw No. 1026, 2023, shall be obtained.
- h. The distance between the Principal Dwelling Unit and a Secondary Dwelling Unit, building separation, must be minimum 3.0 metres, measured from the closest points of each structure.
- i. Only Secondary Suites shall be permitted on properties less than one hectare in size that are not serviced by sewer systems operated by the District of Sicamous.

.7 Urban Agriculture

Agricultural uses are permitted in urban areas, on non-ALR Lands, subject to the following regulations:

a. Impacts

Urban Agriculture uses and activities that produce or emit hazards, odour, dust, smoke, noise, effluent, light pollution, glare, or other noxious emissions that are detectable at the property boundary are prohibited.

b. Greenhouses

- (i) on non-Agriculturally Zoned Land, Greenhouses are permitted to a maximum of 30 m² in Total Floor Area per Parcel;
- (ii) Greenhouses or Accessory Buildings and Structures associated with Urban Agriculture must conform to the applicable zoning requirements for accessory Buildings or Structures for the relevant zone. A Greenhouse is not included in the calculation of Parcel Coverage for Accessory Buildings or Structures;
- (iii) The height of Greenhouses, Accessory Buildings or Structures, and Agricultural Structures for food production purposes must not exceed 3.5 m;

c. Sale of Agricultural Products

Where food is produced for the purpose of Commercial sale, trade, or distribution off site, or where no Dwelling Unit exists on the Parcel, Urban Agriculture must also comply with the following:

- (i) Secondary processing of food products produced on site is prohibited in Residential zones unless in conjunction with a licensed Home Based Business;
- (ii) No Outdoor Storage of related equipment and materials is permitted;

d. Keeping of Animals

No animals, other than household pets and guard dogs, may be kept in any non-Agricultural zone other than Urban Hens and Urban Beekeeping as per the following regulations:

- (i) Keeping Urban Hens in areas outside the ALR is permitted in all zones provided no roosters are kept, hens are provided a coop, are not permitted to run at large outside the Parcel Lines, and there are no more than 4 hens per Parcel;
- (ii) coops must be:
 - .a no more than 10 m² in Floor Area;
 - .b no more than 2 m high;

.2 R-1 General Residential**INTENT**

This zone is intended to support low-density residential Parcels.

PERMITTED USES**.1 Principal Uses**

- Single-Unit Dwelling
- Two-Unit Dwelling

.2 Accessory Uses

- Bed & Breakfast
- Home Based Business
- Coach House
- Secondary Suite
- Garden Suite

DEVELOPMENT REGULATIONS**.3 Density**

- Maximum number of Principal Dwelling Units per Parcel:
- 1 Single-Unit Dwelling; or
1 Two-Unit Dwelling
- Maximum number of Dwelling Units per Parcel:
- 2; 1 Principal Dwelling Unit and 1 detached Accessory Dwelling Unit or 1 Principal Dwelling Unit and 1 Secondary Suite.

.4 Parcel Coverage

- The maximum Parcel Coverage of Buildings and Structures is:
- 50%
- The maximum Impermeable Surface is:
- 60 %

.5 Maximum Height

- Principal Building:
- 11m
- Accessory Buildings and Structures:
- 6 m

.6 Principal Building Setbacks

- The minimum setbacks for Principal Buildings and Structures are:
- Front: • 5m
 - Rear: • 4m
 - Interior Side: • 1.5 m; 0 m when separated by a party wall
 - Exterior Side: • 4.5m

.7 Accessory Setbacks

- The minimum Setbacks for Accessory Buildings and Structures are:
- Front: • 5m
 - Rear: • 1.5 m
 - Side: • 1.5 m
 - Exterior Side: • 3 m

SUBDIVISION REGULATIONS**.8 Minimum Parcel Area**

- The minimum Parcel Area is:
- 450 m²

.9 Parcel Dimensions

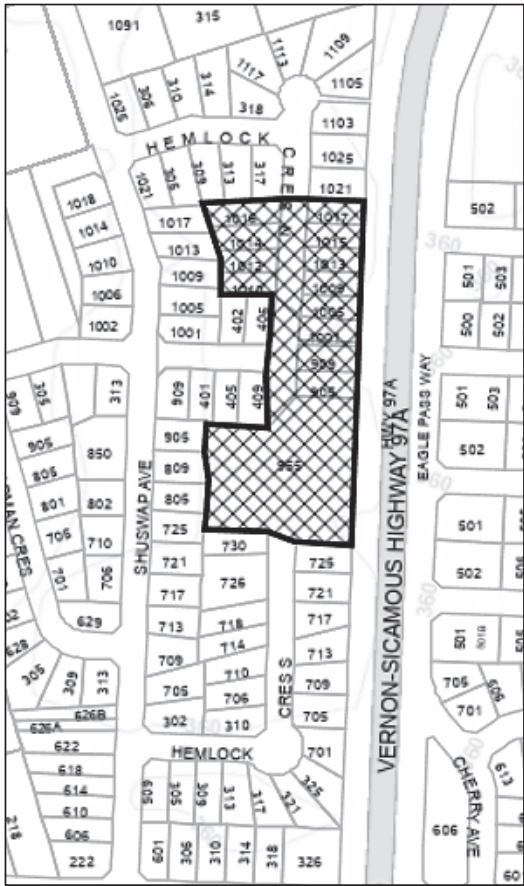
- The minimum Parcel frontage is:
- 14 m

PARKING

- .10 Off-Street Parking shall be provided in accordance with the Sicamous Zoning Bylaw – Schedule D.

REGULATIONS AND CONDITIONS OF USE

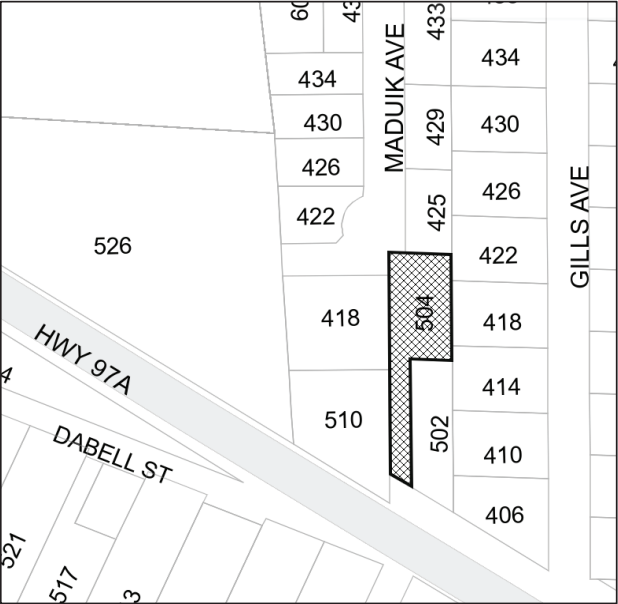
- .11 The following regulations and conditions of use shall apply:
 - a **Secondary Suite**
A Secondary Suite is not permitted in a Two-Unit Dwelling.
 - b **General Regulations**
See the General Regulations section of this bylaw for additional regulations that apply to this zone.
 - c **Site Specific Regulations**
 - i) Plan EPP93443 and Lots 3 to 5, District Lot 452, KDYD, Plan EPP52876, the Front Setback for a Principal Building shall be 3 m and the maximum height for an Accessory Building shall be 7 m;



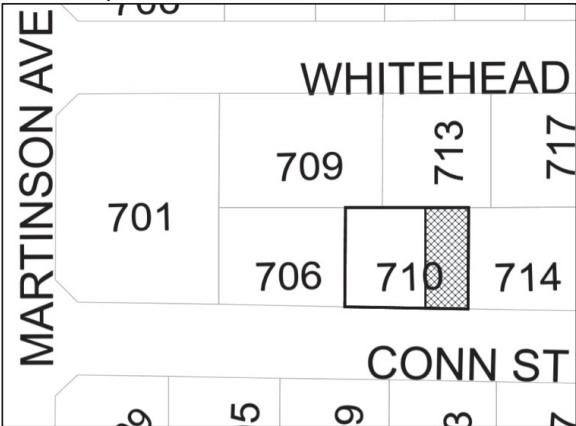
- ii) Strata Lot 1 and 2, District Lot 497, Kamloops Division, Yale District, Strata Plan KAS2281, Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form V, a Two-Unit Dwelling may have a Secondary Suite, one per Principle Dwelling Unit, subject to General Regulations of this Bylaw.



- iii) Lot 3, District Lot 496, Kamloops Division, Yale District, Plan 29890, a Two-Unit Dwelling may have a Secondary Suite, one per Principle Dwelling Unit, subject to General Regulations of this Bylaw and there is no direct access to Highway 97A.



iv) For that eastern portion of Lot 9, District Lot 497, Kamloops Division, Yale District, Plan 25602 shown below, the minimum parcel size shall be 302 m².



Memo – 310 Hemlock Crescent South



The subject property (310 Hemlock Crescent South) is zoned R-1 General Residential. The property features two structures – primary dwelling unit (‘House’) and secondary dwelling unit (‘Cottage’) – Fig. 1.

For the construction of the secondary dwelling unit, which originally was a garage, the proponent acquired Building Permit 23-044-BP last year.

The proponent seeks a development variance permit to enable expansion of the ‘Cottage’ – Fig. 2 – to better accommodate her elderly mother.

	Setback (rear and interior side)	ADU Size allowed	Building Separation
Zoning Bylaw Requirements	1.5m	56.4 sq m ¹ (~607.1 sq ft)	3m
26-DVP-004 (proposed)	~1.4m (to Northerly property line)	69 sq m (~743 sq ft)	~1.5m ²

¹ To not exceed 45% of the Floor Area of the Principal Building on the Parcel (existing single storey house with its floor area of 125.4 sq m).

² Additional requirements to comply BC Building Code will be reviewed through the Building Permit application process.

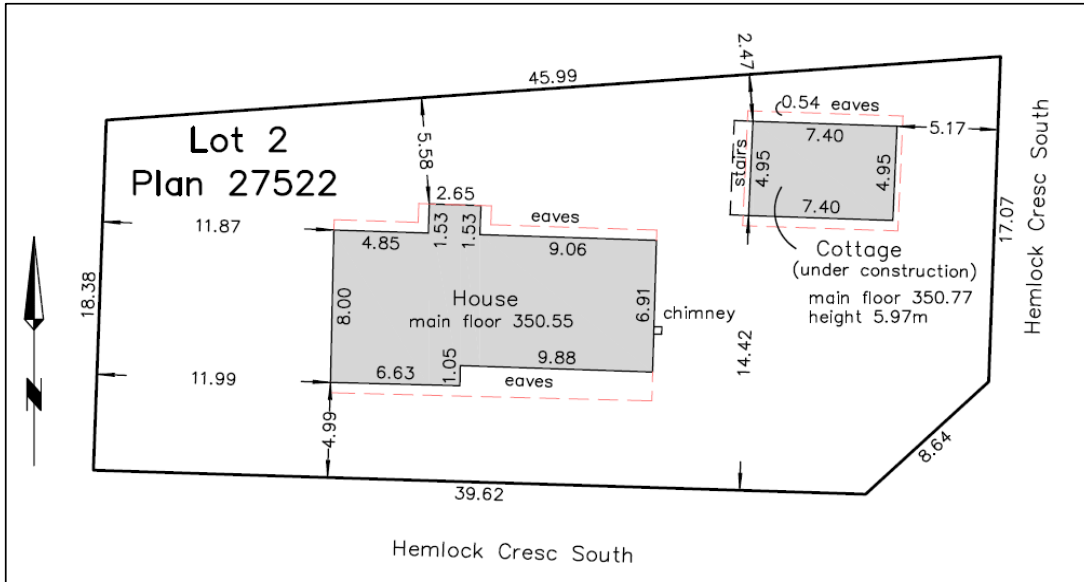


Fig. 1 Drawing from 23-044-BP (What is there at present)

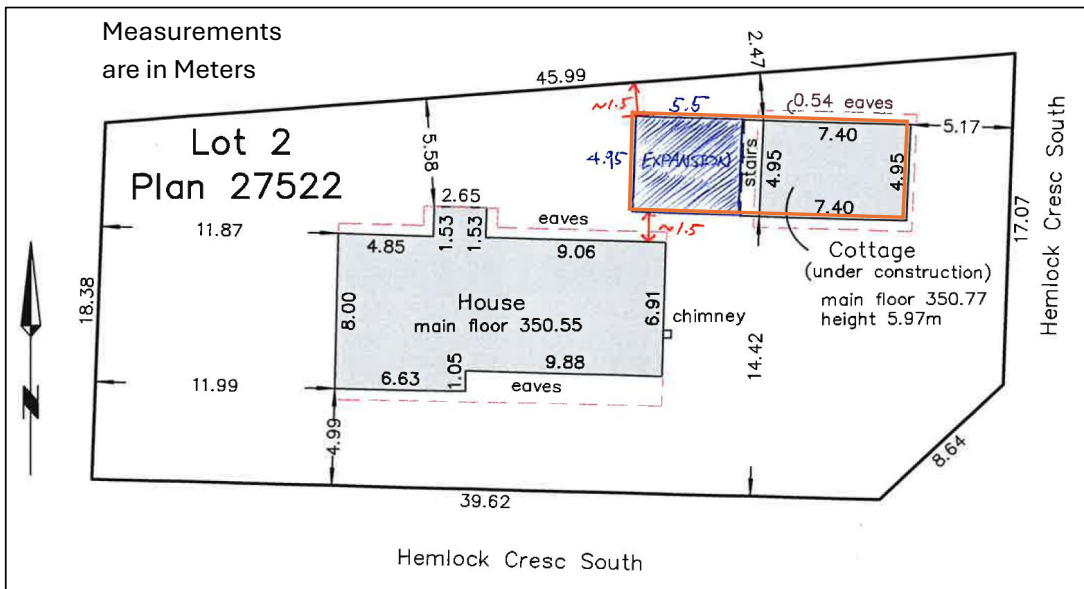


Fig. 2 Site Plan for 26-DVP-004

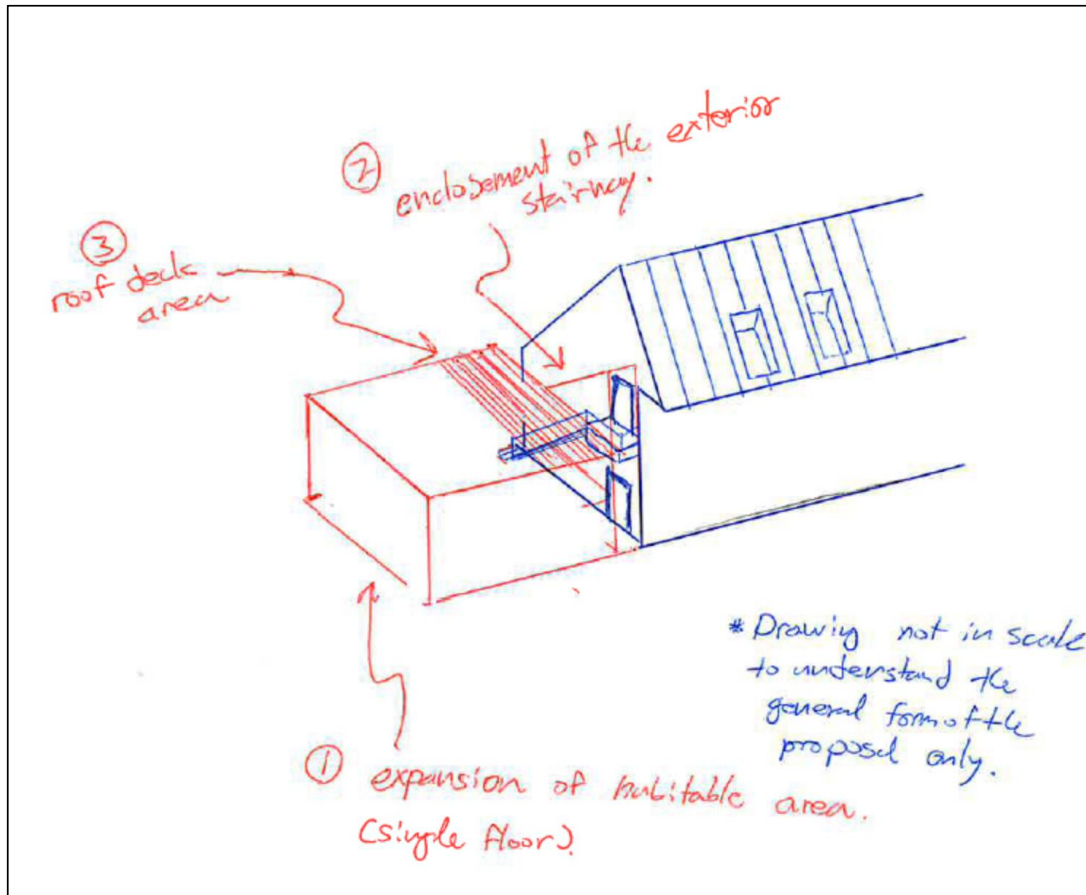


Fig. 3 Sketch Plan depicting the Building Massing



DISTRICT OF SICAMOUS

Action Report

REPORT DATE: June 10, 2026
TO: Council
FROM: Nicole Hansen, Director of Development Services
SUBJECT: Development Variance Permit 26-DVP-005 (310 White Pine Crescent)
FILE NUMBER: 26-DVP-005

RECOMMENDATION:

THAT District of Sicamous council authorize and issue Development Variance Permit 26-DVP-005 for the property located at 310 White Pine Crescent.

PURPOSE:

To consider the proposed development variance permit varying provisions of the District of Sicamous Zoning Bylaw No. 1100, 2024 to facilitate a building permit application for the construction of a garage at the property legally described as LOT 6 BLOCK 1 DISTRICT LOT 496 KAMLOOPS DIVISION YALE DISTRICT PLAN 5396 EXCEPT: (1) PARCEL A (DD 215636F) (2) PLANS 23972 AND 24103 (310 White Pine Crescent).

BACKGROUND:

The subject property (310 White Pine Crescent) is zoned MUR-1 Multi-Unit Residential. The proponent obtained Development Variance Permit 25-DVP-002 last year to facilitate construction of a 2,000 sq ft (50 ft by 40 ft) accessory structure on the property. Since approval of the DVP, the proponent has been working with an engineer to prepare drawings for a building permit application. Based on this work, the proponent has advised the district that the structure would need to be both larger and taller than originally proposed, and has therefore submitted a new DVP application. As the revised design exceeds both the zoning bylaw regulations and the variances granted under 25-DVP-002, additional variances are required under this application.

DISCUSSION:

If approved, the DVP would vary the following sections of the District of Sicamous Zoning Bylaw No. 1100, 2024:

- Section 3.4.4(a) – Size and parcel coverage requirement for accessory buildings, which requires that accessory buildings not exceed the area of the principal building, is proposed to be varied to permit a 209 m² accessory structure (garage), which would exceed the size of the existing principal dwelling.
- Section 3.4.4(b) – Maximum accessory building footprint for parcels less than 0.4 ha is proposed to be varied from 100 m² to 209 m².
- Section 3.9.3(b)(i) – Minimum landscape buffer width for development abutting a residential zone is proposed to be varied from 3.0 m to 1.7 m (north property line) and 2.0 m (east property line).
- Section 4.3.1.5 – Maximum height for accessory buildings and structures is proposed to be varied from 6.0 m to 7.55 m.
- Section 4.3.1.6 – Minimum setback from a property line abutting a residential zone is proposed to be

varied from 6.0 m to 1.7 m (north) and 2.0 m (east).

Official Community Plan Bylaw No. 918, 2016

The subject property is designated Medium Density Residential and is identified within a Floodplain on Schedule E (Environmentally Sensitive and Hazard Areas) and within the 2 km Buffer Area for wildfire interface, as shown on Schedule F. At the building permit stage, the proponent would be required to address all applicable floodplain and wildfire interface requirements.

Zoning Bylaw No. 1100, 2024

The property is zoned MUR-1 (Multi-Unit Residential) and has historically been used for low density residential purposes. Adjacent properties are zoned R-1 (General Residential) and contain similar low density residential development.

Given that the existing development pattern on the subject parcel is consistent with the surrounding area, the requested variances are considered generally compatible with the neighbourhood context.

A previous variance (25-DVP-002) permitted an increase in accessory building height to 6.4 m. While the currently proposed height of 7.55 m exceeds that approval, the proposed setbacks of 1.7 m and 2.0 m remain comparable to typical accessory building setbacks in residential zones (generally 1.5 m), supporting the proposal's compatibility in terms of siting.

Variance Rationale

The proposed garage exceeds bylaw limits for size and height and goes beyond the scope of the previously approved variance. To support the current application, the proponent has identified the following mitigating measures:

- Removal of the existing garage: While the proposed structure has a larger footprint, the removal of the existing garage results in an overall reduction in total accessory building area on the parcel.
- Improved setback relative to previous proposal: To help offset the increased height, the revised design incorporates setbacks greater than those proposed under the previous variance application.
- Revised building design: The front façade has been modified to reduce visual impact from White Pine Crescent, improving compatibility with the streetscape.

Form and Use Considerations

Although the proposed garage is larger and taller than permitted, it remains accessory in function and does not detract from the primary residential use of the property. The overall scale, while increased, is mitigated through siting and design considerations. As such, the requested variances related to accessory building size and height are considered supportable.

Existing Legal Non-Conforming Mobile Home

The property contains a legal non-conforming mobile home currently used as an accessory dwelling unit. While the Zoning Bylaw does not recognize mobile homes as a permitted form of accessory dwelling, the proposed variance does not alter, expand, or intensify this non-conforming use. As the proposal does not worsen the existing non-conformity, issuance of the Development Variance Permit is considered appropriate.

INTERNAL CIRCULATION:

The proposal was circulated to internal departments and no concerns were raised. The FireSmart team recommends that the new structure be designed and constructed in accordance with FireSmart principles.

The submitted drawings indicate the use of non-combustible siding materials; however, roofing materials should also be confirmed to ensure consistency with FireSmart recommendations. The proximity of the structure to coniferous trees should be noted, with best practice being the removal of coniferous vegetation within 10 metres of the building. Where fencing is proposed, the use of non-combustible materials is recommended. A FireSmart property assessment is also recommended to better understand wildfire risk and identify appropriate mitigation measures.

LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:

The District has adopted Public Notice Bylaw No. 1112, 2026 and Public Notice Policy A-38. Required notice under Section 499 of the Local Government Act and Development Application Procedures Bylaw No. 639, 2006 has been provided.

EXTERNAL AGENCY/PUBLIC COMMENTS:

A letter was received from the adjacent property owner expressing concerns with the previous DVP application, which was smaller in scale and lower in height than the current application. The concerns raised included:

- the potential impact of a larger and taller garage on their view, including shadowing effects;
- the perception that the garage would overwhelm the principal dwelling; and
- potential fire risk associated with the storage of vehicles and equipment (e.g., race cars and boats).

As of the writing of this report, no public input has been formally received regarding the new application. Any responses submitted to the District in relation to the required notification will be accepted until 4:30 p.m. on Tuesday, June 9, 2026, and will be included as attachments to this report.

COMMUNICATIONS COMMENTS:

At the May 20, 2026 planning and development committee meeting, the following resolution was passed:

Resolution # 26-19

That the committee recommend council support the development variance permit 26-DVP-005 (310 White Pine Crescent).

ALIGNMENT WITH STRATEGIC PLAN:

No particular alignment to the *Strategic Plan 2022 - 2026* has been found.

OPTIONS:

1. Endorse the recommendation
2. Endorse the recommendation with amendments
3. Defer the matter
4. Deny the recommendation

Respectfully submitted,



June Kwon
Planner



Nicole Hansen
Director of Development Services

Attachment:

[26-DVP-005 \(310 White Pine Crescent\)](#)

[Excerpts - Medium Density Residential, DPA and Wildfire Interface Area \(OCP\)](#)

[Excerpts - Key Definitions and MUR-1 Zone \(Zoning Bylaw No. 1100, 2024\)](#)

[Excerpts - Floodplain \(Zoning Bylaw No. 1100, 2024\)](#)

[Application Drawing Package](#)

Approved By:

Shawna Koll, Director of Corporate Services

Bianca Colonna, Director of Finance

Dean Strachan, Chief Administrative Officer

Status:

Approved - 03 Jun 2026

Approved - 03 Jun 2026

Approved - 03 Jun 2026

Development Variance Permit

Permit No: **26-DVP-005**

To: 

1. This Development Variance Permit is issued in accordance with Section 498 of the *Local Government Act* and is subject to compliance with all Bylaws of the District of Sicamous applicable thereto, except as varied or supplemented by this Permit.
2. This Development Variance Permit applies to and only to those lands within the District of Sicamous described below:

Legal Description: LOT 6 BLOCK 1 DISTRICT LOT 496 KAMLOOPS DIVISION
YALE DISTRICT PLAN 5396 EXCEPT: (1) PARCEL A (DD
215636F) (2) PLANS 23972 AND 24103

PID: 008-118-973
(Property referred to as "Land" outlined on Schedule 'A')

3. The District of Sicamous Zoning Bylaw No. 1100, 2024 is varied as follows:
 - a) Section 3.4.4(a), regarding the size and parcel coverage of accessory buildings, which requires that accessory buildings not exceed the area of the principal building, is varied to permit the construction of a proposed 209 m² accessory structure (garage), which is larger than the existing principal building, as shown in Schedules B and C.
 - b) Section 3.4.4(b), regarding the maximum accessory building footprint on parcels less than 0.4 ha, is varied from 100 m² to 209 m², as shown in Schedules B and C.
 - c) Section 3.9.3(b)(i), regarding the minimum width of a landscape buffer area for development abutting a residential zone, is varied from 3.0 m to 1.7 m (north) and 2.0 m (east), as shown in Schedule B.
 - d) Section 4.3.1.5, regarding the maximum height of accessory buildings and structures, is varied from 6.0 m to 7.55 m, as shown in Schedules B and C.
 - e) Section 4.3.1.6, regarding the minimum setback from a property line abutting a residential zone, is varied from 6.0 m to 1.7 m (north) and 2.0 m (east), as shown in Schedule B.

4. Notice of this Permit shall be filed in the Land Title Office at Kamloops, BC, under Section 503 of the *Local Government Act*, and upon such filing, the terms of this Permit and any other amendment thereto shall be binding upon all people who acquire an interest in the Land affected by the Permit.
5. If the Permittee does not substantially commence the development permitted by this Permit within two (2) years of the date of issuance of this Permit, this Permit shall lapse.
6. This Permit is not a Building Permit.

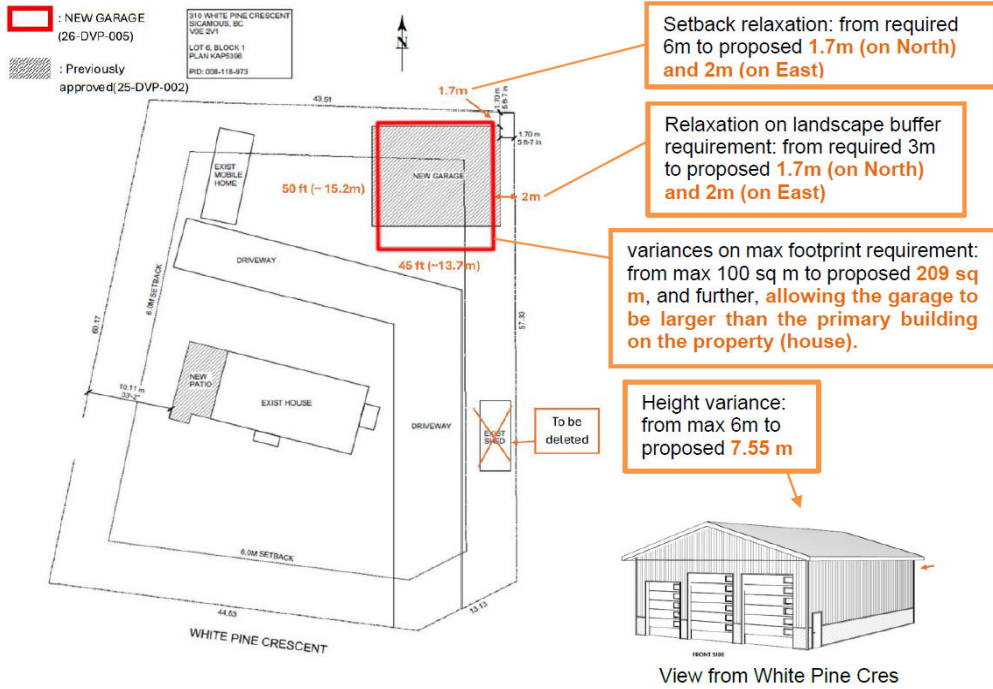
AUTHORIZED and ISSUED BY RESOLUTION OF THE COUNCIL OF THE DISTRICT OF SICAMOUS ON THE 10th day of June 2026.

Corporate Officer

Schedule A (Land)



Schedule B (Proposed Variances)



PROPOSED 45' x 50' x 16' SHOP
BRUCE BUMSTEAD
 310 WHITE PINE CRESCENT,
 SICAMOUS, BC
 50.8270683, -118.9835419

SCHEDULE C (BUILDING DRAWINGS)

DESIGN/CLIMATIC DATA

STRUCTURAL DESIGN IS ACCORDING TO:

- THE BRITISH COLUMBIA BUILDING CODE - 2024.
- ENGINEERED DESIGN IN WOOD CSA 086:19

IMPORTANCE CATEGORY: LOW

LOCATION: SICAMOUS, BC
 WIND: $q1/10 = 0.29$ kPa
 $q1/50 = 0.39$ kPa
 SNOW: $S_s = 3.6$ kPa
 $S_r = 0.1$ kPa

GENERAL NOTES:

- ALL DIMENSIONS ARE SHOWN IN FEET AND INCHES UNLESS NOTED OTHERWISE.
- THE STRUCTURAL DESIGN AND ALL WORK SHALL BE IN ACCORDANCE WITH THE BRITISH COLUMBIA BUILDING CODE - 2024.
- LOW OCCUPANCY CLASSIFICATION
- WINDOW AND DOOR SIZES SHOWN ARE NOMINAL ONLY. EXACT DIMENSIONS AND ROUGH OPENING SIZES OF WINDOWS AND DOORS ARE TO BE SUPPLIED BY THE WINDOW AND DOOR MANUFACTURER PRIOR TO START OF CONSTRUCTION.
- KEYSTONE STRUCTURES ASSUMES NO RESPONSIBILITY FOR POTENTIAL FOUNDATION SETTLEMENT AND/OR FROST HEAVE, AS A GEOTECHNICAL INVESTIGATION WAS NOT CONDUCTED FOR THIS PROJECT. AN ALLOWABLE SITE BEARING CAPACITY OF 1500 PSF WAS ASSUMED FOR FOUNDATION DESIGN.
- ALL EXCAVATIONS FOR BUILDING FOUNDATIONS TO BE MADE IN UNDISTURBED NATIVE GROUND.

CONSTRUCTION NOTES:

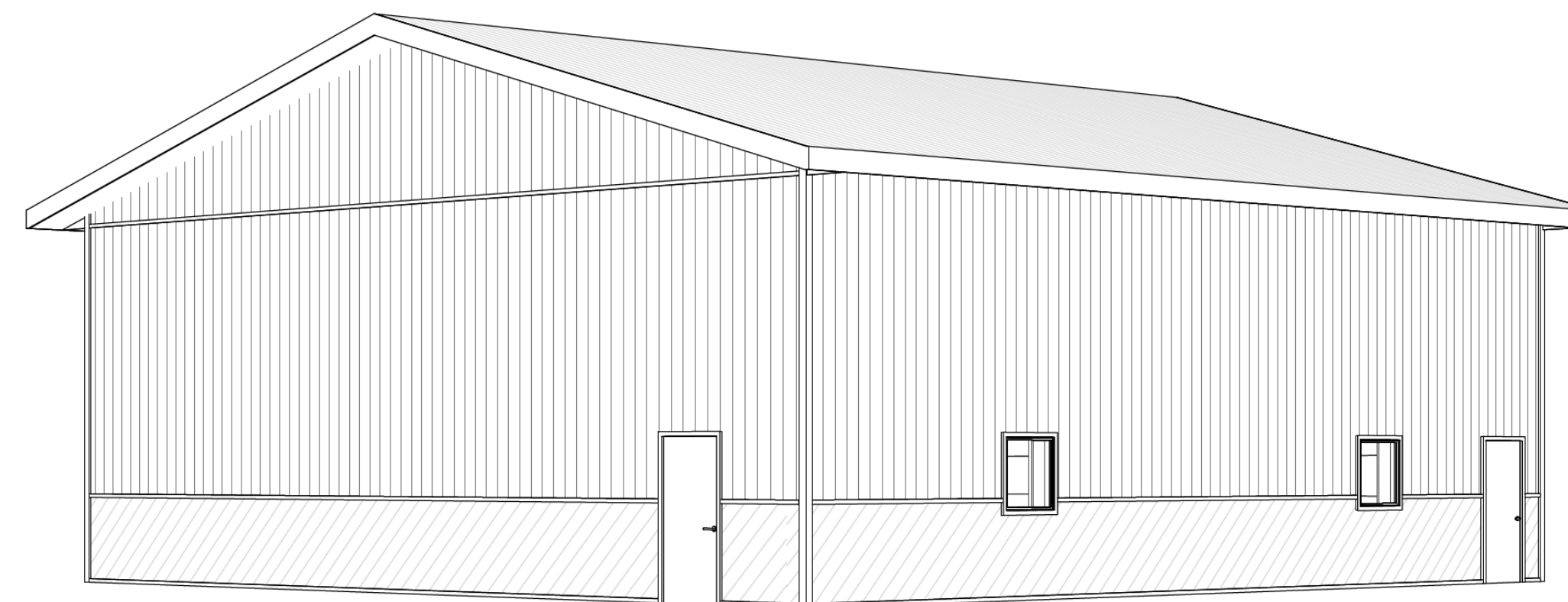
- ALL CONSTRUCTION SHALL FOLLOW:
 - THE BRITISH COLUMBIA BUILDING CODE - 2024.
 - LOCAL CODES AND BYLAWS.
 - BRITISH COLUMBIA OCCUPATIONAL HEALTH AND SAFETY REGULATIONS.
- FIELD CONTRACTOR SHALL OBTAIN ANY NECESSARY FIELD DIMENSIONS TO PERFORM THE WORK REQUIRED ON THE DRAWINGS.
- UN SOUND STRUCTURAL CONDITIONS CREATED OR PERFORMED DURING CONSTRUCTION SHALL BE REPORTED TO D BAR D BUILDING SYSTEMS.
- DRAWINGS SHOW THE COMPLETED STRUCTURE, BUT MAY NOT SHOW COMPONENTS REQUIRED TO COMPLETE THE WORK IN A SAFE MANNER. THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THE SAFETY OF CONTRACTOR PERSONNEL AND THE GENERAL PUBLIC DURING ALL PHASES OF CONSTRUCTION.
- THE FIELD CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY RELOCATION OF SERVICES THAT INTERFERE WITH CARRYING OUT THE WORK.
- THE FIELD CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY BRACING AND SHORING AS REQUIRED DURING CONSTRUCTION.
- GRAVEL TO BE 40mm CRUSHED GRAVEL WHICH SHALL BE CLEAN ANGULAR CRUSHED NATURAL STONE FREE FROM SILT, CLAY AND ORGANIC MATTER, GRAVEL SHALL BE HAND-COMPACTED DURING BACKFILL TO THE EXTENT POSSIBLE.
- ALL STRUCTURAL LUMBER INCLUDING BEAMS, POSTS, STRAPPING AND BRACING SHALL BE SPF NO. 1 / NO. 2 UNLESS NOTED OTHERWISE.
- ORIENTED STRAND BOARD (OSB) TO ADHERE TO CSA 0437 SERIES-93 STANDARDS ON OSB AND WAFERBOARD
- ALL WATER SHEDDING SYSTEMS MUST COMPLY WITH APPLICABLE LOCAL BUILDING CODES. IN CASES WHERE WATER SHEDDING PROVISIONS ARE NOT INCLUDED, IT IS THE SOLE RESPONSIBILITY OF THE CUSTOMER TO ENSURE PROPER SITE DRAINAGE AND WATER MANAGEMENT AWAY FROM THE BUILDING. FINAL EXTERIOR GRADE TO SLOPE MINIMUM 2% AWAY FROM PERIMETER OF BUILDING.
- ROOF VENTING AS PER THE BRITISH COLUMBIA BUILDING CODE - 2024.
- D BAR D BUILDING SYSTEMS PROVIDES ALL STRUCTURAL AND ARCHITECTURAL FINISHES AS DETAILED IN THIS DRAWING SET. ALL INTERIOR NON-STRUCTURAL FRAMING AND FINISHING, ELECTRICAL AND MECHANICAL WORK BY OTHERS.
- CONSTRUCTION SHALL BE CARRIED OUT IN STRICT ADHERENCE TO THE MINIMUM FRAMING AND CLADDING TOLERANCES AS SET FORTH BY THE APPLICABLE NATIONAL CRITERIA AS TO WHICH ANY REVIEW OF CONSTRUCTION IS BASED ON AND WHAT SHALL BE CONSIDERED ACCEPTABLE BY ALL PARTIES. NOTIFY THE AUTHORIZING ENGINEER PRIOR TO THE START OF CONSTRUCTION IF DIFFERENT TOLERANCES ARE PREFERRED.
- THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THE SUBGRADE HAS A MINIMUM SERVICEABILITY LIMIT STATES BEARING CAPACITY OF 1500 PSF. IF DENSITY OF BASE OR SUB-BASE IS LESS THAN THE REQUIRED CAPACITY, NOTIFY THE AUTHORIZING ENGINEER IMMEDIATELY PRIOR TO DRILLING POST HOLES OR THE PLACEMENT OF ANY FOUNDATIONS.
- NOTIFY THE AUTHORIZING ENGINEER IMMEDIATELY OF ANY WATER SEEPAGE OR HOLE SLOUGHING DURING DRILLING OR FOUNDATION EXCAVATION.
- NOTIFY AUTHORIZING ENGINEER IMMEDIATELY PRIOR TO POST PLACEMENT IF MORE THAN 2FT OF STRUCTURAL GRANULAR FILL IS REQUIRED TO CREATE THE PROPOSED FINISHED SLAB ELEVATION. DO NOT ADJUST POST DEPTH TO COMPENSATE FOR REQUIRED STRUCTURAL GRANULAR FILL UNLESS APPROVED FOR IN WRITING BY AUTHORIZING ENGINEER.
- D BAR D BUILDING SYSTEMS AND KEYSTONE STRUCTURES' SCOPE OF WORK IS LIMITED TO STRUCTURAL ENGINEERING OF THE POST-FRAME BUILDING SHELL ONLY. ADDITIONAL DESIGN WORK SUCH AS CODE ANALYSIS AND SPATIAL SEPARATIONS NOT COMPLETED. CODE ANALYSIS AND SPATIAL SEPARATIONS COMPLETED AS REQUIRED BY LOCAL AHJ.

DRAWING INDEX	
DWG	TITLE
A0.00	COVER SHEET
A1.01	MAIN FLOOR PLAN
A1.02	POST LOCATION PLAN & DETAILS
A2.01	ELEVATIONS
A2.02	ELEVATIONS & DETAIL
A3.01	SECTIONS & DETAILS
A4.01	DETAILS
A5.01	ROOF LAYOUT & FRAMING PLAN

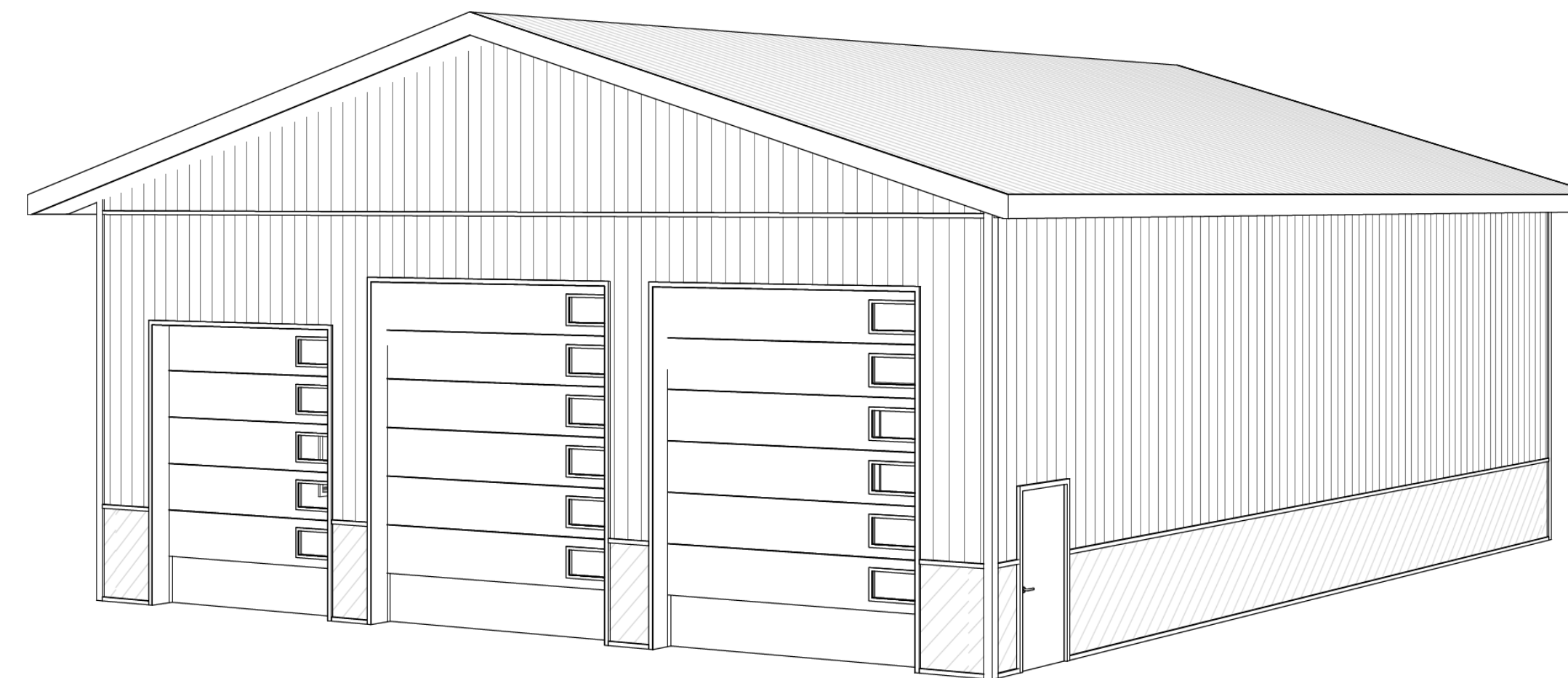
LEGEND	
	WALL TYPE
	WINDOW TYPE
	DOOR TYPE
	ROOM NUMBER
	ROOF TYPE
	CEILING HEIGHT

ASSEMBLIES:

- R1 ROOF TYPE**
- STANDARD RIDGE CAP WITH RIDGE VENTILATED FOAM
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
 - 2x6 ROOF STRAPPING @ 18" O/C
 - 5' O/C PRE-ENGINEERED TRUSSES
 - R40 CEILING INSULATION
 - 6mm CGSB VAPOR BARRIER
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
- W1 EXTERIOR WALL - EAVE**
- 4' HIGH 3/4" PWF PLYWOOD
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
 - 2x4 STRAPPING @ 2' O/C. (EXTERIOR)
 - LAMINATED POST WITH DURACOLUMN AND FOOTING PAD
 - STYROFOAM BLOCKS
 - R28 WALL INSULATION
 - 6mm CGSB VAPOR BARRIER
 - 2x4 STRAPPING @ 2' O/C. (INTERIOR)
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
- W2 EXTERIOR WALL - GABLE**
- 4' HIGH 3/4" PWF PLYWOOD
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
 - 2x6 STRAPPING @ 2' O/C. (EXTERIOR)
 - LAMINATED POST WITH DURACOLUMN AND FOOTING PAD
 - STYROFOAM BLOCKS
 - R28 WALL INSULATION
 - 6mm CGSB VAPOR BARRIER
 - 2x4 STRAPPING @ 2' O/C. (INTERIOR)
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB



REAR SIDE



FRONT SIDE

18. ALL STRUCTURAL MEMBERS AND CONNECTIONS DEPICTED IN THIS DRAWING SET HAVE BEEN DESIGNED FOR THE LOADS, LOADING COMBINATIONS AND GEOMETRY SHOWN. ANY PROPOSED ADDITIONS, ALTERATIONS OR CHANGE IN USE SHALL REQUIRE RE-EVALUATION, RE-DESIGN, AND VERIFICATION OF THE AFFECTED ELEMENTS BY THE RESPONSIBLE PROFESSIONAL ENGINEER PRIOR TO CONSTRUCTION. IT IS THE SOLE RESPONSIBILITY OF THE CUSTOMER TO NOTIFY THE ENGINEER AND OBTAIN SUCH VERIFICATION BEFORE PROCEEDING WITH ANY MODIFICATIONS.



75-29339 HWY 2A
 CROSSFIELD, AB T0M 0S0
 PH: 403-912-9600

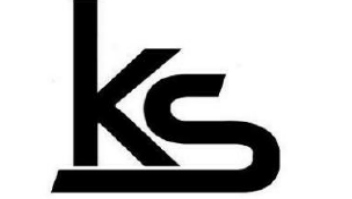
- THIS IS COPYRIGHT DRAWING AND DESIGN AND SHALL NOT BE USED, REPRODUCED OR REVISED WITHOUT WRITTEN PERMISSION OF D BAR D BUILDING SYSTEMS.
- THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND REPORT ALL ERROR AND OMISSIONS TO THE ENGINEER PRIOR TO COMMENCING THE WORK.
- THESE DRAWING ARE NOT TO BE SCALED.

SEALS:



2026-Apr-23
 Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
A	APPROVAL	2026/03/31
B	APPROVAL	2026/04/01
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

COVER SHEET

PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A0.00

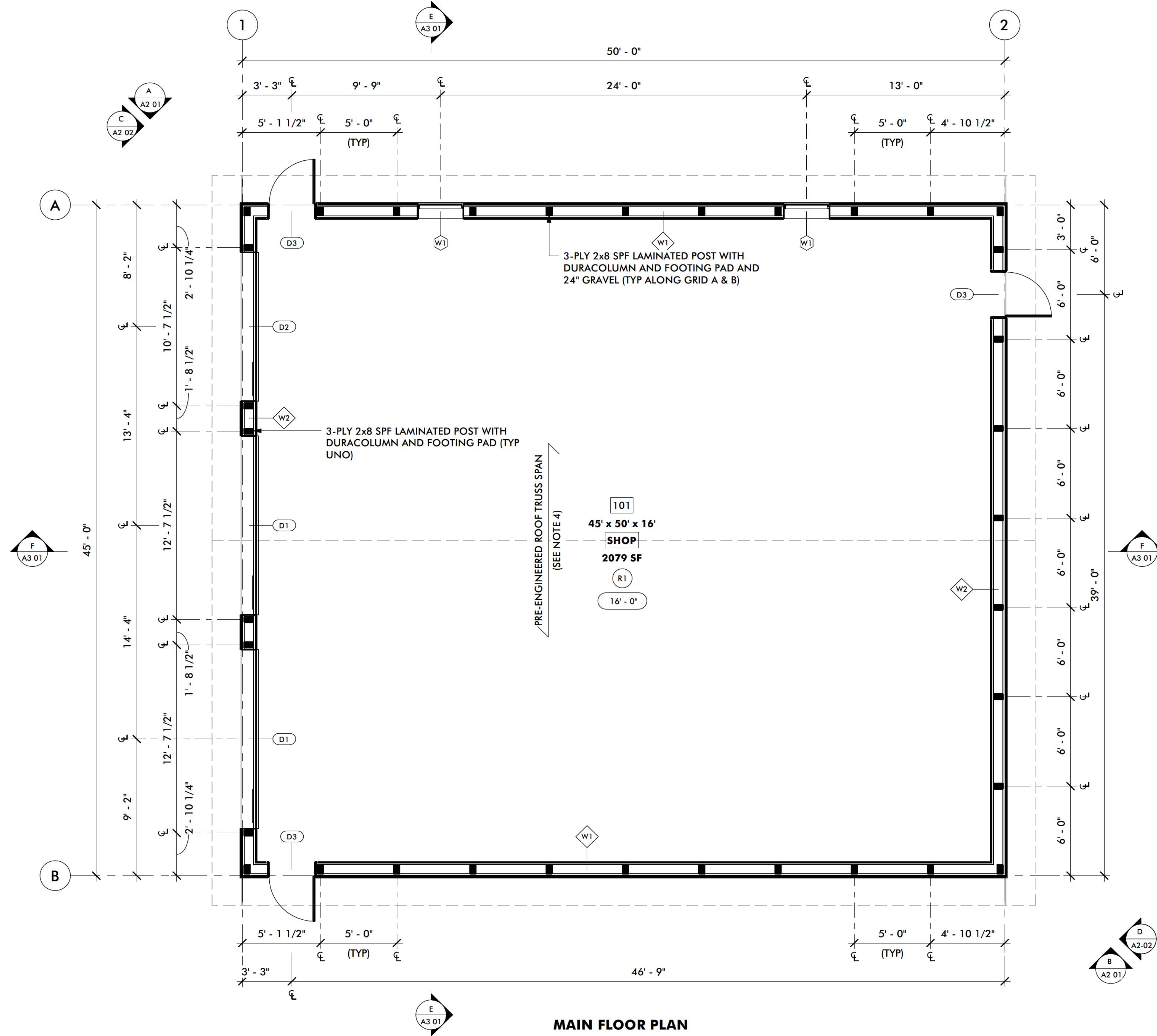
SCALE NTS

DOOR SCHEDULE				
TYPE	DESCRIPTION	QTY	WIDTH	HEIGHT
D1	WHITE COMMERCIAL OVERHEAD DOOR WITH 6 WINDOW INSERTS	2	12' - 0"	14' - 0"
D2	WHITE COMMERCIAL OVERHEAD DOOR WITH 5 WINDOW INSERTS	1	10' - 0"	12' - 0"
D3	MANDOOR STEEL SLAB	3	3' - 0"	6' - 8"

WINDOW SCHEDULE				
TYPE	DESCRIPTION	QTY	WIDTH	HEIGHT
W1	FIXED WINDOW	2	3' - 0"	3' - 0"

NOTES:

- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.
- OVERALL GRIDLINE TO GRIDLINE DIMENSIONS SHOWN ARE FROM EDGE OF HORIZONTAL EXTERIOR STRAPPING TO EDGE OF HORIZONTAL EXTERIOR STRAPPING.
- MAIN FLOOR FINISHED PAD/SURFACE AND ALL RELATED GROUND PREPARATION BY OTHERS.
- ROOF TRUSSES ENGINEERED AND FABRICATED BY OTHERS. REFER TO TRUSS DRAWINGS FOR DESIGN DATA AND CONTINUOUS BRACING REQUIREMENTS FOR TRUSS WEB AND BOTTOM CHORD MEMBERS.



MAIN FLOOR PLAN



75-29339 HWY 2A
CROSSFIELD, AB TOM 0S0
PH: 403-912-9600

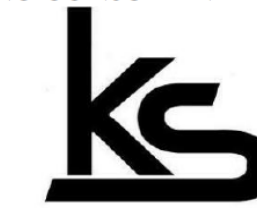
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SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
A	APPROVAL	2026/03/31
B	APPROVAL	2026/04/01
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

MAIN FLOOR PLAN

PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A1.01

SCALE 1/4" = 1'-0"



75-29339 HWY 2A
CROSSFIELD, AB TOM 0S0
PH: 403-912-9600

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THESE DRAWING ARE NOT TO BE SCALED.

SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

**POST LOCATION
PLAN & DETAILS**

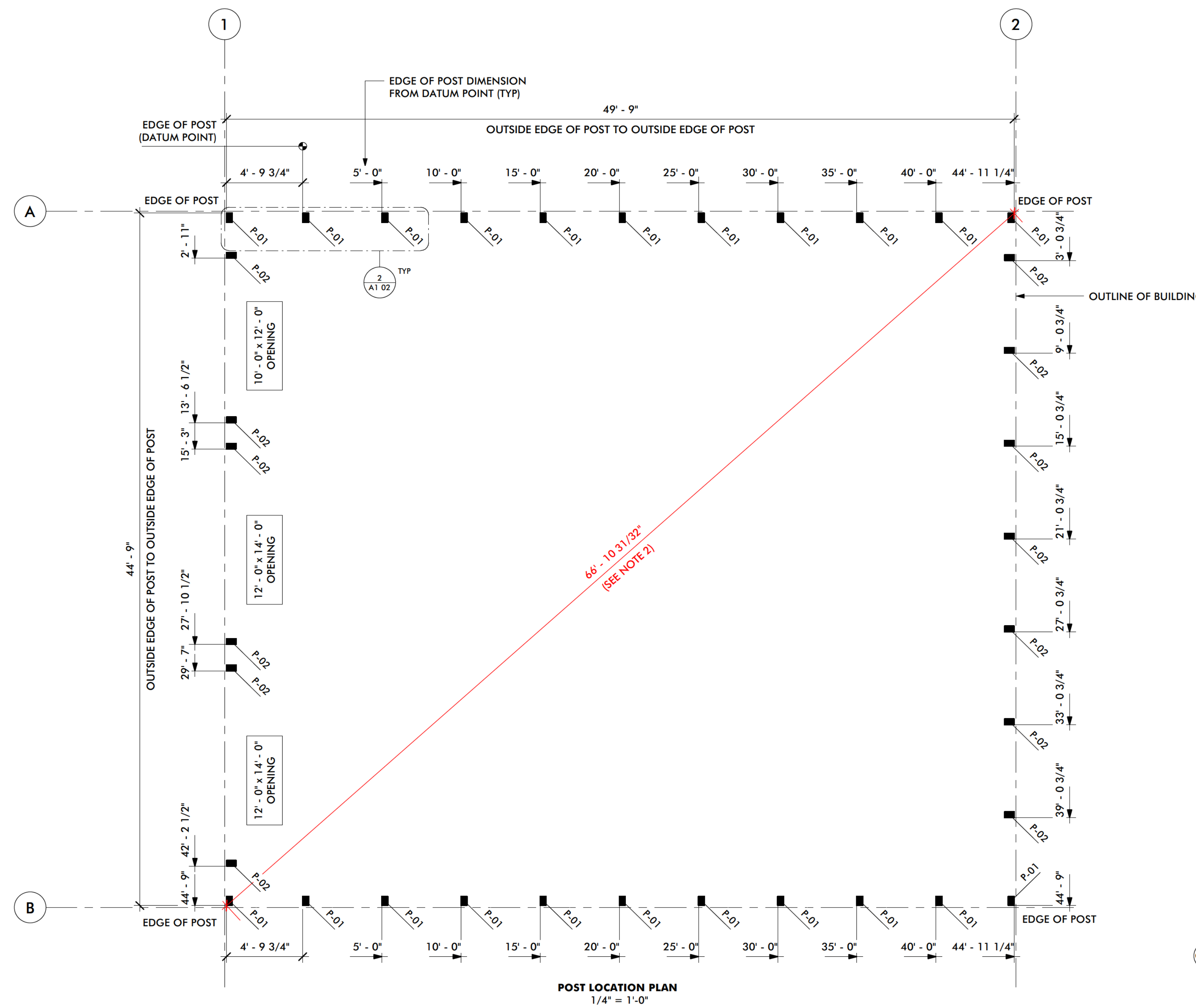
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DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A1.02

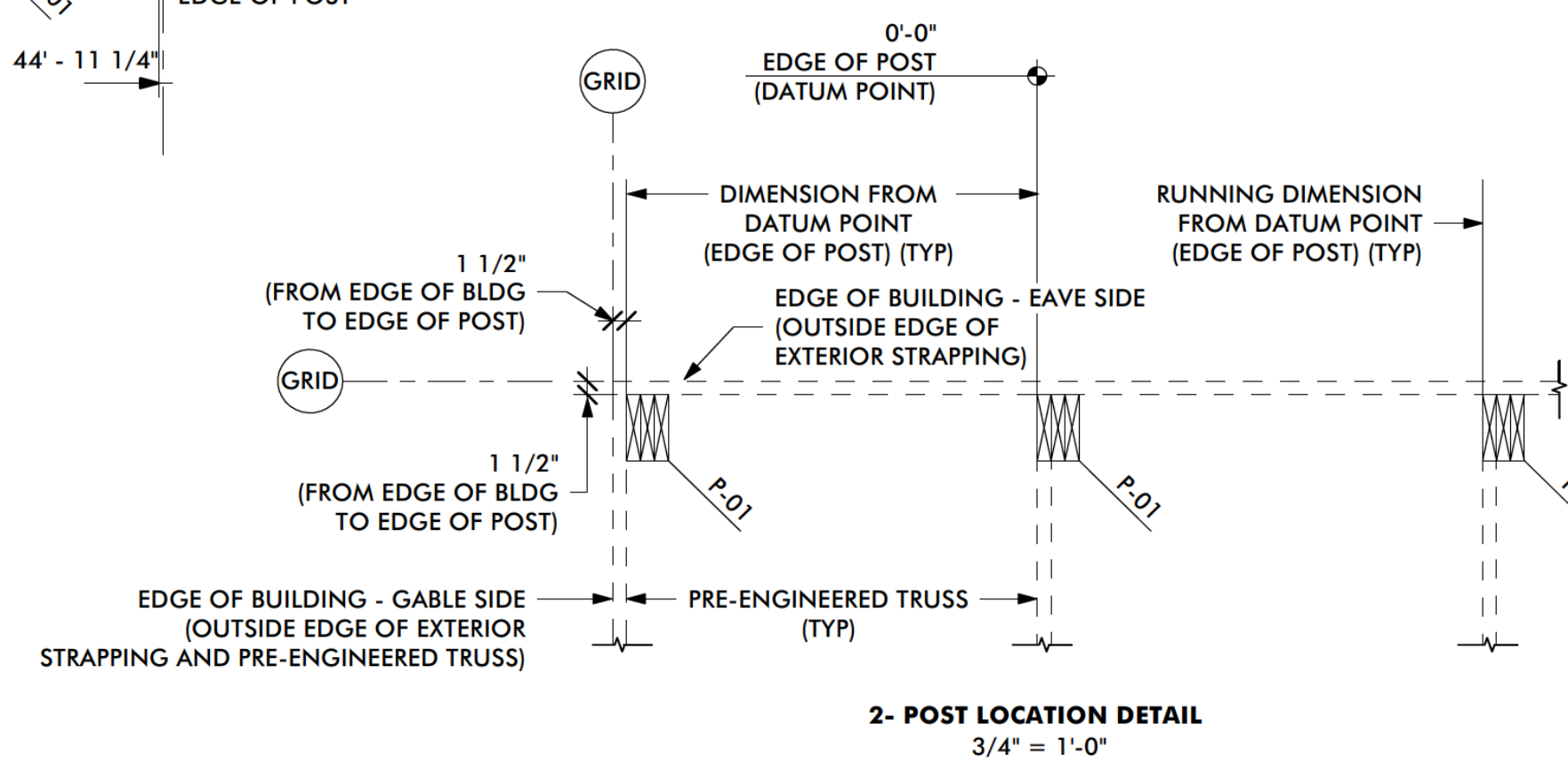
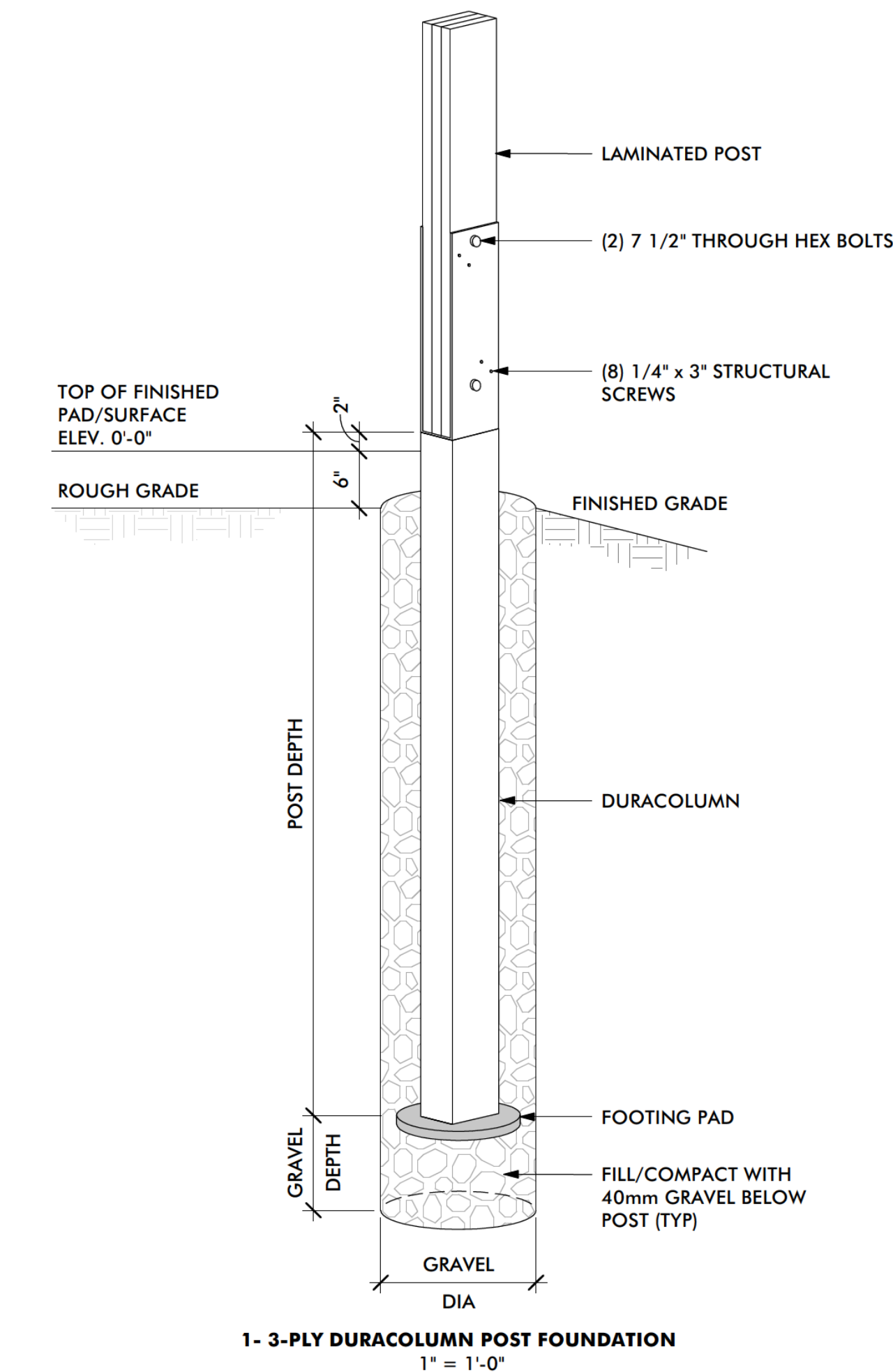
SCALE As indicated

NOTES:

- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.
- DIAGONAL DIMENSION FROM OUTSIDE EDGE OF POST TO OUTSIDE EDGE OF POST.
- CONFIRM POST SPACING PER THE REQUIRED INSTALLATION CLEARANCES AND CONFIRMED DOOR SIZES AS PROVIDED BY THE DOOR MANUFACTURER.

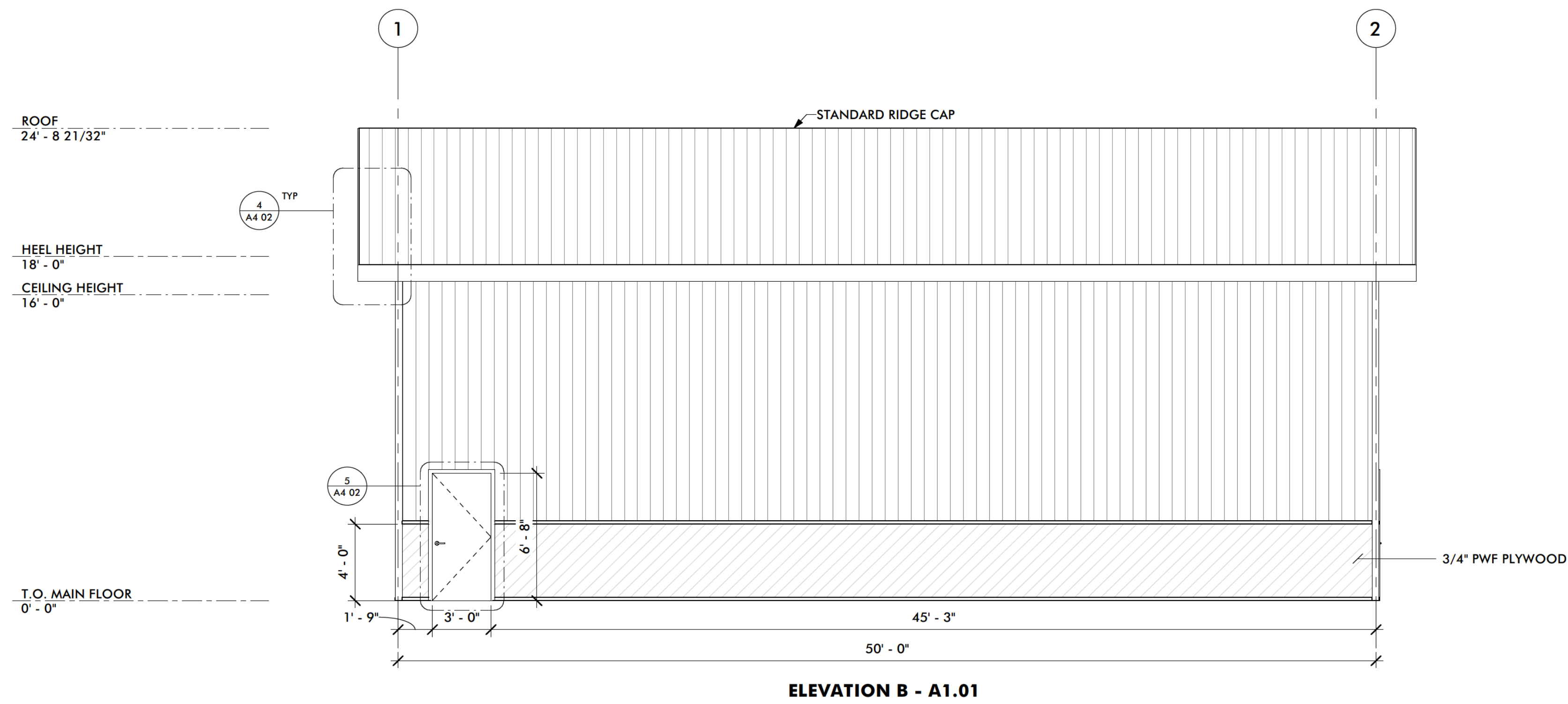
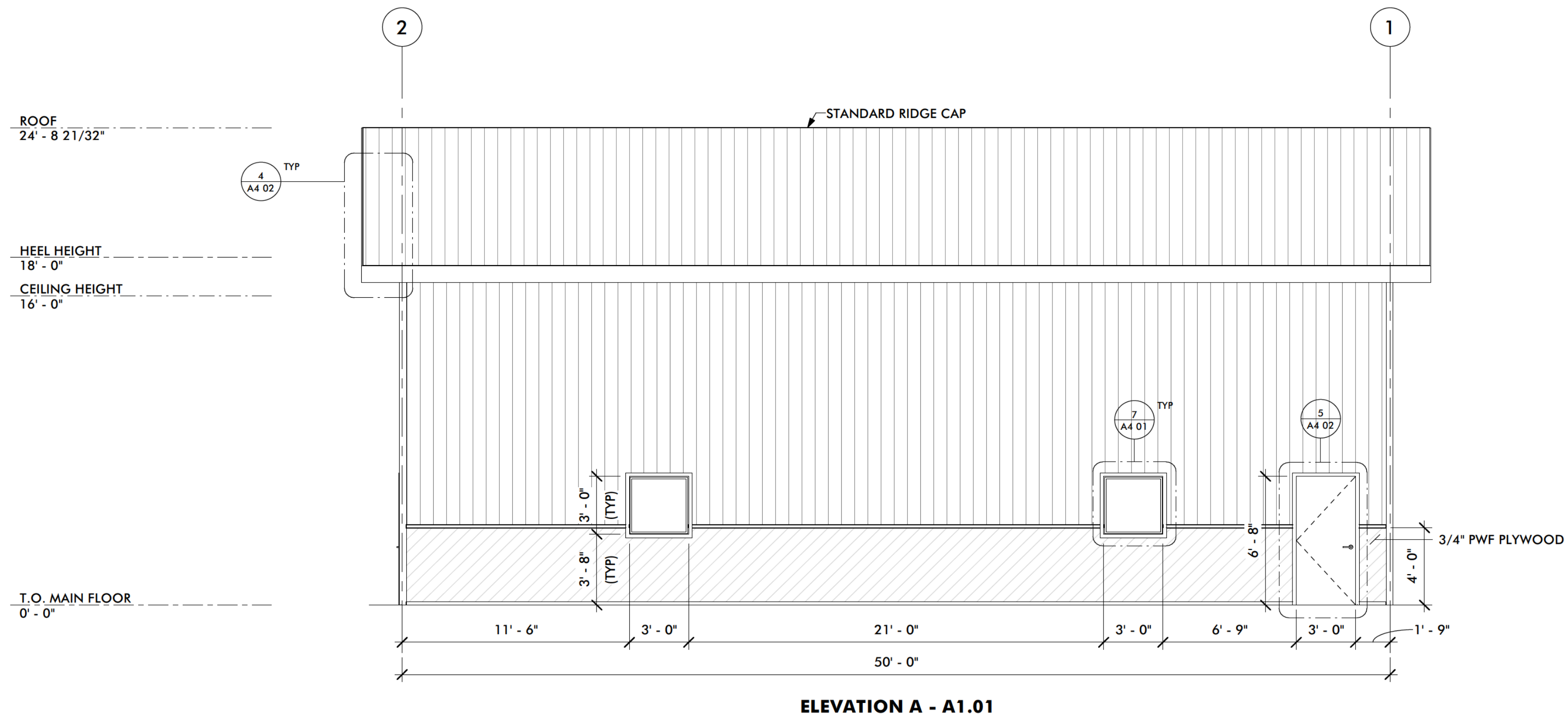


POST SCHEDULE						
TYPE	DESCRIPTION	QTY	HEIGHT	POST DEPTH	GRAVEL DEPTH	GRAVEL DIA
P-01	3-PLY 2x8 SPF LAMINATED POST WITH DURACOLUMN AND FOOTING PAD	22	18' - 0"	6' - 0"	2' - 0"	1' - 4"
P-02	3-PLY 2x8 SPF LAMINATED POST WITH DURACOLUMN AND FOOTING PAD	13	18' - 0"	6' - 0"	0' - 10"	1' - 4"



NOTES:

- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.



75-29339 HWY 2A
CROSSFIELD, AB T0M 0S0
PH: 403-912-9600

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SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
A	APPROVAL	2026/03/31
B	APPROVAL	2026/04/01
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

ELEVATIONS

PROJECT NUMBER 00081

DATE 2026/04/23

DRAWN BY TV

CHECKED BY LG

APPROVED BY DH

ENGINEER RM

A2.01

SCALE 1/4" = 1'-0"



75-29339 HWY 2A
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SEALS:



2026-Apr-23
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Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
A	APPROVAL	2026/03/31
B	APPROVAL	2026/04/01
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

ELEVATIONS & DETAIL

PROJECT NUMBER 00081

DATE 2026/04/23

DRAWN BY TV

CHECKED BY LG

APPROVED BY DH

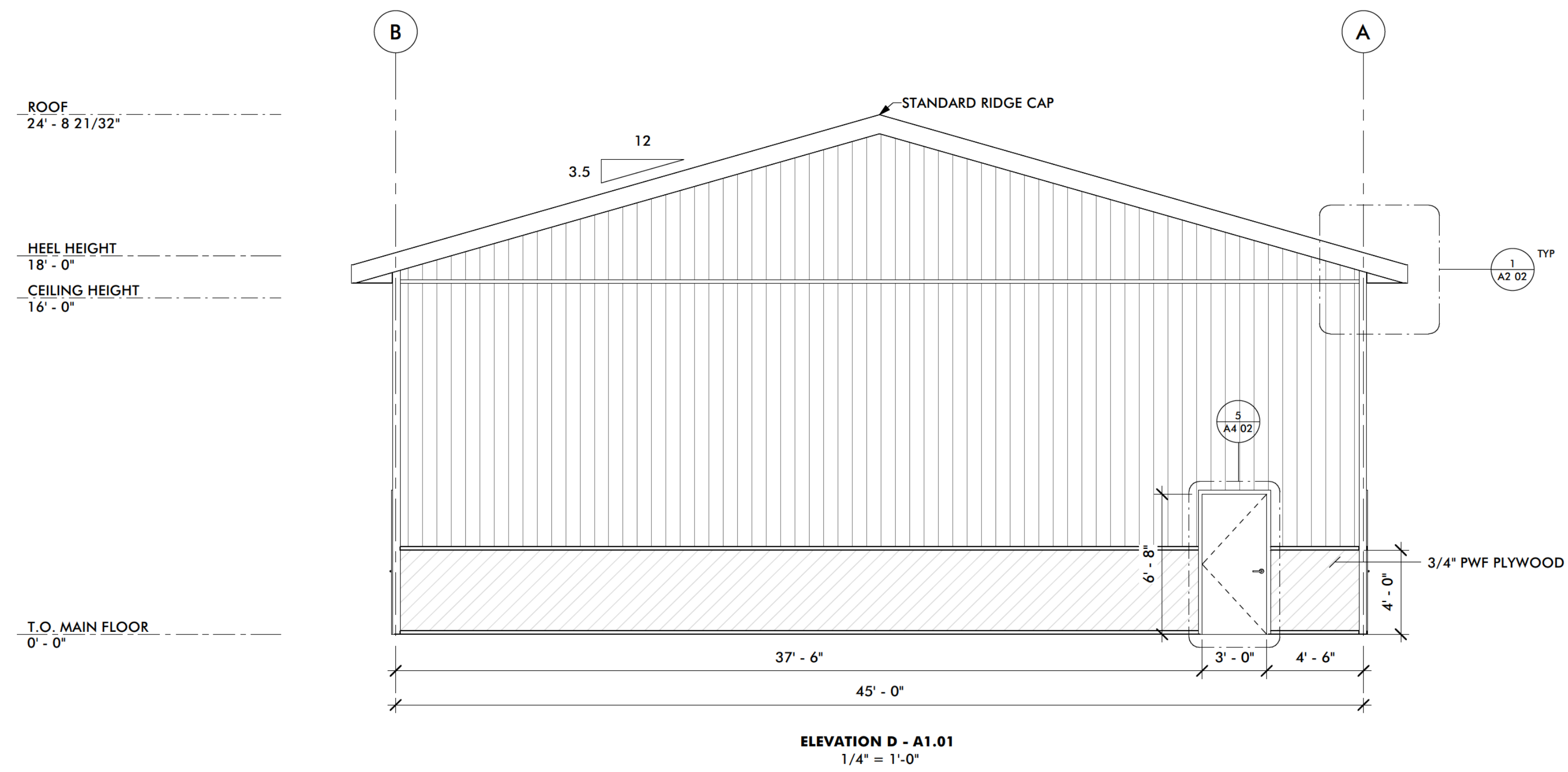
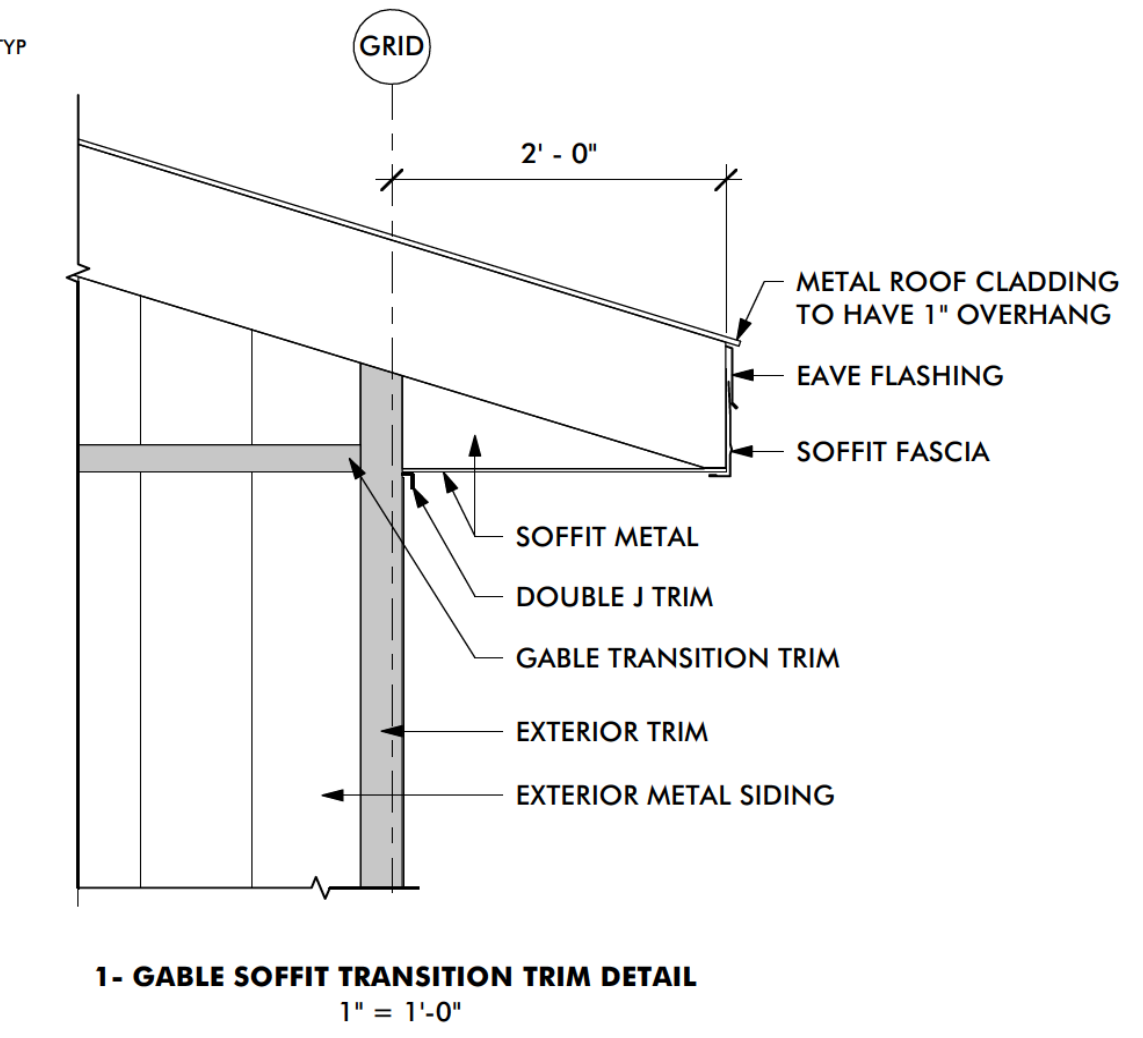
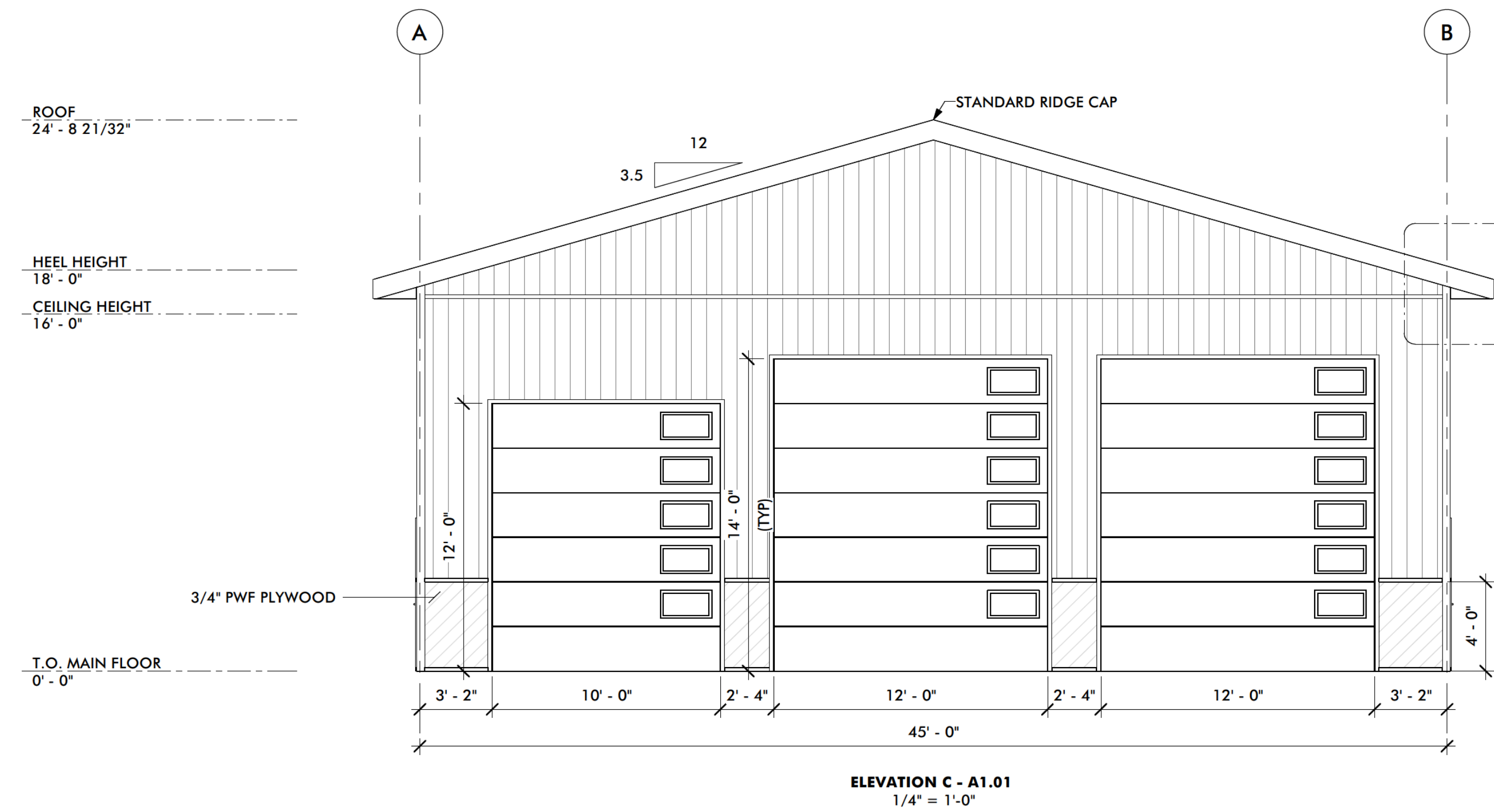
ENGINEER RM

A2.02

SCALE As indicated

NOTES:

- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.





75-29339 HWY 2A
CROSSFIELD, AB TOM 0S0
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SEALS:



2026-Apr-23
Permit to Practice No. 1001384

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Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
A	APPROVAL	2026/03/31
B	APPROVAL	2026/04/01
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

SECTIONS & DETAILS

PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

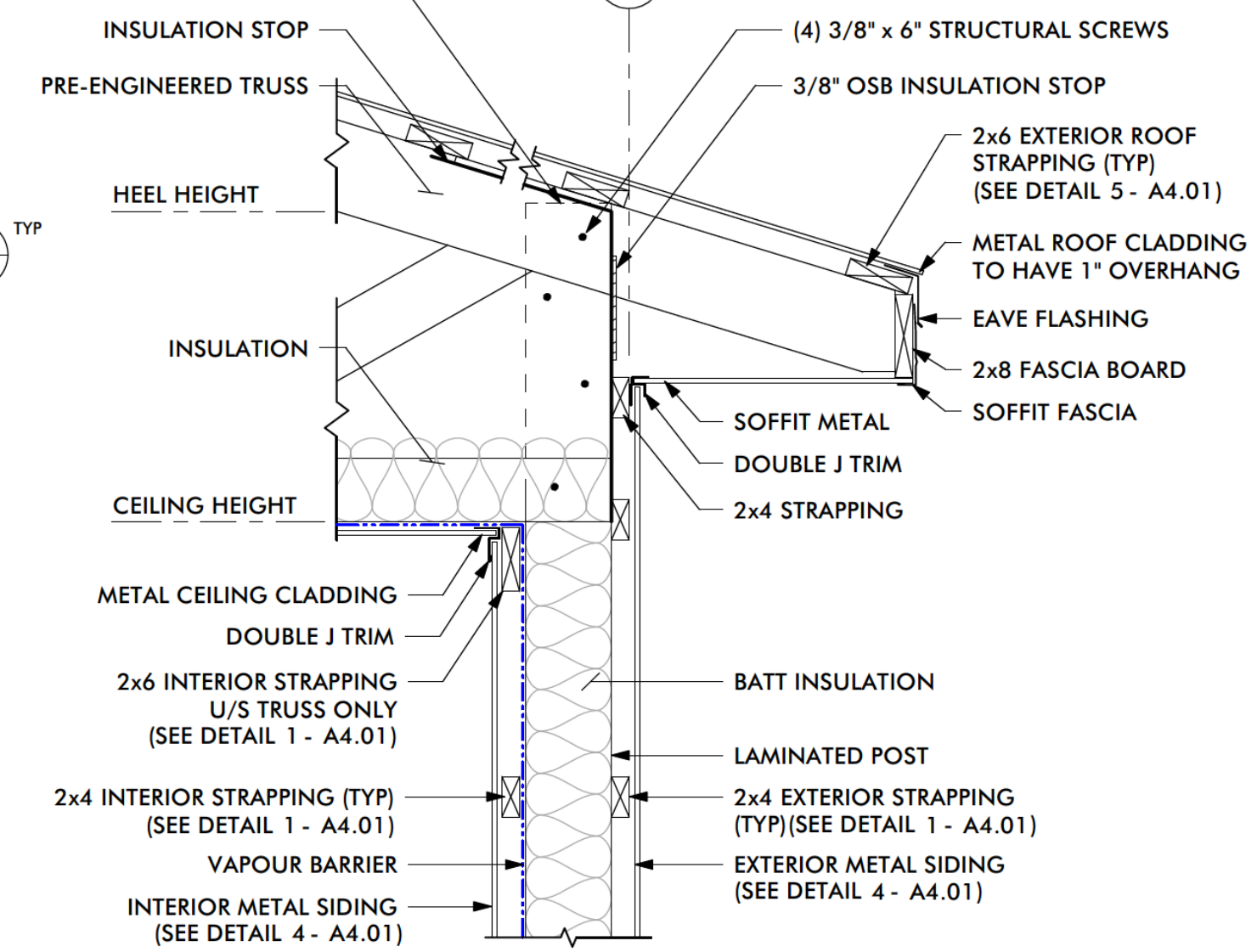
A3.01

SCALE As indicated

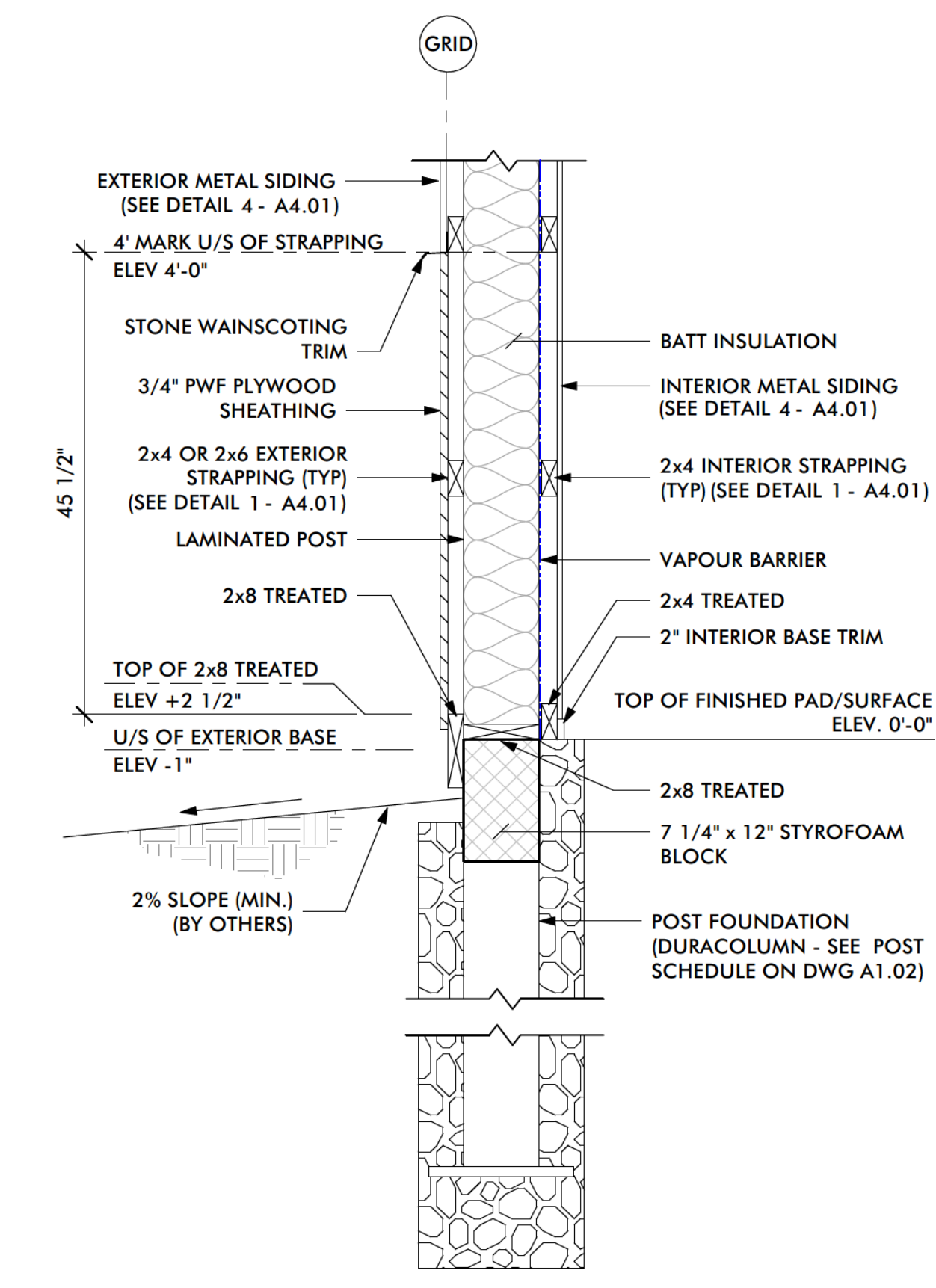
NOTES:

- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.
- FASTEN BRACE WITH (2) 3" COMMON NAILS IN EACH TRUSS WEB MEMBER.
- FOR TRUSS BRACING DETAILS REFER TO DWG A5.01.

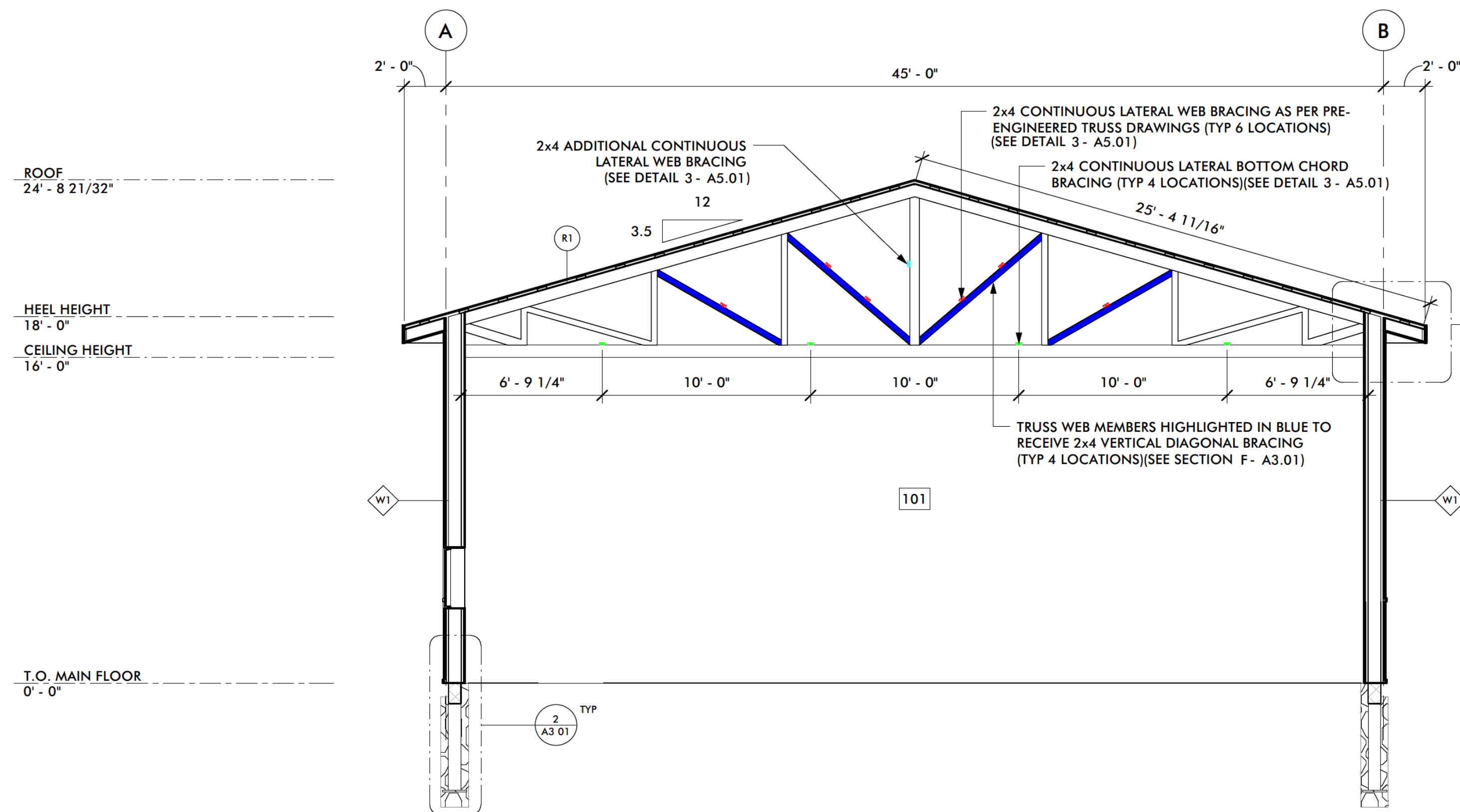
1 PLY OF LAMINATED POST TO BE CUT TO THE U/S TRUSS (CEILING) ELEVATION FOR TRUSS CONNECTION



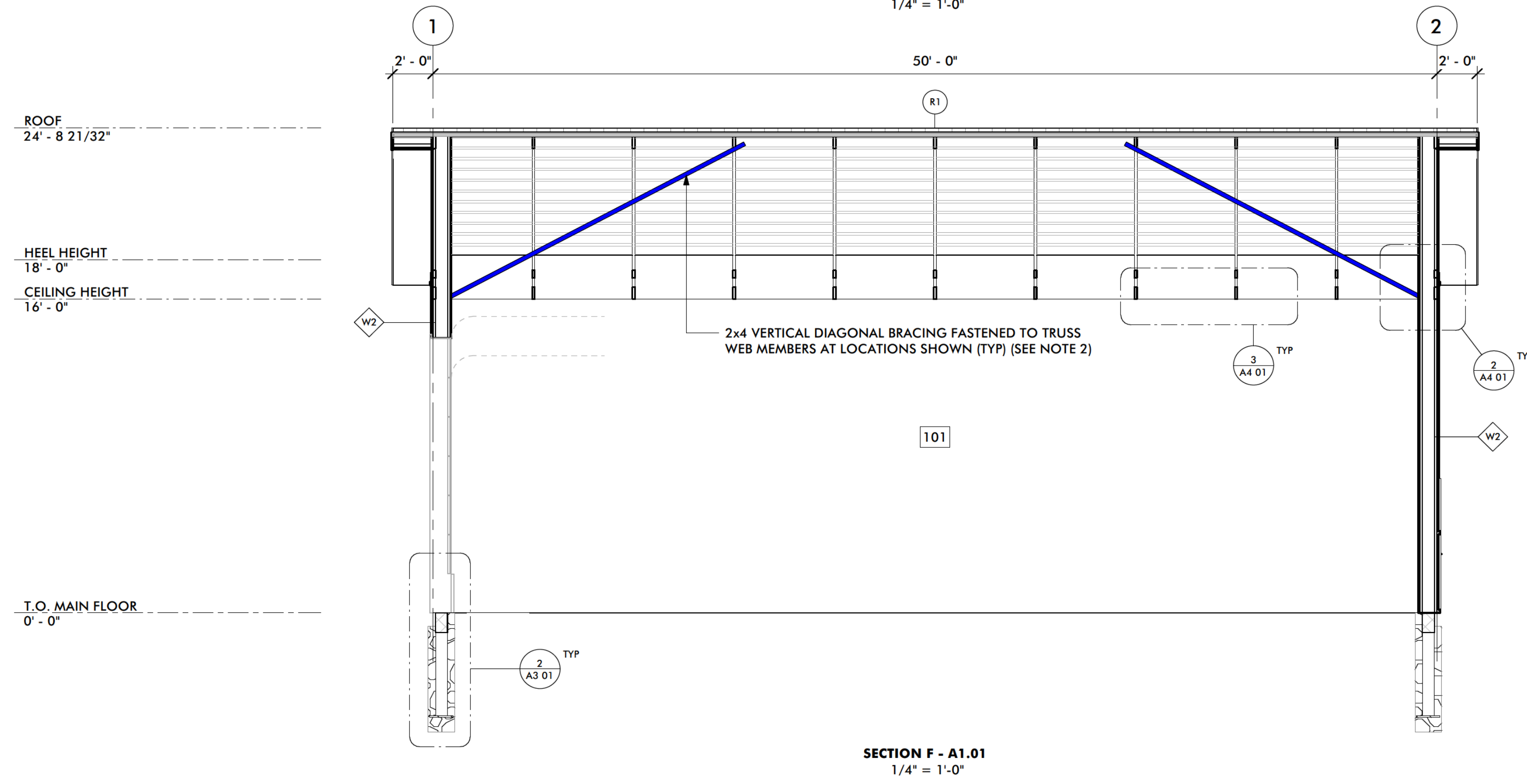
1 - SOFFIT DETAIL
1" = 1'-0"



2 - WALL BASE (W1, W2) WITH STYROFOAM BLOCK
1" = 1'-0"



SECTION E - A1.01
1/4" = 1'-0"



SECTION F - A1.01
1/4" = 1'-0"

ROOF
24' - 8 21/32"

HEEL HEIGHT
18' - 0"

CEILING HEIGHT
16' - 0"

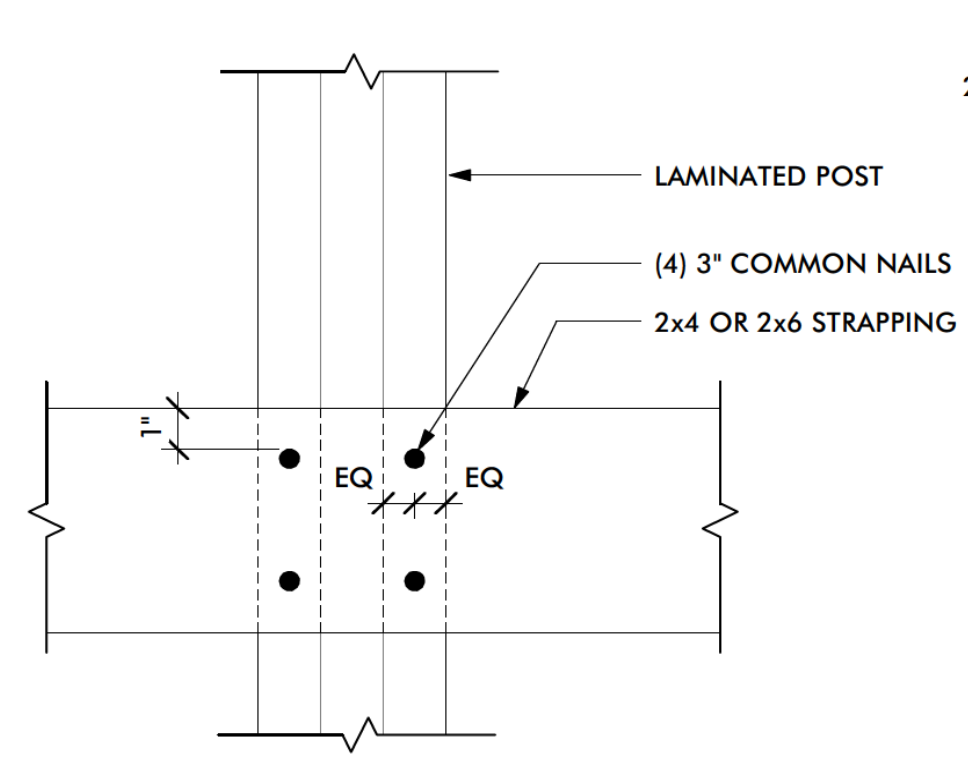
T.O. MAIN FLOOR
0' - 0"

ROOF
24' - 8 21/32"

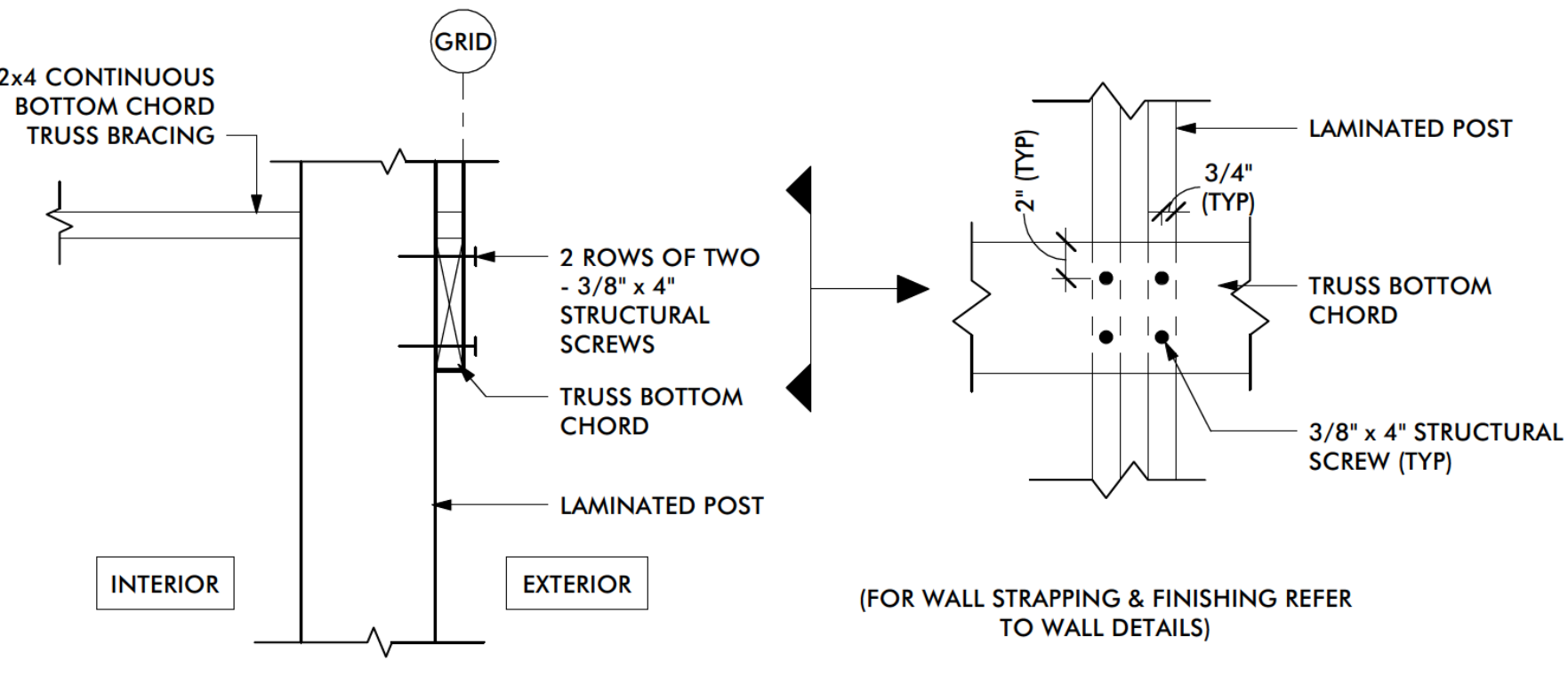
HEEL HEIGHT
18' - 0"

CEILING HEIGHT
16' - 0"

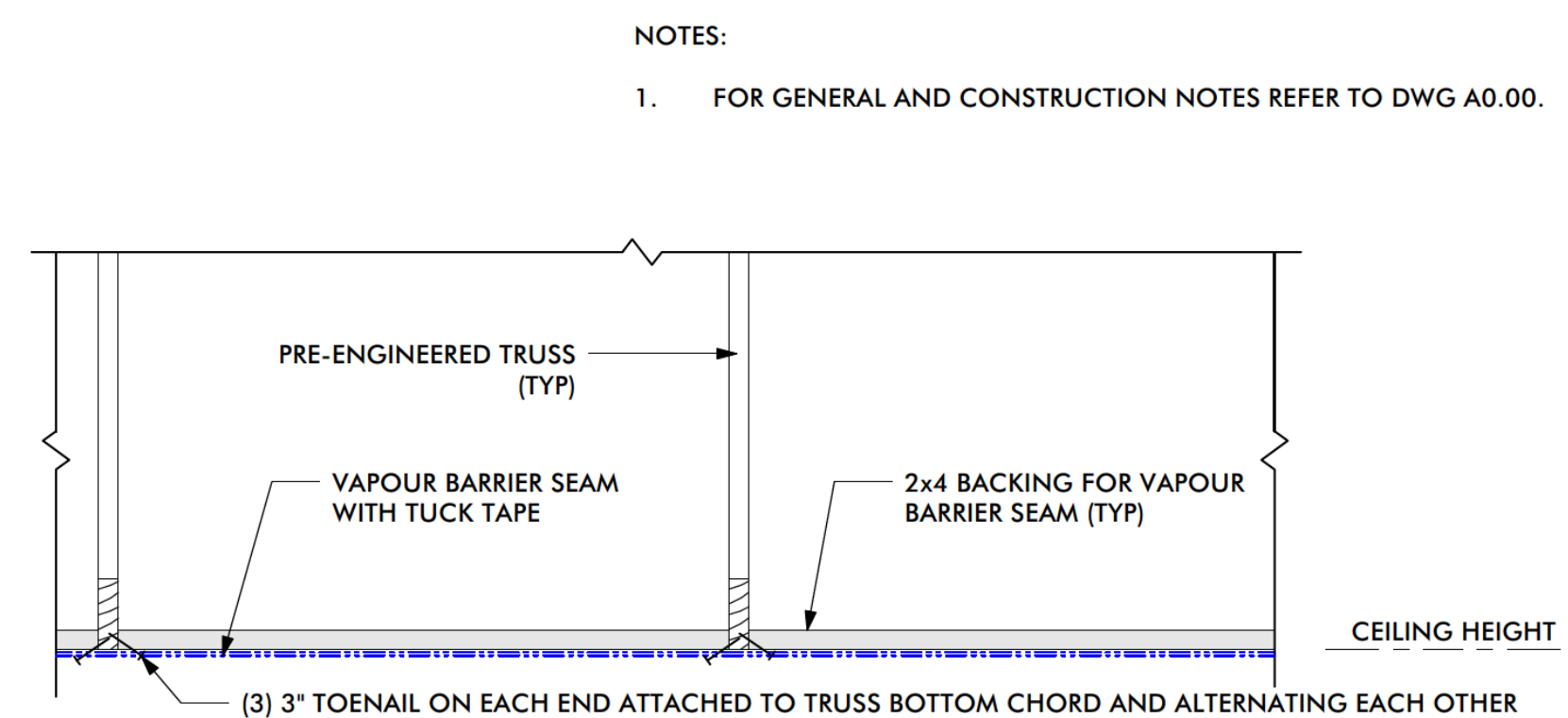
T.O. MAIN FLOOR
0' - 0"



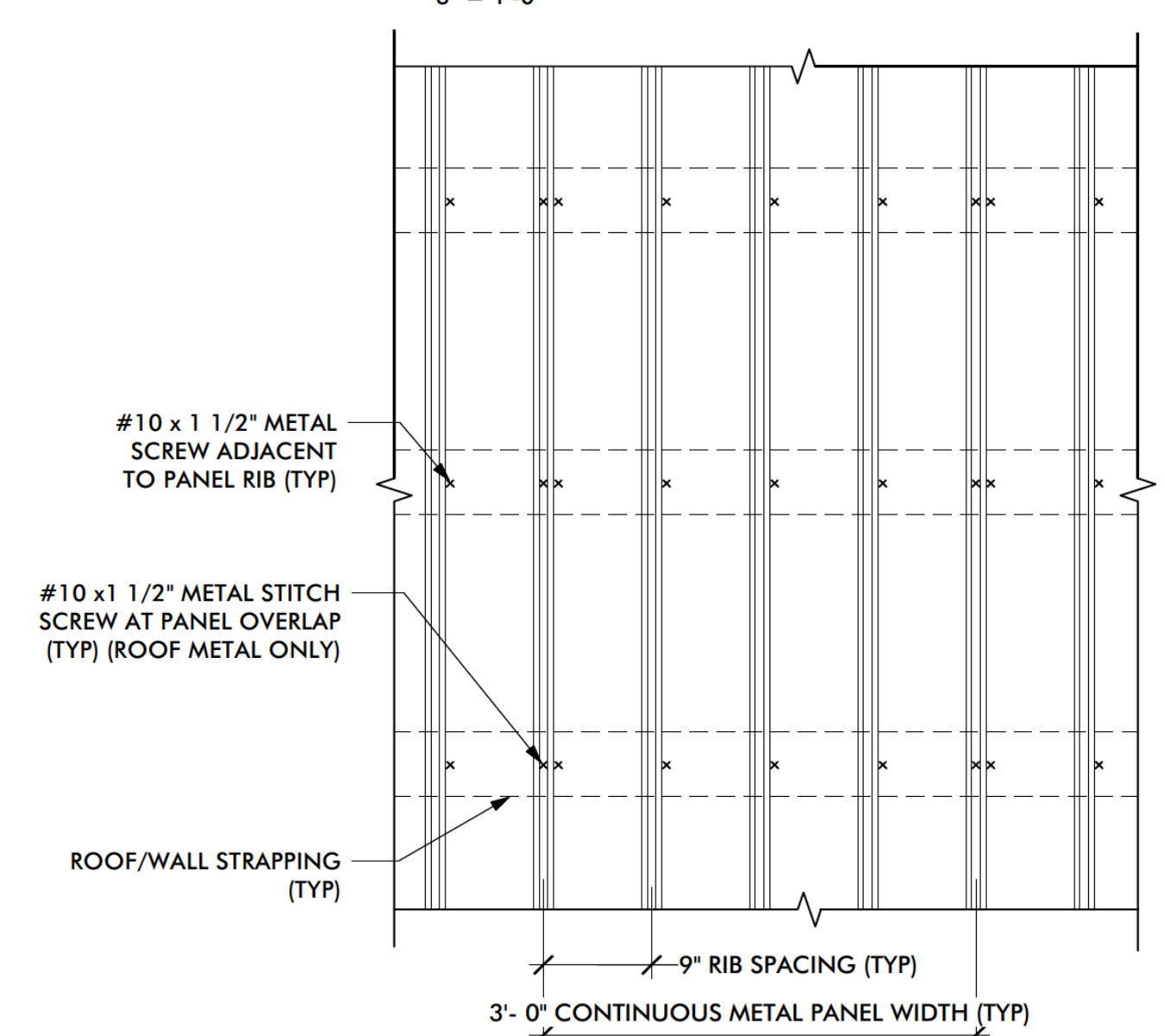
1-TYPICAL STRAPPING TO POST CONNECTION
3" = 1'-0"



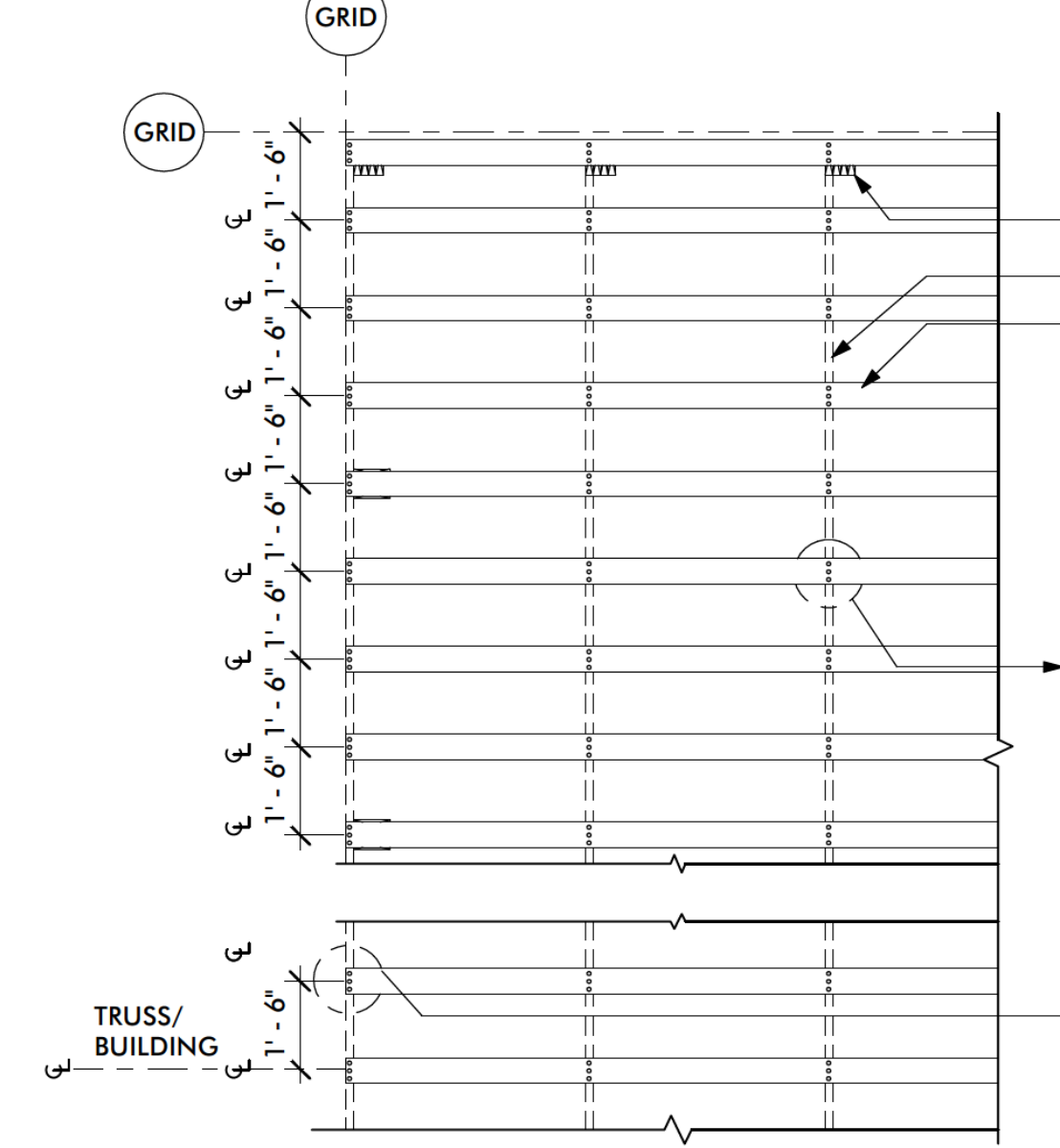
2-TYPICAL GABLE END TRUSS FASTENING DETAIL
1 1/2" = 1'-0"



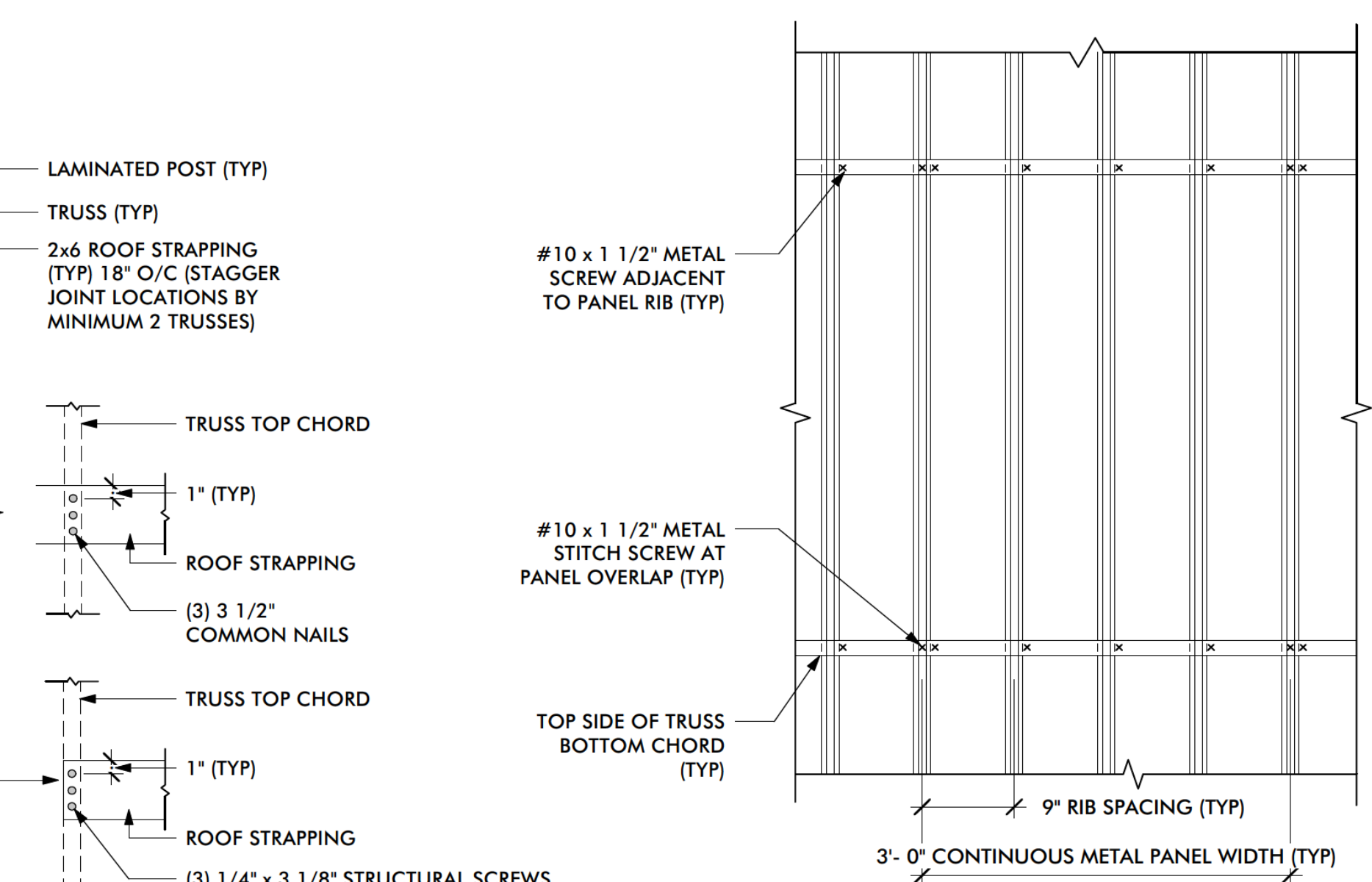
NOTES:
1. FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.
3-BACKING FOR POLY SEAMS
1" = 1'-0"



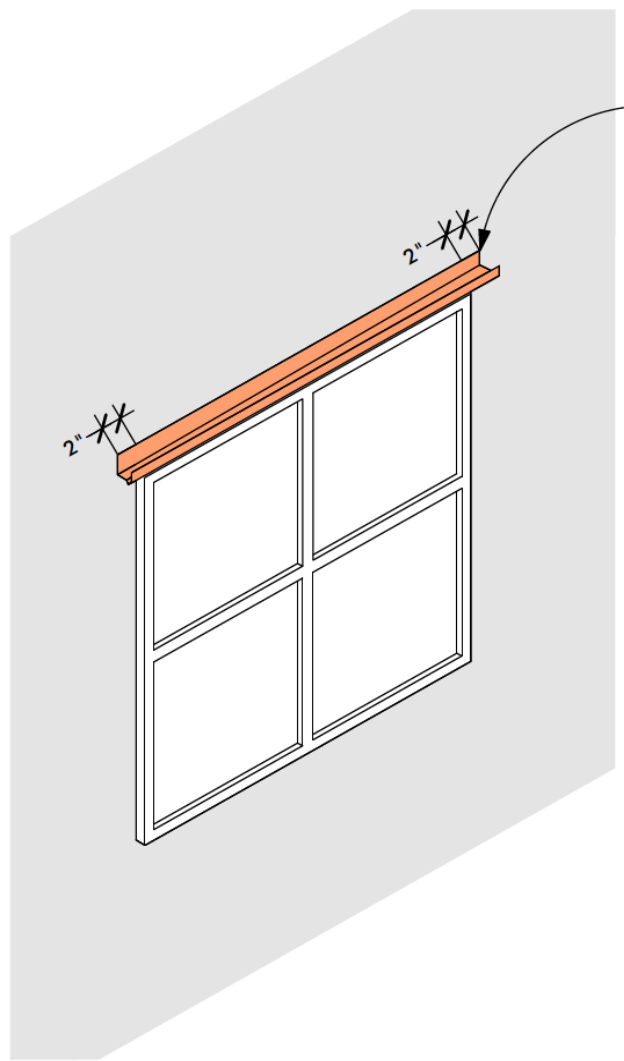
4-EXTERIOR & INTERIOR METAL FASTENING DETAIL
1" = 1'-0"



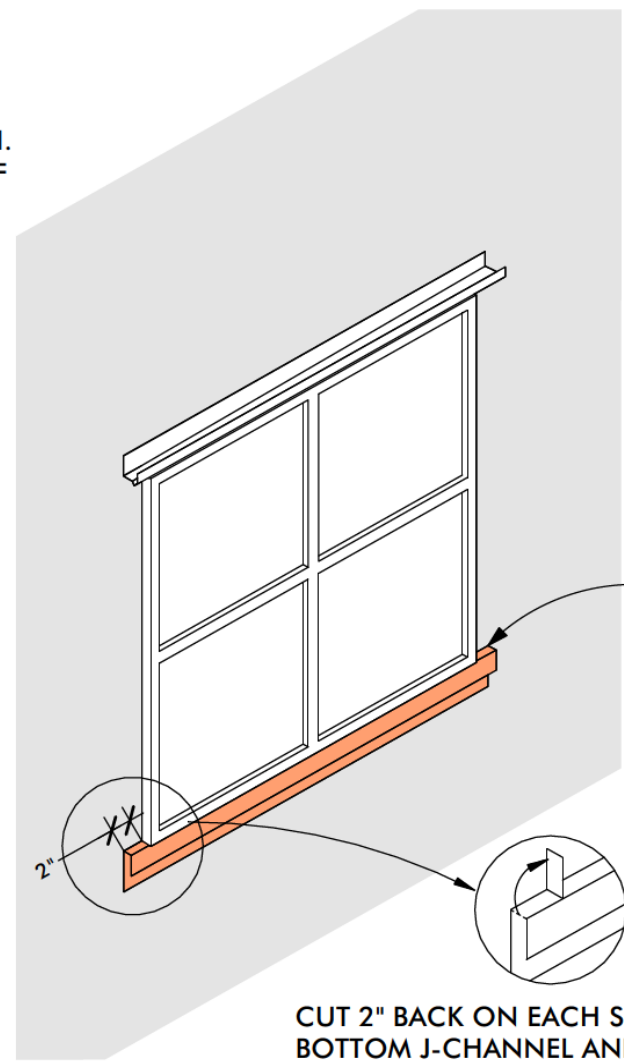
5-TYPICAL ROOF STRAPPING DETAIL
3/8" = 1'-0"



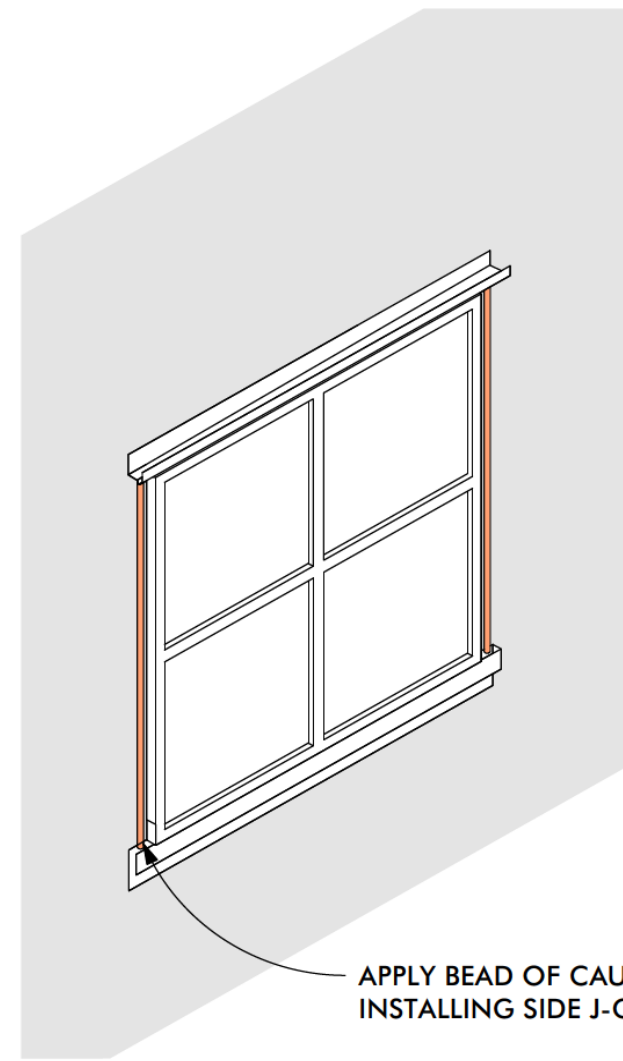
6-CEILING METAL FASTENING DETAIL
1" = 1'-0"



STEP 1

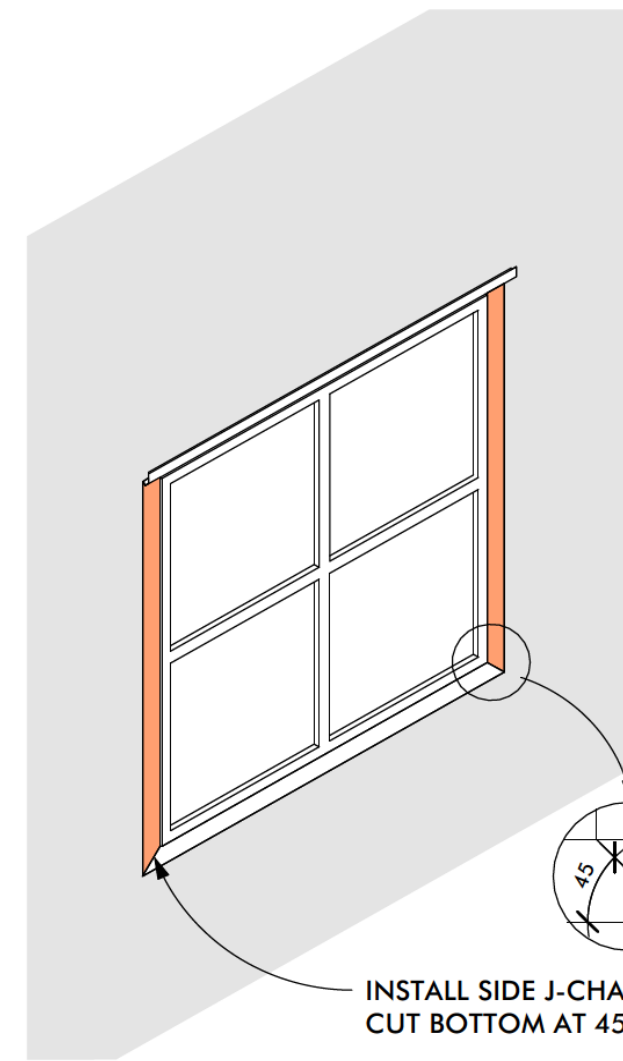


STEP 2

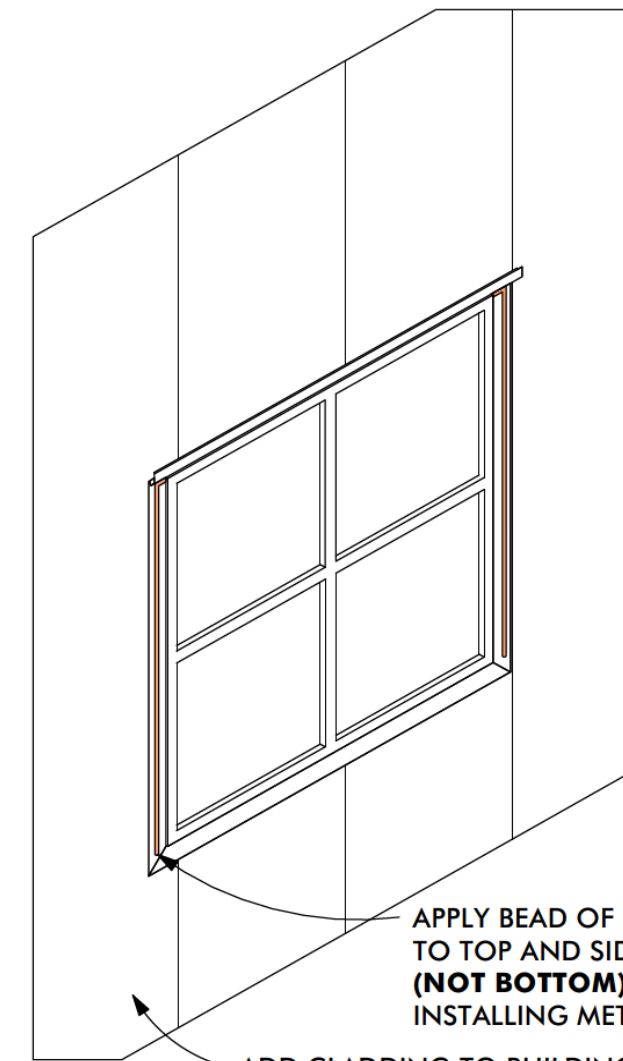


STEP 3

7-WINDOW INSTALLATION DETAIL (TYPICAL)
1 1/2" = 1'-0"



STEP 4

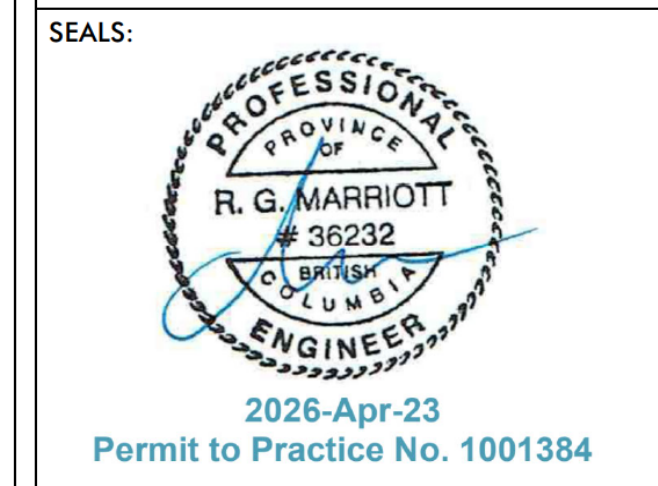


STEP 5



75-29339 HWY 2A
CROSSFIELD, AB TOM 0S0
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ISSUED FOR		
REV	DESCRIPTION	DATE
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:
45' x 50' x 16'
SHOP
BRUCE BUMSTEAD
SICAMOUS, BC

DRAWING TITLE:
DETAILS

PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A4.01

SCALE: As indicated



75-29339 HWY 2A
CROSSFIELD, AB T0M 0S0
PH: 403-912-9600

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SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

ROOF LAYOUT & FRAMING PLAN

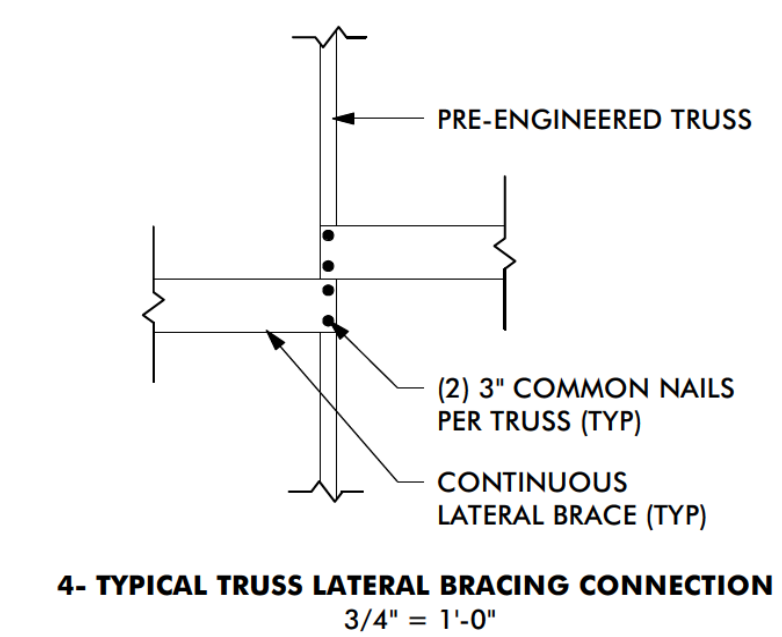
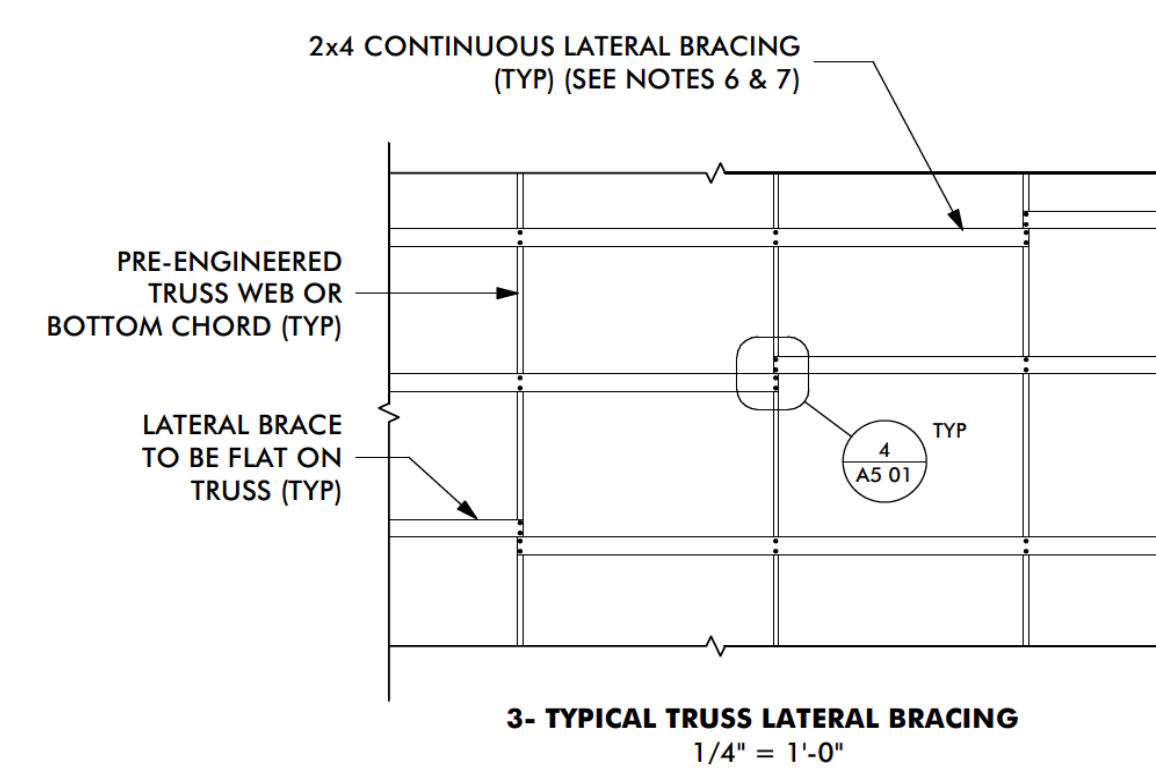
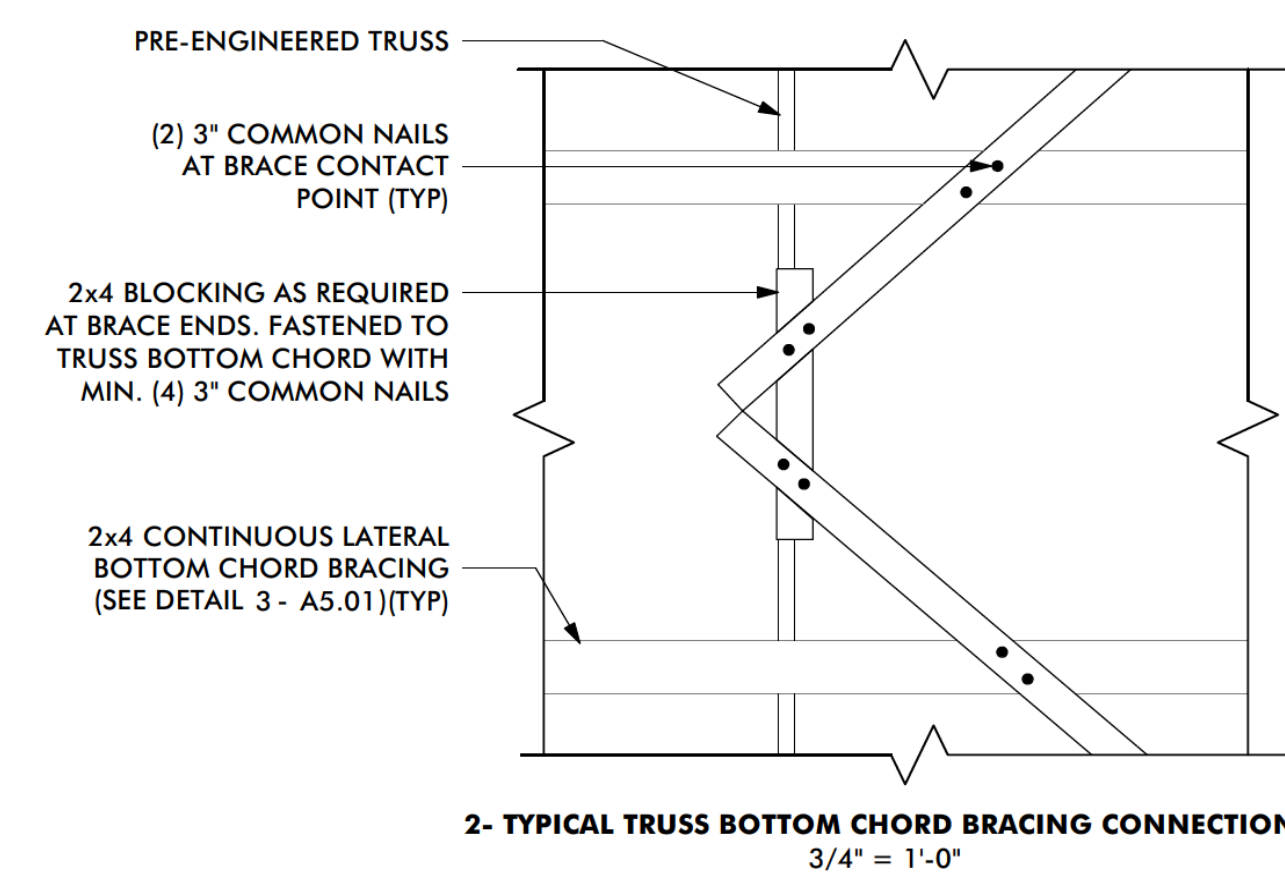
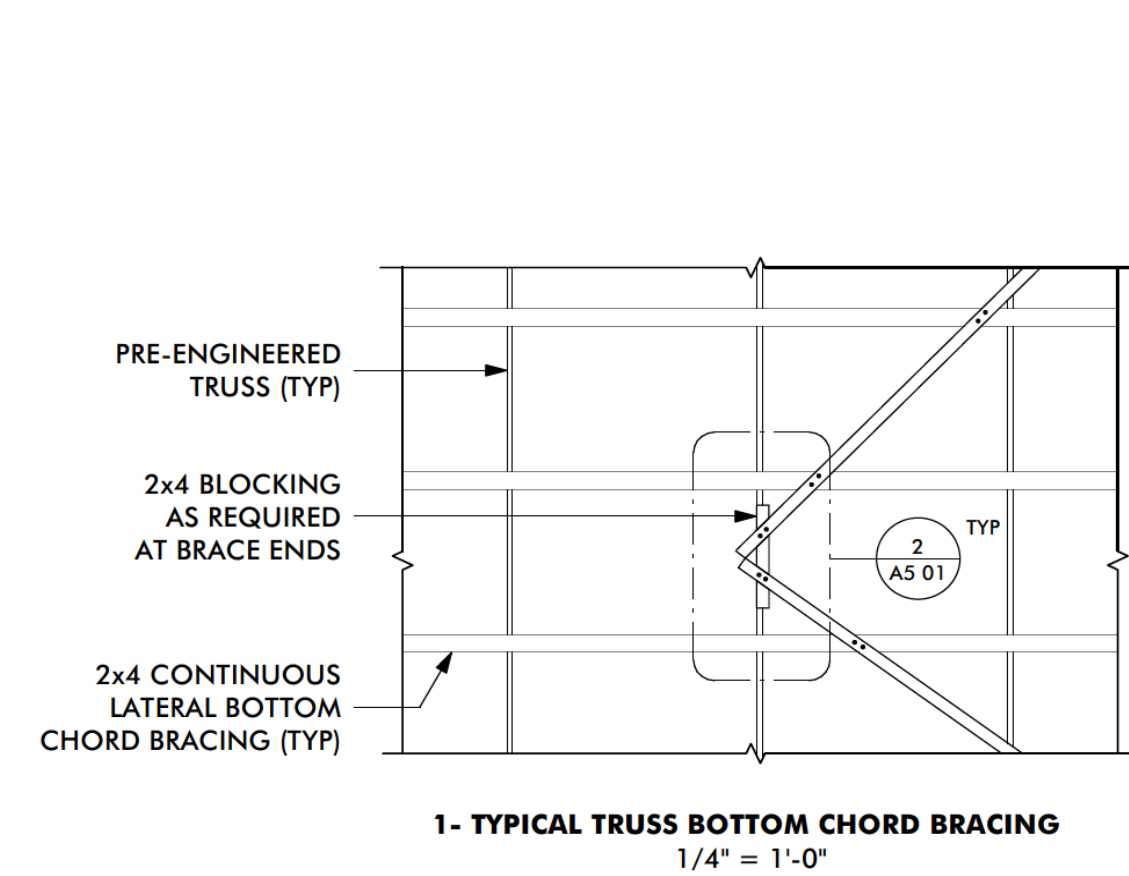
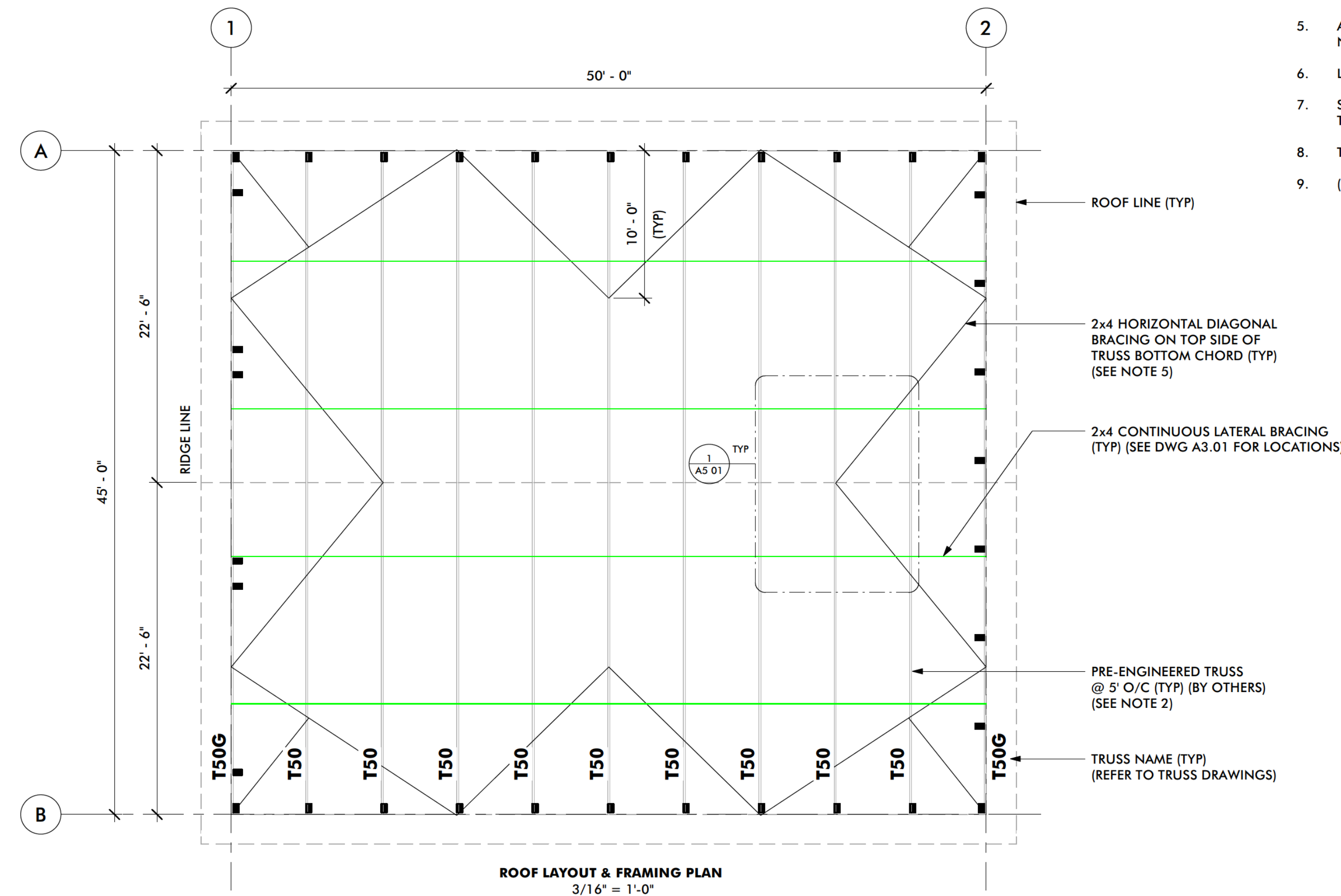
PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY ENGINEER	DH RM

A5.01

SCALE As indicated

NOTES:

- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.
- ROOF TRUSSES ENGINEERED AND FABRICATED BY OTHERS. REFER TO TRUSS DRAWINGS FOR DESIGN DATA AND CONTINUOUS BRACING REQUIREMENTS FOR ROOF TRUSS WEB AND BOTTOM CHORD MEMBERS.
- TRUSSES SHALL BE HANDLED AND INSTALLED ACCORDING TO THE BUILDING COMPONENT SAFETY INFORMATION (BCSI) CANADA GUIDE TO GOOD PRACTICE.
- BRACING SHOWN ON PLAN IS FASTENED TO TRUSS BOTTOM CHORDS.
- ALL BRACING TO TRUSS CONNECTIONS TO BE MINIMUM 2 - 3" COMMON NAILS.
- LATERAL BRACING TO SPAN A MINIMUM OF 3 TRUSSES.
- STAGGER BRACE JOINT LOCATIONS TO AVOID MULTIPLE JOINTS ON THE SAME TRUSS.
- TRUSS WEB BRACING LOCATIONS ARE IDENTIFIED ON DRAWING A3.01.
- (1) ATTIC HATCH LOCATION TO BE FIELD DETERMINED.



3.3 Medium Density Residential

- 3.3.1. Areas designated for Medium Density Residential Use must be fully serviced prior to development (water, storm/drainage and sewer). The District strongly encourages the infill of these urban areas prior to peripheral expansion.
- 3.3.2. Housing formats within the Medium Density Residential areas are, typically, townhouses, row houses, small scale apartment buildings (less than 3 storeys) and small scale mixed use buildings (commercial/residential).
- 3.3.3. Medium Density Residential development may have maximum net densities of 50 units per hectare.
- 3.3.4. For development of greater than 5 units, all Medium Density Residential developments shall provide sufficient amenity space for the recreational needs of their residents. Where developments are located in close proximity to neighbourhood parks and trails, the District will explore partnership/funding opportunities with the developer to provide recreational amenities for all neighbourhood residents in the neighbourhood park space.
- 3.3.5. Developments should include a perimeter landscaped area achieving no less than a 3m minimum with a combination of drought tolerant trees and shrubs. The District may take security in the amount of 125% of the estimated value (including labour) for landscaping.
- 3.3.6. The District may require proposals for Medium Density Residential use to provide a view impact assessment for proposals along waterfront areas. Where recommended through the view impact assessment, units will be subdivided or located in such a way as to maximize views from individual units and to recognize opportunities for view corridors that can be appreciated by the entire community. This applies to views to the waterways and from the waterways toward the mountains.
- 3.2.9. Identify opportunities for appropriate housing options for seniors, including within the Town Centre Area, and opportunities to age in place throughout residential neighbourhoods and commercial areas in the community. These options include projects that are guided by Universal Design Principles and employ SAFERhome standards that provide greater safety and comfort in homes for seniors. As well, 55+ complexes should not be discouraged, but designed with due consideration for adjacent uses and the streetscape and current and future accessibility needs.

3.6 Multi-family Development Permit Areas

3.6.1. Designation

The Multi-family Development Permit Area is designated under Sections 4 8 8 and 4 8 9 of the *Local Government Act*, for the purpose of establishing objectives for the form and character of multi-family residential development.

3.6.2. Area and Application

The entire District of Sicamous is designated as a Development Permit Area for multi-family development. A Development Permit shall be required for multi-family residential development on properties zoned for multiple family or comprehensive residential use prior to the issuance of a Building Permit. Where there is overlap with other Development Permit Areas (i.e. Town Centre, Highway Commercial or Waterfront Commercial) and for mixed-use buildings (residential and commercial) the Multi-family Development Permit Area Guidelines are secondary.

3.6.3. Guidelines

- a. Development should respond to the natural site conditions and respect existing development on adjacent sites.
 - i. reflect, rather than obscure natural topography
 - ii. optimize views and vistas
 - iii. consider existing on-site trees
 - iv. minimize shadow impacts
 - v. maximize solar exposure
 - vi. provide views onto the street to encourage street surveillance
 - vii. consider components of neighbouring residential form (e.g. roof pitch, porches, windows, etc.) without creating homogeneity
 - viii. use natural building materials (glass, wood, stone) to the greatest extent possible
- b. On hillsides or in other prominent locations, developers may be required to provide a detailed visual or height impact assessment to illustrate the impact of the development on adjacent properties or view corridors from key areas of Sicamous, including views from the channel or lakes onto adjacent lands.

3.7 Multi-family Development Permit Areas

Guidelines

- 3.7.1. High quality landscaping should enhance the development and the overall neighbourhood.
- 3.7.2. All areas of the site not covered by building, structures and parking should be landscaped
- 3.7.3. Street trees are encouraged in the boulevard
- 3.7.4. Define public and private spaces
- 3.7.5. Screen utilities and services
- 3.7.6. Supplement fencing to break-up continuous fencing lines
- 3.7.7. The development should incorporate signage.
- 3.7.8. Open Space and amenity areas should have a form and character that complements the residential use.
- 3.7.9. Parking areas shall be designed to address the following:
 - a. large expanses of contiguous parking are discouraged
 - b. landscaped to provide screening from streets and residential
 - c. located close to main building entrances
 - d. snow storage
 - e. consider recreational vehicle storage options, including secure off-site locations
- 3.7.10. Higher density projects are encouraged to:
 - a. provide underground or under building parking that does not detract from the streetscape.
 - c. provide for bicycle storage in a secure location
 - d. The District supports the use of Xeriscape (low water use) landscaping.
 - e. All development within the Town Centre Area must be consistent with the design guidelines within the District of Sicamous Official Community Plan and Town Centre Revitalization Plan.

3.8 Exemptions

Applications for the following shall not be required to apply for Development Permits

- 3.8.1. All interior renovations that do not affect the exterior of the building, the repair or replacement of roofing.
- 3.8.2. All exterior additions having a total building area of 50 m² (538 square feet) or less; or having a building permit value of less than \$50,000; and which are consistent with the OCP Development Permit Guidelines.
- 3.8.3. All exterior renovations less than \$25,000 in building permit value and which are consistent with OCP Development Permit Guidelines.
- 3.8.4. Replacement or repair of a building or buildings that have been destroyed or damaged by natural causes provided that the repairs or replacement building are identical to the original in siting, form, size, and character. This exemption does not apply to buildings destroyed or damaged by fire.
- 3.8.5. Residential developments consisting of three (3) residential dwelling units or less.
- 3.8.6. Accessory residential buildings that are subordinate to the principal residential use and serve no more than three (3) residential dwelling units.
- 3.8.7. The foregoing exemptions do not apply to residential or commercial development, alterations, or additions that are staged or phased over a period of three (3) years or less where the total completed building permit value, total building area or the number of residential dwelling units exceed the foregoing values within the three year timeframe.

7.1 Wildfire Interface Area Polices

The District will work with the Federal and Provincial governments and the appropriate agencies to continue towards developing strategies and procedures to prevent interface fires.

The Wildfire Interface Area includes areas that have been designated by the Ministry of Forests as having High, Very High and Extreme fire hazard ratings, herein referred to, and shown as "Wildfire Hazard" areas on Schedule F: Wildfire Interface area. Properties within a 2 km radius of Wildfire Hazard areas as shown on Schedule F: Wildfire Interface Area (2 km Buffer Area) are also designated to recognize the risk of wildfire through spotting of airborne embers.

7.1.A. High Risk Areas

1. During subdivision or alteration of the land use; or construction or alteration of any building within the Wildfire Hazard Area of the Wildfire Interface Area applicants should ensure the following conditions are considered in the development process:
2. Buildings in areas designated as Wildfire Hazard areas shall address the following guidelines:
 - a. All roofing materials and installation requirements for new construction shall meet the fire resistance rating requirements as defined by CAN/ULC S107.
 - b. All eaves, attics, decks less than 1.2 m above grade, and openings under floors shall be screened to prevent the accumulation of combustible
 - c. Any materials used for exterior wall finishes shall be fire resistant. Preferred materials include stucco, metal siding, brick, concrete block, poured concrete, rock or logs and heavy timbers, including fire retardant treated wood, as defined by the B.C. Building Code;
 - d. The design and installation of solid fuel burning appliances shall conform to the CSA B365 Standard; and
 - e. Fuel reduced buffers shall be provided around individual homes from the house to the property boundary or 10 meters in distance, whichever is lesser. The area may contain natural tree cover in locations identified by a wildfire management assessment, but the owner must landscape and maintain the area with the intent of eliminating the accumulation of combustible debris.

7.1.B. 2KM Buffer Areas:

1. Prior to undertaking any construction or alteration of any building within the 2km Buffer Area should meet the following minimum guidelines:
 - a. All roofing materials and installation requirements for new construction meet the fire resistance rating requirements as defined in the current B.C. Building Code; and,
 - b. A restrictive covenant, including a save harmless clause, has been registered on the property advising the property owners of their responsibilities to manage their land and buildings in accordance with Fire Smart principles.

Drive-Through Service means the use of premises where customers order and receive services, food or other goods in their motor Vehicles via one or more designated drive-through lanes.

Dwelling Unit means a Building or a portion of a Building designed and used for human habitation for one Household, which contains sleeping facilities, one Kitchen and a bathroom.

Employee Dwelling Unit means a Dwelling Unit, intended for accommodation of persons such as an employee, manager, watchperson, or caretaker and may include a business owner where they live and work on the same Parcel.

Float Home means a Dwelling Unit on the water that is not a boat or watercraft, is permanently connected to land-based sewer, water and electrical services, with dues paid to maintain the dock, slip and services, and built and moved into place on a long term or permanent basis.

Multi-Unit Dwelling means any Building consisting of three or more Dwelling Units, each of which is occupied or intended to be occupied as the permanent residence of one household.

Single-Unit Dwelling means a Dwelling containing one Dwelling Unit, including a Modular Home, but not including a Mobile Home.

Two-Unit Dwelling means a Dwelling containing two Dwelling Units, including a Modular Home, but not including a Mobile Home.

Eating Establishment means a commercial establishment which serves prepared food or beverages to persons seated within a Building and associated outdoor spaces for consumption on or off the premises and includes restaurants, coffee shops, bakeries, tea rooms, pubs, outdoor cafes, catering establishments, and premises licensed as “food principal” under the *Liquor Control and Licensing Act*.

Educational Facility means premises used for education or training purposes, and may include various types of classrooms, administration offices, storage and maintenance areas and dormitories to house students. Typical uses include but are not limited to public or private elementary, middle and secondary schools, community colleges, universities, and business, special educational program, technical, trade and vocational schools.

Electric Vehicle Charge Station means a public or private parking space that is served by battery charging station equipment that has as its principal purpose the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric Vehicle.

Employee Accommodation means Sleeping Units where employees are provided with common living, meal preparation, and laundry facilities.

Entertainment, Recreation & Sports Centre means a facility providing for a wide range of assembly functions such as conventions, Entertainment and sporting events, civic recreational services and programs, Fitness Centres, kinesiology and sports medicine clinics, and includes limited Office uses, Retail Store, Eating Establishments, dormitories and other services accessory to the Principal Use.

Entertainment Use means facilities which provide for the enjoyment of patrons, and includes but is not limited to Theatres, dancing establishments excluding adult entertainment businesses, various performance facilities, and production or rehearsal studios.

Escort Service means a business providing social companionship by employees of the business or by other persons to whom customers of the business are referred.

Exhibition & Convention Facilities means a Building or site used to provide permanent facilities for meetings, seminars, conventions, product and trade fairs and similar exhibitions.

Scrap & Recycling Yard means a use where Vehicles and associated parts, scrap metal, used Building materials, discarded or salvaged materials are collected, stored, disassembled, repaired, re-sold, shredded or crushed for recycling.

Screening means a continuous Fence, wall, compact hedge or combination, supplemented with Soft Landscaping that effectively provides a visual separation or enclosure for the site, and is broken only by limited access points for pedestrians and Vehicles.

Seasonal means a use or activity in a facility or area for less than 12 months of the year.

Secondary Dwelling Unit means a Secondary Suite, Coach House or Garden Suite that contains a Dwelling Unit subordinate in size to the Principle Building on the same Parcel. Secondary Dwelling Unit is also commonly referred to as an Accessory Dwelling Unit.

Coach House means a Dwelling Unit that is contained within an Accessory Building.

Garden Suite means an Accessory Building used for the purpose of accommodating an accessory Dwelling Unit and shall not include a Mobile Home, Park Model Trailer, or Recreational Vehicle.

Secondary Suite means an accessory Dwelling Unit contained within a Single-Unit Dwelling or attached via a Breezeway.

Service Industry means the use of Land or Buildings for wholesale sales or the testing, assembling, cleaning, distribution, servicing, printing, repair and maintenance of goods and materials, and the sale or rental of tools, lawnmowers, garden equipment and other similar goods.

Service Establishment means businesses engaged in activities associated with the Service Industry.

Service & Repair Establishment means a business at which a range of low impact and small-scale services are offered including repair of household items or other small motors or electrical devices, but specifically excludes automobile repairs or painting.

Setback means the required distance from a Parcel Line to any area of a Parcel on which a Building or Structure may be sited under Part 4 of this Bylaw.

Shipping Container means a prefabricated metal container or box specifically constructed for the transportation of goods by rail, ship or transport truck.

Shopping Centre means one or more Buildings designed as an integrated unit to be used for Retail Stores, Offices, Eating Establishments, arcades, internet centres, cinemas, exercise studios, Personal Service Establishments, Repair Shops, Vehicle Service & Repair, and garden centres. A Shopping Centre may be used on a temporary basis for Carnivals.

Short Term Rental means the use of a Dwelling Unit as a Sleeping Unit.

Sign means any identification, description, illustration, Structure or device visible from a public place which is intended to direct attention to a product, service, place, activity, person, institution, business or solicitation and specifically, may be part of a wall, Vehicle, or free standing device;

Interpretive Sign means indoor or outdoor panels that include geographical or cultural information relevant to a place, that are in accordance with the Sign bylaw, and may include interactive kiosks; messages imbedded in the ground, such as in concrete; small signs affixed to Buildings; projected lettering or images; or other similar objects.

Sign Shop means the use of Land, Buildings, or Structures for the purpose of manufacturing, installing, repairing, designing, and selling Signs.

3.4 Accessory Buildings

Accessory Buildings including Structures, Garages, Carports or any permanent Structure with a roof, are subject to the following regulations:

- .1 Except in Commercial and Industrial Zones, Shipping Containers are not permitted as an Accessory Building or use for more than 30 days in all zones, unless otherwise specifically permitted;
- .2 **Permitted Structures**
 - a. The following are permitted anywhere on a Parcel:
 - (i) Fences, in accordance with other regulations pertaining to fencing;
 - (ii) Retaining Walls, in accordance with other regulations pertaining to Retaining Walls;
 - (iii) trellises, pergolas, or similar Landscape Structures that do not have an impermeable roof;
 - (iv) Temporary children's play equipment;
 - b. An Accessory Building shall not be used as a Dwelling Unit unless it complies with this Bylaw (such as a Carriage House, Garden Suite or Employee Dwelling);
 - c. 1 bathroom with a toilet and sink is permitted in an Accessory Building, to a maximum of 3 m².
 - d. Kitchen facilities are prohibited in Accessory Buildings.
- .3 **Principal Building**
 - a. unless otherwise specified, Accessory Buildings or Structures are permitted in each zone provided that the Principal Building has been constructed, or is in the process of being constructed, on the Parcel through an active Building permit;
 - b. all Structures connected by foundation, roofline or roof Structure to the Principal Building are deemed to be part of the Principal Building;
- .4 **Size and Parcel Coverage**

Accessory Buildings shall not exceed:

 - a. the area of the Principal Building; or
 - b. 15 % of the Parcel Area or a maximum of 100 m² on any Parcel less than 0.4 ha in size.

3.5 Accessory Uses

- .1 **Bed & Breakfast Use**

Where permitted by this bylaw, a Bed & Breakfast:

 - a. may be established within any Dwelling Unit where listed as a permitted use, provided the operator of the Bed & Breakfast establishment is the permanent occupant of the Principal Dwelling Unit located on the same Parcel;
 - b. may accommodate up to 4 guestrooms on each Parcel;
 - c. may include facilities within a Secondary Dwelling Unit, however the number of bedrooms in the Secondary Dwelling Unit is included when calculating the maximum number of guestrooms permitted.
- .2 **Drive-Through Service Facilities**
 - a. where Drive-Through Service facilities are installed, there shall be adequate queuing lanes provided on the Parcel to accommodate 6 Vehicles between the Parcel Line and the ordering station. These queuing spaces shall be exclusive of any other Off-Street Parking space and aisle requirements contained in this Bylaw.
 - b. the Drive-Through Service facilities shall not be visible from the Highway or controlled access Highway. If the Drive-Through Service facilities are visible from the Highway or neighbouring Parcels, Screening or Fencing, a minimum of 1.2 m in Height, shall be required, and located so as to block the light from Vehicle headlights and the Drive-Through Service facility from reaching neighboring Parcels.
 - c. Drive-Through Service facilities must provide for adequate refuse and recycling collection.

4.3 MULTI-UNIT RESIDENTIAL ZONES

.1 MUR-1 Multi-Unit Residential

INTENT

This zone is intended to support medium to high density multi-unit residential uses.

PERMITTED USES

.1 Principal Uses

- Multi-Unit Dwelling

.2 Accessory Uses

- Care Facility
- Health Clinic
- Indoor Recreation
- Day Care
- Home Based Business
- Office

DEVELOPMENT REGULATIONS

.3 Density

- The Maximum Density of Dwelling Units shall be:
- 60 per ha
- The Maximum FAR shall be:
- 2.5 FAR

.4 Parcel Coverage

- The maximum Parcel Coverage is:
- 60%
- The maximum Impermeable Surface is:
- 80%

.5 Maximum Height

- The maximum Principal Building Height is:
- 15 m or 4 storeys
- The maximum Height for Accessory Buildings and Structures is:
- 6 m

.6 Setbacks

- The minimum setbacks for all Buildings and Structures are:
- Front: • 6 m
 - Rear: • 1.5 m
 - Interior Side • 1.5 m
 - Exterior Side • 3.5 m
- Except where abutting a Residential zone the setback from all Parcel Lines is:
- 6 m

SUBDIVISION REGULATIONS

.7 Parcel Area and Dimensions

The minimum Parcel Area and dimensions shall be:

Parcel Area	Frontage	Depth
1000 m ²	• 15 m	• 25 m

PARKING

.8 Off-Street Parking shall be provided in accordance with the Sicamous Zoning Bylaw – Schedule D.

REGULATIONS AND CONDITIONS OF USE

.9 The following regulations and conditions of use shall apply:

.a General Regulations

See the General Regulations section of this bylaw for additional regulations that apply to this zone.

.b Usable Open Space

- i) no less than 10 m² per Dwelling Unit of private open space shall be provided on the Parcel for the use and enjoyment of residents; or

- ii) where the owner has dedicated adjacent parkland in excess of statutory requirements and where the excess parkland dedication is a sufficient area to satisfy the usable open space requirement, the usable open space requirement for the Parcel will be inapplicable.

.c **Health Clinic**

A Health Clinic is permitted for the service of the Building's residents and shall not exceed 25% of the Building Floor Area.

.d **Office**

Office uses for the management of a Building and shall not exceed 5% of the Building Floor Area.

.e **Indoor Recreation**

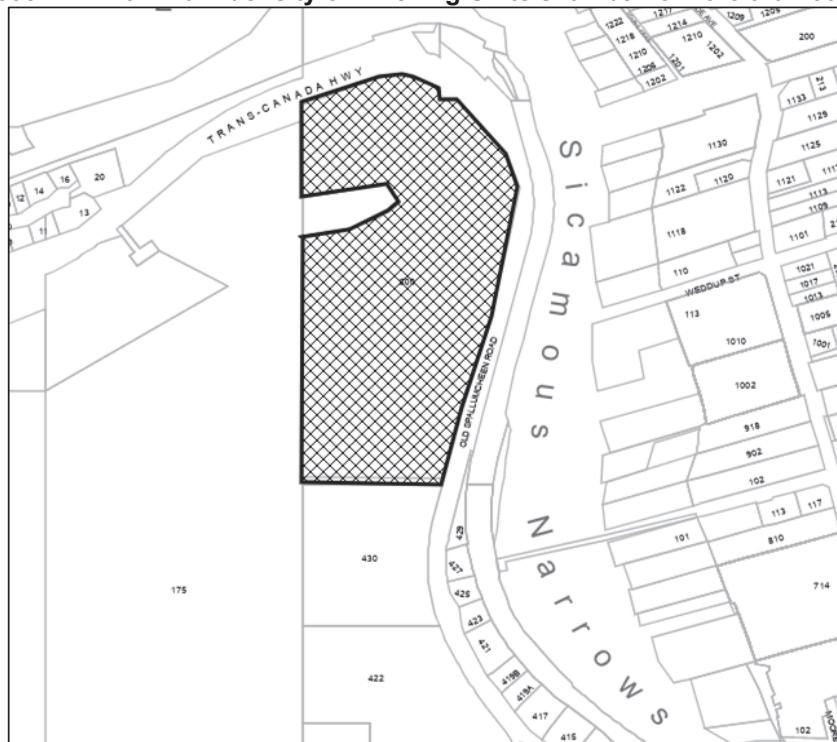
Indoor Recreation uses are permitted solely for the use of the Building's occupants and shall not exceed 10% of the Building Floor Area.

.f **Amenity Bonus**

For the provision of each Attainable Rental Dwelling Unit density may be increased as per General Regulations.

.g **Site Specific Regulations**

- i) Lot 2, Section 36, Township 21, Range 8 West of the 6th Meridian, Kamloops Division, Yale District, Plan EPP5557 the **maximum density of Dwelling Units shall be no more than 30 units per ha.**



SCHEDULE C – FLOODPLAIN REQUIREMENTS

C.1 Definitions

In this Bylaw, the following terms are defined:

Flood Level or Flood Construction Level means a designated flood level plus freeboard, or where a designated flood level cannot be determined, a specified height above a natural boundary, natural ground elevation, or crown of an adjacent road.

Designated Flood means a flood, which may occur in any given year, of such magnitude as to equal a flood having a 200-year recurrence interval, based on a frequency analysis of unregulated historic flood records or by regional analysis where there is inadequate streamflow data available.

Designated Flood Level means the observed or calculated elevation for the designated flood, which is used in the calculation of the flood level.

Freeboard means a vertical distance added to a designated flood level, used to establish a flood level.

Floodplain means an area which is susceptible to flooding from an adjoining watercourse, lake or other body of water which is designated in Section C101 of this bylaw and includes Land that may be susceptible to erosion.

Floodplain Setback means the required minimum distance from the natural boundary or other reference line of a watercourse, lake or other body of water to any structural support required to elevate a floor system or pad above the flood level allowing for potential Land erosion.

Habitable Area means any space or room, including a mobile home that is used for dwelling purposes, business, or the storage of goods which are susceptible to damage by floodwater. For the purposes of this bylaw, habitable space commences above the underside of any floor system or the top of any pad, that may be damaged by floodwater.

Natural Boundary means the visible high watermark of any lake, river, stream, or other body of water where the presence and action of the water are so common and usual and so long continued in all ordinary years as to mark upon the soil of the bed of the lake, river, stream, or other body of water a character distinct from that of the banks thereof, in respect to vegetation, as well as in respect to the nature of the soil itself, as defined in Section 1 of the Land Act, and also includes the edge of dormant side channels of any lake, river, stream, or other body of water, and marshes.

Natural Ground Elevation means the undisturbed ground elevation prior to site preparation.

Pad means a paved surface on which blocks, posts, runners or strip footings are placed for the purpose of supporting a mobile home or unit or a concrete pad for supporting a habitable area. Standard Dykes means those dykes built to a minimum crest elevation equal to the flood level and which meet standards of design and construction approved by the Ministry of Environment, Land s and Parks, and are maintained by an ongoing authority such a local government body.

Watercourse means any natural or man-made depression with defined banks and a bed 0.6 m or more below the surrounding Land serving to give direction to a current of water at least 6 months of the year or having an upstream drainage are of 2 km² or more.

C.2 Floodplain Designation & Flood Levels

.1 200 Year Floodplain

The 200 Year Floodplain as shown on Floodplain Mapping determined by the applicable Ministry is hereby designated floodplain for the purposes of this bylaw.

.2 Erosion Floodplain

Land located within 30 m (98.42 feet) of the natural boundary of the Eagle River, within 15 m (49.21 feet) of the natural boundary of the Sicamous Narrows (the Channel), or within 15m (49.21 feet) of the natural boundary of any other watercourse may be subject to erosion and is hereby designated floodplain for the purposes of this bylaw.

.3 Flood Level - Mara Lake or Shuswap Lake

Land located in the vicinity of Mara Lake or Shuswap Lake having an elevation of 351.0 m (1,152 feet) or less Geodetic Survey of Canada Datum (G.S.C.D.) is specified as a flood level and is hereby designated floodplain for the purposes of this bylaw.

.4 Flood Level - Eagle River

Land located in the vicinity of the Eagle River having an elevation ranging between 351.0 m (1,152 feet) and 353.7 m (1,160 feet) G.S.C.D. in intervals as shown on Floodplain Mapping determined by the Ministry of Environment, Land s and Parks is specified as a flood level and is hereby designated floodplain for the purposes of this bylaw.

.5 Flood Level - Other Water Bodies

Land located in the vicinity of any other watercourse, lake, pond or marsh having an elevation less than 1.5 m (4.921 feet) above the natural boundary of that water body is specified as a flood level and is hereby designated floodplain for the purposes of this bylaw.

C.3 Floodplain Setbacks

.1 Horizontal Setbacks

Without being less restrictive than any other part of this bylaw, no permit may be issued without approval of the Ministry of Environment, Land s and Parks for the location of any Building or mobile home within:

- .a 15 m of the natural boundary of Mara Lake, Shuswap Lake, Sicamous Narrows or any other water body, except the Eagle River;
- .b 30 m of the natural boundary of the Eagle River.

.2 Vertical Setbacks

No permit may be issued without approval of the Minister responsible for the construction of habitable area located below any flood level.

C.4 Exemptions

The following types of developments are hereby exempted from the requirements of Section 524 of the *Local Government Act* in respect to the provisions of Schedule C.1 and C.2 of this bylaw:

- .1 renovation of a Building or Structure that was in existence prior to December 4, 1989 that does not involve an addition thereto;
- .2 construction of an addition to a Building or Structure that was in existence prior to December 4, 1989 that would increase the size of the Building or Structure by less than 25 percent of the floor area;
- .3 that portion of a Building or Structure used exclusively as a carport, garage or entrance foyer;
- .4 farm Buildings excluding dwelling units and Buildings for the keeping of animals;
- .5 hot water tanks and furnaces behind standard dykes;

- .6 Building for the keeping of animals behind standard dykes;
 - .7 heavy industry behind standard dykes; and
 - .8 on-loading and off-loading facilities associated with water-oriented industry and portable sawmills;
- except that all main electrical switchgear for any of the uses listed above shall be no lower than the flood level.

PROPOSED 45' x 50' x 16' SHOP

BRUCE BUMSTEAD

310 WHITE PINE CRESCENT,
SICAMOUS, BC
50.8270683, -118.9835419

DESIGN/CLIMATIC DATA

STRUCTURAL DESIGN IS ACCORDING TO:

- THE BRITISH COLUMBIA BUILDING CODE - 2024.
- ENGINEERED DESIGN IN WOOD CSA 086:19

IMPORTANCE CATEGORY: LOW

LOCATION: SICAMOUS, BC
WIND: $q1/10 = 0.29$ kPa
 $q1/50 = 0.39$ kPa
SNOW: $S_s = 3.6$ kPa
 $S_r = 0.1$ kPa

GENERAL NOTES:

- ALL DIMENSIONS ARE SHOWN IN FEET AND INCHES UNLESS NOTED OTHERWISE.
- THE STRUCTURAL DESIGN AND ALL WORK SHALL BE IN ACCORDANCE WITH THE BRITISH COLUMBIA BUILDING CODE - 2024.
- LOW OCCUPANCY CLASSIFICATION
- WINDOW AND DOOR SIZES SHOWN ARE NOMINAL ONLY. EXACT DIMENSIONS AND ROUGH OPENING SIZES OF WINDOWS AND DOORS ARE TO BE SUPPLIED BY THE WINDOW AND DOOR MANUFACTURER PRIOR TO START OF CONSTRUCTION.
- KEYSTONE STRUCTURES ASSUMES NO RESPONSIBILITY FOR POTENTIAL FOUNDATION SETTLEMENT AND/OR FROST HEAVE, AS A GEOTECHNICAL INVESTIGATION WAS NOT CONDUCTED FOR THIS PROJECT. AN ALLOWABLE SITE BEARING CAPACITY OF 1500 PSF WAS ASSUMED FOR FOUNDATION DESIGN.
- ALL EXCAVATIONS FOR BUILDING FOUNDATIONS TO BE MADE IN UNDISTURBED NATIVE GROUND.

CONSTRUCTION NOTES:

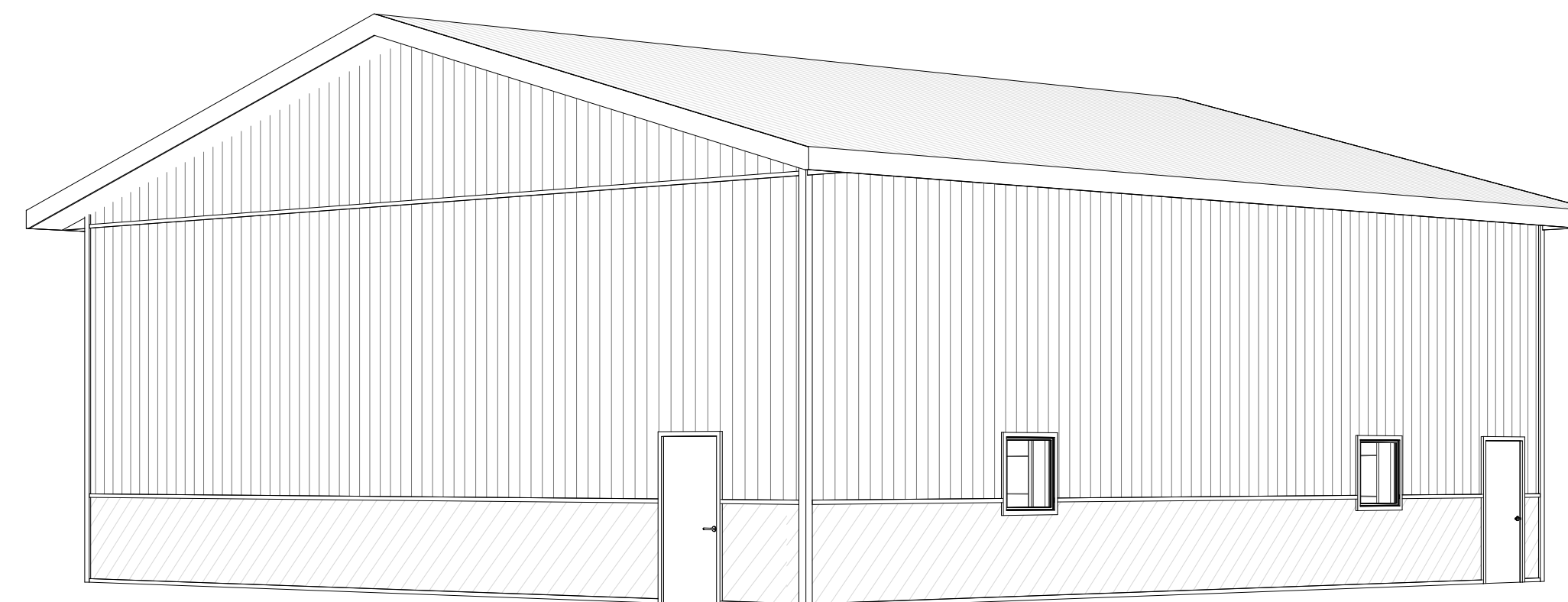
- ALL CONSTRUCTION SHALL FOLLOW:
 - THE BRITISH COLUMBIA BUILDING CODE - 2024.
 - LOCAL CODES AND BYLAWS.
 - BRITISH COLUMBIA OCCUPATIONAL HEALTH AND SAFETY REGULATIONS.
- FIELD CONTRACTOR SHALL OBTAIN ANY NECESSARY FIELD DIMENSIONS TO PERFORM THE WORK REQUIRED ON THE DRAWINGS.
- UN SOUND STRUCTURAL CONDITIONS CREATED OR PERFORMED DURING CONSTRUCTION SHALL BE REPORTED TO D BAR D BUILDING SYSTEMS.
- DRAWINGS SHOW THE COMPLETED STRUCTURE, BUT MAY NOT SHOW COMPONENTS REQUIRED TO COMPLETE THE WORK IN A SAFE MANNER. THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THE SAFETY OF CONTRACTOR PERSONNEL AND THE GENERAL PUBLIC DURING ALL PHASES OF CONSTRUCTION.
- THE FIELD CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY RELOCATION OF SERVICES THAT INTERFERE WITH CARRYING OUT THE WORK.
- THE FIELD CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY BRACING AND SHORING AS REQUIRED DURING CONSTRUCTION.
- GRAVEL TO BE 40mm CRUSHED GRAVEL WHICH SHALL BE CLEAN ANGULAR CRUSHED NATURAL STONE FREE FROM SILT, CLAY AND ORGANIC MATTER, GRAVEL SHALL BE HAND-COMPACTED DURING BACKFILL TO THE EXTENT POSSIBLE.
- ALL STRUCTURAL LUMBER INCLUDING BEAMS, POSTS, STRAPPING AND BRACING SHALL BE SPF NO. 1 / NO. 2 UNLESS NOTED OTHERWISE.
- ORIENTED STRAND BOARD (OSB) TO ADHERE TO CSA 0437 SERIES-93 STANDARDS ON OSB AND WAFERBOARD
- ALL WATER SHEDDING SYSTEMS MUST COMPLY WITH APPLICABLE LOCAL BUILDING CODES. IN CASES WHERE WATER SHEDDING PROVISIONS ARE NOT INCLUDED, IT IS THE SOLE RESPONSIBILITY OF THE CUSTOMER TO ENSURE PROPER SITE DRAINAGE AND WATER MANAGEMENT AWAY FROM THE BUILDING. FINAL EXTERIOR GRADE TO SLOPE MINIMUM 2% AWAY FROM PERIMETER OF BUILDING.
- ROOF VENTING AS PER THE BRITISH COLUMBIA BUILDING CODE - 2024.
- D BAR D BUILDING SYSTEMS PROVIDES ALL STRUCTURAL AND ARCHITECTURAL FINISHES AS DETAILED IN THIS DRAWING SET. ALL INTERIOR NON-STRUCTURAL FRAMING AND FINISHING, ELECTRICAL AND MECHANICAL WORK BY OTHERS.
- CONSTRUCTION SHALL BE CARRIED OUT IN STRICT ADHERENCE TO THE MINIMUM FRAMING AND CLADDING TOLERANCES AS SET FORTH BY THE APPLICABLE NATIONAL CRITERIA AS TO WHICH ANY REVIEW OF CONSTRUCTION IS BASED ON AND WHAT SHALL BE CONSIDERED ACCEPTABLE BY ALL PARTIES. NOTIFY THE AUTHORIZING ENGINEER PRIOR TO THE START OF CONSTRUCTION IF DIFFERENT TOLERANCES ARE PREFERRED.
- THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THE SUBGRADE HAS A MINIMUM SERVICEABILITY LIMIT STATES BEARING CAPACITY OF 1500 PSF. IF DENSITY OF BASE OR SUB-BASE IS LESS THAN THE REQUIRED CAPACITY, NOTIFY THE AUTHORIZING ENGINEER IMMEDIATELY PRIOR TO DRILLING POST HOLES OR THE PLACEMENT OF ANY FOUNDATIONS.
- NOTIFY THE AUTHORIZING ENGINEER IMMEDIATELY OF ANY WATER SEEPAGE OR HOLE SLOUGHING DURING DRILLING OR FOUNDATION EXCAVATION.
- NOTIFY AUTHORIZING ENGINEER IMMEDIATELY PRIOR TO POST PLACEMENT IF MORE THAN 2FT OF STRUCTURAL GRANULAR FILL IS REQUIRED TO CREATE THE PROPOSED FINISHED SLAB ELEVATION. DO NOT ADJUST POST DEPTH TO COMPENSATE FOR REQUIRED STRUCTURAL GRANULAR FILL UNLESS APPROVED FOR IN WRITING BY AUTHORIZING ENGINEER.
- D BAR D BUILDING SYSTEMS AND KEYSTONE STRUCTURES' SCOPE OF WORK IS LIMITED TO STRUCTURAL ENGINEERING OF THE POST-FRAME BUILDING SHELL ONLY. ADDITIONAL DESIGN WORK SUCH AS CODE ANALYSIS AND SPATIAL SEPARATIONS NOT COMPLETED. CODE ANALYSIS AND SPATIAL SEPARATIONS COMPLETED AS REQUIRED BY LOCAL AHJ.

DRAWING INDEX	
DWG	TITLE
A0.00	COVER SHEET
A1.01	MAIN FLOOR PLAN
A1.02	POST LOCATION PLAN & DETAILS
A2.01	ELEVATIONS
A2.02	ELEVATIONS & DETAIL
A3.01	SECTIONS & DETAILS
A4.01	DETAILS
A5.01	ROOF LAYOUT & FRAMING PLAN

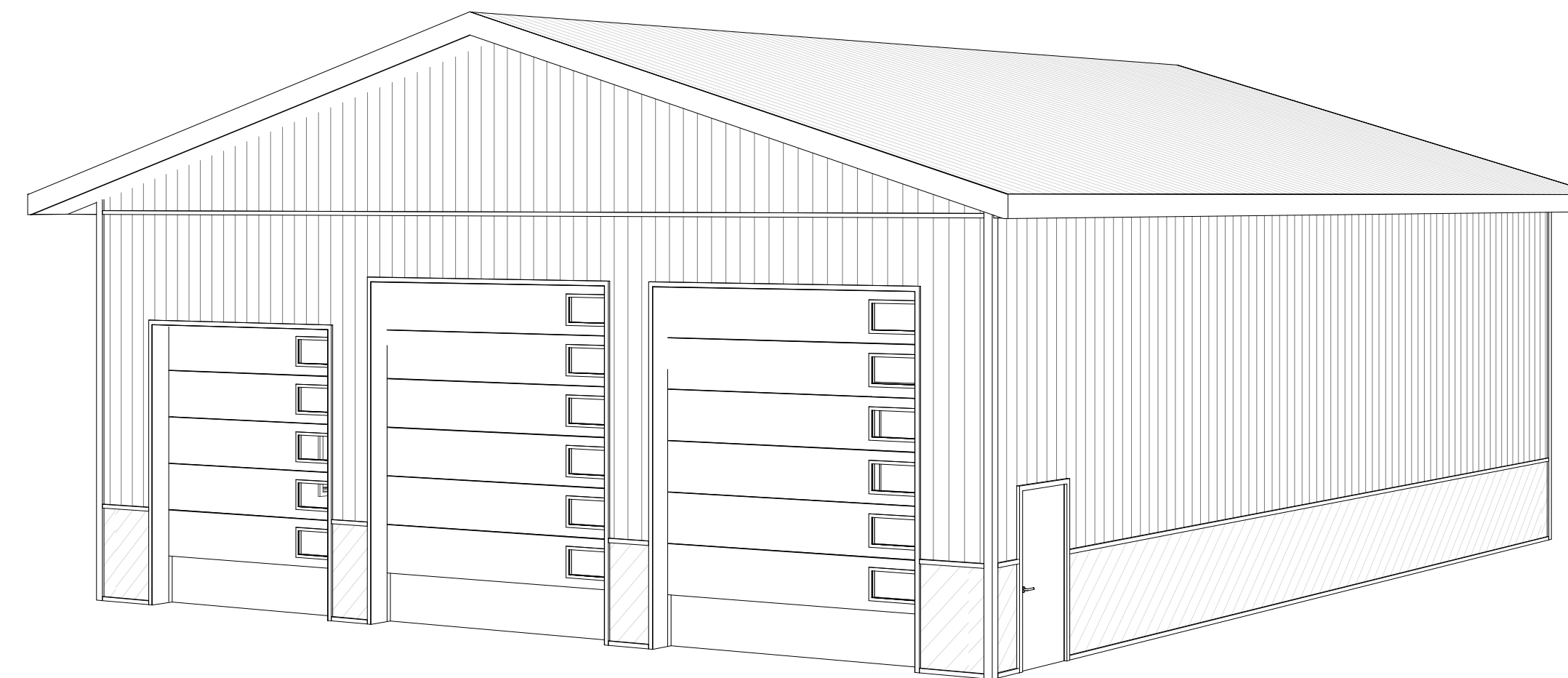
LEGEND	
	WALL TYPE
	WINDOW TYPE
	DOOR TYPE
	ROOM NUMBER
	ROOF TYPE
	CEILING HEIGHT

ASSEMBLIES:

- R1 ROOF TYPE**
 - STANDARD RIDGE CAP WITH RIDGE VENTILATED FOAM
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
 - 2x6 ROOF STRAPPING @ 18" O/C
 - 5' O/C PRE-ENGINEERED TRUSSES
 - R40 CEILING INSULATION
 - 6mm CGSB VAPOR BARRIER
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
- W1 EXTERIOR WALL - EAWE**
 - 4' HIGH 3/4" PWF PLYWOOD
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
 - 2x4 STRAPPING @ 2' O/C. (EXTERIOR)
 - LAMINATED POST WITH DURACOLUMN AND FOOTING PAD
 - STYROFOAM BLOCKS
 - R28 WALL INSULATION
 - 6mm CGSB VAPOR BARRIER
 - 2x4 STRAPPING @ 2' O/C. (INTERIOR)
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
- W2 EXTERIOR WALL - GABLE**
 - 4' HIGH 3/4" PWF PLYWOOD
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB
 - 2x6 STRAPPING @ 2' O/C. (EXTERIOR)
 - LAMINATED POST WITH DURACOLUMN AND FOOTING PAD
 - STYROFOAM BLOCKS
 - R28 WALL INSULATION
 - 6mm CGSB VAPOR BARRIER
 - 2x4 STRAPPING @ 2' O/C. (INTERIOR)
 - PREMIUM 29 GAUGE HI-TENSILE FC36 PROFILE METAL INCLUDING A 3/4" RIB



REAR SIDE



FRONT SIDE

18. ALL STRUCTURAL MEMBERS AND CONNECTIONS DEPICTED IN THIS DRAWING SET HAVE BEEN DESIGNED FOR THE LOADS, LOADING COMBINATIONS AND GEOMETRY SHOWN. ANY PROPOSED ADDITIONS, ALTERATIONS OR CHANGE IN USE SHALL REQUIRE RE-EVALUATION, RE-DESIGN, AND VERIFICATION OF THE AFFECTED ELEMENTS BY THE RESPONSIBLE PROFESSIONAL ENGINEER PRIOR TO CONSTRUCTION. IT IS THE SOLE RESPONSIBILITY OF THE CUSTOMER TO NOTIFY THE ENGINEER AND OBTAIN SUCH VERIFICATION BEFORE PROCEEDING WITH ANY MODIFICATIONS.



75-29339 HWY 2A
CROSSFIELD, AB TOM OSO
PH: 403-912-9600

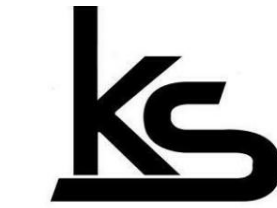
- THIS IS COPYRIGHT DRAWING AND DESIGN AND SHALL NOT BE USED, REPRODUCED OR REVISED WITHOUT WRITTEN PERMISSION OF D BAR D BUILDING SYSTEMS.
- THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND REPORT ALL ERROR AND OMISSIONS TO THE ENGINEER PRIOR TO COMMENCING THE WORK.
- THESE DRAWING ARE NOT TO BE SCALED.

SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
A	APPROVAL	2026/03/31
B	APPROVAL	2026/04/01
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

COVER SHEET

PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A0.00

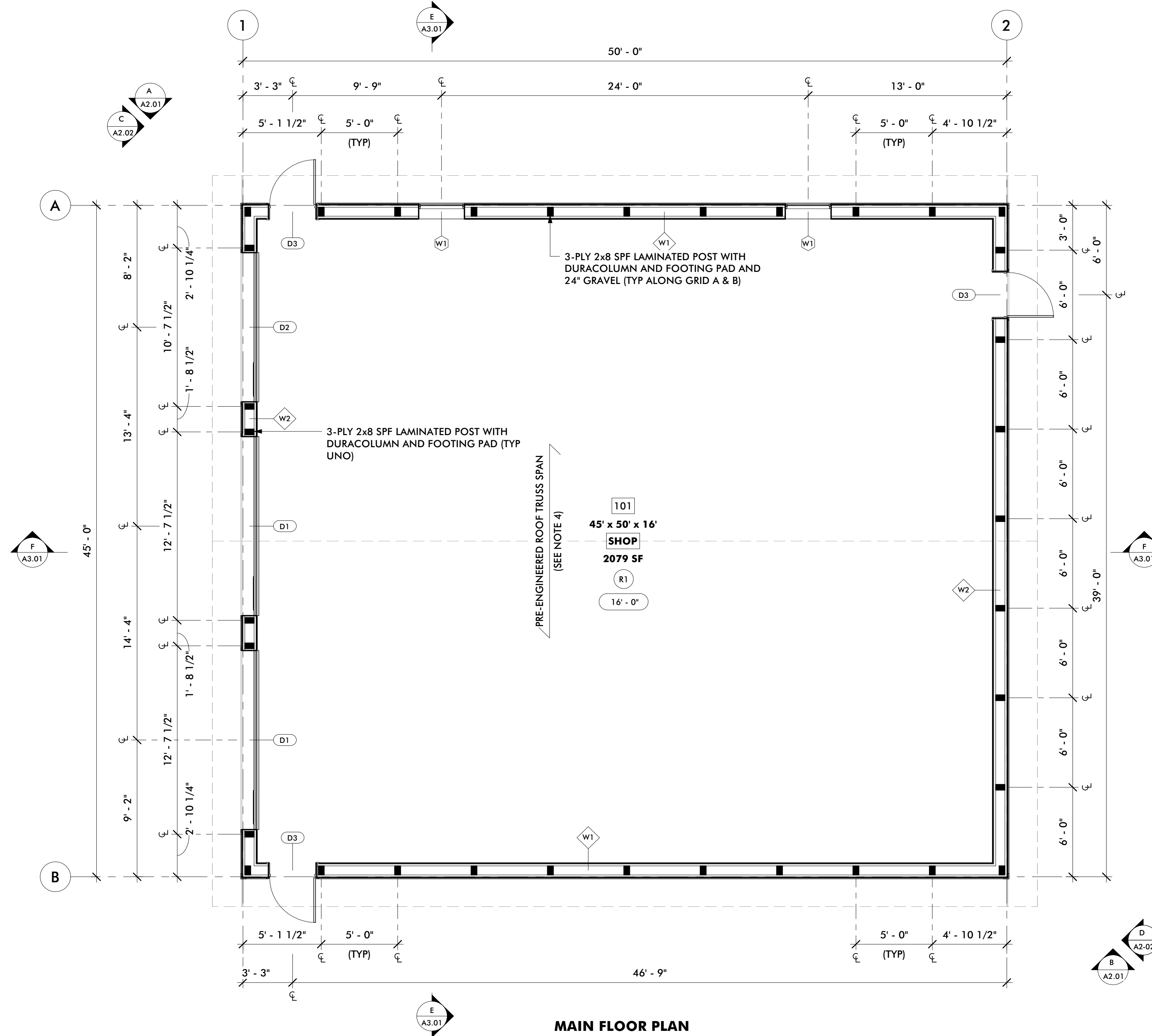
SCALE NTS

DOOR SCHEDULE				
TYPE	DESCRIPTION	QTY	WIDTH	HEIGHT
D1	WHITE COMMERCIAL OVERHEAD DOOR WITH 6 WINDOW INSERTS	2	12' - 0"	14' - 0"
D2	WHITE COMMERCIAL OVERHEAD DOOR WITH 5 WINDOW INSERTS	1	10' - 0"	12' - 0"
D3	MANDOOR STEEL SLAB	3	3' - 0"	6' - 8"

WINDOW SCHEDULE				
TYPE	DESCRIPTION	QTY	WIDTH	HEIGHT
W1	FIXED WINDOW	2	3' - 0"	3' - 0"

NOTES:

- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.
- OVERALL GRIDLINE TO GRIDLINE DIMENSIONS SHOWN ARE FROM EDGE OF HORIZONTAL EXTERIOR STRAPPING TO EDGE OF HORIZONTAL EXTERIOR STRAPPING.
- MAIN FLOOR FINISHED PAD/SURFACE AND ALL RELATED GROUND PREPARATION BY OTHERS.
- ROOF TRUSSES ENGINEERED AND FABRICATED BY OTHERS. REFER TO TRUSS DRAWINGS FOR DESIGN DATA AND CONTINUOUS BRACING REQUIREMENTS FOR TRUSS WEB AND BOTTOM CHORD MEMBERS.



MAIN FLOOR PLAN



75-29339 HWY 2A
CROSSFIELD, AB TOM 050
PH: 403-912-9600

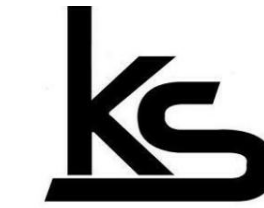
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- THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND REPORT ALL ERROR AND OMISSIONS TO THE ENGINEER PRIOR TO COMMENCING THE WORK.
- THESE DRAWING ARE NOT TO BE SCALED.

SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
A	APPROVAL	2026/03/31
B	APPROVAL	2026/04/01
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

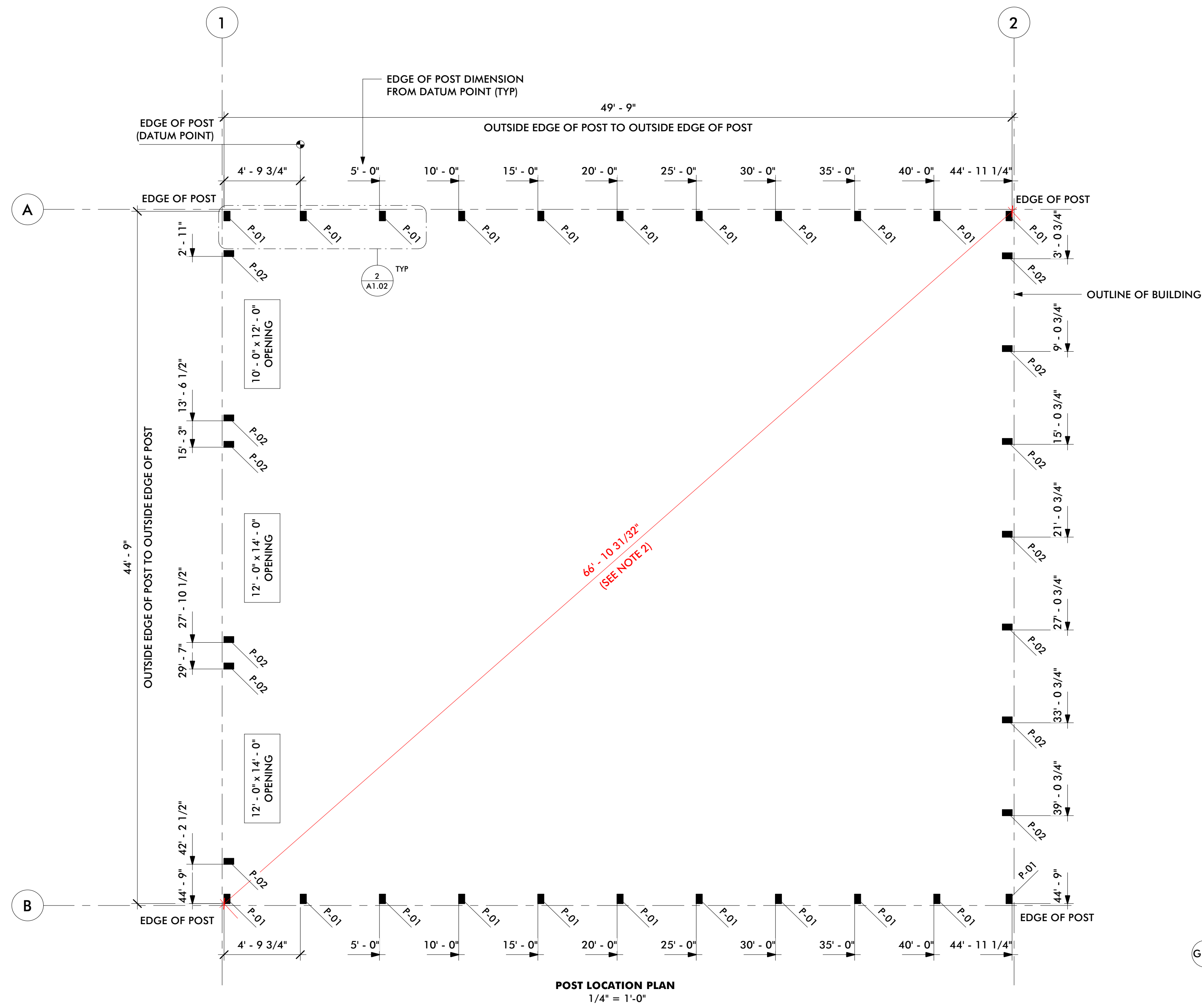
DRAWING TITLE:

MAIN FLOOR PLAN

PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A1.01

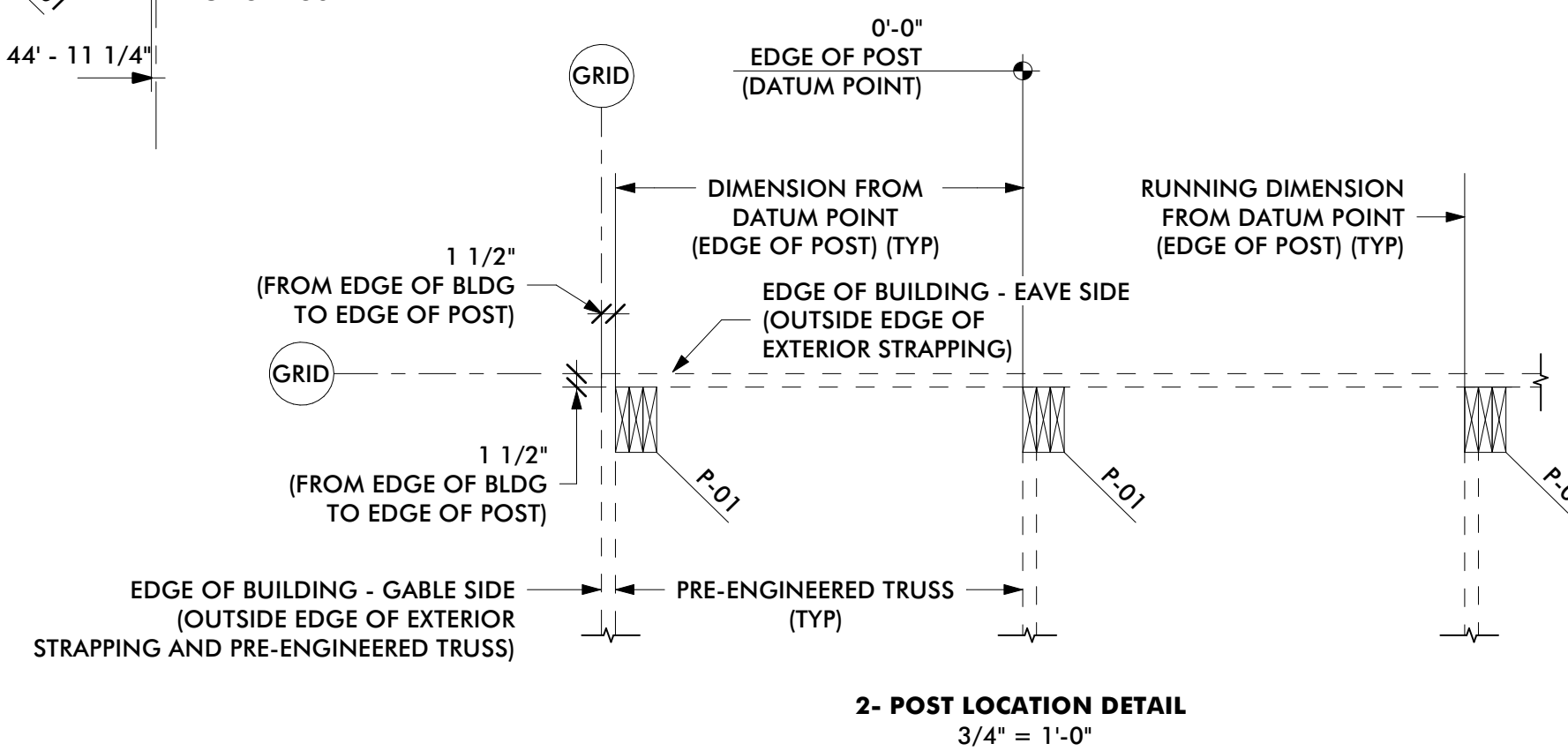
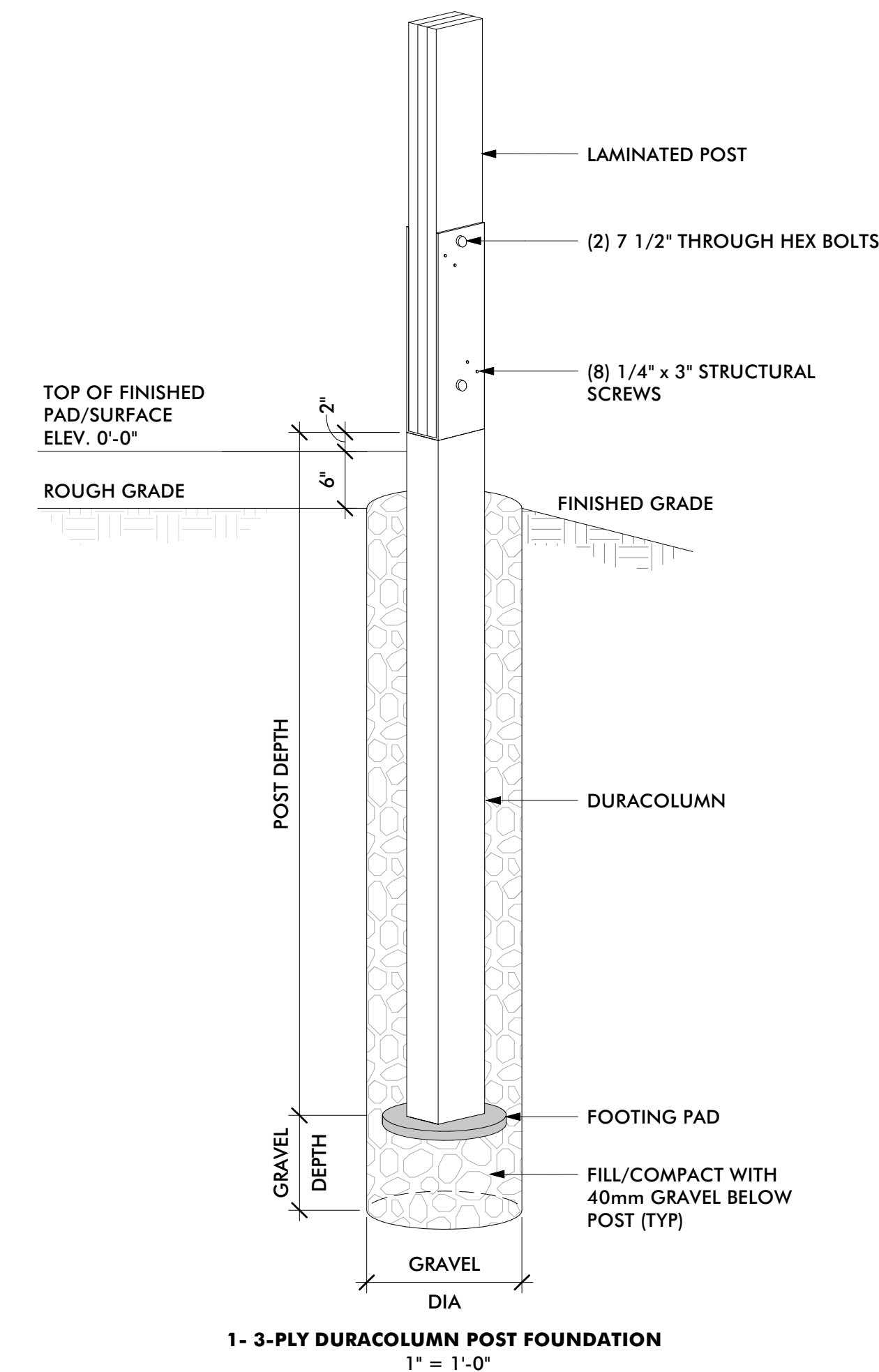
SCALE 1/4" = 1'-0"



POST SCHEDULE						
TYPE	DESCRIPTION	QTY	HEIGHT	POST DEPTH	GRAVEL DEPTH	GRAVEL DIA
P-01	3-PLY 2x8 SPF LAMINATED POST WITH DURACOLUMN AND FOOTING PAD	22	18' - 0"	6' - 0"	2' - 0"	1' - 4"
P-02	3-PLY 2x8 SPF LAMINATED POST WITH DURACOLUMN AND FOOTING PAD	13	18' - 0"	6' - 0"	0' - 10"	1' - 4"

NOTES:

- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.
- DIAGONAL DIMENSION FROM OUTSIDE EDGE OF POST TO OUTSIDE EDGE OF POST.
- CONFIRM POST SPACING PER THE REQUIRED INSTALLATION CLEARANCES AND CONFIRMED DOOR SIZES AS PROVIDED BY THE DOOR MANUFACTURER.



75-29339 HWY 2A
CROSSFIELD, AB TOM 0S0
PH: 403-912-9600

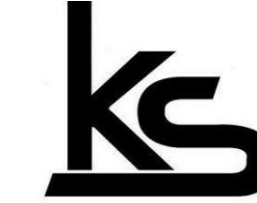
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- THE CONTRACTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND REPORT ALL ERROR AND OMISSIONS TO THE ENGINEER PRIOR TO COMMENCING THE WORK.
- THESE DRAWING ARE NOT TO BE SCALED.

SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

POST LOCATION PLAN & DETAILS

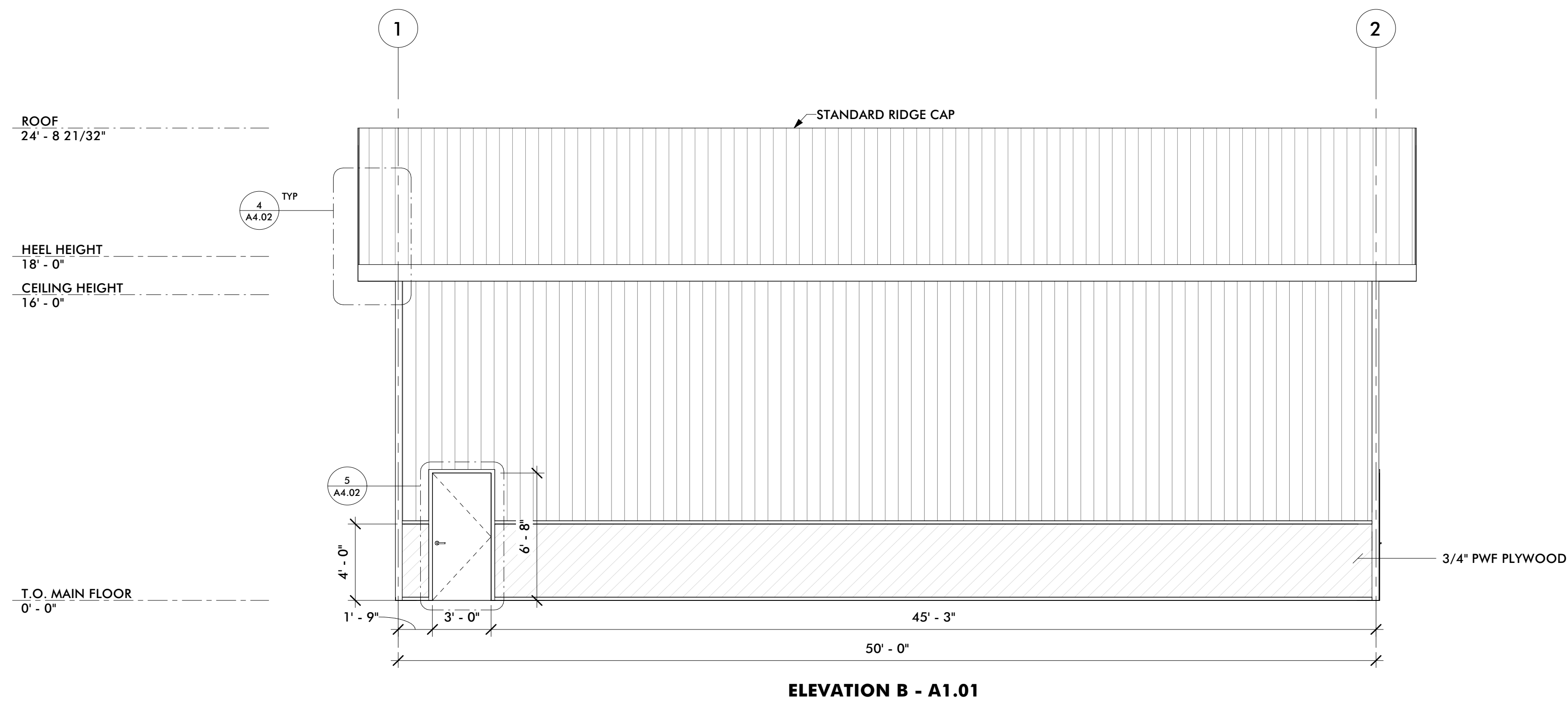
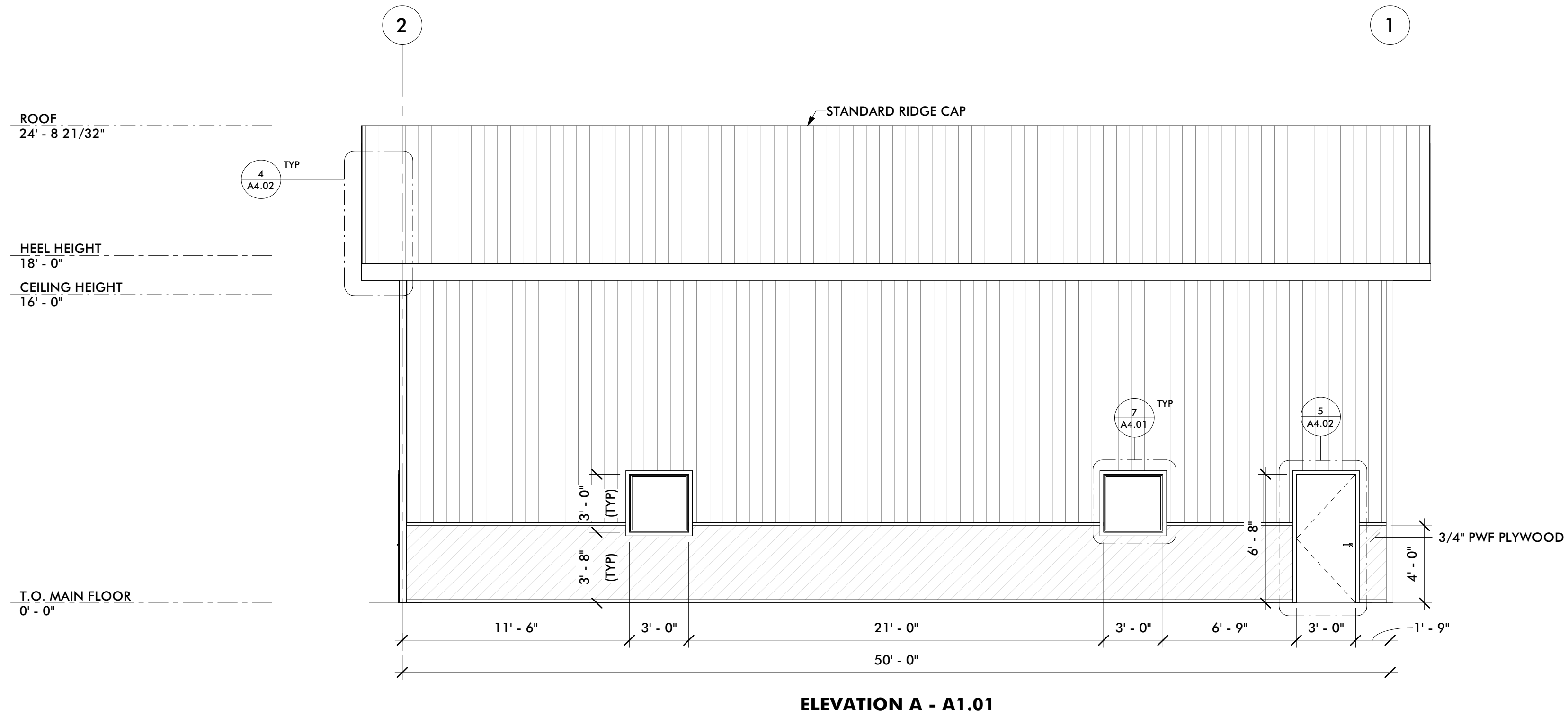
PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A1.02

SCALE As indicated

NOTES:

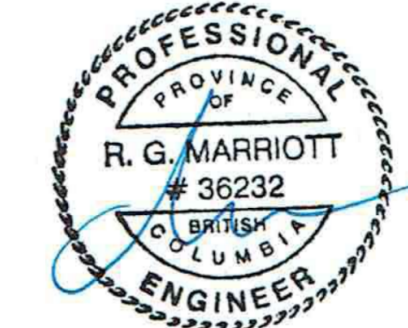
- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.



75-29339 HWY 2A
CROSSFIELD, AB T0M 0S0
PH: 403-912-9600

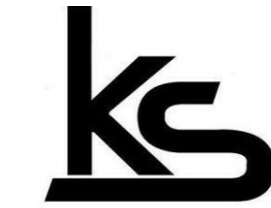
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SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
A	APPROVAL	2026/03/31
B	APPROVAL	2026/04/01
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

ELEVATIONS

PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A2.01

SCALE 1/4" = 1'-0"



75-29339 HWY 2A
CROSSFIELD, AB T0M 0S0
PH: 403-912-9600

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2026-Apr-23
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ENGINEERING CONSULTANT



Keystone Structures

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0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

ELEVATIONS & DETAIL

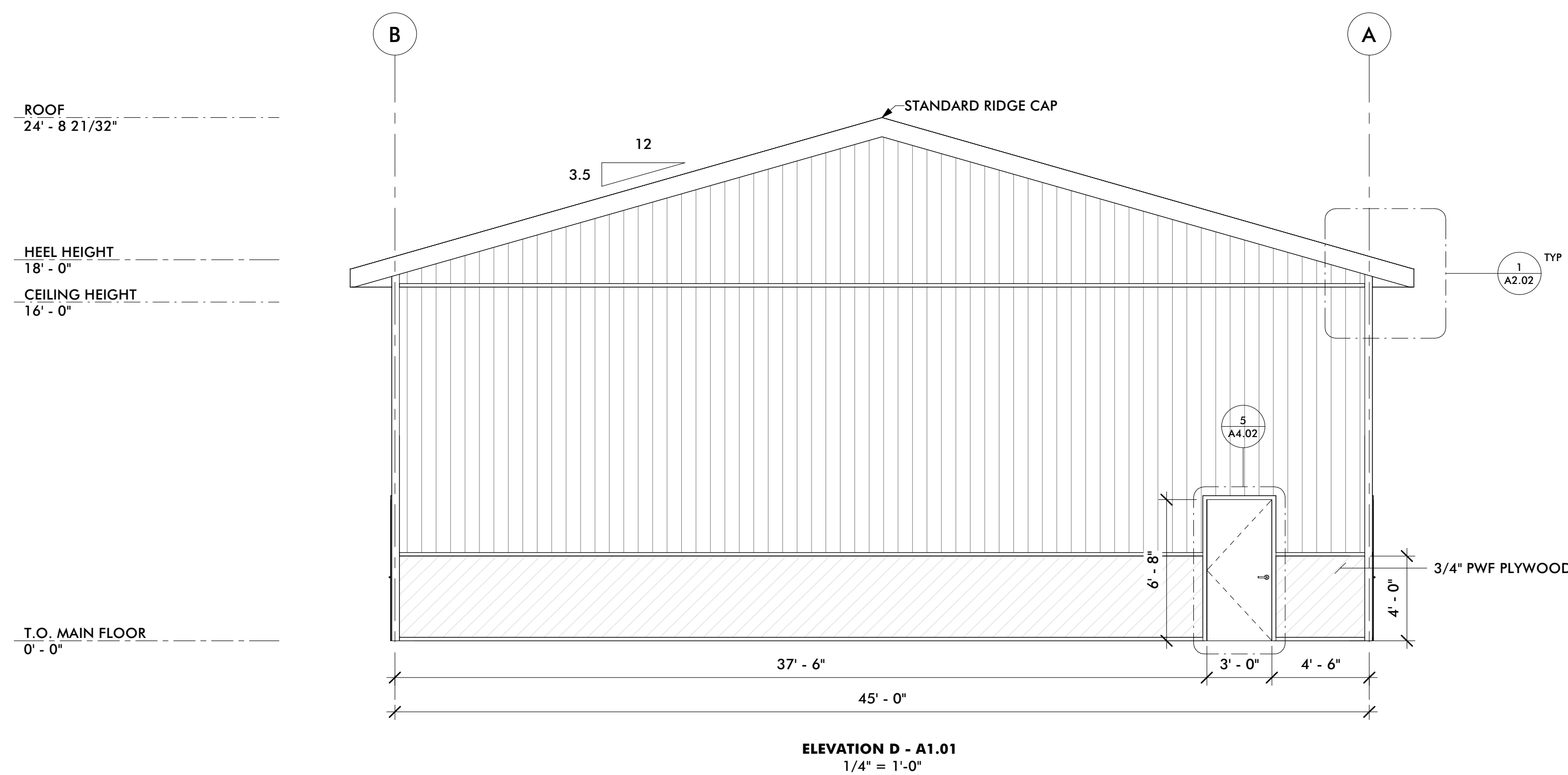
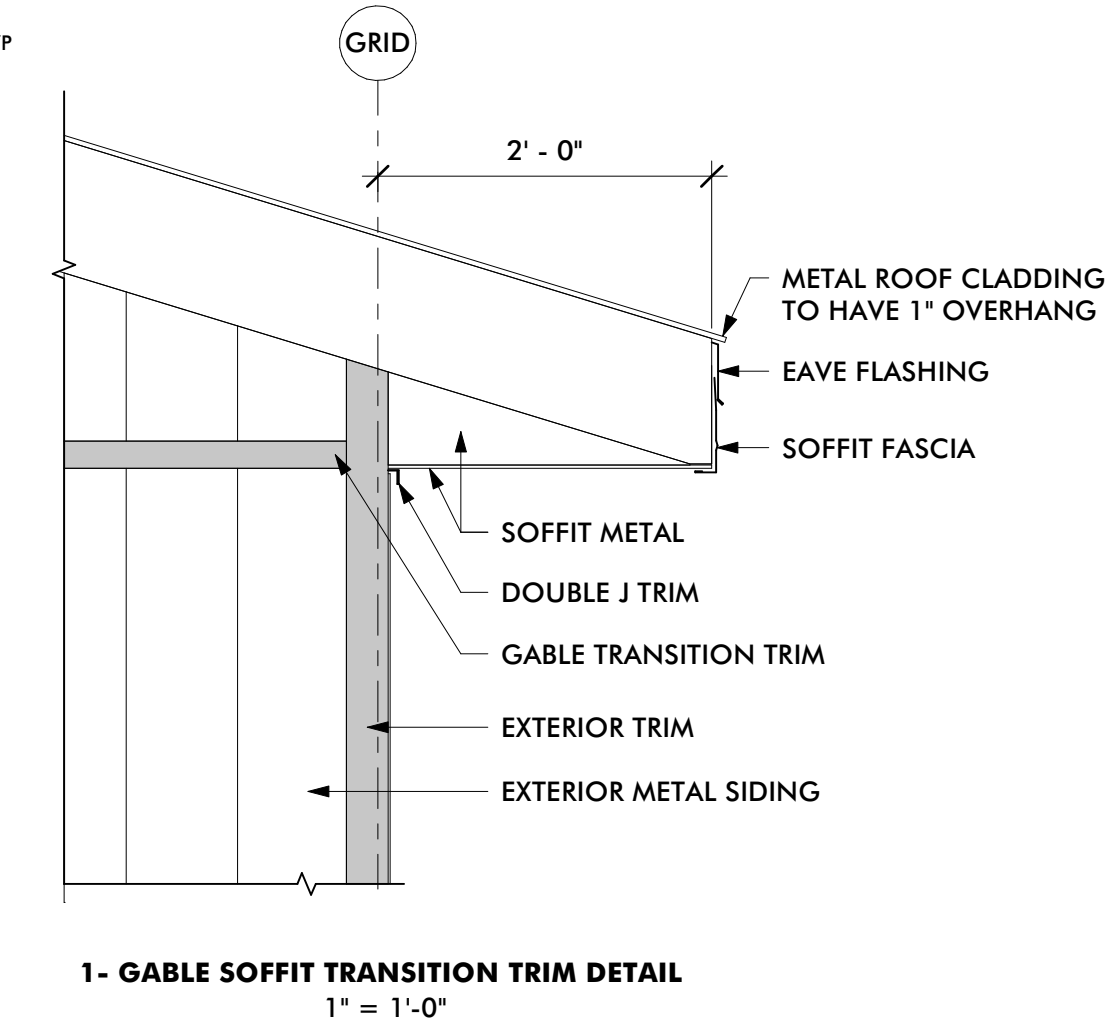
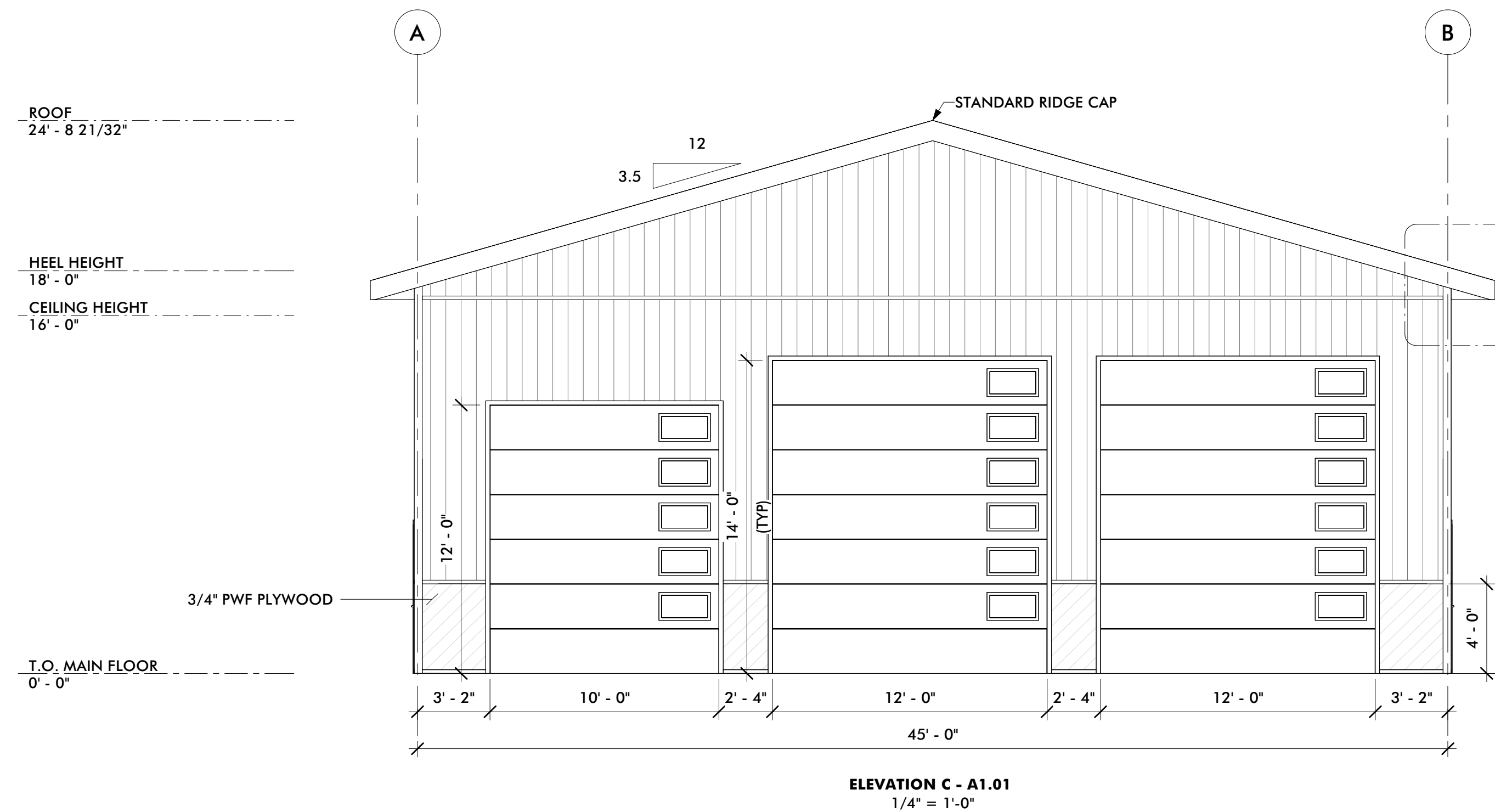
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DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

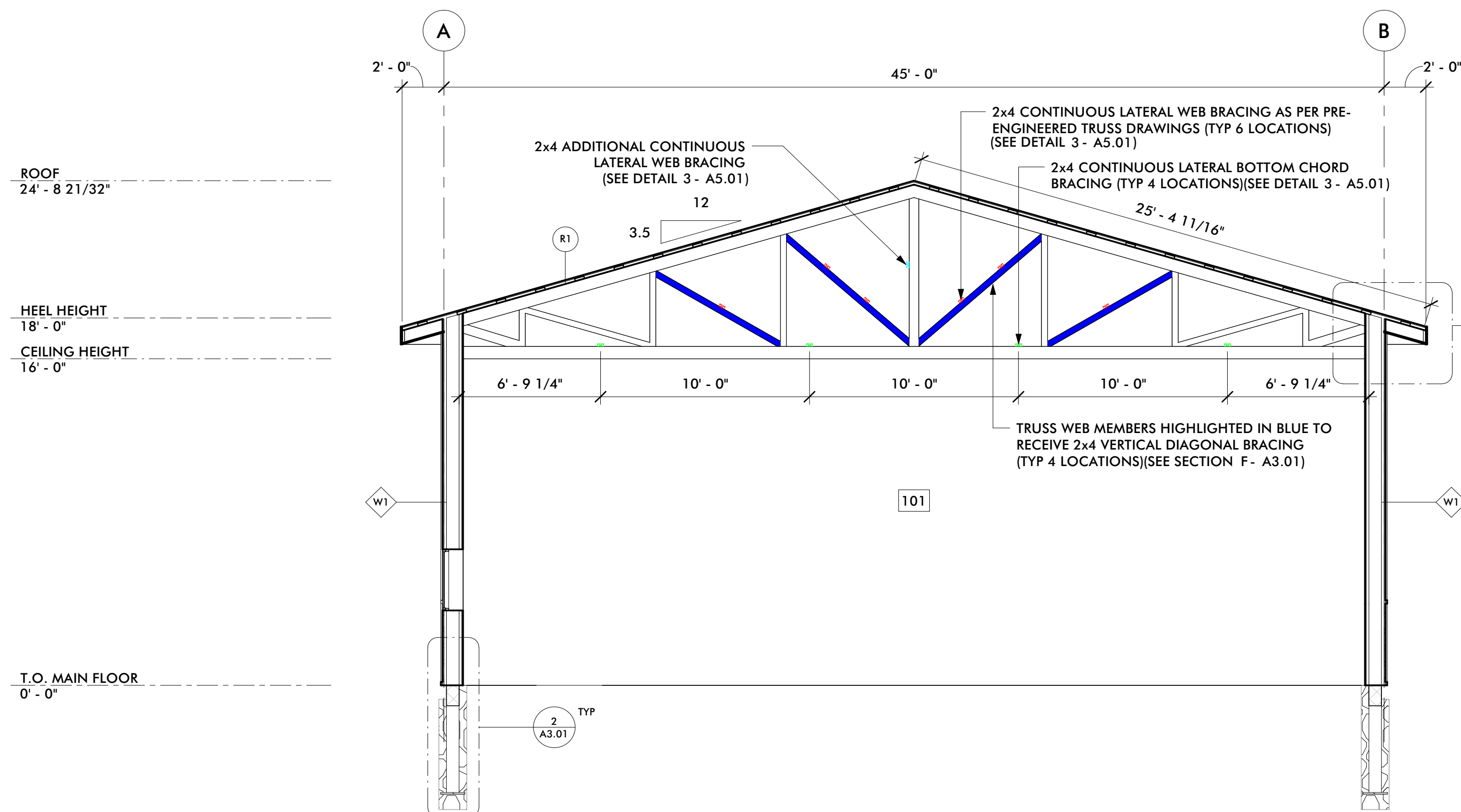
A2.02

SCALE As indicated

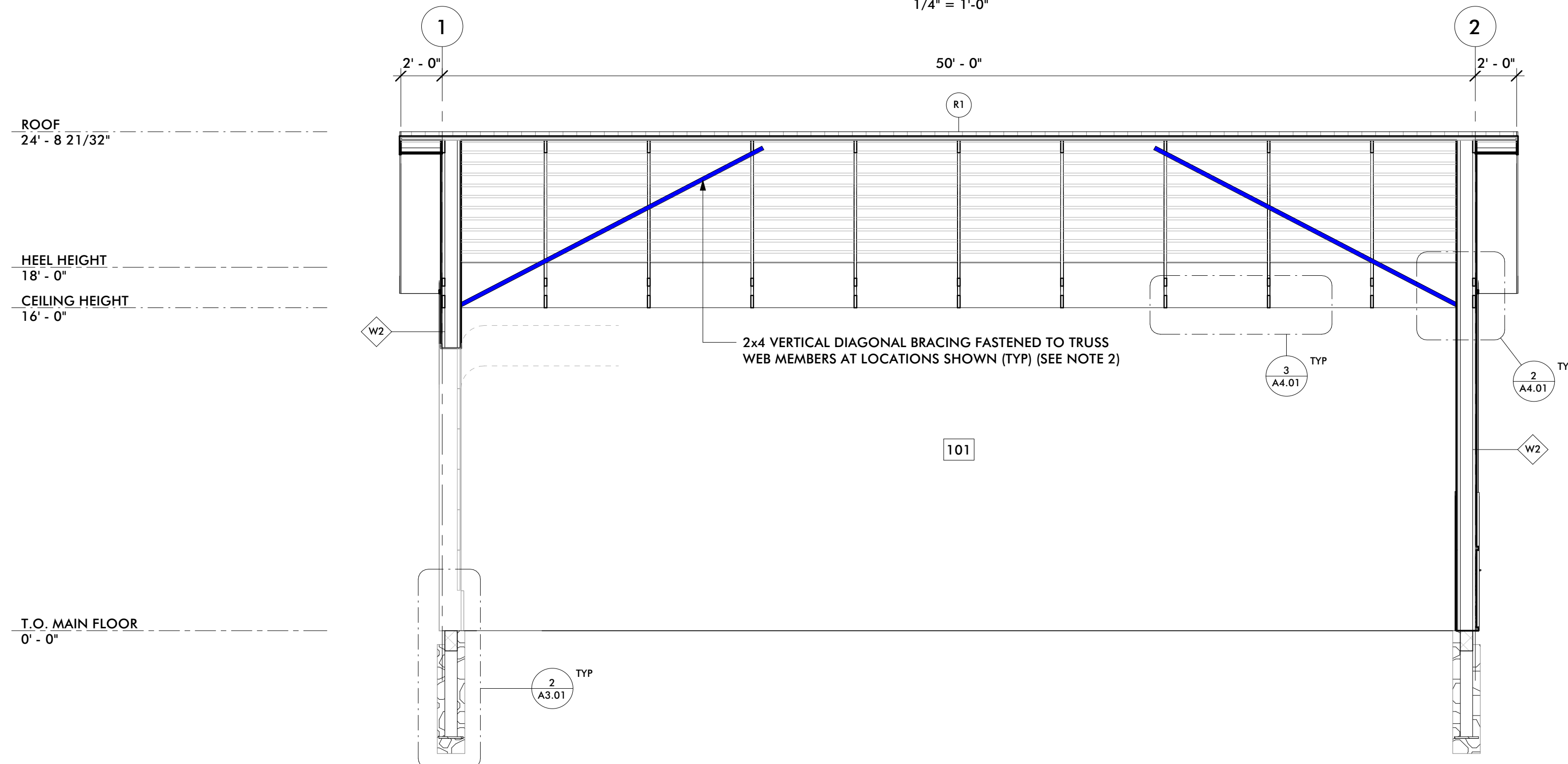
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- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.

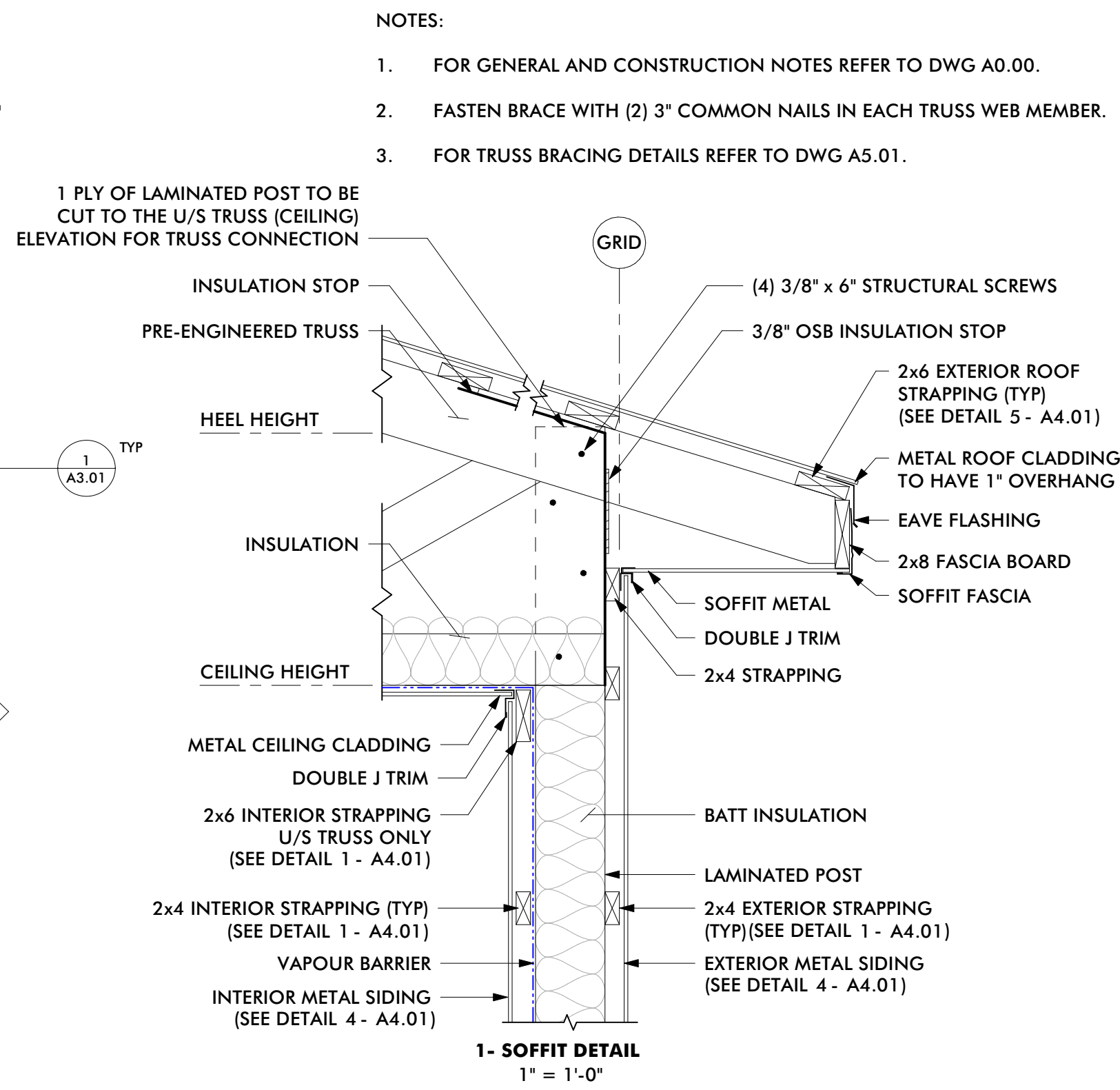




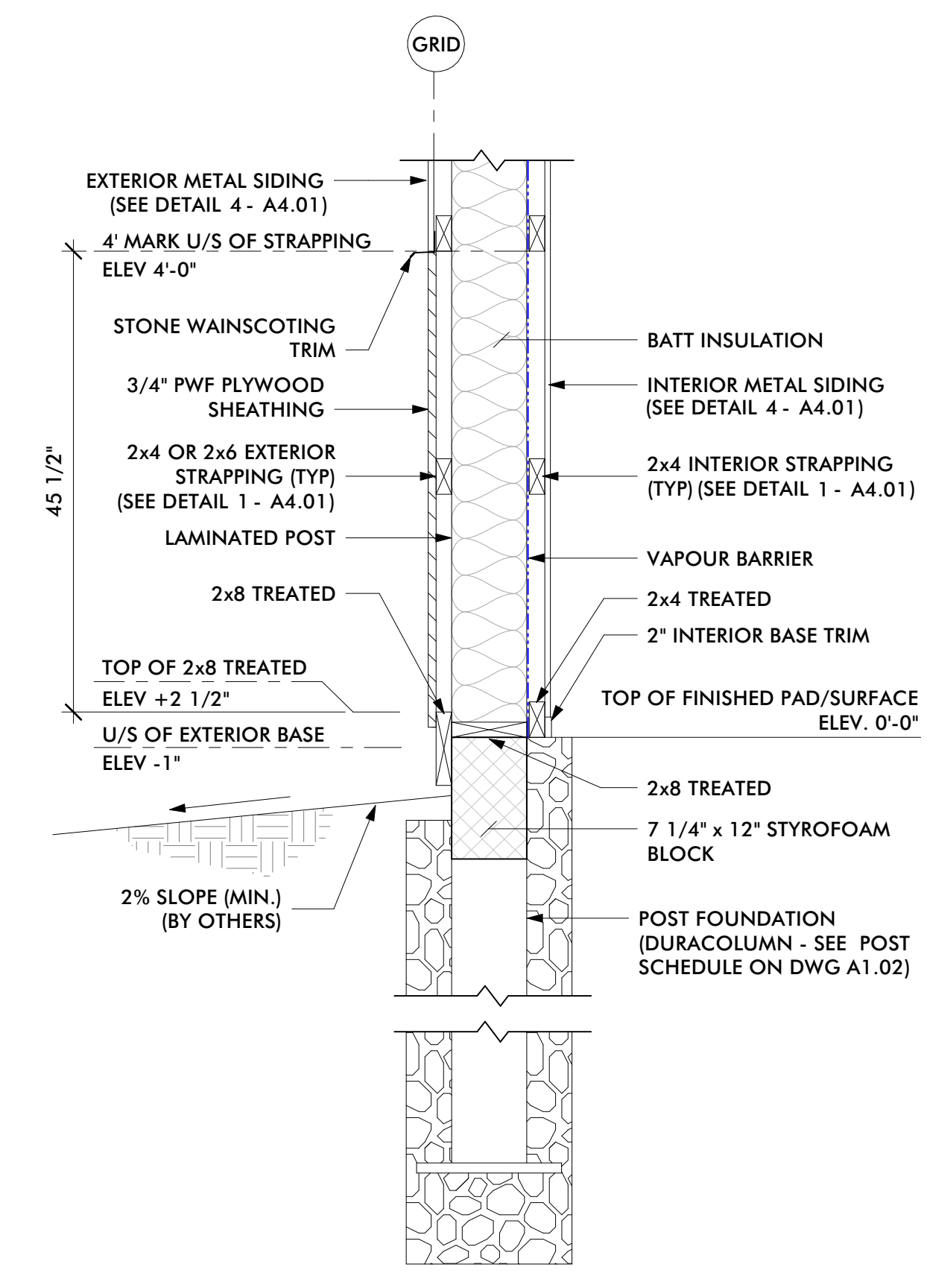
SECTION E - A1.01
1/4" = 1'-0"



SECTION F - A1.01
1/4" = 1'-0"



1 - SOFFIT DETAIL
1" = 1'-0"



2 - WALL BASE (W1, W2) WITH STYROFOAM BLOCK
1" = 1'-0"



75-29339 HWY 2A
CROSSFIELD, AB TOM 050
PH: 403-912-9600

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SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



ISSUED FOR		
REV	DESCRIPTION	DATE
A	APPROVAL	2026/03/31
B	APPROVAL	2026/04/01
0	PERMIT / CONSTRUCTION	2026/04/23

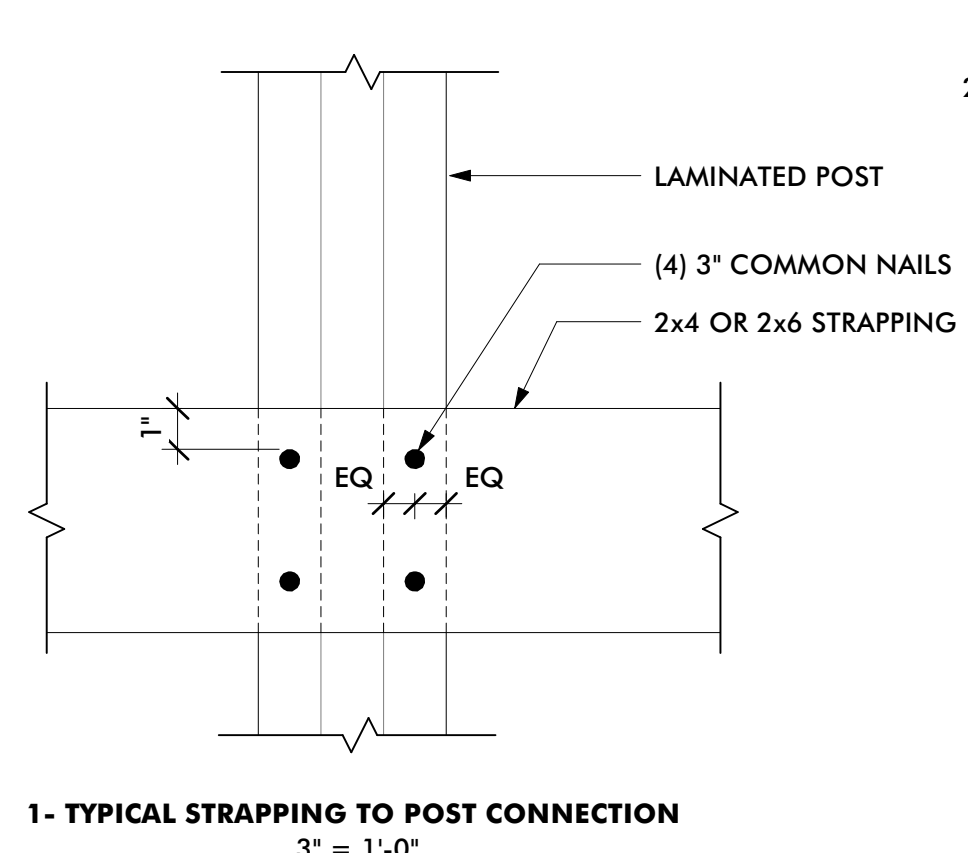
PROJECT TITLE:
45' x 50' x 16'
SHOP
BRUCE BUMSTEAD
SICAMOUS, BC

DRAWING TITLE:
SECTIONS & DETAILS

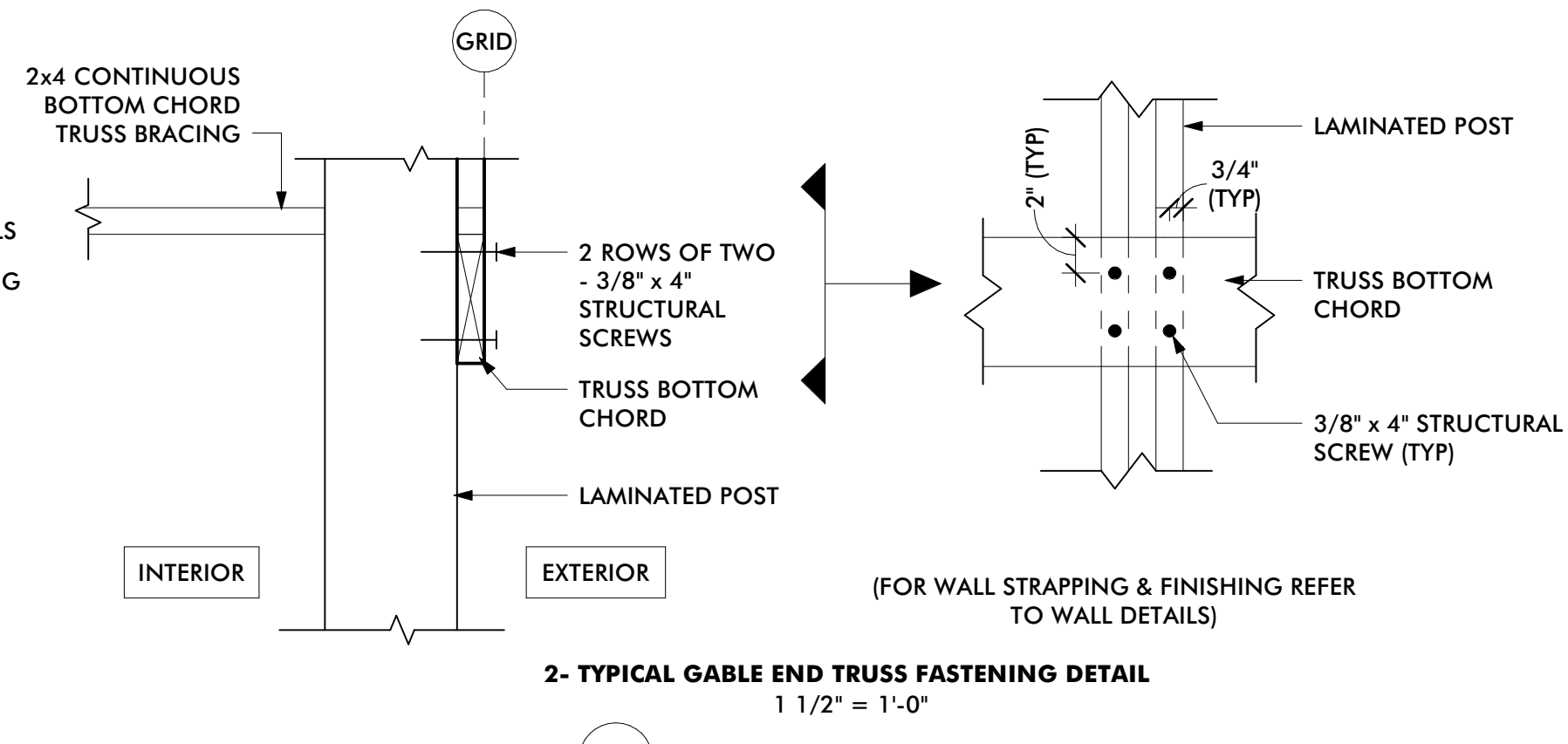
PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A3.01

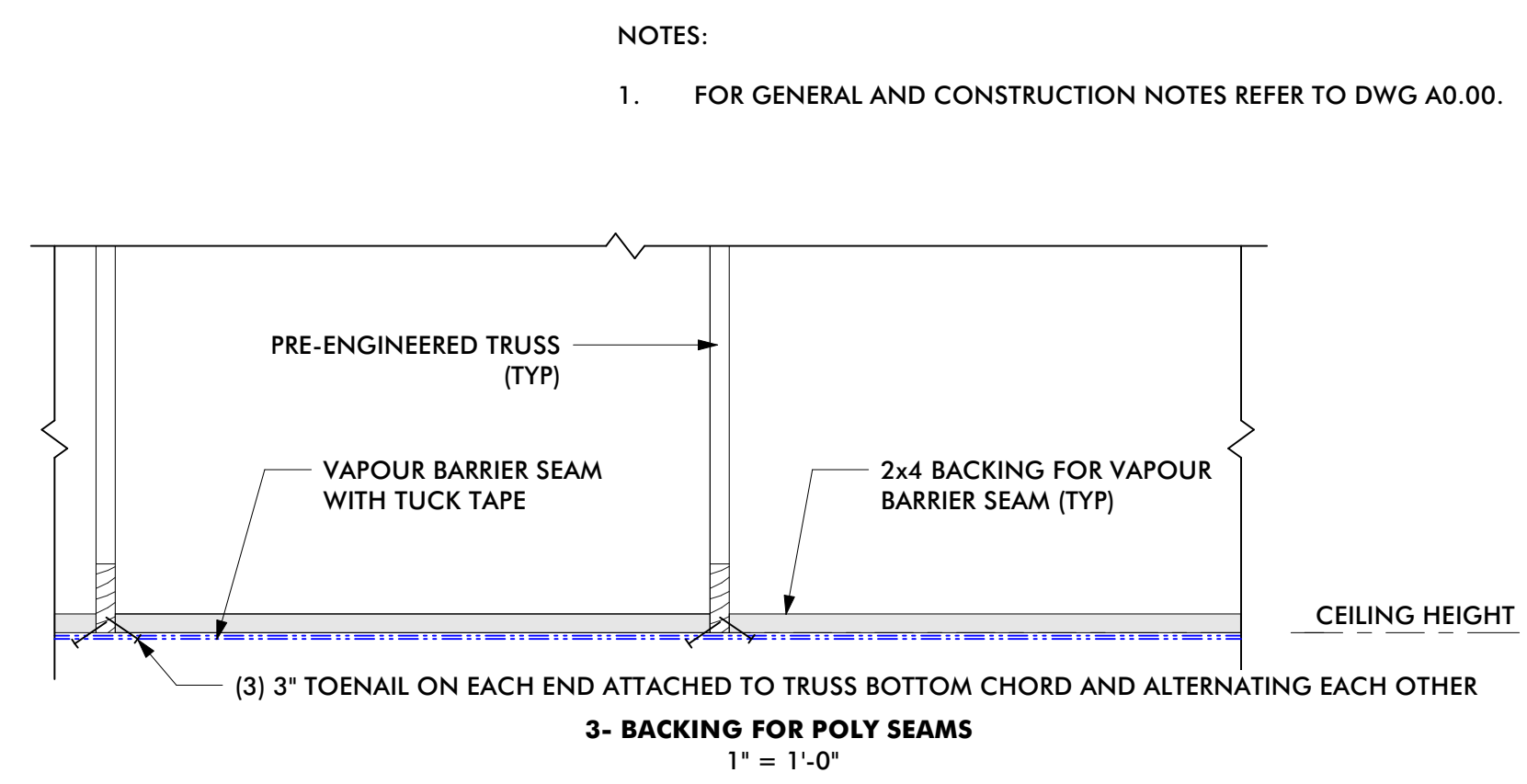
SCALE As indicated



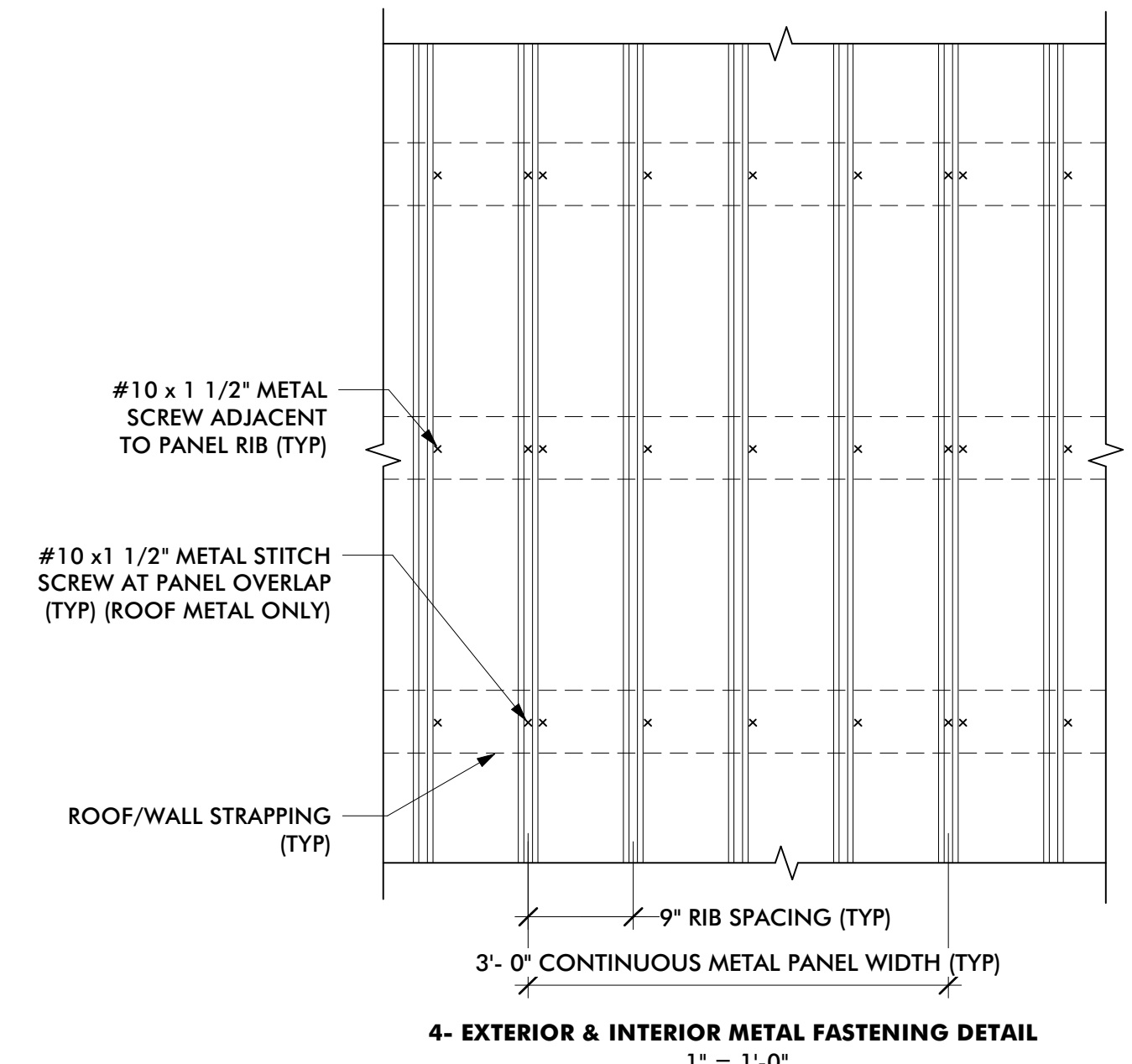
1- TYPICAL STRAPPING TO POST CONNECTION
3" = 1'-0"



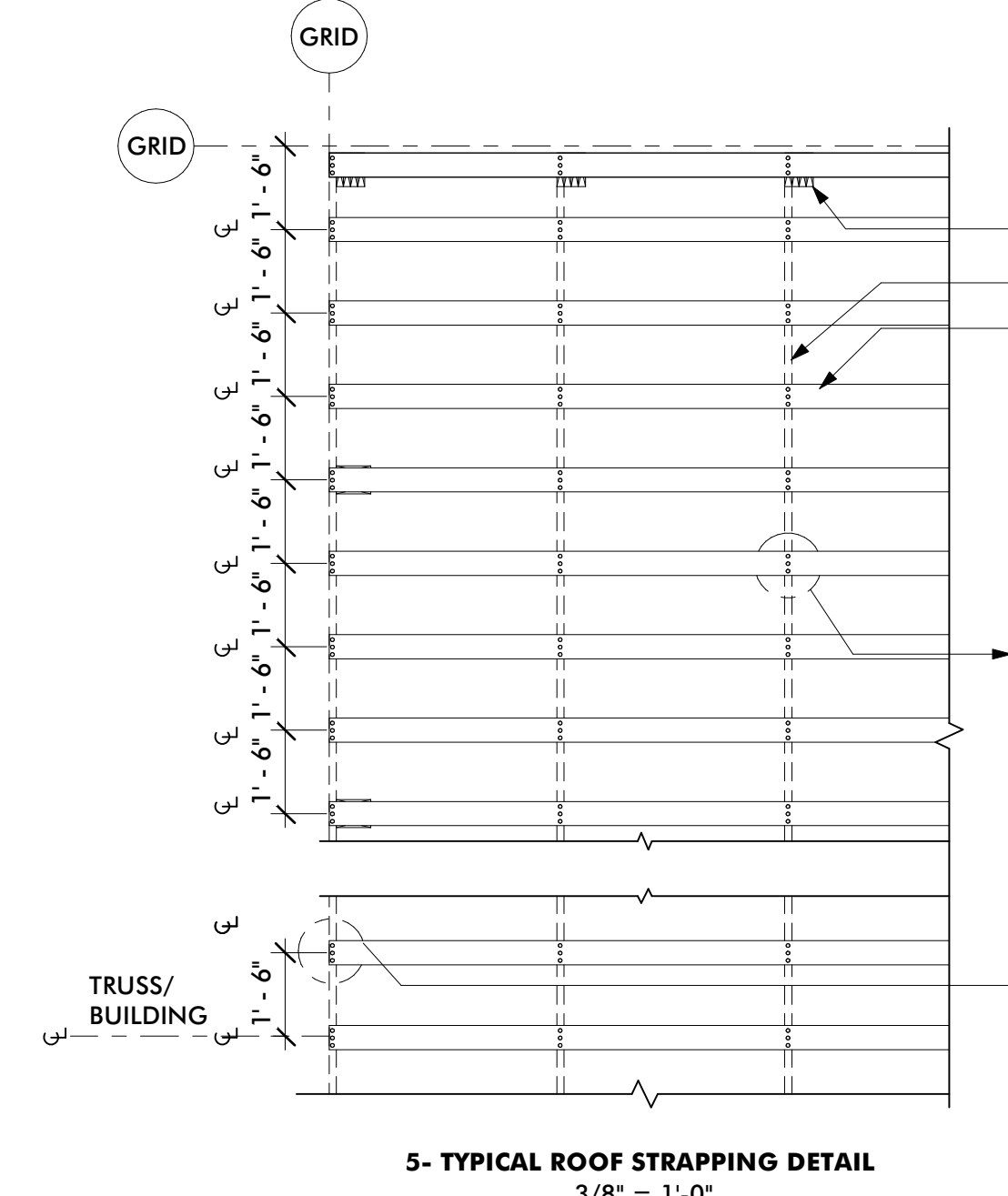
2- TYPICAL GABLE END TRUSS FASTENING DETAIL
1 1/2" = 1'-0"



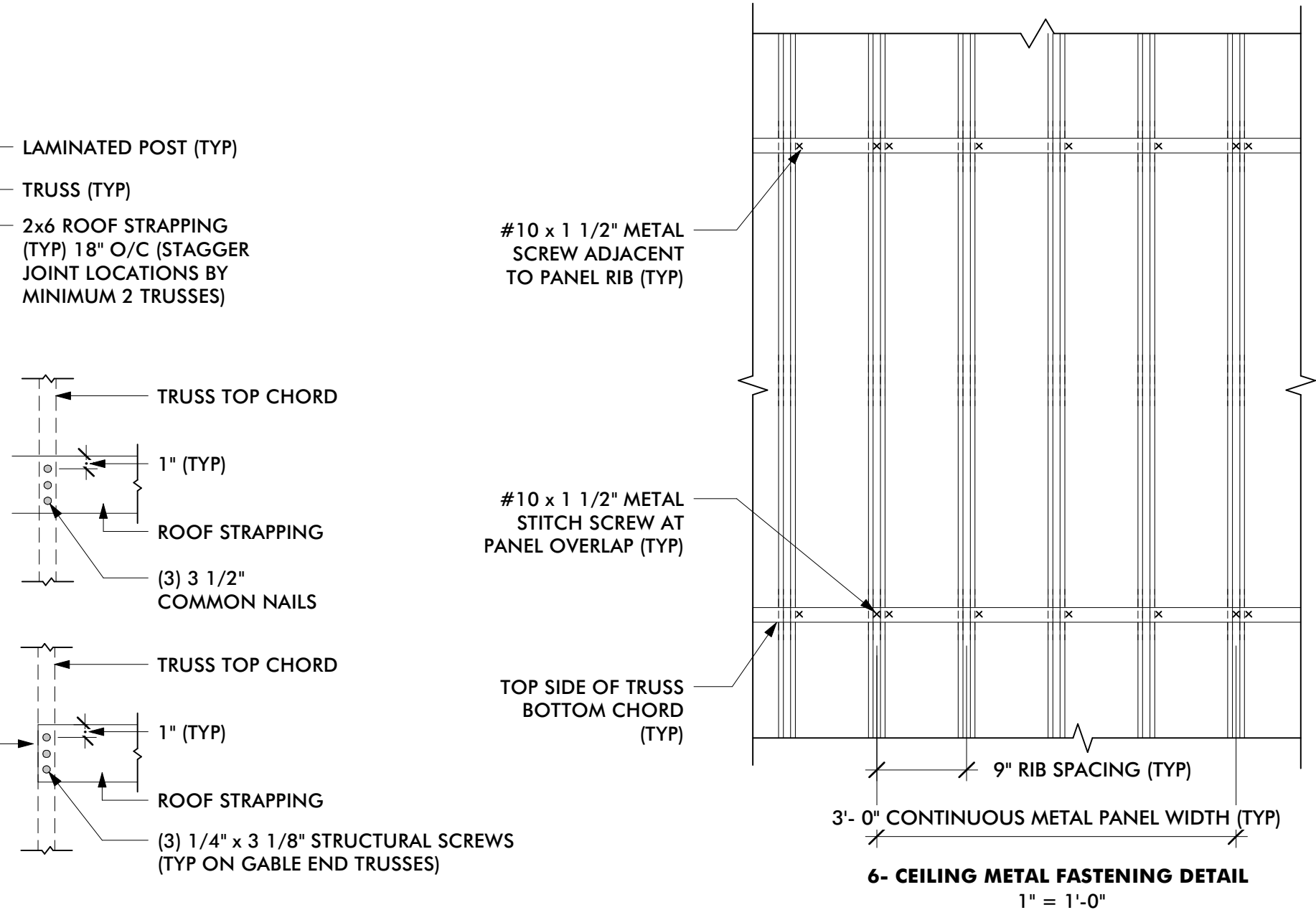
3- BACKING FOR POLY SEAMS
1" = 1'-0"



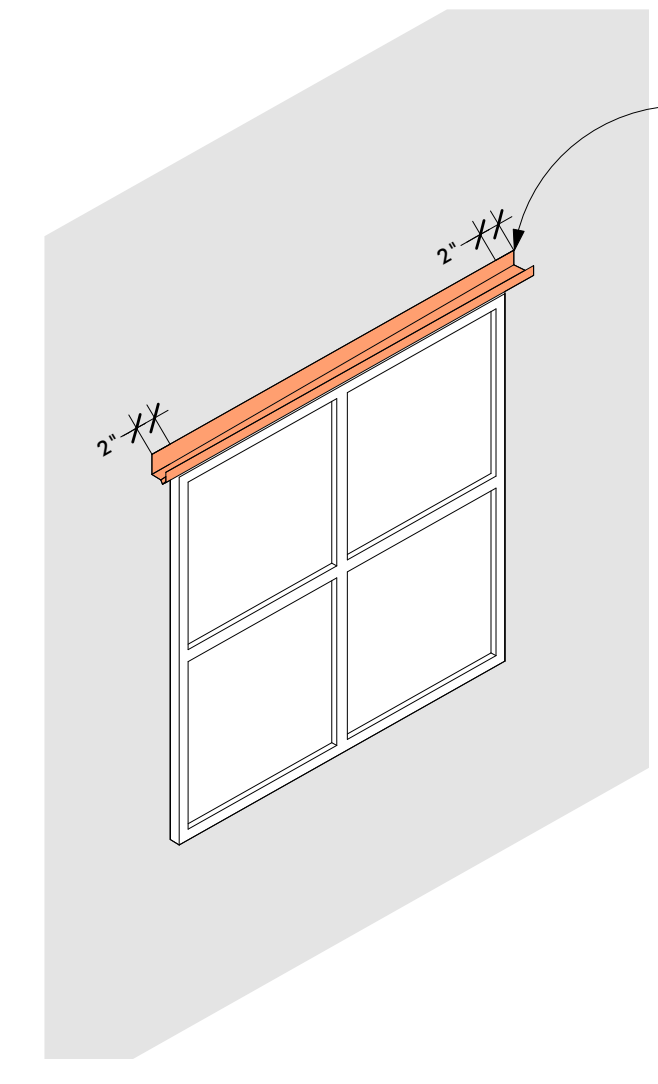
4- EXTERIOR & INTERIOR METAL FASTENING DETAIL
1" = 1'-0"



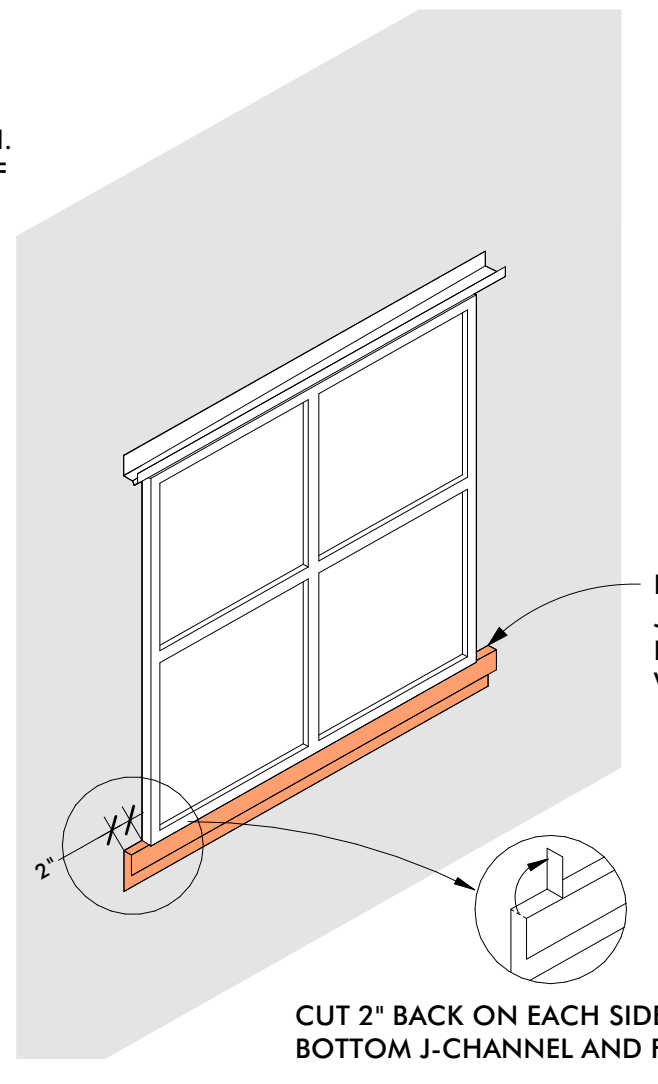
5- TYPICAL ROOF STRAPPING DETAIL
3/8" = 1'-0"



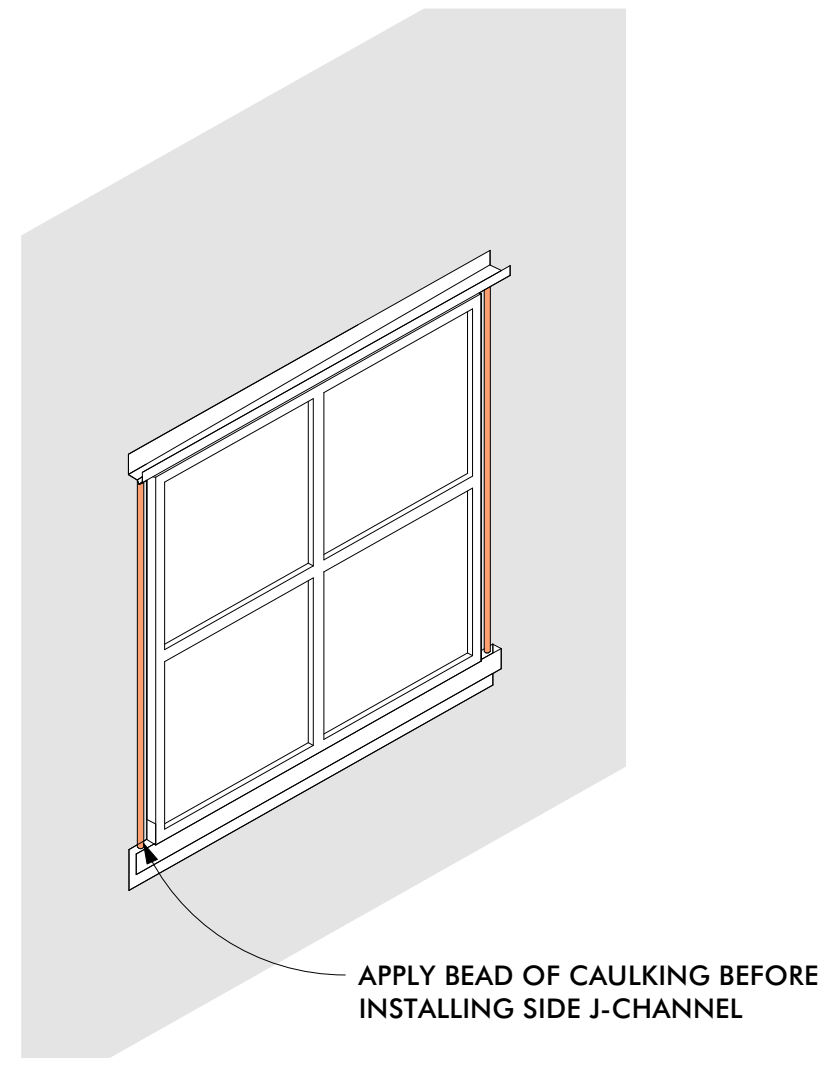
6- CEILING METAL FASTENING DETAIL
1" = 1'-0"



STEP 1

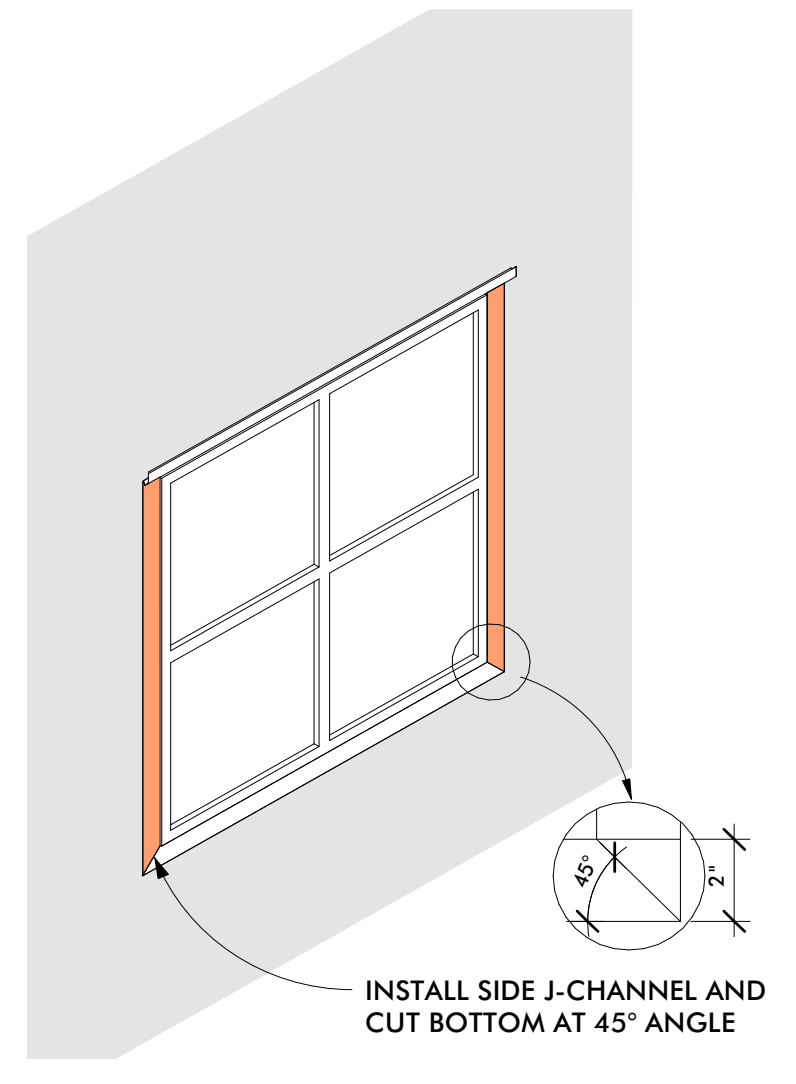


STEP 2

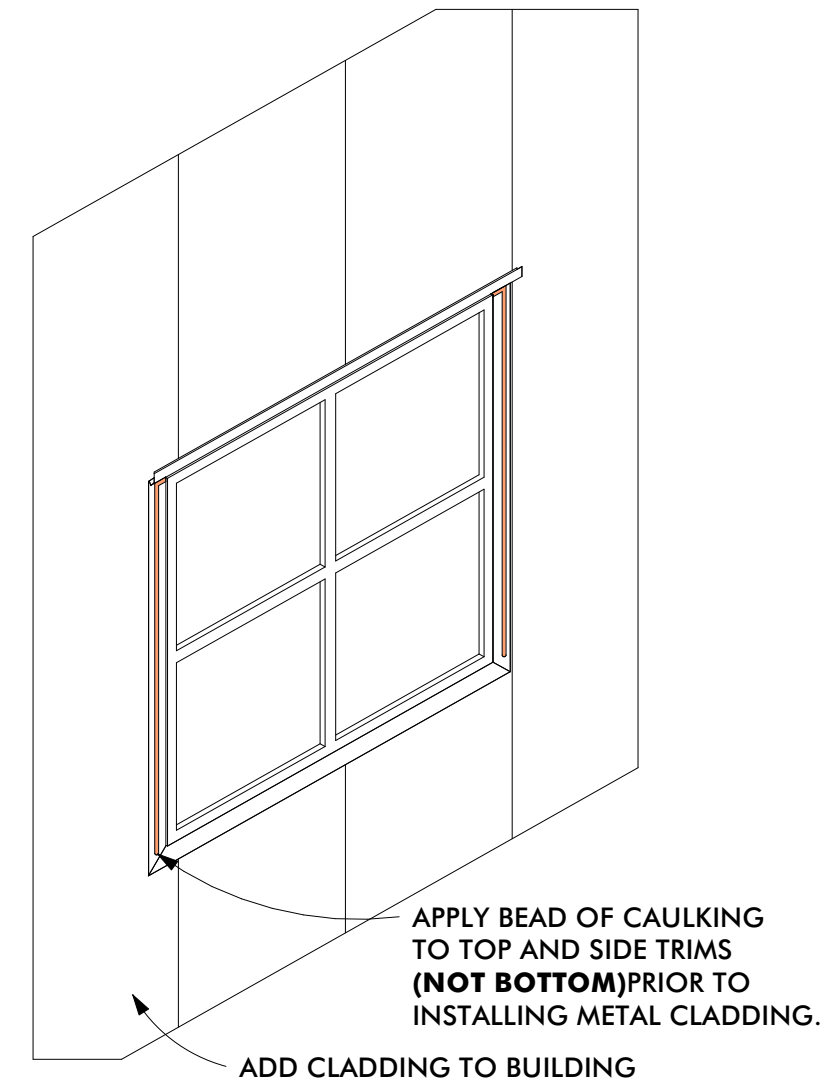


STEP 3

7- WINDOW INSTALLATION DETAIL (TYPICAL)
1 1/2" = 1'-0"



STEP 4



STEP 5

NOTES:
1. FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.



75-29339 HWY 2A
CROSSFIELD, AB T0M 0S0
PH: 403-912-9600

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SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



ISSUED FOR		
REV	DESCRIPTION	DATE
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:
45' x 50' x 16'
SHOP
BRUCE BUMSTEAD
SICAMOUS, BC

DRAWING TITLE:
DETAILS

PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A4.01

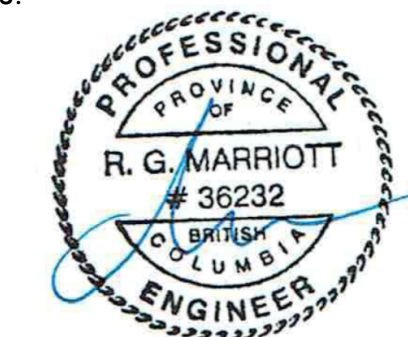
SCALE As indicated



75-29339 HWY 2A
CROSSFIELD, AB T0M 0S0
PH: 403-912-9600

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SEALS:



2026-Apr-23
Permit to Practice No. 1001384

ENGINEERING CONSULTANT



Keystone Structures

ISSUED FOR

REV	DESCRIPTION	DATE
0	PERMIT / CONSTRUCTION	2026/04/23

PROJECT TITLE:

45' x 50' x 16'

SHOP

BRUCE BUMSTEAD

SICAMOUS, BC

DRAWING TITLE:

ROOF LAYOUT & FRAMING PLAN

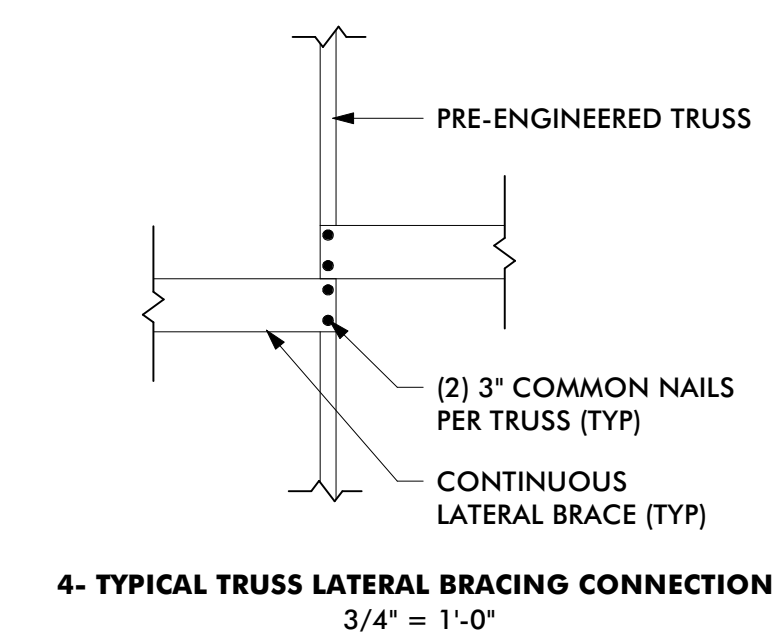
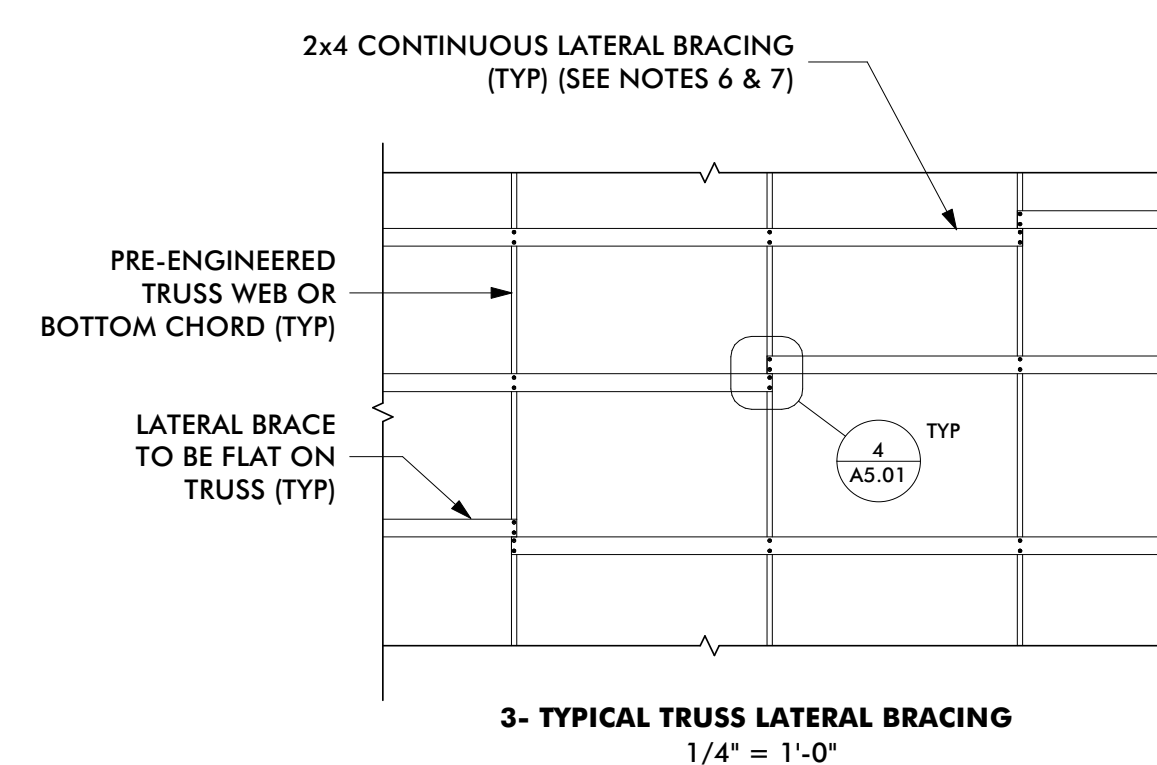
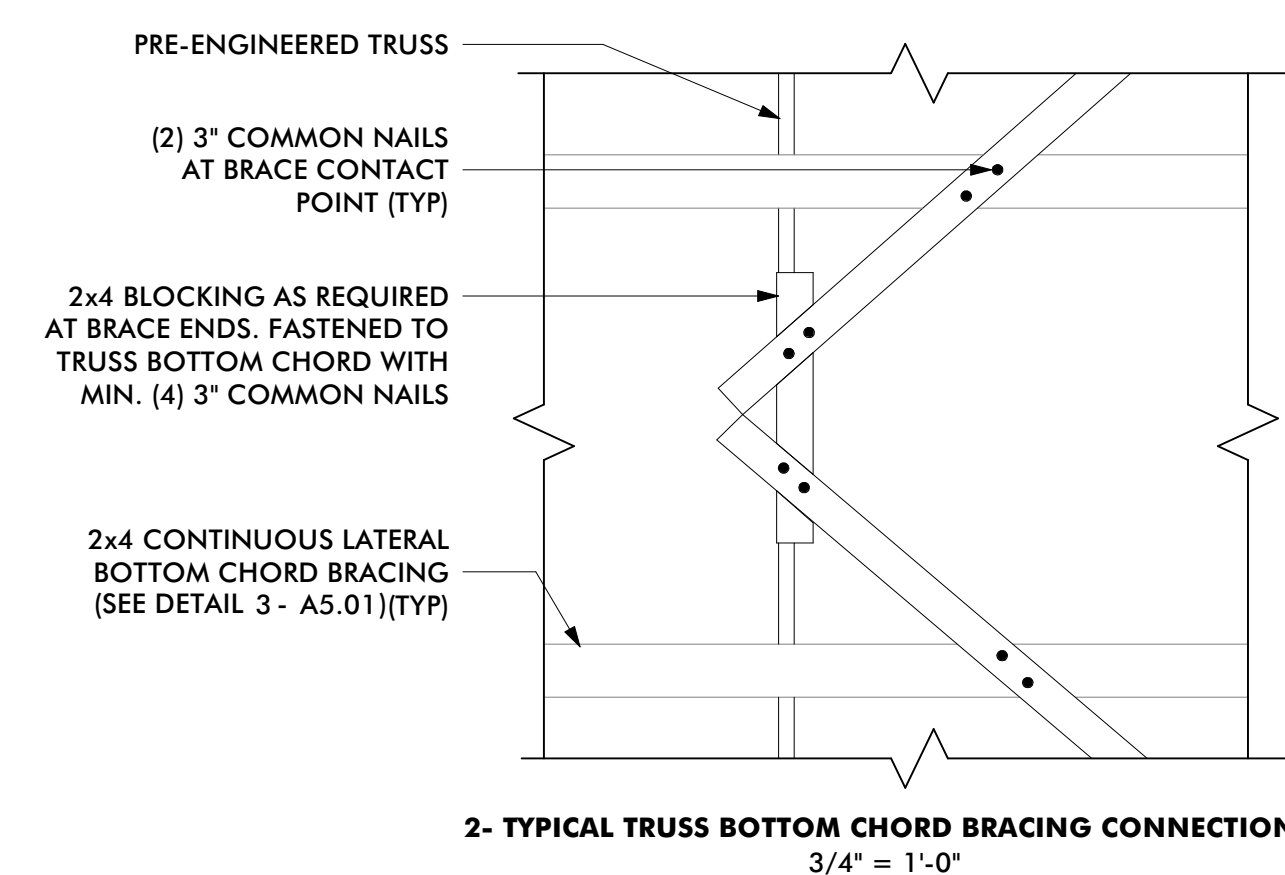
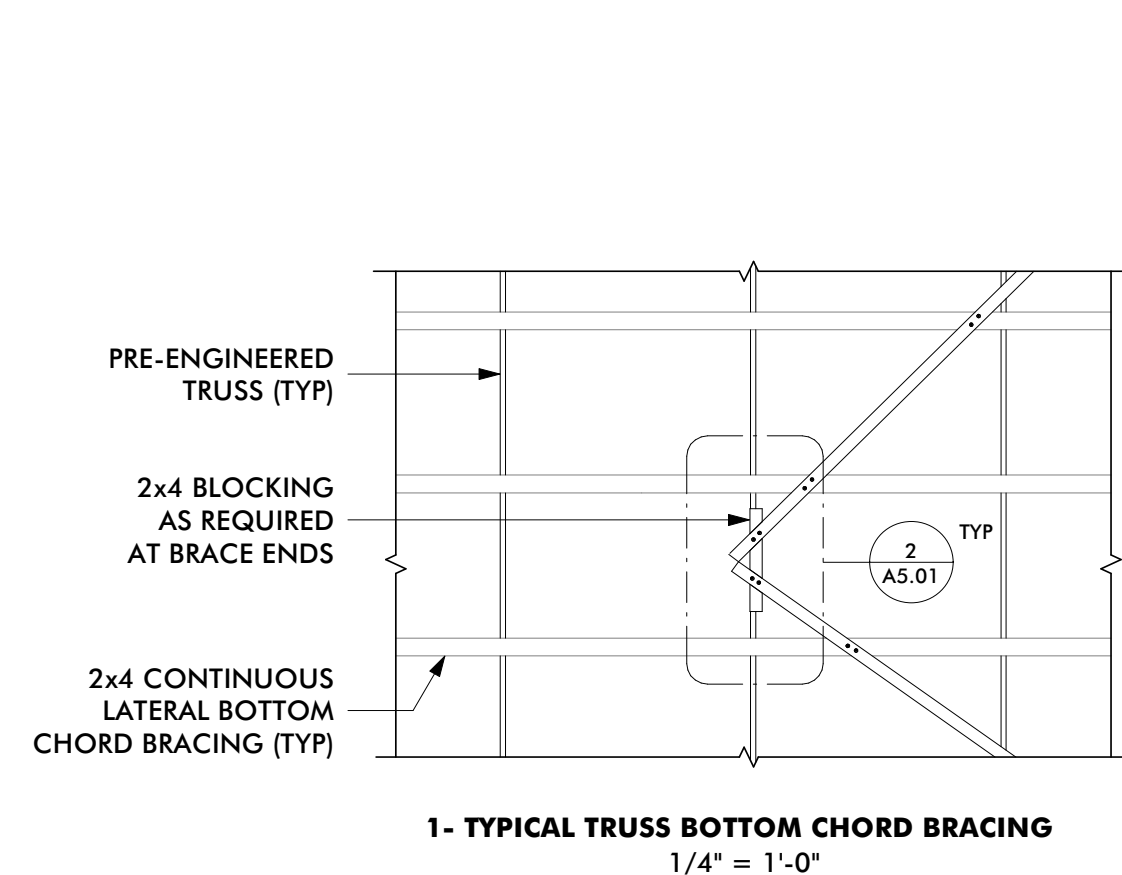
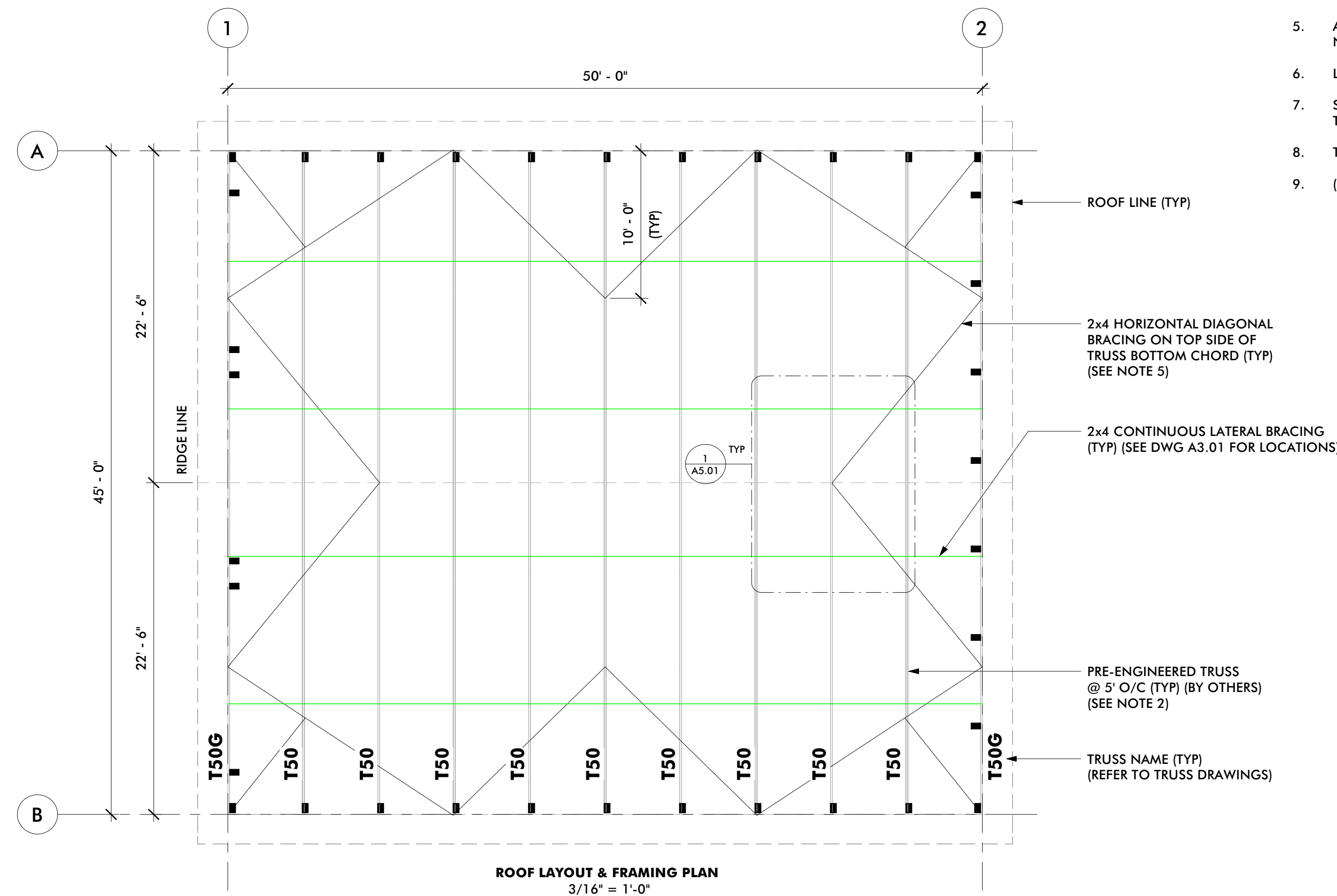
PROJECT NUMBER	00081
DATE	2026/04/23
DRAWN BY	TV
CHECKED BY	LG
APPROVED BY	DH
ENGINEER	RM

A5.01

SCALE As indicated

NOTES:

- FOR GENERAL AND CONSTRUCTION NOTES REFER TO DWG A0.00.
- ROOF TRUSSES ENGINEERED AND FABRICATED BY OTHERS. REFER TO TRUSS DRAWINGS FOR DESIGN DATA AND CONTINUOUS BRACING REQUIREMENTS FOR ROOF TRUSS WEB AND BOTTOM CHORD MEMBERS.
- TRUSSES SHALL BE HANDLED AND INSTALLED ACCORDING TO THE BUILDING COMPONENT SAFETY INFORMATION (BCSI) CANADA GUIDE TO GOOD PRACTICE.
- BRACING SHOWN ON PLAN IS FASTENED TO TRUSS BOTTOM CHORDS.
- ALL BRACING TO TRUSS CONNECTIONS TO BE MINIMUM 2 - 3" COMMON NAILS.
- LATERAL BRACING TO SPAN A MINIMUM OF 3 TRUSSES.
- STAGGER BRACE JOINT LOCATIONS TO AVOID MULTIPLE JOINTS ON THE SAME TRUSS.
- TRUSS WEB BRACING LOCATIONS ARE IDENTIFIED ON DRAWING A3.01.
- (1) ATTIC HATCH LOCATION TO BE FIELD DETERMINED.



From: [REDACTED]
To: [Sicamous Public Hearings](#)
Subject: Notice of Development Variance permit - 310 White Pines Cres.
Date: June 2, 2026 6:32:49 PM

Caution! This message was sent from outside your organization.

To Whom It Concerns,

With reference to the above subject.....I have no objections to the property owner constructing the said building.

Kind regards,

Steve Orosz



DISTRICT OF SICAMOUS

Action Report

REPORT DATE: June 10, 2026
TO: Council
FROM: Nicole Hansen, Director of Development Services
SUBJECT: Development Variance Permit 26-DVP-006 (722 Kappel Street)
FILE NUMBER: 26-DVP-006

RECOMMENDATION:

THAT District of Sicamous council authorize and issue Development Variance Permit 26-DVP-006 for the property located at 722 Kappel Street.

PURPOSE:

To consider a proposed Development Variance Permit to vary provisions of the District of Sicamous Zoning Bylaw No. 1100, 2024, to facilitate improvements to an existing secondary suite by increasing floor area to accommodate an additional bathroom on the property legally described as LOT 12 DISTRICT LOT 497 KAMLOOPS DIVISION YALE DISTRICT PLAN 23939 (722 Kappel Street).

BACKGROUND:

The subject property is zoned R-1 General Residential. The application came to the District's attention through a building permit application, where the owner is proposing improvements to an existing secondary suite by increasing floor area to accommodate an additional bathroom. Based on this work, the proponent has advised the District that the secondary dwelling unit's floor area will exceed the permitted limit in relation to the primary dwelling, increasing from 45% to 50%. As such, the proposal exceeds the Zoning Bylaw regulations and a variance is required.

DISCUSSION:

If approved, the DVP would vary the following section of the District of Sicamous Zoning Bylaw No. 1100, 2024:

- Section 3.5.6.b.(i), secondary dwelling unit's floor area limit, in relation to the primary dwelling unit on the property, be increased, from 45% to 50%.

Official Community Plan Bylaw No. 918, 2016

The subject property is designated Residential Low Density and identified within the "2 km Buffer Area" for wildfire interface, as shown on Schedule F. At the building permit stage, the proponent is required to address applicable wildfire interface requirements.

Zoning Bylaw No. 1100, 2024

The property is zoned R-1 General Residential and the current use is permitted. Adjacent properties are zoned R-1 (General Residential) and contain similar low density residential development. Given that the existing development pattern on the subject parcel is consistent with the surrounding area, the requested variance is considered reasonable.

INTERNAL CIRCULATION:

The proposal was circulated to internal departments and no concerns were raised. The operations department noted that they will continue communication with the contractor to facilitate the upsizing of the water service and re-routing of the sanitary line.

LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:

The District has adopted Public Notice Bylaw No. 1112, 2026 and Public Notice Policy A-38. Notice required under Section 499 of the Local Government Act and Development Application Procedures Bylaw No. 639, 2006 has been provided through written notification to properties within a 50 m radius of the subject lot. As of the date of this report, no responses have been received. Any responses received prior to 4:30 p.m. on Tuesday, June 9, 2026 will be provided to council before consideration of the application.

COMMUNICATIONS COMMENTS:

As the application was submitted through a building permit and the applicant is actively working with the operations department to address servicing requirements, the proposal was not presented to the Planning and Development Committee. The application is considered minor in nature.

ALIGNMENT WITH STRATEGIC PLAN:

No particular alignment to the *Strategic Plan 2022 - 2026* has been found.

OPTIONS:

1. Endorse the recommendation
2. Endorse the recommendation with amendments
3. Defer the matter
4. Deny the recommendation

Respectfully submitted,



June Kwon
Planner



Nicole Hansen
Director of Development Services

Attachment:

- [26-DVP-006 \(722 Kappel Street\)](#)
- [R-1 General Residential](#)
- [Low Density Residential](#)

Approved By:

Status:

Shawna Koll, Director of Corporate Services
Bianca Colonna, Director of Finance
Dean Strachan, Chief Administrative Officer

Approved - 03 Jun 2026
Approved - 03 Jun 2026
Approved - 03 Jun 2026

Development Variance Permit



Permit No: **26-DVP-006**
To: [Redacted]
[Redacted]
[Redacted]

1. This Development Variance Permit is issued in accordance with Section 498 of the *Local Government Act* and is subject to compliance with all Bylaws of the District of Sicamous applicable thereto, except as varied or supplemented by this Permit.
2. This Development Variance Permit applies to and only to those lands within the District of Sicamous described below:

Legal Description: LOT 12 DISTRICT LOT 497 KAMLOOPS DIVISION YALE DISTRICT PLAN 23939
PID: 005-595-126
(Property referred to as "Land" outlined on schedule 'A')

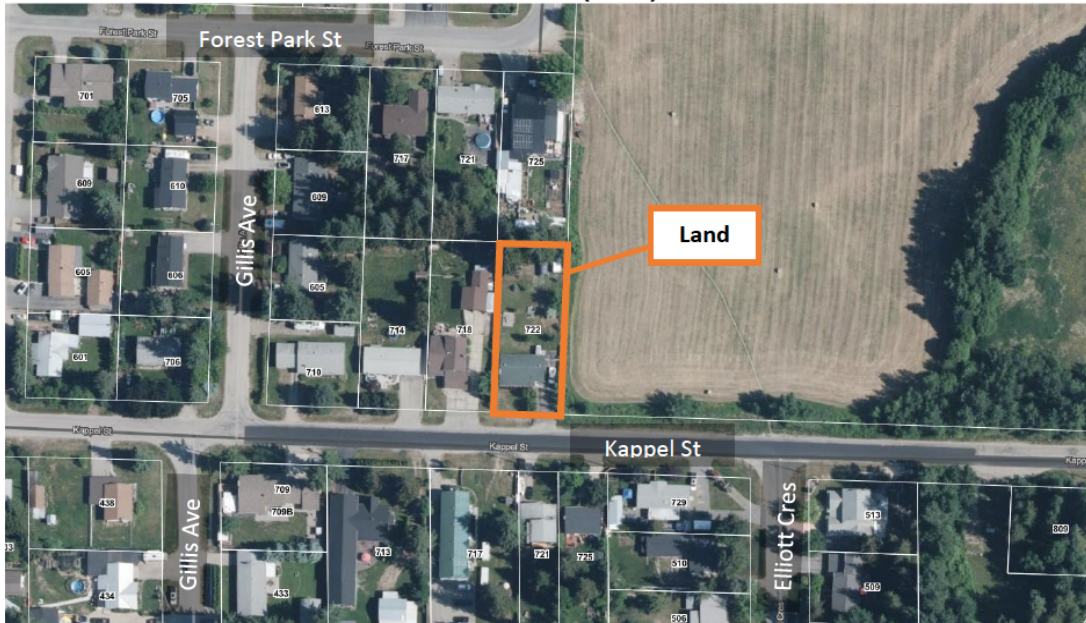
3. The District of Sicamous Zoning Bylaw No. 1100, 2024 is varied as follows:

Section 3.5.6.b.(i), secondary dwelling unit's floor area limit, in relation to the primary dwelling unit on the property, be increased, from 45% to 50%, as shown on Schedule B.
4. Notice of this Permit shall be filed in the Land Title Office at Kamloops, BC, under Section 503 of the *Local Government Act*, and upon such filing, the terms of this Permit and any other amendment thereto shall be binding upon all people who acquire an interest in the Land affected by the Permit.
5. If the Permittee does not substantially commence the development permitted by this Permit within two (2) years of the date of issuance of this Permit, this Permit shall lapse.
6. This Permit is not a Building Permit.

AUTHORIZED and ISSUED BY RESOLUTION OF THE COUNCIL OF THE DISTRICT OF SICAMOUS ON THE 10th day of June 2026.

Corporate Officer

Schedule A (Land)



Schedule B (Proposed Variance)

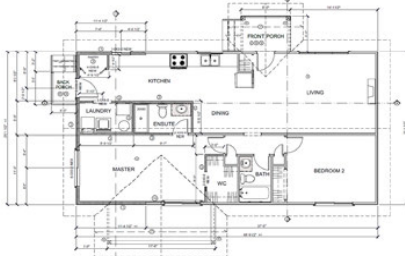


Fig.1 Primary Dwelling Layout

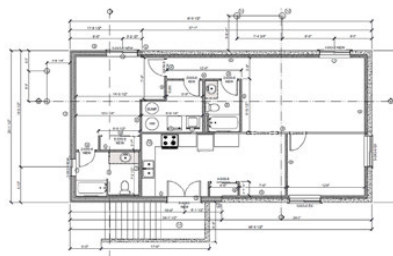


Fig.2 Secondary Suite Layout

2

Section 3.5.6.b.(i) secondary dwelling unit's floor area limit, in relation to the primary dwelling unit on the property, be increased, from 45% to 50% (enabling the proposed layout – Fig.2)

.2 R-1 General Residential

INTENT

This zone is intended to support low-density residential Parcels.

PERMITTED USES

- .1 **Principal Uses**
 - Single-Unit Dwelling
 - Two-Unit Dwelling
- .2 **Accessory Uses**
 - Bed & Breakfast
 - Home Based Business
 - Coach House
 - Secondary Suite
 - Garden Suite

DEVELOPMENT REGULATIONS

- .3 **Density**
 - Maximum number of Principal Dwelling Units per Parcel:
 - 1 Single-Unit Dwelling; or
 - 1 Two-Unit Dwelling
 - Maximum number of Dwelling Units per Parcel:
 - 2; 1 Principal Dwelling Unit and 1 detached Accessory Dwelling Unit or 1 Principal Dwelling Unit and 1 Secondary Suite.
- .4 **Parcel Coverage**
 - The maximum Parcel Coverage of Buildings and Structures is:
 - 50%
 - The maximum Impermeable Surface is:
 - 60 %
- .5 **Maximum Height**
 - Principal Building:
 - 11m
 - Accessory Buildings and Structures:
 - 6 m
- .6 **Principal Building Setbacks**
 - The minimum setbacks for Principal Buildings and Structures are:
 - Front:
 - 5m
 - Rear:
 - 4m
 - Interior Side:
 - 1.5 m; 0 m when separated by a party wall
 - Exterior Side:
 - 4.5m
- .7 **Accessory Setbacks**
 - The minimum Setbacks for Accessory Buildings and Structures are:
 - Front:
 - 5m
 - Rear:
 - 1.5 m
 - Side:
 - 1.5 m
 - Exterior Side:
 - 3 m

SUBDIVISION REGULATIONS

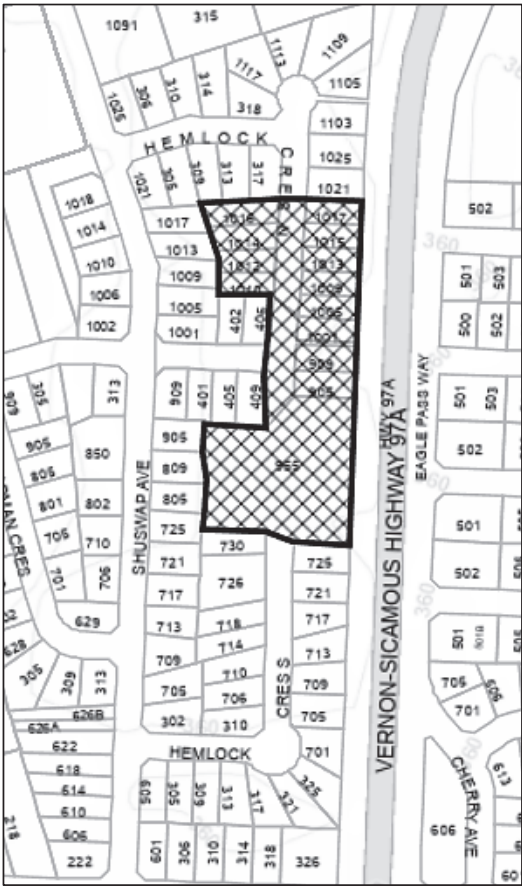
- .8 **Minimum Parcel Area**
 - The minimum Parcel Area is:
 - 450 m²
- .9 **Parcel Dimensions**
 - The minimum Parcel frontage is:
 - 14 m

PARKING

- .10 Off-Street Parking shall be provided in accordance with the Sicamous Zoning Bylaw – Schedule D.

REGULATIONS AND CONDITIONS OF USE

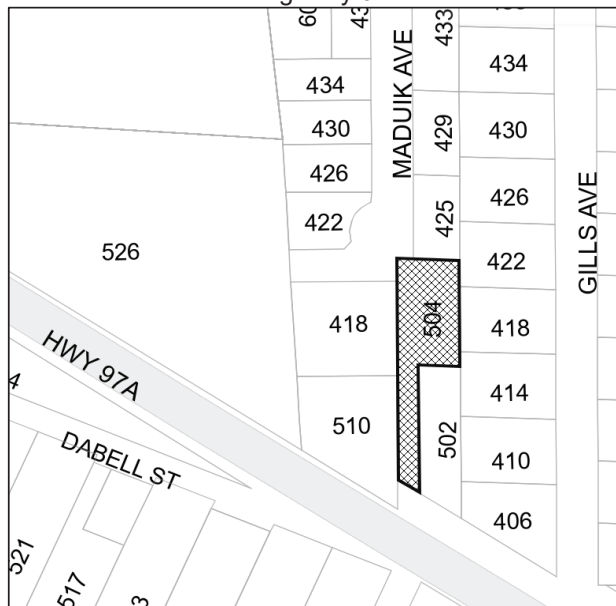
- .11 The following regulations and conditions of use shall apply:
 - a **Secondary Suite**
A Secondary Suite is not permitted in a Two-Unit Dwelling.
 - b **General Regulations**
See the General Regulations section of this bylaw for additional regulations that apply to this zone.
 - c **Site Specific Regulations**
 - i) Plan EPP93443 and Lots 3 to 5, District Lot 452, KDYD, Plan EPP52876, the Front Setback for a Principal Building shall be 3 m and the maximum height for an Accessory Building shall be 7 m;



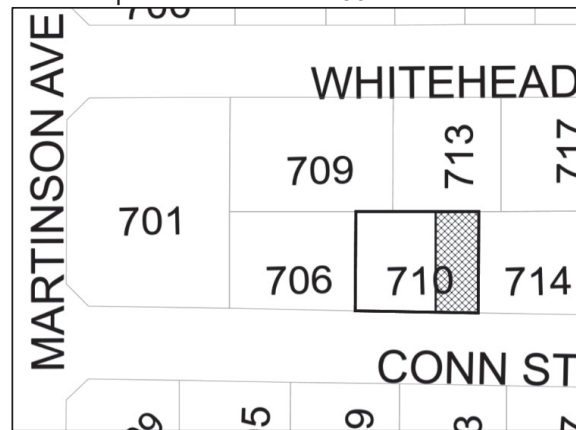
- ii) Strata Lot 1 and 2, District Lot 497, Kamloops Division, Yale District, Strata Plan KAS2281, Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form V, a Two-Unit Dwelling may have a Secondary Suite, one per Principle Dwelling Unit, subject to General Regulations of this Bylaw.



- iii) Lot 3, District Lot 496, Kamloops Division, Yale District, Plan 29890, a Two-Unit Dwelling may have a Secondary Suite, one per Principle Dwelling Unit, subject to General Regulations of this Bylaw and there is no direct access to Highway 97A.



iv) For that eastern portion of Lot 9, District Lot 497, Kamloops Division, Yale District, Plan 25602 shown below, the minimum parcel size shall be 302 m².



3.2 Low Density Residential

- 3.2.1. Properties designated as Residential Low Density are generally serviced with municipal water service and have existing or future potential for municipal sewer service.
- 3.2.2. Lands within this designation accommodate 30 units/ha (12 units/acre). Housing formats are Singles Detached Dwellings, Two Family Dwellings (duplexes), Secondary Accessory Units (Carriage Houses, Garden Suites) and Secondary Suites.
- 3.2.3. Single Detached or Two Unit Dwellings that include more than 8 people not related by blood (boarding houses, group homes, seniors assisted living, seniors supportive living, etc.) are supported by the District in all residential areas provided the form and character of the unit(s) are consistent with the surrounding neighbourhood and the property is maintained (i.e. minimal increase in traffic, building additions in keeping with existing building, landscaping maintained), reasonable attempts are made to maximize accessibility (using UDL Principles) and the owner obtains a business license if required.
- 3.2.4. The District encourages the development of second unit accessory dwellings in all low density residential areas (carriage houses, granny flats, etc.) as a mean of supporting attainable housing.
- 3.2.5. The District encourages innovative building design that promotes attainable housing and will consider reviewing parking requirements, increase/expand permitted types of housing, consider inclusionary zoning and support mixed-use development and promotion of the revitalization tax program for these purposes within the Town Centre Area.
- 3.2.6. Mobile Home Parks are recognized as a format of attainable housing in the community and are supported for development and redevelopment subject to the availability of municipal services. Mobile home park development of more than 4 units is considered a multifamily development and is subject to the issuance of a Development Permit. The issuance of a Development Permit for a Mobile Home Park will consider the following:
 - 3.2.7. Landscape plan – where adjacent to areas of high visibility or traffic corridors landscaping will be complimentary to the consideration for adjacent uses and the streetscape.
 - 3.2.8. Identify opportunities for appropriate housing options for seniors, including within the Town Centre Area, and opportunities to age in place throughout residential neighbourhoods and commercial areas in the community. These options include projects that are guided by Universal Design Principles and employ SAFERhome standards that provide greater safety and comfort in homes for seniors. As well, 55+ complexes should not be discouraged, but designed with due consideration for adjacent uses and the streetscape and current and future accessibility needs.



3.2.9. The District supports commercially licensed daycare facilities, home licensed daycare facilities (adult and child spaces) and group homes within the Low Density Residential area provided the development maintains a residential appearance and does not conflict with adjacent land uses.

3.2.10. The District strongly encourages infill development in the areas designated as Residential Low Density. Supportable forms of development include carriage house, garden suites and two dwelling unit buildings.

3.2.11. Infill Policies – Carriage Houses and Garden Suites:

- a. Accessory units must be located in the rear yard area;
- b. Accessory units may not be strata titled;
- c. Accessory dwelling units should be 1 storey in height, except when located above a garage/vehicle storage the accessory unit;
- d. Where units are 2 storey in height consideration of views into neighbouring properties should be considered in the design
- e. The District will consider reducing application fees and Development Cost Charges for developments that are consistent with the District’s Infill Policies

“We need more seniors housing. Affordable family housing” OCP Review 2016 Open House Comment

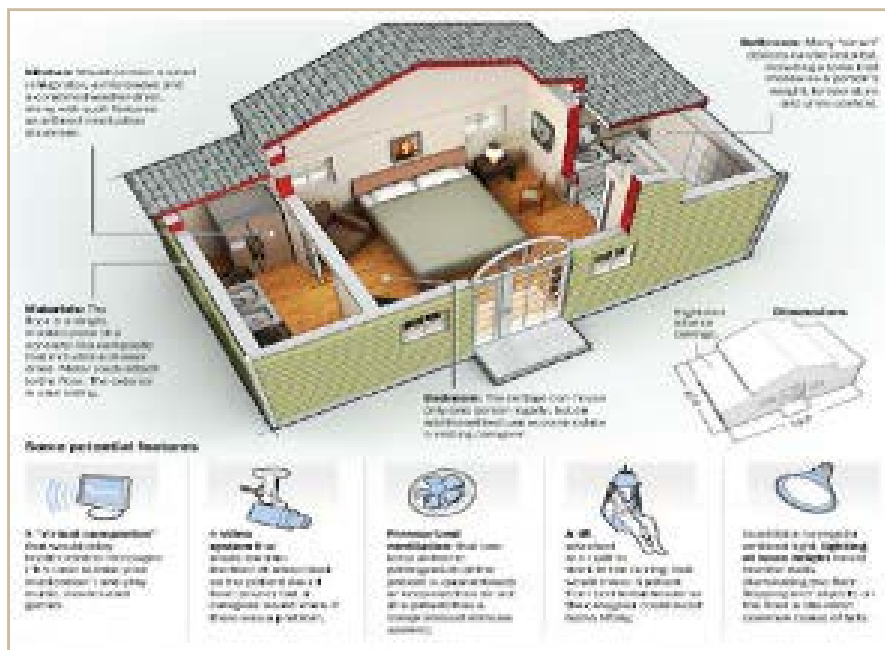


Figure 3.2: Example Garden Suite



DISTRICT OF SICAMOUS

Action Report

REPORT DATE: June 10, 2026
TO: Council
FROM: June Kwon, Planner
SUBJECT: Development Permit (Minor) 26-DP-007 (225 Main Street)
FILE NUMBER: 26-DP-007

RECOMMENDATION:

THAT Council approve Development Permit (minor) 26-DP-007 for the property located at 225 Main Street.

PURPOSE:

To consider the proposed minor Development Permit to facilitate façade improvements to the existing building, including the addition of decorative panels to match the store concept.

BACKGROUND:

The applicant has indicated a desire to improve the store façade to create a more visually appealing storefront that aligns with the store concept, including repainting the wall and adding decorative panels.

DISCUSSION:

The proposed development conforms to the Minor Development Permit criteria of Official Community Plan Bylaw No. 918, 2026. The property is designated Town Centre, and the proposal is consistent with both the Official Community Plan and Zoning Bylaw. The improvements enhance façade articulation along the existing storefront and align with Town Centre revitalization objectives. As the proposal is minor in nature, the application has been brought directly to council. The property is zoned C-1 Local and Town Centre Commercial under Zoning Bylaw No. 1100, 2024, and the proposed retail use is permitted.

INTERNAL CIRCULATION:

As the proposal is minor in nature, internal departments were not referred to.

LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:

No notification is required for the consideration of the Development Permit (minor).

EXISTING POLICY:

The proposal conforms to the Town Centre Development Permit Area criteria and Town Centre Revitalization consideration of the Official Community Plan.

ALIGNMENT WITH STRATEGIC PLAN:

The subject proposal aligns with the 'Economic Growth' component of the *District of Sicamous Strategic Plan 2022-2026*.

OPTIONS:

1. Endorse the recommendation
2. Endorse the recommendation with amendments
3. Defer the matter
4. Deny the recommendation

Respectfully submitted,



June Kwon
Planner



Nicole Hansen
Director of Development Services

Attachment:

[26-DP-007 \(225 Main Street\)](#)

[Excerpts - Official Community Plan Bylaw No. 918, 2016 \(Town Centre\)](#)

[Excerpts - Zoning Bylaw No. 1100, 2024 \(C-1\)](#)

Approved By:

Shawna Koll, Director of Corporate Services
Bianca Colonna, Director of Finance

Status:

Approved - 04 Jun 2026
Approved - 04 Jun 2026

Development Permit

Permit No: **26-DP-007**

To:



1. This Development Permit (minor) is issued in accordance with Section 488 of the *Local Government Act* and is subject to compliance with all Bylaws of the District of Sicamous applicable thereto, except as varied or supplemented by this Permit.
2. This Development Permit (minor) applies to and only to those lands within the District of Sicamous described below, and the proposed store façade improvements.

Legal Description: PARCEL A (DD 150150F AND PLAN B6938) OF LOT 6 DISTRICT LOT 452 KAMLOOPS DIVISION YALE DISTRICT PLAN 2869

PID: 010-938-427
(Property referred to as "Land" shown on Schedule 'A')

3. The subject property will be developed in general accordance with the plan attached as Schedule 'B' with the following condition:
 - a. Improvements to the façade and its immediate surroundings shall incorporate FireSmart Principles.
4. Notice of this Permit shall be filed in the Land Title Office at Kamloops, BC, under Section 503 of the *Local Government Act*, and upon such filing, the terms of this Permit and any other amendment thereto shall be binding upon all persons who acquire an interest in the Land affected by the Permit.
5. If the Permittee does not substantially commence the development permitted by this Permit within two (2) years of the date of issuance of this Permit, this Permit shall lapse.
6. This Permit is not a Building Permit.

AUTHORIZED and ISSUED BY RESOLUTION OF THE COUNCIL OF THE DISTRICT OF SICAMOUS ON THE 10th day of June, 2026.

Corporate Officer

**Schedule A
(Land)**



**Schedule B
(Rendering)**



Fascia panels 6mm shape cut aluminum panel (the panels will not exceed, protrude horizontally, the façade area).

Main façade to be re-painted with the custom colour (as depicted above).

(Panel Dimensions)



Panel Dimensions:

- A1: 120" x 48" Aluminum composite (6mm)
- A2: 120" x 48" Aluminum composite (6mm)
- B: 96" x 48" Aluminum composite (6mm)
- C: 96" x 48" Aluminum composite (6mm)

1.1 Guiding Principles

Town Centre Revitalization

Revitalization of the downtown is essential to the economic development and vitality of our community. The District, will work in partnership with local business and property owners to enhance and develop the Town Centre.

Encourage and Enhance Community Beautification

The natural beauty of Sicamous attracts visitors to the area. The landscapes and streetscapes will be enhanced to compliment the natural assets; reflecting the strong sense of pride and appreciation the community feels.

Encourage Age Diversity

Sicamous offers a lifestyle that attracts a diverse demographic. It is a priority of the community to ensure the continued support and enhancement through sustainable services and infrastructure to protect citizens of all ages.

Encourage Economic Development and Diversify Economy

A coordinated effort toward the positive economic development of the community is strongly encouraged by the District. In considering land use opportunities the District will collaborate with the community to meet the objective of a robust and resilient economy.



Encourage and Support Attainable Housing

There are a number of points in a development process in which the District may provide support in the provision of attainable housing. Attainable housing for seniors and families is critical to maintain a prosperous community both for the local community and the region. In addition, the District is also supportive of projects that ensure attainable housing as it relates to the labour force needs within the community.

Enhance and Preserve the Natural Environment

Sicamous' natural environment is one of its defining and most unique features. The mountains, lakes and rivers sets Sicamous apart from any other community in the Shuswap and shapes the community identity. Maintaining clean quality waterways, pristine mountain ranges and quality air conditions are vital to ensuring community sustainability.

1.8 Economic Development – Key Projects

During the OCP Review 2016 input process it became clear that Economic Development is a key, yet broad, objective for the District to undertake. The economic initiatives below underscore major projects and developments in which the District envisions a bright and diverse economic future for the community which meet all of the Guiding Principles.

- 1.8.1. The District encourage and pursue the Resort Municipality designation. As such the development of hotels and accommodations catering the travelling public are a priority for community development. The District will use all possible tools to its avail to encourage and promote the development of hotels, accommodations and a four season destination.
- 1.8.2. The District recognizes the strategic importance of situating the District as a supportive proponent to the development of the community as a dementia friendly, inclusive destination. The District will support the pursuit of this designation in the encouragement of seniors housing and facilities in residential or commercial land use areas defined on Schedule 1: Land Use Map. The District may also incentivize the development and educational opportunities that may help in the pursuit of this goal.
- 1.8.3. The District recognizes the importance of economic, social and environmental considerations in the development of a future community amenity area. A location for a potential site is shown as a Comprehensive Community Area on Schedule 1: Land Use Map.
- 1.8.4. The District recognizes the critical importance of the Channel Development Area and the Town Centre Revitalization, as shown on in Schedule 1: Land Use Map, in the economic diversity and resilience of the community and will pursue these efforts in partnership with federal, provincial, Splatsin, local business owners and regional partners to ensure that the Guiding Principles and community objectives are met in the in realization of these key projects.
- 1.8.5. The District recognizes the critical importance of age diversity in achieving sustained economic vitality within the community. The District, wherever possible, will support and encourage community efforts to ensure age diversity and accessibility throughout the community.

*"Use multiple formats to report back to the community. Go to community. Don't wait for them."
OCP Review 2016
Open House
Comment*



The community of Sicamous supports a variety of retail and service commercial uses including a grocery store, restaurants and personal services. Higher order retail uses tend to be located in neighbouring municipalities such as Revelstoke, Vernon, Kelowna, Salmon Arm and Kamloops. The commercial sector is also supported by a large summer tourist market including house boaters, cottagers, and highway travelers. In combination, local residents, highway travelers and the recreational market support a commercial sector that is stronger and more diversified than typical for municipalities under 3000 persons.

Guiding Principles Met

- ❖ Town Centre Revitalization
- ❖ Encourage and Enhance Community Beautification
- ❖ Encourage, Enhance and Develop Community Connectivity
- ❖ Encourage Age Diversity
- ❖ Expand and Improve Municipal Infrastructure
- ❖ Enhance and Preserve the Natural Environment
- ❖ Promote Commercial and Marine Development
- ❖ Encourage Economic Development and Diversify Economy

Commercial

Sicamous is located in an area with high amenity values that strongly influence the local economy and land use patterns. The community has a strong resort “feel” and continues to build a resort based economy. The OCP presents strategies to re-enforce these conditions over the long-term. The District of Sicamous is not a typical resort town as it depends on a variety of resort experiences including, waterfront/water based recreation, golfing, back-country snowmobiling and hiking, and the houseboat industry. In contrast, most “resort” communities evolve around a single industry (e.g. skiing) and then gradually become more diversified. As a multi-activity resort town Sicamous requires careful management and a long term vision if it is to be a sustainable resort community over the long term. Many of the regional attributes are located in the CSRD, Electoral Area E.

Projections indicate growth in the seasonal recreation market and the District’s commercial land use policies encourage new commercial uses, particularly associated with recreational or resort uses. New developments are recommended as mixed use facilities to create dynamic commercial/public/residential areas along the waterfront and in the Town Centre. The community supports continued concentration of commercial uses into the Highway Commercial, Town Centre and Waterfront areas to ensure that vibrant and well-designed spaces result.

4.0 General

- 4.0.1 Schedule D: Town Centre Development Permit Areas (Character Areas) identifies the Town Centre Area with 5 Character Area – Gateway Town Centre, Highway Commercial Area A, Town Centre, Riverside Transition Area and Waterfront Commercial Area. The Town Centre Area, Highway Commercial Area B and Industrial Development Permit Areas are identified on the Schedule C: Development Permit Areas.
- 4.0.2 The District will undertake a comprehensive Town Centre Revitalization Plan (TCRP). The TRCP will address design guidelines, streetscapes and will focus on encouraging growth and development through financial incentives and programs in the Town Centre Area.
- 4.0.3 The District will ensure that land use policies, other regulatory conditions and municipal infrastructure will support economic development without compromising social or environmental goals or placing any financial burden on the taxpayers.
- 4.0.4 The District will support, collaborate and cooperate with the business community to continue to develop and implement economic strategies for the benefit of all residents.
- 4.0.5 The District will work with the relevant provincial agencies to pursue designation as a resort municipality.
- 4.0.6 The District will support and encourage commercial and mixed use developments to be walkable and pedestrian friendly.
- 4.0.7 The District will concentrate commercial development in areas designated within the Town Centre Development permit Area.
- 4.0.8 The District will support, in principle, the development of tourist-related agricultural businesses businesses such as vacation farms, farm bed and breakfast operations, farm-gate marketing, winery, etc. The District may also explore opportunities related to encouraging a retirement community, including a seniors care industry.
- 4.0.9 The District will ensure that new commercial development is fully serviced.
- 4.0.10 The District will pursue the development of Wi-Fi and expand technological capacity first within the Town Centre Area then to remainder of the community.
- 4.0.11 The District will apply Development Permit Guidelines to commercial development to encourage a high quality of site design and to direct form and character as outlined in the relevant Development Permit Area criteria.
- 4.0.12 The District will consider the establishment of a Revitalization Bylaw for existing commercial development located in the Town Centre Area or Waterfront Areas to encourage re-investment and upgrading of existing developments. Further to the TCRP, the District will undertake a comprehensive review of the Development Cost Charges Bylaw and other financial mechanisms with a focus on stimulating growth in the Town Centre Area.
- 4.0.13 The District encourages appropriately located light industrial development. (Amending Bylaw No. 987, 2020)
- 4.14 The District supports a diversity of light industrial used that provide living wage employment and contribute to the local economy. (Amending Bylaw No. 987, 2020)
- 4.15 The District encourages buffering of industrial uses from adjacent rural and residential uses and the preservation of access and views from adjacent rural and residential uses. (Amending Bylaw No. 987, 2020)

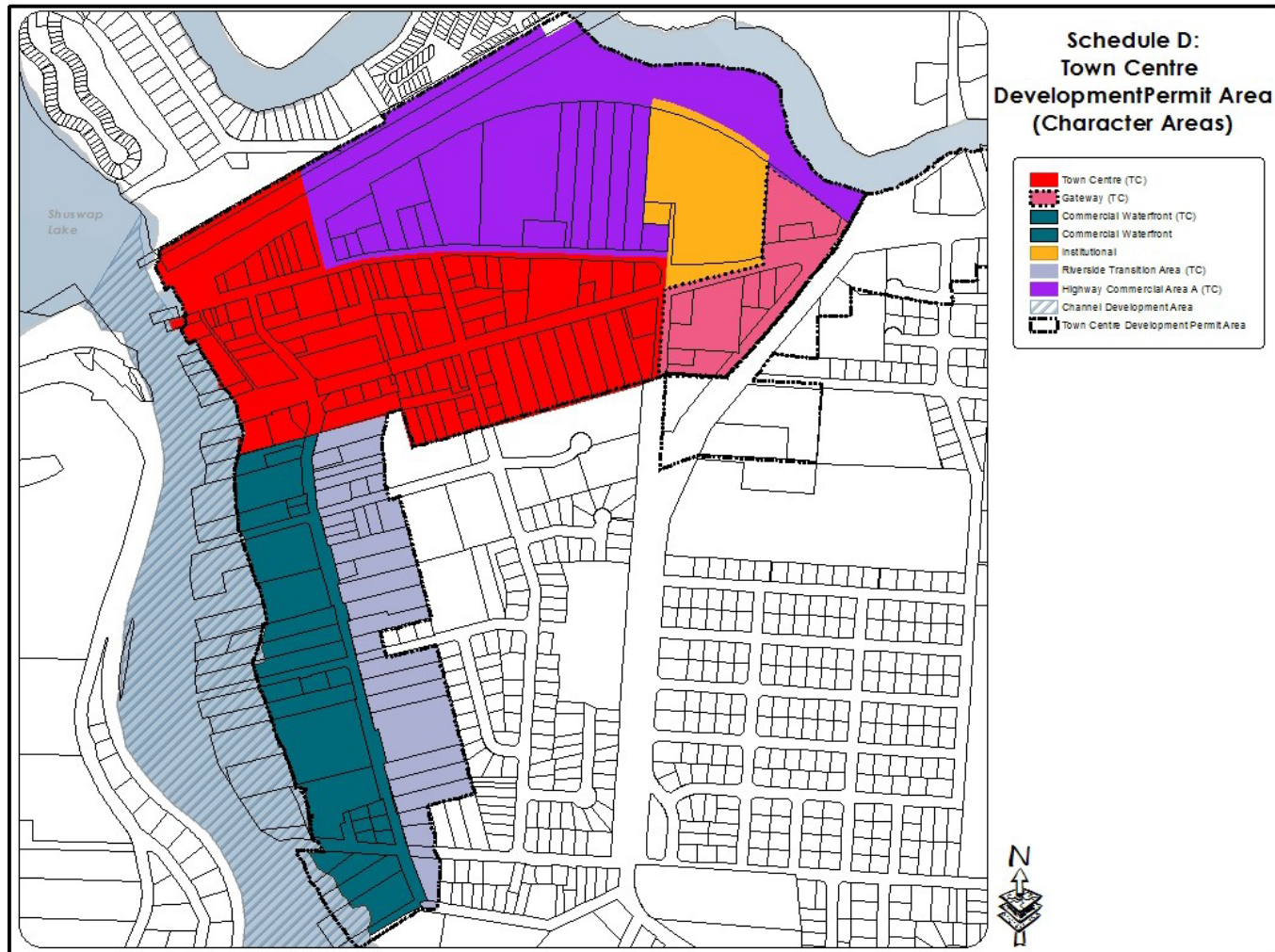
4.1 Town Centre

As the economic centre of the community, the Town Centre offers opportunities for residents, businesses and tourists to enjoy the beaches and the small town resort atmosphere. While the mountain ranges, lakes and natural features throughout the community attract people to Sicamous, the Town Centre area is envisioned to be the part of their experience that makes them stay.

The Town Centre includes 5 character areas that are intended to provide and enhanced streetscape experience for pedestrians and non-motorized traffic. Each character area is designed to draw people of all ages and abilities into the Town Centre and to create a distinct and unique experience to enjoy.

1. The Town Centre is to be a compact, intense, interesting and accessible pedestrian oriented and convenient commercial area within the area designated for Town Centre use on Schedule C: Town Centre Development Permit Area and Schedule D: Town Centre Development Permit Area (Character Areas).
2. The District recognizes and supports efforts to re-enforce strong connections between the waterfront walkway area and the Main Street Town Centre core. It will be important to connect these pedestrian areas to ensure that both visitors and residents are able to enjoy a more diversified experience.
3. The District will support high-density residential use within or adjacent to the Town Centre commercial area to encourage vitality, safety, after hours use and to increase pedestrian activity. This type of development should not erode the supply of commercial land available in the Town Centre.
4. The District will support high-density residential buildings in the Town Centre when developed as mixed-use structures with space for commercial uses provided on the ground floor.
5. As a focal area for residents and tourists the District recognizes and will support development, both District and developer initiated, that ensures accessibility for all ages and abilities.
6. The District will encourage development to explore the 7 universal design principles as with an ongoing interest to improve the accessibility of all current and new addition to the Town Centre.
7. The District will support vibrant, civic and community uses in the Town Centre and encourage the concentration of these uses into Main Street and Finlayson Street. The Town Centre will feature demonstration areas and projects that will highlight the community endeavors and natural beauty.
8. Development or dedication for any future channel crossing should contribute to the use and development of the Main Street right-of-way from Riverside Avenue to the Waterfront as a public waterfront amenity. Issues to be addressed include access and parking for the public wharf and walkway and a public amenity space (e.g. seating and viewing area that is ideal for public markets).
9. The District will encourage the development of buildings that are oriented to the street with unique character and building entrances. Amenity spaces, including outdoor seating and attractive landscaping should be provided in the front yard area of any development.
10. New on-site parking shall be located behind buildings fronting on Main Street and Finlayson Street.
11. The District will undertake efforts through education and bylaws to ensure community beautification and attractive property development.
12. The District may implement a two stream Development Permit process to encourage small scale redevelopment within the Town Centre.
13. The District will consider establishment of a Waterfront and Town Centre Parking Area Designation. Within the designated area, the District may establish a mechanism to collect funds for the development of municipal parking areas to ensure that Sicamous has adequate parking to accommodate increased traffic and seasonal use.

Figure 4.0: Town Centre Development Permit Area



4.2 Town Centre Development Permit Area – All Character Areas

1. Designation

The Town Centre Development Permit Area is designated under Sections 488 and 489 of the *Local Government Act* as an area for the establishment of objectives and the provision of guidelines for the form and character of commercial and multi-family residential development.

2. Area and Application

The Town Centre Development Permit Area includes all lands as shown on Schedule D: Town Centre Development Permit Area. A Town Centre Development Permit shall be required for the development of commercial, industrial or residential properties within the designated area. Guidelines specific for each unique Character Area are detailed in Sections A to D.

3. Guidelines

- a. The guidelines for each distinct character area are outlined in the following sections A to D. Development that meets or exceeds the Town Centre guidelines for development is strongly encouraged by the District and those projects deemed to be consistent with the Town Centre Development Permit Minor and Major are eligible for District incentives designed to encourage economic development in the Town Centre.
- b. Where landscaping is proposed or required to the specification of the Official Community Plan or Zoning Bylaw all landscape plans must include an estimate for the works to be completed. The District will retain 110% security until the works are complete. A review of the landscaping by staff will be conducted at the applicant's request. Following the review the security may be drawn down, partially or in its entirety, depending on the quality of the works completed. Any changes to an approved landscape plan by be submitted in writing to be reviewed for approval, further revision or denial.

4. Development Permit Minor

- a. The Development Permit Minor process is intended to provide an expedited process for those types of development and redevelopment considered minor in scale, for example building façade, small building alterations within the Town Centre Development Permit Area. The Development Permit Minor process is intended to be a less expensive and less complex method to encourage upgrading and investment in the Town Centre Development Permit Area and is applicable in the following circumstances:
 - i. Development consistent with the Official Community Plan and Zoning Bylaw;
 - ii. Exterior façade changes to any building or building(s) or previously approved landscape plan within the Town Centre Area;
 - iii. Addition to, alteration of, or external renovation of existing buildings or structures where a Town Centre Development Permit would be required but the value of the work does not exceed \$50,000 and where the use of the site as defined in the Zoning Bylaw is not amended.

5. Development Permit Major

- a. A Development Permit Major process enacts the District's notification process and Council approval. A Development Permit Major is required for all development and redevelopment that exceeds those listed in the above Section 4.

4.3 Town Centre Development Permit – Town Centre

Figure 4.1: Conceptual Rendering Town Centre Character Area Site



1. Buildings placed with 0m setback* creates a continuous street wall - better pedestrian environment.
2. Wide sidewalks, seating, buried infrastructure & street trees
3. Bike lanes along Main Street support multi modal transportation.
4. Strategic bulb outs and landscaping for parking or tree-lined boulevard.
5. Mixed use building with lakeshore nautical style creates a diversity of housing and stronger streetscape
6. Parking located at the center of the lot
7. Highway commercial infill along highway creates a continuous streetfront.
8. Storm water treatment, park space, on-street parking & highway signage directing highway traffic downtown.

Guidelines – Town Centre

- 4.3.1. General principles of building siting and design are provided to help guide quality building standards appropriate to the Town Centre and the renderings included in this section are provided to illustrate how these concepts can be applied.
- 4.3.2. Building massing should:
- a. frame views to natural features, particularly the lakes, channel and mountain vistas and landmarks,
 - b. provide accent features at intersections, including "corner cuts" or similar treatment to expand sidewalk area adjacent to intersections,
 - c. avoid long continuous blank wall surfaces,
 - d. provide significant or continuous frontage on Main Street and Finlayson Street with building articulation and multiple entrances to create interest,
 - e. Orient entrances to Main Street and Finlayson Street with 0.0m front yard setbacks.
- 4.3.3. Building height should consider proportion and relation to adjacent buildings and public open space. Building heights should generally conform to the heights of existing buildings; however, new buildings are encouraged to be taller than the existing single storey building stock. "Step backs" and balconies above the second storey will be used to soften the impact of new and taller buildings (3-4 storeys).
- 4.3.4. Outdoor seating, wide sidewalks, landscaping and busy commercial premises create active spaces that are interesting and comfortable for pedestrians and are strongly encouraged by the District and should be incorporated in to the site design.
- 4.3.5. Buildings and landscaping screen parking that is accessed from a rear lane.
- 4.3.6. Businesses provide services for local residents while creating an interesting commercial environment that draws visitors to a resort atmosphere.

4.3 Town Centre Development Permit – Town Centre Character Area

Guidelines – Town Centre Character Area Continued

- 4.3.7. Landscaping in the Town Centre Character Area should:
- Be provided to screen all parking visible from Main and Finlayson Streets with continuous trees and 1.0 m high planting and/or wall within a minimum 1.5 m wide planter, with self-sufficient irrigation system.
 - Incorporate nautical art, artefacts or driftwood,
 - Be provided to completely screen all service areas and utility equipment,
 - Be provided in setback areas, if consistent with use and design, within curbed, raised or freestanding planters, and;
 - Avoid screening at eye level and encroachment into sidewalk area.
- 4.3.8. Building design should promote modern contemporary lakeshore nautical theme with:
- Exposed wood accents, including heavy timbers or logs, used throughout the project.
 - Articulated roof pitches and wide roof overhangs to add architectural interest, shed water and provide shelter.
 - Natural wood or stone on exterior finishing. Synthetic products created to replicate a natural product may be used when fabricated to a high design standard.
 - Lakeshore Nautical accents such as thick rope and chain, river stone or lakeshore nautical tools (e.g. anchors, driftwood).
 - Design elements suggesting a nautical function such as portal windows and balconies or viewing decks suggestive of a navigation function.



Figure 4.2: Conceptual Rendering Town Centre

- 4.3.9. Building and site design is encouraged to contribute to a lively pedestrian scale with a minimum of 50% of the street facing ground floor as transparent (windows or fixed glass) designed to make the inside easily discernable to the passer-by and to create visual interest. Street furniture and patios should also be encouraged to add to the quality of the street.
- 4.3.10. Building Materials encouraged in the Town Centre Character Area include:
- natural products such as timber, stone, brick, concrete, metal and glass,
 - include stucco, concrete unit masonry, tile, wood trim and siding in limited applications as accents and secondary material, and
 - not include vinyl, glossy vinyl fabric, mirrored glass, plastics, and asphalt shingles as siding materials.
- 4.3.11. Signs shall be consistent with the Sign By-law. Signage shall contribute to an active retail environment on Main Street but should be oriented to pedestrians, not automobiles. Freestanding signs are discouraged. Acceptable sign types include: signs on awning drops, projecting or suspended signs at right angles to the street; fascia signs that are consistent with the building architecture, and door and window signs.

4.4 COMMERCIAL ZONES

.1 C-1 Local & Town Centre Commercial

INTENT

This zone supports a wide range of commercial uses from town centre to neighbourhood applications.

PERMITTED USES

.1 Principal Uses

- | | | |
|--|---|----------------------------------|
| • Artist Studio | • Day Care | • Outdoor Market |
| • Assembly | • Eating Establishment | • Pawn Shop |
| • Brewery, Cidery, Distillery, Meadery or Winery | • Educational Facility | • Personal Service Establishment |
| • Brewing & Vinting Outlet | • Entertainment, Recreation & Sports Centre | • Pet Day Care – Indoor |
| • Cabaret or Night Club | • Financial Services | • Repair Shop |
| • Cannabis Retail | • Fitness Centre | • Retail Store |
| • Casino | • Health Clinic | • Service & Repair Establishment |
| • Catering | • Indoor Recreation | • Shopping Centre |
| • Contractor Services – Minor | • Institutional Use | • Theatre |
| • Data Centre | • Laundry | • Tourist Accommodation |
| | • Mobile Vending Unit | • Veterinary Clinic |
| | • Office | |

.2 Accessory Uses

- | | | |
|--------------------------|-----------------------|---|
| • Employee Dwelling Unit | • Multi-Unit Dwelling | • Neighbourhood Recycling Collection Area |
|--------------------------|-----------------------|---|

DEVELOPMENT REGULATIONS

.3 Density

- | | |
|--|----------------|
| The maximum density of Sleeping Units shall be: | • 120 per ha |
| The maximum density of Employee Dwelling Units shall be: | • 1 per Parcel |
| The maximum density of Dwelling Units shall be: | • 174 per ha |
| The maximum FAR shall be: | • 1.5 FAR |

.4 Parcel Coverage

- | | |
|--|--------|
| The maximum Parcel Coverage for all Buildings and Structures is: | • 80 % |
| The maximum Impermeable Surface is: | • 90 % |

.5 Maximum Height

- | | |
|-------------------------------------|--------|
| Principal Building: | • 22 m |
| Accessory Buildings and Structures: | • 5 m |

.6 Setbacks

- The minimum setbacks for all Buildings and Structures are:
- | | |
|----------------|--|
| Front: | • 0 m |
| Rear: | • 1.5 m |
| Interior Side: | • 1.2 m or 0 m with a party wall agreement |
| Exterior Side: | • 1.2 m |

SUBDIVISION REGULATIONS

.7 Parcel Area

The minimum Parcel Area is: • 300 m²

.8 **Parcel Dimensions**

The minimum Parcel frontage • 10 m

PARKING

.9 Off-Street Parking shall be provided in accordance with the Sicamous Zoning Bylaw – Schedule D.

REGULATIONS AND CONDITIONS OF USE

.10 The following regulations and conditions of use shall apply:

.a **General Regulations**

See the General Regulations section of this bylaw for additional regulations that apply to this zone.

.b **Amenity Bonus**

For the provision of each Attainable Rental Dwelling Unit, density may be increased as per General Regulation 3.7.1.

.c **Cannabis Retail**

See Cannabis Retail in Part 4 of this bylaw for additional regulations.

.d **Density**

The permitted Density can be a combination of Sleeping Units or Dwelling Units where 2 Sleeping Units are equal to 1 Dwelling Unit.

.e **Employee Dwelling Unit**

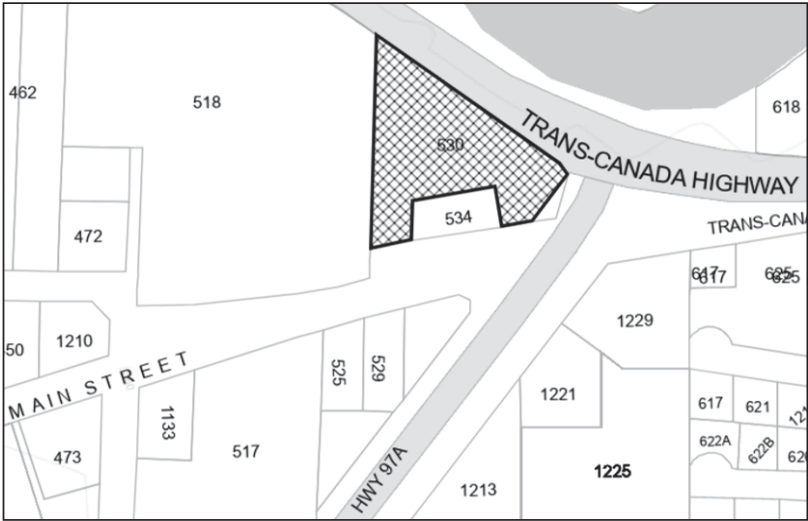
Shall be provided within a commercial Building.

.f **Multi-Unit Dwelling**

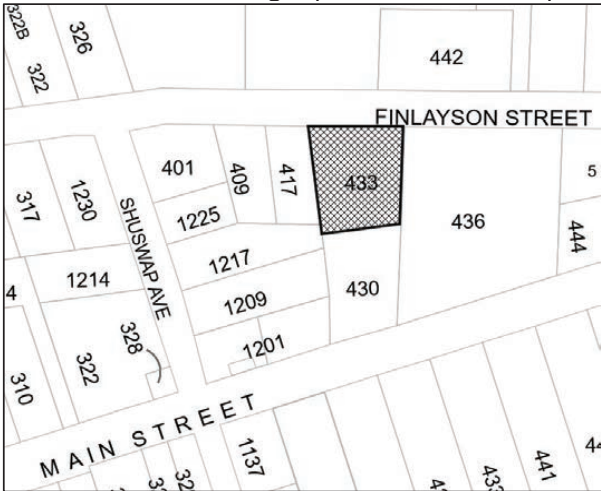
Multi-Unit Dwelling Units must be located above the ground floor of the Principle Use; the entrance may be at Grade and compatible with the commercial entrance.

.g **Site Specific Regulations**

i) Lot 2, District Lot 497, Kamloops Division, Yale District, Plan 2371 Except Lot 2, District Lot 497, Kamloops Division, Yale District, Plan 2371 Except Plans B7355, 12390, 13401, H664, KAP57835, KAP63992 And EPP61095 Plans B7355, 12390, 13401, H664, KAP57835, KAP63992 and EPP61095, **Vehicle Service Station** and **Drive-Through Service** are additional permitted uses.



ii) Strata Plan EPS49, **Multi-Unit Dwelling** is permitted as a Principal Use.



iii) LOT C DISTRICT LOT 452 KAMLOOPS DIVISION YALE DISTRICT PLAN EPP130290, **Storage Facility** and **Garage** are permitted as Accessory Uses.



May 21, 2026.

Mayor and Council,

I am writing to express concern regarding both the recent bylaw enforcement action initiated against Twin Anchors Manufacturing (copy of letter below) respecting shipping containers on our I-1 industrial property, and the broader policy discussion around potentially classifying movable shipping containers as accessory buildings subject to Development Cost Charges.

First, the District's recent enforcement letter references a bylaw provision that does not appear to apply to I-1 industrially zoned lands. That raises legitimate questions regarding the basis for the enforcement action itself.

More broadly, I am concerned by the suggestion that movable shipping containers used strictly for storage could be treated as accessory buildings, thereby triggering Development Cost Charges.

Development Cost Charges exist to help fund growth-related municipal infrastructure demands, including roads, water, sewer, drainage, and parks. A movable steel shipping container used for storage, with no water connection, no sanitary connection, no permanent foundation, and no occupancy, does not create the type of infrastructure demand DCCs were intended to fund.

To suggest that an un-serviced movable storage container should be treated in the same manner as newly constructed commercial floor area appears to be a poor policy fit and creates the appearance of revenue generation disconnected from actual infrastructure impact.

This is particularly concerning given the District's stated commitment to supporting local business and economic development.

Industrial properties require practical storage solutions. Shipping containers are durable, secure, movable, cost-effective, and widely used throughout industrial and commercial sectors for legitimate business storage purposes.

Reasonable regulation may be appropriate in certain contexts, particularly where visibility, aesthetics, or neighbourhood compatibility are genuine concerns. However, broad enforcement action or policy interpretation against containers located on industrial lands — particularly where they are not visible from public roads and are not creating nuisance impacts — raises the question:

What problem is the District attempting to solve?

I would respectfully ask Council to consider the following:

- How many formal complaints has the District received regarding shipping containers on industrial or commercial properties?
- What specific public concern is driving this enforcement or policy discussion?

- Why would movable, un-serviced storage containers be considered DCC-generating development when they create little or no measurable impact on municipal infrastructure?
- Is this approach consistent with the District's economic development objectives?

There may also be emerging opportunities to support more compact housing forms within Sicamous. As the District encourages small-lot development and densification, off-site storage solutions may become increasingly relevant for residents with reduced on-site storage capacity. Practical business uses for container storage may form part of that solution.

I respectfully ask Council to provide clear policy direction that distinguishes between permanent building development and movable accessory storage infrastructure, particularly on industrial lands where such uses are common, practical, and appropriate.

Thank you for your consideration.

Respectfully,



Greg Kylo
Twin Anchors Manufacturing
Sicamous, BC

District of Sicamous



May 7, 2026

Twin Anchors Manufacturing

A Zoning Bylaw No.1100 Violation

The District of Sicamous has begun active bylaw enforcement on shipping containers in the community. The District identified shipping containers on your property that have been in place beyond the 30 day limit permitted under the Zoning Bylaw, Section 3.4.1.

Please respond to this notice by May 22, 2026, with your proposed plan for addressing the unsightly premises issue. Failure to respond by this date may result in additional action by the District including issuing of Bylaw Violation ticketing and fines. We appreciate your prompt action on this bylaw violation.

If you have any questions or require further clarification, please feel free to contact me

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Dean Strachan".

Dean Strachan, CAO
DISTRICT OF SICAMOUS

Alison Lemire

Subject: FW: [BULK] Website Submission: Contact Us - sicamous.ca

From: [REDACTED]
Sent: Thursday, May 21, 2026 8:15 PM
To: District of Sicamous <[REDACTED]>
Subject: [BULK] Website Submission: Contact Us - sicamous.ca

Caution! This message was sent from outside your organization.

District of Sicamous - Website Submission: Contact Us - sicamous.ca

Website Submission: Contact Us - sicamous.ca

Form Submission Info

Name: James Favel

Email: [REDACTED]

Message: Dear Council Members of Sicamous BC;

I am having a hard time trying to figure out "What the heck you were thinking", I understand that the utilities would increase to compensate for the infrastructure work that was done over last year (2025). Even though mentioning you would be increasing the utilities and property taxes from the year before (2024) to off set the costs of the infrastructure updates you were planning for 2025.

But the utilities increased by another 16.6% and property taxes increased by an additional 4.56% for a total of 21.16% increase. Just curious, are you trying to re-coop the moneys spent in 2025 in one year? Are you afraid everyone is going to move away before you make the money back and leave you with empty pockets?

I'm sure you know that Sicamous is mainly comprised of retirees on fixed incomes, and young families trying to make due with both adults working full time. That they are hurting bad enough with all the increases in the cost of living. The Federal Liberal government and Provincial NDP government has implemented on all of us. Haven't you seen the price of food, heat, gas, even our one little luxury in life of once in a while some entertainment is taxed excessively.

Now, you not only increase the utilities, and property taxes excessively, but you decide to send them out, both due by the same day. Forcing the people to pay outrageous sums of money to you by a certain date or be penalized 10% (granted by the NDP Provincial government). This is NOT under any circumstances a good idea. This is nothing short of a money grab by an entitled town council. This can only be categorized as excessive hardship on the people of Sicamous that voted you in, and can vote

you out as well.

At least in the past people had time to pay the utilities then get ready for the property taxes in a few more months down the road. Now they are forced to take out loans or second mortgages to pay the bill or suffer the consequences. This council needs to give their heads a shake and do the right thing. At the very least split the bills up.

Disgruntled Tax paying resident

James Favel

District of Sicamous

Hello,

This is to inform you of a new three-year trial that will allow eligible private liquor retailers (authorized sellers) to sell directly to eligible hospitality licensees (authorized purchasers) from **May 29, 2026, to June 1, 2029**.

This change is intended to provide bars and restaurants with more flexibility in sourcing specialty products and help support high-quality hospitality experiences during major events such as FIFA World Cup 2026™. In addition, it will give hospitality businesses more choice in where they may purchase products and help them restock more quickly during periods of increased demand.

Under this trial, authorized sellers may sell and deliver liquor directly to authorized purchasers. Liquor must not be sold below the seller's purchase cost (for clarity, not below the wholesale prices as set by the Liquor Distribution Branch), and transactions must occur directly between licensees. Purchases cannot be made through third-party delivery services, and purchasers must not buy liquor from retailers located outside of B.C.

Who can participate

Authorized sellers include:

- Licensee retail stores
- Wine stores
- Special wine stores
- Rural licensee retail stores

Authorized purchasers include:

- Liquor primary licensees
- Liquor primary club licensees
- Food primary licensees
- Catering licensees
- Manufacturer licensees with a lounge endorsement

Full rules and compliance requirements

Licensees are responsible for understanding and complying with all applicable rules and requirements. Complete details and compliance information can be found in [Bulletin 26-03: Licensee-to-licensee sales between licence classes](#), the [LCRB website](#) and the applicable [Terms and Conditions Handbooks](#).

LCRB notifications are sent to local government, First Nation, and police partners with BCeID account access to the Liquor and cannabis licensing portal. If you have questions about this update, or why you are receiving this information, please contact LCRBLiquorPolicy@gov.bc.ca. If you no longer wish to receive these emails *and* do not need access to the liquor and cannabis licensing portal, please see our [troubleshooting guide](#) for instructions.

Sincerely,
Liquor Policy and Communications
Liquor and Cannabis Regulation Branch
www.gov.bc.ca/LCRB