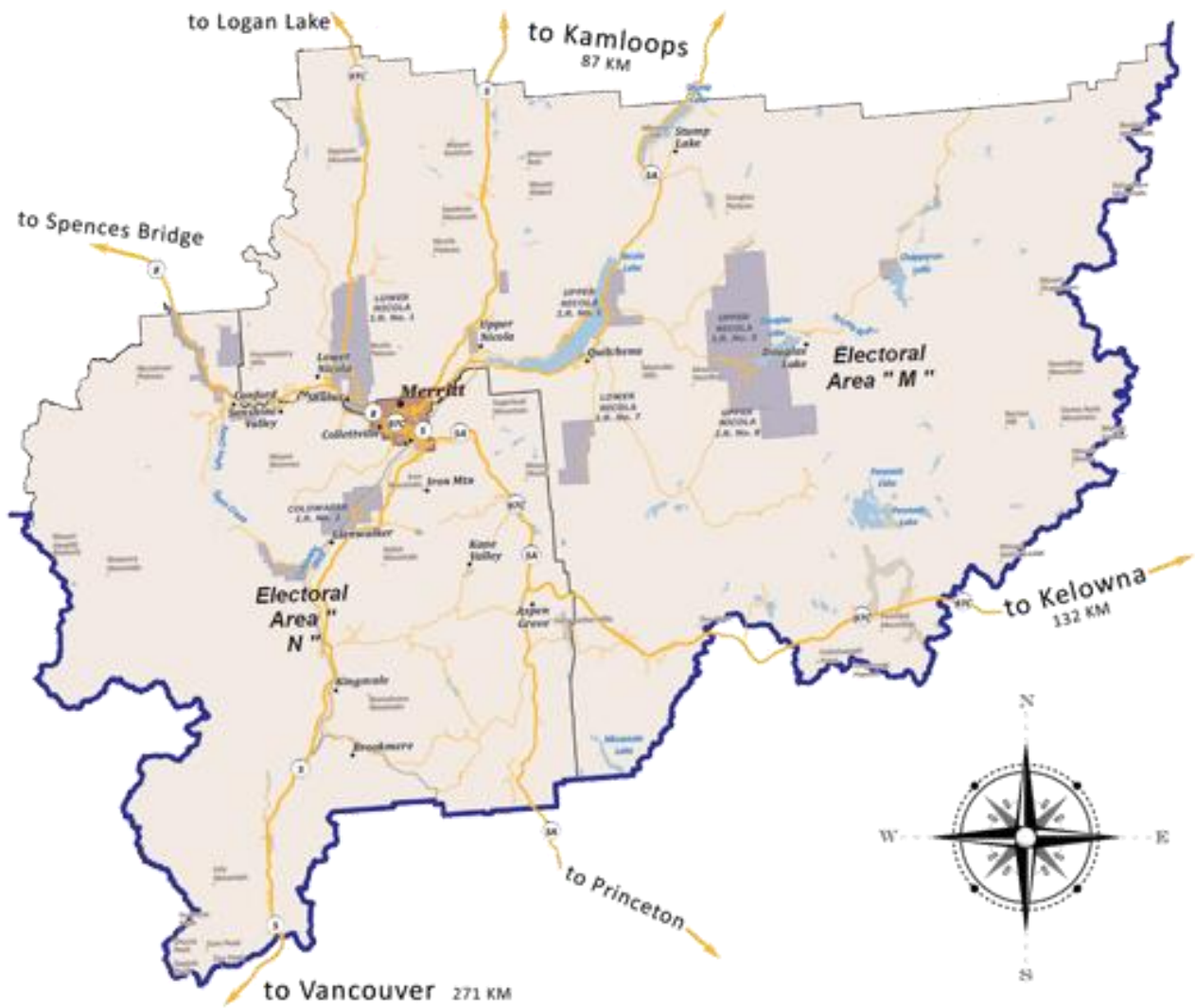


Regional Map City of Merritt & Areas M & N - Thompson Nicola Regional District (TNRD)



Introduction

Whether you are starting a new business, expanding an existing one, or planning for land development, understanding government requirements can be challenging.

This guide is intended to help you understand the steps involved for business start-up and development in Merritt and the Nicola Valley. It will assist you to better plan for any anticipated community requirements, providing for a more seamless and efficient process on your way to success.

Accessing Local and Regional Governments

The City of Merritt is an incorporated municipality, governed by an elected mayor and council. Within municipal boundaries, like most municipalities in North America, the city exercises a range of controls to ensure compliance with provincial statutes and community plans.

The Thompson Nicola Regional District (TNRD) governs the surrounding rural area.

The TNRD is active in providing over 115 services including planning and building inspection, emergency preparedness and 911 services, recreation, utilities, television rebroadcasting, river buoys, transit, tourism, economic development as well as environmental health services which include waste reduction, mosquito and weed control. Library services and a very active Film Commission also fall under the Regional District.

Services undertaken by the regional district are paid for in part by taxation, based on the assessment of properties.

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Contact City Hall to determine if your Business is in compliance with land use bylaws.

- Develop a business plan. Complete your market research.
- Obtain financial commitments before proceeding with start-up expenditures
- Consult with Community Futures Nicola Valley (the community economic development office).
- If you intend to operate as a sole proprietor or partnership, the Business Development Officer for CF Nicola Valley can assist with the following:
 - Business Counselling
 - Provision of basic steps for starting a business
 - Help in selection of a business structure
 - Submission of your Business Name for approval
 - Registration of your Business
 - Guidance while preparing your Business Plan
 - Financing, and much more
- Or you may register your business with the Government Agent's Office at 250-378-9343 or with the corporate registry (online at www.frontcounterbc.gov.bc.ca).
- To obtain an employer's account number for Employment Insurance and Canada Pension Plan.
- Contact Work BC at 250-378-5151 for information on assistance that may be available to train new employees.
- Register your company with the Workers' Compensation Board online at: www.worksafebc.com.
- With three or more employees, register online with the BC Medical Insurance Plan (www.healthservices.gov.bc.ca). Obtain appropriate Insurance and leases. Understand the applicable labor regulations (Online at www.labour.gov.bc.ca/esb/esaguide).
- Ensure that all health regulations that relate to your business have been investigated.
- Ensure that all environmental issues that affect your business have been investigated.

Contact the City of Merritt for appropriate inspections and licenses. Some businesses require special licenses or permits.

City of Merritt

Box 189. Merritt, BC V1K 1B8

Located at: 2185 Voght Street, Merritt BC

Phone: 250-378-4224

www.cityofmerritt.ca

Contact the Canada Revenue Agency

(Online at www.cra-arc.gc.ca)

for the following:

- To open an account for installment payments of income taxes.
- To register and to collect and remit the Goods and Services Tax, if your business has more than \$30,000 in gross annual sales and revenues.

First Stop Info Sources

Merritt & the Nicola Valley

Merritt & Area Initiatives

Community Economic Development Services

- Source for information and support on business and investment opportunities.
- Providing path finding to other government agencies, services and more.

Community Futures Nicola Valley
 Manager: Rob Miller
 Box 159, Merritt BC V1K 1B8
 2185B Voght Street
 Downtown Merritt
 Phone 250-378-3923
 Email: rmiller@cfdcnv.com
 Website: www.cfdcnv.com

Thompson Nicola Regional District

- All land use planning , Zoning Bylaws, Rezoning applications
- Subdivision referrals,
- Agricultural Land Reserve

Development Services

Phone: 1-877-377-8673
 Email: building@tnrd.bc.ca
 Website: www.tnrd.ca

Merritt & District Chamber of Commerce

Manager: Etelka Gillespie
 2185B Voght Street
 Merritt, BC
 Phone: 250-378-5634
 Email: manager@merrittchamber.com
 Website: www.merrittchamber.com

Government Agent's Office

- Small Business Information
- Business Registration
 Rail Yard Mall 2194 Coutlee Avenue
 Box 4400, Stn. Main, Merritt, BC V1K 1B8
 Phone: 250-378-9343 Fax: 250-378-9346
 Website: www.servicebc.gov.bc.ca

City of Merritt

- Zoning Bylaws
- Development, Building and Sign Permits
- Site Development
- Subdividing land
- Development Variance Permit
- Official Community Plan
- Subdivision and Development Service Bylaws
- Water & Sewer System User Rates
- Sign Permits
- Business Licenses
- Property Value Taxation
- Temporary Use Permits

City of Merritt

Box 189, Merritt, BC V1K 1B8
 Located at: 2185 Voght Street, Merritt BC
 Phone: 250-378-4224
 • www.cityofmerritt.ca



Community Contacts

Business Courses

Nicola Valley Institute of Technology

4155 Belshaw Street
Merritt, BC V1K 1R1
Phone: 1-250-378-3300
Toll Free: 1-877-682-3300 Fax: 1-250-378-3332
Email: info@nvit.bc.ca
Website: www.nvit.ca

Employee Benefits

Merritt & District Chamber of Commerce

Etelka Gillespie, Manager
2185B Voght Street, Merritt, BC
Phone: 250-378-5634
Email: manager@merrittchamber.com
Website: www.merrittchamber.com

Financial & Accounting Services

Carrie Ware & Company Inc.

Chartered Accountants
1964 Quilchena Ave. Box 700
Merritt, BC V1K 1B8
Phone: 250-378-2215
Email: carriew@carrieware.ca
Website: www.carrieware.ca

Investors Group

David Brown, Financial Consultant
2-1717 Granite Ave. Box 2627
Merritt, BC V1K 1B8
Phone: 250-315-0241 / Fax: 250-315-0251
Toll Free: 1-800-897-9559
Email: david.brown@investorsgroup.com

Business Development Bank of Canada

205 Victoria Street
Kamloops, BC
Phone: 250-851-4900
www.bdc.ca

Royal Bank of Canada

2090 Quilchena Ave. Box 848
Merritt, BC V1K 1B8
Phone: 250-378-5196
Website: www.rbc.com

Canadian Imperial Bank of Commerce

2002 Quilchena Ave. Box 459
Merritt, BC V1K 1B8
Phone: 250-378-2296 / Fax: 250-378-2842
Website: www.cibc.com

Interior Savings

1959 Voght Street, Box 1349
Merritt, BC V1K 1B8
Phone: 250-378-5181 / Fax: 250-378-9598
Website: www.interiorsavings.com

General Business Resources

Regional

Community Futures Development Corporation Of Nicola Valley

- Entrepreneurial support and programs
- Business Counseling
- Loan programs
- Business information to people interested in starting or expanding their business

Local Contact: Manuel Olguin

Phone: 250-378-3923

Fax: 250-378-3924

Website: www.cfdcnv.com

Provincial

Aboriginal Business Service Network Society Community Futures Development Centre of Central Interior First Nations

215-345 Yellowhead Highway

Kamloops, BC V2H 1H1

Contact: Geri Collins

Phone: 250-828-9834

Fax: 250-828-9972

Email: geri@cfdcocifn.com

Marie Baptiste ABSN Provincial Coordinator

Small Business BC

Information resources for small business owners:

- Business name approval
- Incorporating your business
- Business on the Internet
- One Stop Business Registry
- Market Research Services
- Business Plan Advisory Services

Phone: 1-800-667-2272

Fax: 604-775-5520

Email: askus@smallbusinessbc.ca

www.smallbusinessbc.ca

Women's Enterprise Society of BC

A leading resources for women entrepreneurs, offering skills development, business loans, free business guidance, business resources, mentoring, networking and more.

1635 Abbot Street, Kelowna, BC

Phone: 250-868-3450

Fax: 250-868-2709

Website: www.profilecanada.com

Federal

Managing for Business Success

Check the web portal through Industry Canada for small and medium-sized businesses, that need sources of practical information, tools, and advice for solutions to management challenges.

Phone: 604-775-5525

Toll Free: 1-888-576-4444

Website: www.canadabusiness.ca

Canadian Youth Business Foundation

National Charitable volunteer-based organization that facilitates the success of young entrepreneurs. Provides opportunities, mentoring, seed financing, and learning resources.

Toll free: 1-800-464-2923

Email: info@cybf.ca

Website: www.cybf.ca

General Business Resources

Young Entrepreneurs Association

A non-profit organization that supports business owners 35 years of age and under. Provides connections with government, industry service providers and others.

Toll free: 1-800-639-3222

Website: www.yea.ca

Export Source

Resources for new businesses to develop export potential to expand into new markets.

Website: www.exportsource.ca

Investment Capital Programs

The Ministry of Economic Development offers programs to help small businesses with access to investment capital for starting out or seeking expansion to compete in global markets.

Toll free: 1-800-663-7867

Website: www.equitycapital.gov.bc.ca

E-Business Connection

Offering a variety of services to assist businesses with technology to get their business online.

- Web evaluations
- Startup tools
- Marketing plans
- Website:

www.techvibes.com/company.directory/ebusiness

Market Research

BC STATS

Fact sheets for communities, comparisons of community and provincial socio-economic indicators.

Website: www.bcstats.gov.bc.ca

Statistics Canada

Information on economic and social conditions in Canada.

Website: www.statcan.ca

Strategies

Canada's Business and Consumer site:

Website: www.strategis.gc.ca

Canadian Industry Statistics

Statistical analysis of GDP (Gross Domestic Product) production, employment, trade, investment and industry performance.

Website: www.ic.gc.ca/cis-sic.nsf/eng/home

Census Bureau

International Statistical Agencies.

Website: www.census.gov

Labour Market Information

Information on jobs, skills and the availability of workers in local areas across Canada.

Website: www.workingincanada.gc.ca



Taxation and Labour

Canada Revenue Agency

Government information and services.

- GST and HST
- Payroll
- Taxes and Regulations
- On-line forms
- Website: www.cra-arc.gc.ca

Worksafe BC

- Promoting workplace health and safety.
- On-line registration
- On-line services
- Forms for employers
- Website: www.worksafebc.com

Labour Requirements

For information on the current Employment Standards

Act for BC when hiring employees contact:

Phone: 1-800-663-3316

Website: www.labour.gov.bc.ca/esb

Work BC

- Job Search Information
- Individual Employment Counselling
- Resume Writing Assistance
- Interviewing Techniques
- Career Exploration
- Labour Market Information
- Assessment for employment & training programs
- Referral to other community agencies
- Computers, Photocopies, Fax and Phone
- On location workshops
- Resource library and local newspapers
- Special programs for Youth and People with disabilities

2099 Quilchena Avenue, Box 358

Merritt, BC

Phone: 250-378-5151

Website: www.merrittesc.ca



Immigration Resources

BC Provincial Nominee Program

This program offers accelerated immigration for qualified skilled workers and experienced entrepreneurs who wish to move to BC and become residents of Canada.

The program selects and nominates potential immigrants for permanent residence who can become economically established and provide economic benefits to the province.

Program Components consist of:

A potential immigrant searching for employment in BC can submit an application jointly with a prospective employer.

Business Program

Accepts applications from experienced entrepreneurs who plan to invest in and actively manage a business in BC.

For more information on the application process, go to the website:

<http://www.welcomebc.ca/Immigrate/About-the-BC-PNP/Investing-in-B-C.aspx>

For Strategic Occupations BC PNP Information contact:

Ministry of Economic Development
Suite 730 – 999 Canada Place
Vancouver, BC V6C 3E1
Phone: 604-775-2227
Email: pnpinfo@gov.bc.ca

Completed application by mail or courier only

For Business Categories BC PNP information contact:

Ministry of Economic Development
Suite 730 – 999 Canada Place
Vancouver, BC V6C 3E1
Phone: 604-775-2227
Email: bus.imm@gov.bc.ca

Website:

<http://www.welcomebc.ca/Immigrate/About-the-BC-PNP/Investing-in-B-C.aspx>

Skills Connect for Immigrants Program

The primary goal of the program is to see new immigrants secure jobs that fully use their skills, knowledge and expertise. The program will respond to current and long-term skill shortages by assessing and bridging skilled immigrants into the workplace in areas that complement BC's growing economy by;

- Effectively assess the skills, qualifications and experience of recent immigrants to BC
- Enhance skills, qualifications and experiences to meet BC labour market standards
- Offer workplace practice opportunities, such as workplace orientation (i.e. mentorship), that will help secure and sustain employment
- Career assessment and planning; and
- Skills and other enhancements, including workplace language upgrading.

Many BC immigrants possess skills in occupations, where there are shortages but face challenges in navigating a complex labour market entry system, language barriers, difficulty getting their credentials recognized and lack of employment networks.

Skills Connect currently focuses on connecting immigrants with employers in the construction, transportation, energy, tourism and hospitality sectors.

Welcome BC**5th Floor, 605 Robson Street****Vancouver, BC V6B 5J3****Phone: 1-800-663-7867****Email: iwbc@gov.bc.ca****Website: www.welcomebc.ca****BC International Qualifications Program**

The goal of this program is to eliminate barriers to labour market attachment facing internationally trained professionals and trades persons in BC. The objective of the program (IQP) is to remove barriers that prevent skilled immigrants from fully utilizing their skills, knowledge and experience within the BC economy. IQP provides financial contributions for projects that meet the above goal and objectives. For more information about the program contact:

Ministry of Jobs, Tourism and Innovation**Welcome BC****5th Floor, 605 Robson Street****Vancouver, BC V6B 5J3****Phone: 1-800-663-7867****Email: iwbc@gov.bc.ca****Website: www.welcomebc.ca**

City of Merritt

Development Process

The Official Community Plan

The City of Merritt has an Official Community Plan (OCP) that provides an updated version for the future of Merritt and a framework for carrying that vision forward to the year 2030.

The City of Merritt has been divided into 11 sectors. The sectors include: the Bench; River Ranch and Grassland Area; East Merritt/Diamondvale; South Merritt; North Nicola; Gateway 286; City Centre; West Merritt; Collettville; Voght Street/North Entry Corridor; and the Airport Area.

The following areas are identified as development permit areas, including: City Centre; Highway Corridor Gateways; Geotechnical Hazards; Wildfire Hazards; Intensive Residential Infill / Small Lot Residential Subdivisions; Riparian Areas; and, Multi-Family Residential Areas.

The Zoning Bylaw

Zoning is the means by which the community through City Council, regulates land use in the City. Specific properties or districts are zoned for specific uses, densities and siting. Some of the basic purposes of zoning are to maintain efficiency and minimize conflict between different land uses; to protect property values; and, to prevent overcrowding and provide for minimum standards of safety and health. The Zoning Bylaw includes a map of the various land use zones and regulations setting out the permitted uses, density, siting and sizing of buildings in each zone.

A **Rezoning** may be considered when a proposed development does not conform to the existing zoning. Typically, a zoning amendment seeks to change the zoning on a particular property – for example, from a residential to commercial designation or from a lower density residential zone to a medium density one.

The Development Permit

A Development Permit is a permit that is approved by City Council setting out the conditions under which a development may occur. City Council has designated certain areas in the City as Development Permit Areas.

Council has established particular guidelines for developments that take place in these areas. The guidelines cover aspects of development that are not already covered by zoning and building regulations and are set out in the Official Community Plan.

The guidelines established by Council for Development Permit Areas (DPA's) predominately refer to the form and character of development. These include such aspects of design as massing, finished design, color, landscaping, parking, traffic access and circulation, signs, lighting, and fencing.

Development Permit Areas encompass those parts of the city which are particularly important to the community, such as the downtown core, highly visible entrances to the city, hazardous areas, and the flood plain. Check with City Hall to determine if your development falls within a Development Permit Area.

Once Council has approved a Development Permit, it becomes binding on the existing and future owners of the property and a notice is filed with the Land Title Office. However, a Development Permit is not a Building Permit. Following Council's approval of the Development Permit, you will still require a Building Permit before commencing construction.

City of Merritt

Development Process

When Do I Need a Development Permit?

- A Development Permit is required if you are undertaking an exterior structural renovation, an addition, or new construction within a Development Permit Area that requires a building permit.
- A Development Permit may not be required for signs, painting, awnings, interior renovations, renovations not requiring a building permit or single family residences in a Development Permit Area.
- Check with City Hall at the earliest possible date to establish whether or not your development is in a Development Permit Area and whether a Development Permit is required.

A current Fee Schedule for **Development Permits** (and related charges) is available by contacting:

City of Merritt
 Box 189, Merritt, BC V1K 1B8
 Located at: 2185 Voght Street, Merritt BC
 Phone: 250-378-4224
www.cityofmerritt.ca

How Do I Get Started?

Meet with the planning department to discuss the details about the process and the particulars of your application.

How Long Will It take?

This process typically takes about 4 to 6 weeks. This is to allow time for staff and other agencies to review the application, and the scheduling of the application to be considered by Council at a regular Council meeting.

What Type of Information is required?

For staff to review and for Council to fully assess a Development Permit application, the following information is likely required:

- A completed application form (available from City Hall).
- A completed Site Profile.
- Certificate of Title.
- Any covenants and right-of-way documents.
- Detailed design drawings, including:

(In digital- pdf or autocad – format)

1. Overall Site Plan, including landscaping;
 2. Elevation detail design for all buildings;
 3. Finished façade design, including colors and material specifications;
 4. Roof line detail;
 5. Sign size and location;
 6. Parking lot paving and grading specifications;
- Engineered servicing requirements (if applicable), including a quote price for proposed works and a security deposit equaling 120% of the quoted price.
 - Parking plan (if applicable) showing that the provision of parking meets City requirements, including the location of waste disposal bins, and proposed access to the development.
 - Payment in full of all application fees.

City of Merritt

Development Process

The Development Variance Permit

A **Development Variance Permit** is a permit that is approved by City Council that allows for development that varies from the requirements in a land use bylaw.

Council has passed bylaws that guide and control development in the community, such as the Zoning Bylaw. However there are instances where Council takes individual circumstances into consideration and allows a development that does not conform to all aspects of a bylaw. Council has the authority to permit development in certain instances that varies, modifies or relaxes specific requirements in the City's development bylaws and regulations and grant a variance to the bylaw.

If Council feels that the impacts on neighboring properties are minimal and if the particular circumstances warrant, then a Development Variance Permit may be issued by Council prior to the issuing of Building Permit.

It is important to note however that use and density cannot be varied through a Development Variance Permit.

A Development Variance Permit is not a Building Permit. Following Council's approval of the Development Variance Permit, you will still require a Building Permit before commencing construction.

When Should I Apply for a Development Variance Permit?

Typically, a Development Variance Permit may be applied for if a proposed development does not conform to the existing development bylaws. Examples of standards that may be varied include:

- Building setbacks including accessory buildings.
- Sign regulations such as height and placement.
- Parking requirements.

Check with City Hall at the earliest possible date to establish whether or not your development may require a Development Variance Permit.

A current Fee Schedule for **Development Variance Permits** (and related charges) is available by contacting:

City of Merritt
Box 189, Merritt, BC V1K 1B8
Located at: 2185 Voght Street, Merritt BC
Phone: 250-378-4224
www.cityofmerritt.ca

How Do I Get Started?

Contact City Hall. Meet with the Planning Department to discuss the details about the process and the particulars of your application.

City of Merritt
Box 189, Merritt, BC V1K 1B8
Located at: 2185 Voght Street, Merritt BC
Phone: 250-378-4224
www.cityofmerritt.ca

How Long Will It Take?

This process typically takes about 4 to 6 weeks. This is to allow time for staff and other agencies to review the application, neighbors' time to comment, and the scheduling of the application to be considered by Council at a regular Council meeting.

City of Merritt

Development Process

The Building Permit

City Council has passed the Building Bylaw, which requires all new construction and renovation within the city to have a valid **Building Permit**. A Building Permit is the means by which the community, through the Building Inspector, ensures the safety and integrity of construction in the city. The requirements and provisions of the City's Building Bylaw are based upon the Provincial Building Code. By requiring new construction or renovations to obtain a building permit, the community can be assured that safety standards are met.

When Do I Need A Building Permit?

You should always consult the Building Inspector for the specific requirements for any contemplated construction or renovation. In general a Building Permit is required for the following:

- Construction of a new home.
- Construction of a commercial, industrial or public use building.
- Attached or detached garages and decks.
- Moving or demolition of buildings.
- Prefabricated structures.
- Locating or relocating a mobile home.
- Structural work.
- Plumbing systems.
- HVAC systems.
- Temporary buildings.
- Installation of a sign.
- Construction of a retaining wall over one (1) meter in height.
- Enclosing a porch or erecting a roof over a deck.
- Interior or exterior renovations other than maintenance.
- A change in occupancy type.
- Installation of space heaters.

What about Inspections?

Once you have your Building Permit you can commence work. However, inspections are required at various stages of construction. The Building Inspector will inform you which inspections are required for your work, but it is your responsibility to request the necessary inspections once the work is completed.

You May Need Inspections For

- Forms Inspection.
- Service Inspection.
- Prior to Backfill Inspection.
- Rough Plumbing Inspection.
- Insulation and Vapor Barrier Inspection.
- Floor Slab Inspections.
- Frame Inspection.
- Any other inspections the Building Inspector may require.
- When all the work is completed, you can arrange for a final inspection, following which an Occupancy Permit will be issued (if necessary) upon the satisfactory completion of the work.

24-hour notice is required for an inspection.

Procedures on First Nations Referrals for Development Applications must be undertaken.

City of Merritt

Subdividing Land

A subdivision is any change in the lot lines of your property.

“Minor Subdivision” shall mean any change in the existing size, shape, number or arrangement of a lot or lots, whether by plan or apt descriptive words or otherwise not requiring street construction, utility main extensions or other works requiring engineering design.

“Major Subdivision” shall mean any change in the existing size, shape, number or arrangement of a lot or lots, whether by plan or apt descriptive words or otherwise requiring street construction, utility main extensions or other works requiring engineering design.

Procedures on First Nations Referrals for Development Applications must be undertaken.

A current Fee Schedule for **Subdivision Application Fees** (and related charges) is available by contacting:

City of Merritt
Box 189, Merritt, BC V1K 1B8
Located at: 2185 Voght Street, Merritt BC
Phone: 250-378-4224
www.cityofmerritt.ca

City of Merritt

Construction Statistics & Property Tax Rates

Construction Statistics

Year	Population	# of				
		Permits	Residential	Commercial	Industrial	Institutional
2007	7170	230	\$ 9,218,836	\$4,193,300	\$ 115,000	\$6,996,000
2008	7170	164	\$ 5,196,261	\$2,118,142	\$ 70,000	\$ 222,000
2009	7170	132	\$4,111,615	\$3,315,550	\$ 380,048	\$2,703,000
2010	7170	119	\$3,342,450	\$ 285,300	\$7,730,720	\$0
2011			\$4,009,800	\$1,167,000	\$1,822,500	\$287,659
2012		185	\$3,394,600	\$3,228,600	\$ 435,000	\$0

2013 Property Tax Rates

Class	General Municipal & Debt	Thompson		Thompson Regional		B.C Assessment Authority	Municipal Finance Authority	Total
		Nicola/ Regional District	Thompson Regional Hospital District (TNRD)	District Transit	School District			
01 Residential	4.77524	0.3927	1.3143	0.1091	2.6940	0.061	0.0002	9.346539
02 Utility	39.18868	1.3743	4.6002	0.3820	14.0000	0.5213	0.0007	60.06718
03 Unmanaged Forest	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
04 Major Industry	60.14019	1.335	4.4687	0.3710	6.2000	0.5213	0.0007	73.03689
05 Light Industry	30.39117	1.335	4.4687	0.3710	10.8000	0.1811	0.0007	47.5477
06 Business/Other	15.74065	0.962	3.2201	0.2674	6.2000	0.1811	0.0005	26.5718
07 Managed Forest	0.00000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
08 Non-Profit	6.75412	0.3927	1.3143	0.1091	3.4000	0.0610	0.0002	12.03142
09 Farm	23.06687	0.3927	1.3143	0.1091	6.9000	0.0610	0.0002	31.84417

BC Assessment Authority assesses property values each year. You may appeal an assessment in January of that year. The City sets its tax rate in May of each year. In mid-May the City mails tax notices to property owners. Taxes are due in July on the first day after Canada Day.

Thompson Nicola Regional District (TNRD) Areas M & N

Site Development

The Planning Services Department is responsible for land use planning for all unincorporated Electoral Areas within the Thompson Nicola Regional District (TNRD).

The primary purpose of Planning Services is to encourage growth and manage development in a sustainable manner throughout the TNRD. They work in the public interest to guide development while balancing the needs of communities with economic, environmental and social consideration, to maintain a high quality of life and protect the character of the Thompson-Nicola Region

The District prepares plans, policies and reports for consideration by the TNRD Board of Directors in support of orderly and sustainable development, and serves as a resource for the Board on planning related matters. They respond to a variety of development and land use enquiries and administer and enforce land use bylaws.

Services include:

- Zoning Bylaws
- Official Community Plans
- Regional and Sub-regional Guidelines
- Strategies and Studies
- Rezoning Applications
- Subdivision Referrals
- ALR Applications
- Board of Variance Applications
- Development Variance Permits
- Temporary Commercial and Industrial Use Permits
- By law Enforcement

Applications for subdivisions may be obtained at FrontCounter BC or the Ministry of Transportation and Infrastructure (MOTI)
www.th.gov.bc.ca/da/Subdivision_Home.asp



Thompson Nicola Regional District (TNRD) Areas M & N

Thompson Nicola Regional District Film Commission

The Thompson-Nicola Film Commission is funded by the Thompson-Nicola Regional District and the Province of British Columbia Ministry of Tourism, Sport and the Arts, represented by the B.C. Film Commission. Thompson-Nicola Film Commission represents and promotes all municipalities and electoral areas in the TNRD to the film industry. It is their goal to provide the best locations and services for film, TV and commercial productions.

The Film Commission's Objectives are to:

- Establish and maintain filmmaking and technology driven relationships;
- Support local filmmaking endeavors;
- Continue to provide excellent professional film commission services to clients worldwide;
- Create a new TNRD tourism brochure targeting visiting cast and crew to expand expenditures in the TNRD;
- Support and assist TNRD communities in attracting programs that help build destination awareness.
Website: www.tnrdfilm.com

Thompson-Nicola Film Commission

300-465 Victoria Street
Kamloops, BC V2C 2A9
250-377-8673 Office Ext. 7058
1-877-377-8673 Toll Free in BC
250-372-5048 Fax

Executive Director of Film

Victoria (Vikki) Weller

veller@tnrd.ca

250-377-7058 Direct

Provincial Agricultural Land Reserve

Portions of Areas M & N are within the provincial Agricultural Land Reserve (ALR). The Provincial Agricultural Land Commission regulates these lands generally with respect to subdivision, land use, and removal and placement of fill (including soil and rock). Applications to include or exclude land from the ALR, subdivide land in the ALR, or to use land for non-farm purposes must be made to the TNRD. Additional information and application forms can be obtained at the TNRD website: www.tnrdr.ca

You may also consult the ALR website:
www.alc.gov.bc.ca

Business Licenses

The TNRD does not require or sell business licenses.

Taxation

The BC Assessment Authority assesses property values each year. You can appeal an assessment in January of that year. The tax rates are set by the Provincial Government, which mails tax notices to property owners in the City by mid-Canada Day each year and are paid to the Provincial Government.

Thompson Nicola Regional District (TNRD) Areas M & N

Doing Business on Provincial (Crown Land)

B.C.'s Crown land base is the cornerstone of prosperity for British Columbians. The allocation and administration of Crown land plays a pivotal role in expanding and diversifying the economy, sustaining the environment, and promoting the health and well-being of residents and communities.

FrontCounter BC is a single window service for clients of provincial natural resources ministries and agencies. At FrontCounter BC offices across the province, natural resource clients obtain all the information and authorization they need to start or expand a business.

FrontCounter BC (www.frontcounterbc.gov.bc.ca) should be the first point of contact if you are considering doing business on public lands.

First Nations of Merritt and the Nicola Valley Region

Lower Nicola Indian Band

The Lower Nicola Indian Band belongs to the Swxexmx ("People of the Creeks") branch of the Nlaka'pamux Nation of the Interior Salish peoples of British Columbia.

The Band has ten reserves (totaling 17,500+ acres) surrounding the town of Merritt. The majority of the on-reserve population lives in the community of Shulus, some 8 km west of Merritt on Highway 8.

The Band has approximately 1183 members.

Contact: Band Administration Office
181 Nawishaskin Lane
Lower Nicola, BC V0K 0A7
Phone: 250-378-5157
Fax: 250-378-6188
Website: www.lnib.net

Nicola Tribal Association

The total membership of the Nicola Tribal Association (NTA) communities is currently 2,555 members. The seven communities that make up the NTA are situated within a 115 km radius of the city of Merritt. They are located in the Nicola Valley, along the Thompson River and in the Fraser Canyon. The communities of the NTA are: Coldwater Indian Band; Cook's Ferry Indian Band; Nicomen Indian Band; Nooaitch Indian Band; Shackan Indian Band; Siska Indian Band; and Upper Nicola Indian Band. NTA works with the individual bands and their companies to help the Bands manage their individual Forest tenures. These tenures include Woodlot Licenses, Timber Sales Licenses, and Small Scale Salvage Licenses. The Forest Tenures have provided work for a number of Band members and

their companies, revenue for the Bands, and an opportunity for the Bands to manage the forests.

NTA membership in general are economically involved with farming, ranching and logging. There are a number of people also involved in commercial retail ventures, industrial, general and residential construction.

Coldwater Indian Band

- The main Coldwater Reserve area (IR#1) is located approximately 13 km southwest of Merritt.
- Paul's Basin (IR#2) is located approximately 22km Southwest of Merritt.
- Gwen Lake (IR#3) is located approximately 15km South of Merritt.

The Band has approximately 813 band members.

Contact: Band Administration Office,
2249 Quilchena Ave
PO Box 4600, Merritt, BC V1K 1B8
Phone: 250-378-6174
Email: lantoine@coldwaterindianband.org

First Nations of Merritt and the Nicola Valley Region

Cook's Ferry Indian Band

The Cook's Ferry Indian Band is located near Spence's Bridge. The Band's main community is on the Kumcheon Indian Reserve #1. (Twenty-four reserves on 4,072.6 hectares.)

The Band has approximately 299 members.

Contact: Band Office,
Box 130 Spence's Bridge, B.C. V0K 2L0
Phone: 250-458-2312
Email: reception@cooksferry.ca

Nicomen Indian Band

The Nicomen First Nation is located near Lytton, (16 reserves on 1,175.7 hectares).

The Band has approximately 130 members

Contact: Band Office
Box 670, Lytton, BC V0K 1Z0
Phone: 250-455-2517
Email: nicomen696@hotmail.com

Nooaitch Indian Band

Nooaitch Band is Located near Merritt. There are two reserves on 1,693.4 hectares.

The Band has approximately 202 members.

Contact: Band Office
2954 Shackelly Road
Merritt, BC V1K 1N9
Phone (250) 378-6141

Shackan Indian Band

Shackan Indian Band is located near Merritt. The Band is situated on three reserves on 3,873.7 hectares.

The Band has approximately 122 members.

Contact: Band Office,
2160 Settlers Road
Merritt, BC
Email: shackan@ocis.net

Siska Band

The Siska Band is located on the Fraser River at Siska Creek, south of Lytton. The Band has 11 reserves on 319.6 hectare.

The Band has approximately 301 members.

Contact: Band Office
Box 519, Lytton, BC V0K 1Z0
Phone: 250-455-2539
Email: siskaib@hughes.net

Upper Nicola Indian Band

Upper Nicola Band is located 45km East of Merritt and 90 km South of Kamloops. The Band has 8 reserves, on 1600 hectares.

The Band has approximately 877 members.

Contact: Band Office
Box 3700 Stn. Main
Merritt, BC V1K 1B8
Phone: 250-350-3342
Email: unb@uppernicolaband.com