

**VILLAGE OF PEMBERTON
-REGULAR COUNCIL MEETING AGENDA-**

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, May 17, 2016, at 9:00 a.m. in **Council Chambers, 7400 Prospect Street**. This is Meeting No. 1428.

“This meeting is being recorded on audio tape for minute-taking purposes as authorized by the Village of Pemberton Audio recording of Meetings Policy dated September 14, 2010.”

| Item of Business | Page No. |
|---|-----------------|
| 1. CALL TO ORDER | |
| 2. APPROVAL OF AGENDA | |
| Recommendation: THAT the Agenda be approved as presented. | |
| 3. RISE WITH REPORT FROM IN CAMERA (CLOSED) | |
| 4. ADOPTION OF MINUTES | |
| a) Regular Council Meeting No. 1426– Tuesday, May 3, 2016 | 4 |
| Recommendation: THAT the minutes of Regular Council Meeting No.1426, held Tuesday, May 3, 2016, be adopted as circulated. | |
| b) Special Council Meeting No. 1427 – Thursday May 12, 2016 | 12 |
| Recommendation: THAT the minutes of Special Council Meeting No.1427, held Tuesday, May 12, 2016, be adopted as circulated. | |
| 5. BUSINESS ARISING FROM COMMITTEE OF THE WHOLE | |
| There is no Business Arising for consideration. | |
| 6. COMMITTEE MINUTES - FOR INFORMATION | |
| There are no Committee Minutes for presentation. | |
| 7. DELEGATIONS | |
| a) Evan Taylor, Race Director, Ironman Canada – Ironman Canada 2016 Update | 14 |
| b) David Buttrey, HUKA Entertainment - Pemberton Music Festival 2016 Update | 15 |
| 8. REPORTS | |
| a) Development Services | |
| i. Regional Growth Strategy Update | 16 |
| Recommendation: THAT Council receive the report for information | |
| b) Mayor | |
| c) Councillors | |

9. BYLAWS

a) Fourth and Final Readings (Adoption)

i. Water Rates Amendment Bylaw No. 805, 2016 61

Recommendation: THAT Water Rates Bylaw No. 805, 2016 receive Fourth and Final Reading.

ii. Sewer Rates Amendment Bylaw No. 806, 2016 64

Recommendation: THAT Sewer Rates Bylaw No. 806, 2016 receive Fourth and Final Reading.

10. CORRESPONDENCE

a) For Action

i. Correspondence from Tony Medd, The Pemberton Lions Club, invitation to attend the Pemberton Lions 50th Anniversary on May 28th. 67

Recommendation: THAT Council provide direction in regards to a response

ii. Correspondence from Kelly Thorsteinson, Cranbrook City Council, encouraging province-wide support from all BC Local Governments for the residents of Fort McMurray effected by the wild fire. 68

Recommendation: THAT Council provide direction on a donation to the City of Fort McMurray.

iii. Correspondence from Erica Osburn, concerning safe access to the Creek Side Village Tennis Courts for pedestrians and cyclists. 70

Recommendation: THAT Council provide direction on a response.

iv. Correspondence from Lynda Flynn, CAO, Squamish Lillooet Regional District, dated May 2, 2016, providing Notification of Initiation – Squamish Lillooet Regional District Region Growth Strategy. 71

Recommendation: THAT the Notification of Intent respecting the SLRD Regional Growth Strategy Review, dated May 2, 2016, be received for information.

NOTE: Attachments noted in the letter are included as Appendices to the Regional Growth Strategies Update Report above.

b) For Information 73

i. Correspondence from Krista Walden, President, Pemberton Red Devils Alumni Association, regarding the success of the 'Day of the Devils' fundraising event thanking the Village for its contribution.

Recommendation: THAT the correspondence be received for information.

11. DECISION ON LATE BUSINESS

12. LATE BUSINESS

13. NOTICE OF MOTION

14. QUESTION PERIOD

74

15. IN CAMERA

Recommendation: THAT pursuant to Section 90 (1) (b) Personnel and (e) Acquisition, disposition or expropriation of lands, (k) negotiations of the *Community Charter*, the Council of the Village of Pemberton serve notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

16. ADJOURNMENT

**VILLAGE OF PEMBERTON
-REGULAR COUNCIL MEETING MINUTES-**

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, May 3, 2016 at 7:00 p.m. in **Council Chambers, 7400 Prospect Street**. This is Meeting No. 1426.

IN ATTENDANCE: Mayor Mike Richman
Councillor Ted Craddock
Councillor Jennie Helmer
Councillor James Linklater
Councillor Karen Ross

STAFF IN ATTENDANCE: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Tim Harris, Manager of Operations & Development Services
Lena Martin, Manager of Finance & Administration
Sarah Dicker, Legislative Assistant

Public: 7

1. CALL TO ORDER

At 6.59 p.m. Mayor Richman called the meeting to order.

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the Agenda be approved as amended by moving items 8 a) i) and 10 a) i) forward to be considered prior to the presentation by the Auditors.

CARRIED

3. RISE WITH REPORT FROM IN CAMERA

Council rose with report from In Camera Meeting No. 1426, May 3, 2016, on the following:

a) Eagle Ridge Drive Recommendation:

Council directed staff to issue a Request for Proposals for the establishment of single lane traffic flow on Eagle Ridge Drive, which will include the installation for a lock block wall along zones 1, 2, 3, 8, 9 and 10 and the remediation of zone 4 as per the recommendations in the *exp* Services report dated February 22, 2016.

b) Benchlands Development Overview

Council rescinded the resolution made at the Committee of the Whole Meeting No. 138, held October 20, 2016, whereby the Committee directed staff to prepare an overview on the Benchlands Development to be presented at a future meeting.

4. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1425– Tuesday, April 19, 2016

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1425 held Tuesday, April 19, 2016, be adopted as circulated.

CARRIED

5. BUSINESS ARISING FROM COMMITTEE OF THE WHOLE

a) Water Conditioning Assessment Update

Moved/Seconded

THAT the Village proceed with Option 1, to adjust the pH and alkalinity by conditioning the water with soda ash as presented in the “Water Conditioning Assessment Follow Up Report”, to the Committee of the Whole, dated May 3, 2016;

AND THAT staff be directed to issue a Request for Proposals to install a soda ash conditioning system;

AND THAT staff bring a report to Council with proposals and a recommendation.

6. COMMITTEE MINUTES – FOR INFORMATION

There were no minutes to be received.

7. REPORTS

a) Corporate and Legislative Services

- i) **2016 Sea to Sky Mountain Bike Visitors Study – Village of Pemberton participation**

Moved/Seconded

THAT staff be directed to proceed with Option 1, to provide funding in the amount of \$3500, subject to matching funds being provided by SLRD Electoral Area C Director and utilize funds from the Community Initiative & Opportunity Fund.

CARRIED

8. CORRESPONDENCE

a) For Action

- i) **Correspondence from Kim Slater, Executive Director, Sea to Sky Clean Air Society, dated April 26, 2016, requesting that the Village Proclaim May 30 – June 5 “Bike to Work & School Week 2016”.**

Recommendation: THAT the Village Proclaim May 30 – June 5 “Bike to Work & School Week 2016”;

CARRIED

Mayor Richman read the following Proclamation:

Bike to Work Week May 30 – June 5, 2016

WHEREAS, BIKE TO WORK & SCHOOL WEEK helps build more vibrant, green, healthier communities in which to live and work by encouraging residents to cycle to work (or school) during the event, with the objective that participants will continue to commute by bicycle on a regular basis.

AND WHEREAS, BIKE TO WORK & SCHOOL WEEK a provincial, non-profit society, community based organization that recognizes riding a bike to work instead of commuting via car promotes healthy lifestyles and prevention of health issues through regular exercise.

AND WHEREAS, BIKE TO WORK & SCHOOL WEEK is coordinated by the Sea to Sky Clean Air Society in Pemberton, Whistler and Squamish who recognize commuting to work is a significant cause of carbon emissions in the Sea to Sky air shed and choosing to cycle instead, even occasionally, can have dramatic results.

NOW THEREFORE the Village of Pemberton declares the week of May 30 – June 5, 2016 as “Bike to Work & School Week” in the Village of Pemberton and invites citizens in our region to register and participate in the event.

9. DELEGATIONS

- a) **Darcy Haw, CPA, CA, Partner, Assurance Services and Carolyn Gills, Manager Assurance Services, MNP** –presentation of the 2014 Audit.

Darcy Haw, CPA, CA, Partner, Assurance presented the Draft Audit 2014 Financial Statements. Mr. Haw began with the Consolidated Statement of Financial Position. Haw went through each line item and gave explanations. He concluded that the Village had a healthy balance sheet with about 50% of the credit available to the Village remaining, leaving a lot of funds accessible if required.

Haw then proceeded to go through the Statement of Operations, he explained the line items noting that the increase in expenses between 2013 and 2014 came as a result of the Pemberton Music Festival.

Haw stated that the delay in the release of the 2014 Audited Financial Statements was due to complications with the financial software conversion and staff turnover in the Village of Pemberton. Haw noted that the 2015 Audit has gone extremely smoothly and commended staff for their hard work.

10. REPORTS

b) Mayor

- Mayor Mike Richman reported on the following:
 - SLRD Meeting at which the following was discussed:
 - Application from a commercial paragliding operations to use The Meadows fields
 - Telford Bridge on the Highline Road
 - Anderson Lake High Water issues update
 - Non-Farm Use application for lands to be used for the Pemberton Music Festival
 - In-SHUCK-ch Treaty Negotiations Update
 - Community 2 Community funding request to hold a Forum between the SLRD/Village/Lil'wat and Lower St'atl'imx
 - Presentation on the United Nations Declaration on the Rights of Indigenous People
 - Duffy Lake Road Recreation Sites
 - Conflict of Interest – new standards developed by the Province

- Day of the Devils Pemberton Secondary School Teams fundraiser - \$18,000 raised for school sports teams
- Mayor Richman reminded of the following upcoming events:
 - Emergency Preparedness Week Open House at the Community Barn, Saturday May 7, 11am-2pm
 - Deadline to order water filters is now May 18
 - Wash for Paws event at the Wag'N'Wash, Sunday May 15, 12-3pm
 - Coffee with the Mayor on Thursday, May 5th, 5-7p.m.

b) Councillors

Councillor Craddock

Councillor Craddock did not have anything to report at this time.

Councillor Ross

Councillor Ross did not have anything to report at this time.

Councillor Linklater

Councillor Linklater reported on the following:

- Attended the BC Snowmobile Club Fundraiser for Easter Seals at the Downtown Community Barn
- Attended the Day of the Devil's fundraiser and recognized the efforts of the Mayor and all the volunteers
- Attended Tourism Pemberton Meeting and advised that a new App is being launched
- Recognized the Rotary Club and Councillor Craddock's participation with Earth Day events
- Attended the Rotary District Conference in Whistler
- Advised that Sheldon Tetreault, Chair of the Winds of Change Committee, will be making a presentation to Lil'wat Council at an upcoming meeting.

Councillor Helmer

Councillor Helmer did not have anything to report at this time

11. BYLAWS

a) Fourth and Final Readings (Adoption)

i) **Municipal Ticket Information Utilization Bylaw No. 800, 2016**

Moved/Seconded

THAT Municipal Ticket Information Amendment Bylaw No.800, 2016 receive fourth and final reading.

CARRIED

ii) **2016-2020 Five Year Financial Plan Bylaw No. 801, 2016**

Moved/Seconded

THAT Five Year Financial Plan Bylaw No. 801, 2016 receive fourth and final reading.

CARRIED

iii) **Annual Tax Rates Bylaw No. 802, 2016**

Moved/Seconded

THAT Annual Tax Rates Bylaw No. 802, 2016 receive fourth and final reading.

CARRIED

iv) **Water Frontage Tax Amendment Bylaw No. 803, 2016**

Moved/Seconded

THAT Water Frontage Tax Amendment No. 803, 2016 receive fourth and final reading.

CARRIED

v) **Sewer Frontage Tax Amendment Bylaw No. 804, 2016**

Moved/Seconded

THAT Sewer Frontage Tax Amendment Bylaw No. 804, 2016 receive fourth and final reading.

CARRIED

b) First, Second and Third Readings

i) Water Rates Amendment Bylaw No. 805, 2016

Moved/Seconded

THAT Water Rates Bylaw No. 805, 2016 receive First, Second and Third Readings.

CARRIED

ii) Sewer Rates Amendment Bylaw No. 806, 2016

Moved/Seconded

THAT Sewer Rates Bylaw No. 806, 2016 receive First, Second and Third Readings.

CARRIED

12. CORRESPONDENCE

a) For Action

i) Correspondence from Donna Hasan, dated April 26, 2016, requesting that Eagle Ridge Drive be re-opened.

Moved/Seconded

THAT staff be directed to send a letter advising that Council has directed staff to issue an RFP to undertake the remediation work to enable the road to open for single lane traffic.

CARRIED

b) For Information

i) Copy of correspondence from Jessica Delany to the Squamish Lillooet Regional District regarding Non-farm use and extension of Festival Lands

ii) Copy of Information Bulletin issued by Vancouver Coastal Health, April 22, 2016

Moved/Seconded

THAT the correspondence be received for information

CARRIED

13. DECISION ON LATE BUSINESS

Moved/Seconded

THAT appointments to the Pemberton Music Festival Community Fund Committee be added as late business.

CARRIED

14. LATE BUSINESS

a. Pemberton Music Festival Community Fund Committee

Moved/Seconded

THAT Mayor Mike Richman be appointed as an alternate representative on the Pemberton Music Festival Community Fund Committee in the absence of Councillor Craddock or Councillor Ross.

CARRIED

15. NOTICE OF MOTION

There was no notice of motion.

16. QUESTION PERIOD

Lynn Mitges, Pique News Magazine

Sought clarity on the non-farm use application submitted to the Agriculture Land Commission and the Memorandum of Understanding between the Village, SLRD and ALC respecting the Pemberton Music Festival.

Maureen Douglas, 1472 Olive Street

Sought clarity on the documents related to the 2014 Draft Financial Audit by MNP.

17. AJOURNMENT

Moved/Seconded

THAT the May 3, 2016 Regular meeting be adjourned at 8:17p.m.

CARRIED

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

**VILLAGE OF PEMBERTON
-SPECIAL COUNCIL MEETING MINUTES-**

Minutes of the Special Meeting of Council of the Village of Pemberton held on Thursday, May 12, 2016 at 8:30 a.m. in **Council Chambers, 7400 Prospect Street**. This is Meeting No. 1427.

IN ATTENDANCE: Mayor Mike Richman
Councillor Ted Craddock

BY PHONE: Councillor James Linklater
Councillor Karen Ross

REGRETS: Councillor Jennie Helmer

STAFF IN ATTENDANCE: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Lena Martin, Manager of Finance & Administration
Sarah Dicker, Legislative Assistant

Public: 1

1. CALL TO ORDER

At 8:30 a.m. Mayor Richman called the meeting to order.

2. APPROVAL OF AGENDA

Moved/Seconded
THAT the Agenda be approved as presented.
CARRIED

3. DELEGATION

- a) **Darcy Haw, CPA, CA, Partner Assurance Services, MNP** – Presentation of the Draft 2015 Audit

Darcy Haw, CPA, CA, Partner Assurance Services, MNP, presented the Draft 2015 Audit Financial Statements. He concluded that the Village had a healthy borrowing capacity with a good level of credit available, leaving the Village in a healthy position should additional funds be required.

Mr. Haw stated that the process of completing the 2015 Audited Financial Statements went very smoothly and commended Village of Pemberton staff for their hard work and organization. Haw anticipates that the 2016 Audit will also run smoothly and efficiently.

Moved/Seconded
THAT the 2015 Audited Financial Statements be received.
CARRIED

4. AJOURNMENT

Moved/Seconded

THAT the May 12, 2016 Special meeting be adjourned at 9:00 a.m.

CARRIED

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Website Form Submission

The following was submitted from the pemberton.ca **Request to Appear Before Council Form**.

Full Name: Evan Taylor

Email Address: evan.taylor@ironman.com

Phone Number: 604 902 6369

Mailing Address: PO Box 1478

Street Address: -

Town/City: Whistler

Province/State: BC

Postal/Zip Code: V0N1B0

Country: Canada

Requested Date: 5/17/2016 12:00:00 AM

Purpose of Presentation: IRONMAN Canada & IRONMAN 70.3 Canada 2016 short update

Agreement: I Agree

Website Form Submission

The following was submitted from the pemberton.ca **Request to Appear Before Council Form**.

Full Name: David Buttrey

Email Address: david.buttrey@huka.com

Phone Number: 615 430 7562

Mailing Address: 924 Valmont St, Suite 103

Street Address: 924 Valmont St, Suite 103

Town/City: New Orleans

Province/State: LA

Postal/Zip Code: 70115

Country: USA

Requested Date: 5/17/2016 12:00:00 AM

Purpose of Presentation: Info: regarding Pemberton Music Festival

Agreement: I Agree

Date: May 3, 2016
To: Nikki Gilmore, Chief Administrative Officer
From: Lisa Pedrini, Village Planner
Subject: SLRD Regional Growth Strategy 2016 Review - Update

PURPOSE

The purpose of this report is to update Council on the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) 2016 review.

BACKGROUND

The *Local Government Act* requires regular review of regional growth strategies, with a review to be considered at least once every five years.

At the beginning of 2015, the Regional District Board resolved not to undertake a review of the SLRD Regional Growth Strategy but instead to have the RGS Steering Committee undertake a Scoping Period (see Correspondence dated May 13, 2015, attached as **Appendix A**). The Steering Committee held a series of scoping meetings throughout 2015 to determine the extent to which the SLRD RGS, adopted in 2010, should be amended.

On November 3, 2015 staff presented a report at the Regular Council Meeting No. 1411 with an update on the results of the Scoping Period. The report noted that the Steering Committee discussions included:

- Terms of Reference for the RGS Steering Committee
- Minor Amendment Criteria and Process
- Growth Management
- Implementation Guidelines
- Regional Updates

A report prepared by Regional District staff expanding on the progress made by the Steering Committee during the Scoping Period was also attached to the November 3, 2015 report. As revisions to the Minor Amendment Criteria and Process of the RGS are being proposed, the Village Council was informed that the 2016 RGS Review will involve a major amendment process.

Recently correspondence dated May 2, 2016 from the Chair of the SLRD Board was received by the Village of Pemberton providing written Notification of Initiation regarding the Squamish-Lillooet Regional District Regional Growth Strategy Review (letter attached as **Appendix B** and also attached in the agenda package for receipt by Council).

The following resolutions were passed by the SLRD Board on April 27, 2016:

THAT the Board adopt the SLRD RGS Review Consultation Plan, pursuant to s. 434 of the Local Government Act;

THAT the Board consider the holding of a public hearing, pursuant to s. 434 of the LGA, and that as per the Consultation Plan, not include the holding of a public hearing as part of this Consultation Plan;

THAT the Board approve the SLRD RGS Review Terms of Reference;

THAT pursuant to s. 433(3) of the Local Government Act, the RGS Review may consider the following regional matters:

- Food & Agriculture
- Climate Change
- Minor Amendment Criteria
- Monitoring Indicators
- Implementation
- Special Events

THAT the Board direct staff to provide Notification of Initiation to affected local governments and to the minister, as required by s. 433(4) of the Local Government Act, and to First Nations, as a courtesy;

THAT the Board Chair send a letter to the minister regarding the establishment of an Intergovernmental Advisory Committee, as per s. 450 (3) of the Local Government Act; and

THAT the Board direct the CAO to refer this report and recommendations/resolutions to the CAOs of the District of Squamish, Resort Municipality of Whistler, Village of Pemberton, and District of Lillooet.

DISCUSSION AND COMMENTS

SLRD staff prepared a Consultation Plan and Terms of Reference to guide the Regional Growth Strategy Review process. The attached report highlights the key aspects of these documents and outlines required and recommended next steps (attached as **Appendix C**).

As per the Consultation Plan and agreed to at the last RGS Steering Committee meeting, the next step is for the RGS Steering Committee members to bring an Information Report to respective Council's to inform of the RGS Review and receive any input on process and content on the Consultation Plan and Terms of Reference, prior to the upcoming Elected Officials' Forum.

The **Consultation Plan**, attached to **Appendix C**, outlines the consultation opportunities that will guide the RGS Review. As required by s. 452(3) and 434(2) of the *Local Government Act (LGA)*, the SLRD will provide opportunities for early and ongoing consultation, with, at a minimum: its citizens; affected local governments; First Nations; boards of education, greater boards and improvement district boards; the Provincial and Federal governments and their agencies. The Consultation Plan sets out the who, when and how of this consultation.

Consultation during the 2016 RGS Review will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the main intention to improve process and content rather than make significant changes.

The RGS Review will take a phased approach, and consultation will occur in all phases – from initiation to adoption. Consultation approaches will include advisory, referral, and public engagement processes. A consultation schedule, attached to and forming part of this Consultation Plan, outlines the consultation process associated with the RGS Review - including stakeholders, target timelines and types of consultation activities that are planned to occur. Within this schedule, legislative requirements are indicated with a red asterisk. Please note that the timelines indicated are approximate and may be subject to change, as necessary.

The **Terms of Reference**, also attached to **Appendix C**, details the proposed content, approach and budget of the RGS Review. The intent of the document is to provide a succinct picture/description of the RGS Review, for use (reference/resource) by all those involved in the RGS Review, including SLRD staff, SLRD Board, an Intergovernmental Advisory Committee¹ (IAC) , RGS Steering Committee, affected local governments, First Nations, relevant agencies and organizations, and the public.

On May 2, 2016 a referral package was sent to member municipality Chief Administrative Officers (CAO), as per the above resolution, formally requesting their membership on the IAC. Thursday May 19, 2016 is the date set for the May RGS Steering Committee meeting. This meeting is open to CAOs, largely focused on developing the Elected Officials Forum agenda and content. This will also provide a time to discuss any input received from CAOs/Councils on RGS Review.

The Elected Officials' Forum has been set for **Thursday June 9, 2016** – further details (venue, times, etc.) to follow. Unfortunately, the Village has been in the process of organizing and scheduling a Stakeholder Communications Workshop (Communication Meeting) with Vancouver Coastal Health (VCH), Sea to Sky School District No. 48, the SLRD and the Village, and the date has been set for June 9, 2016. The Village has been in contact with the SLRD to see if alternative dates are available for the Elected Officials Forum.

COMMUNICATIONS

No communications are required at this time.

LEGAL CONSIDERATIONS

There are no legal considerations at this time.

IMPACT ON BUDGET & STAFFING

Participating in the RGS review is a component of the day to day operations undertaken by the Operations & Development Services Department.

¹ Intergovernmental Advisory Committee: as required by s. 450 of the Local Government Act, includes the planning director of the SLRD; the planning director, or another official appointed by the applicable council, of each member municipality; senior representatives of the Provincial government and Provincial government agencies and corporations, determined by the minister after consultation with the Board; and representatives of other authorities and organizations if invited to participate by the Board.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts as this is a function of the Operations and Development Services Department.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

The Village's support for the 2016 RGS Consultation Plan and Terms of Reference helps move forward the regional review process. Village staff has been participating on the RGS Steering Committee since the inception of the Review, and have been involved in the development of these documents along with other Steering Committee Members.

ALTERNATIVE OPTIONS

There are no alternative options, as this report is for information only.

POTENTIAL GOVERNANCE CONSIDERATIONS

Participating in the 2016 RGS Review is consistent with the Strategic Plan Priority 3: Excellence in Service through the continuation of delivering quality municipal services by participating in regional initiatives.

RECOMMENDATION

THAT this report be received for information.

Attachments:

- Appendix A – Correspondence from SLRD dated May 13, 2015
- Appendix B – Correspondence from SLRD dated May 2, 2016
- Appendix C – SLRD Board Report dated April 27, 2016 re: RGS Terms of Reference and Consultation Plan



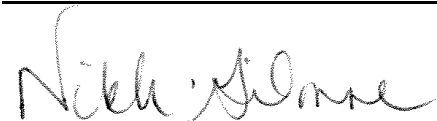
Lisa Pedrini,
Village Planner

MANAGER REVIEW



Tim Harris, Manager of Operations and Development Services

CHIEF ADMINISTRATIVE OFFICER REVIEW



Nikki Gilmore,
Chief Administrative Officer



May 13, 2015

Village of Pemberton
 Box 100
 Pemberton, BC V0N2L0
 By email: sfraser@pemberton.ca

Dear Mayor and Council:

RE: Squamish-Lillooet Regional District Regional Growth Strategy – Review

Section 869 of the *Local Government Act (LGA)* sets requirements for regional districts with adopted regional growth strategies. Specifically, *at least once every 5 years, a regional district that has adopted a regional growth strategy must consider whether the regional growth strategy must be reviewed for possible amendment.*

As it has been five years since the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) Bylaw was adopted (the RGS Bylaw was completed and received first/second reading in 2008, though not adopted until 2010), the SLRD needs to consider whether a review of the RGS is required.

Section 869(3) of the LGA further requires that *the regional district must provide an opportunity for input on the need for review from affected local governments.* As such, please find enclosed the SLRD staff report to the Board and the recommendations of the Board. The following resolutions were made by the SLRD Board on April 22, 2015:

THAT the Board consider the 5 year review of the “Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008” as per Section 869 (2) of the Local Government Act.

THAT the Board accept the RGS Steering Committee recommendation to not initiate a review of the “Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008” at this time, and to instead undergo a preliminary review period through the RGS Steering Committee.

THAT the Board direct staff to follow up with a report and recommendations regarding the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008” review at the end of 2015.

Should you have any questions or input regarding the SLRD Regional Growth Strategy Review, please contact Kim Needham, Director of Planning and Development Services at kneedham@slrd.bc.ca or Claire Daniels, Planner at the SLRD at cdaniels@slrd.bc.ca.

Sincerely,

Lynda Flynn,
Chief Administrative Officer
Squamish-Lillooet Regional District



Box 219, 1350 Aster Street,
 Pemberton, BC V0N 2L0
 Ph. 604-894-6371, 800-298-7753
 F: 604-894-6526
 info@slrd.bc.ca www.slrd.bc.ca

May 2, 2016

Village of Pemberton
 Box 100
 Pemberton, BC V0N2L0
 By email: sfraser@pemberton.ca

Dear Mayor and Council:

RE: Notification of Initiation – Squamish-Lillooet Regional District Regional Growth Strategy Review

Section 452 of the *Local Government Act (LGA)* sets requirements for regional districts with adopted regional growth strategies. Specifically, *at least once every 5 years, a regional district that has adopted a regional growth strategy must consider whether the regional growth strategy must be reviewed for possible amendment.*

As it has been five years since the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) Bylaw was adopted (the RGS Bylaw was completed and received first/second reading in 2008, though not adopted until 2010), the SLRD needs to consider whether a review of the RGS is required.

Section 452(3) of the *LGA* further requires that *the regional district must provide an opportunity for input on the need for review from affected local governments.* This was provided for through the May 13, 2015 referral letter, included in this package. At this time, a scoping period was undertaken to determine the need for review. Based on the key findings and recommendations of this scoping period, the SLRD Board resolved to initiate a review of the RGS. The following resolutions were made by the SLRD Board on February 18, 2016:

THAT pursuant to Section 452(2) of the Local Government Act, the Board consider a 5 year review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008.

THAT the Board accept the Regional Growth Strategy Steering Committee recommendation to initiate a review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008, and to initiate the review as a Major Amendment, to address issues identified through the 2015 RGS Review Scoping Period.

THAT the Board direct staff to prepare a Consultation Plan regarding the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008 Review as per Sections 434(2) and (3) of the Local Government Act.

On April 27, 2016 the SLRD Board resolved to adopt the RGS *Review* Consultation Plan, to approve the RGS *Review* Terms of Reference, and to provide *Notification of Initiation* to affected local governments and first nations. Please find enclosed the SLRD staff report and Board recommendations, including the adopted Consultation Plan and approved Terms of Reference.

Note that the RGS *Review* is intended to be an update not an overhaul of the current RGS. Consultation during the RGS *Review* will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the main intention to improve process and content rather than make significant changes. The bulk of the consultation will follow the requirements set out in the *Local Government Act (LGA)*.

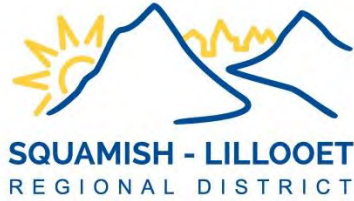
This letter provides written notice of initiation, as required by Section 433(4) of the *LGA*.

Should you have any questions or input regarding the SLRD Regional Growth Strategy Review, please contact Kim Needham, Director of Planning and Development Services at kneedham@slrd.bc.ca or Claire Daniels, Planner at the SLRD at cdaniels@slrd.bc.ca.

Sincerely,

Lynda Flynn,
Chief Administrative Officer
Squamish-Lillooet Regional District

enclosures: Referral Letter – May 13, 2015
SLRD Staff Report
RGS Review Consultation Plan
RGS Review Terms of Reference



REQUEST FOR DECISION

SLRD Regional Growth Strategy Review Consultation Plan & Notifications

Meeting date: April 27, 2016

To: SLRD Board

RECOMMENDATION:

THAT the Board adopt the SLRD RGS *Review* Consultation Plan, pursuant to s. 434 of the *Local Government Act*;

THAT the Board consider the holding of a public hearing, pursuant to s. 434 of the *LGA*, and that as per the Consultation Plan, not include the holding of a public hearing as part of this Consultation Plan;

THAT the Board approve the SLRD RGS *Review* Terms of Reference;

THAT pursuant to s. 433(3) of the *Local Government Act*, the RGS *Review* may consider the following regional matters:

- Food & Agriculture
- Climate Change
- Minor Amendment Criteria
- Monitoring Indicators
- Implementation

THAT the Board direct staff to provide Notification of Initiation to affected local governments and to the minister, as required by s. 433(4) of the *Local Government Act*, and to First Nations, as a courtesy;

THAT the Board Chair send a letter to the minister regarding the establishment of an Intergovernmental Advisory Committee, as per s. 450 (3) of the *Local Government Act*; and

THAT the Board direct the CAO to refer this report and recommendations/resolutions to the CAOs of the District of Squamish, Resort Municipality of Whistler, Village of Pemberton, and District of Lillooet.

KEY ISSUES/CONCEPTS:

Section 452(2) of the *Local Government Act (LGA)* sets requirements for regional districts with adopted regional growth strategies. Specifically, at least once every 5 years, a regional district that has adopted a regional growth strategy must **consider** whether the regional growth strategy must be reviewed for possible amendment. On February 18, 2016 the Board resolved to initiate a review of the RGS. Specifically, the following resolutions were passed:

THAT the Board accept the Regional Growth Strategy Steering Committee recommendation to initiate a review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008, and to initiate the review as a Major Amendment, to address issues identified through the 2015 RGS Review Scoping Period.

THAT the Board direct staff to prepare a Consultation Plan regarding the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008 Review as per Sections 434(2) and (3) of the Local Government Act.

SLRD staff have prepared a Consultation Plan and Terms of Reference to guide the Regional Growth Strategy (RGS) Review process. This report highlights the key aspects of these documents; required and recommended next steps are also outlined. Please note that the RGS Steering Committee has reviewed and provided input on both the Consultation Plan and Terms of Reference and has endorsed them.

RELEVANT POLICIES:

Regional Growth Strategy Bylaw No. 1062, 2008

BACKGROUND:

Scoping Period

The RGS Steering Committee met regularly throughout 2015 to conduct the preliminary review/scoping period, with 8 scoping period sessions held in total. The *Key Findings and Recommendations* of this scoping period, which were presented at the February Board for input, have directed the development of and are included in the content of the Consultation Plan and Terms of Reference.

Initiation Requirements

The preparation of a regional growth strategy (including a review) must be initiated by resolution of the Board. This first aspect was resolved at the February 18, 2016 Board. Additionally, if at the time of initiation, the Board proposes to deal with an additional regional matter(s) under section 429 (3) of the *LGA*, these matters must be identified by resolution. Finally, the proposing Board must give written notice of an initiation to all affected local governments and to the minister. Now that the RGS Review Consultation Plan and Terms of

Reference have been prepared, these final two initiation requirements can be addressed and are thus included in this report as recommendations to be resolved by the Board.

Other Regional Matters: Section 429 (3) of the *LGA* states that in addition to the requirements of subsection (2), a regional growth strategy may deal with any other regional matter. Based on the scoping period, it is recommended that the RGS Review consider addressing the following additional regional matters; food and agriculture; climate change; minor amendment criteria; monitoring indicators; and implementation.

Notification of Initiation: following Board resolution, notice will be given to affected local governments* and the minister, as required. This Board report, including the appended Consultation Plan and Terms of Reference, will be included in the notification of initiation package, for information.

** Affected local governments, in relation to a regional growth strategy, means a local government whose acceptance of the regional growth strategy is required under s. 436 of the Local Government Act, and includes the council of each municipality all or part of which is covered by the regional growth strategy, the board of each regional district that is adjoining an area to which the regional growth strategy is to apply, and the facilitator or minister.*

Consultation Plan

The Consultation Plan, included in Appendix A, outlines the consultation opportunities that will guide the RGS Review. As required by s. 452(3) and 434(2) of the *LGA*, the SLRD will provide opportunities for early and ongoing consultation, with, at a minimum: its citizens; affected local governments; first nations; boards of education, greater boards and improvement district boards; the Provincial and federal governments and their agencies. The Consultation Plan sets out the *who*, *when* and *how* of this consultation.

Note that consultation during the RGS Review will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the **main intention to improve process and content rather than make significant changes**. The bulk of the consultation will follow the requirements set out in the *LGA*.

The RGS Review will take a phased approach, and consultation will occur in all phases – from initiation to adoption. Consultation approaches will include advisory, referral, and public engagement processes. A consultation schedule, attached to and forming part of this Consultation Plan, outlines the consultation process associated with the RGS Review - including stakeholders, target timelines and types of consultation activities that are planned to occur. Within this schedule, legislative requirements are indicated with a red asterisk. **Please note that the timelines indicated are approximate and may be subject to change, as necessary.**

Terms of Reference

The Terms of Reference, included in Appendix B, details the proposed content, approach and budget of the RGS Review. The intent of the document is to provide a succinct picture/description of the RGS Review, for use (reference/resource) by all those involved in the

RGS *Review*, including SLRD staff, SLRD Board, an Intergovernmental Advisory Committee*, RGS Steering Committee, affected local governments, First Nations, affected agencies and organizations, and the public.

*Intergovernmental Advisory Committee: as required by s. 450 of the Local Government Act, includes the planning director of the SLRD; the planning director, or another official appointed by the applicable council, of each member municipality; senior representatives of the Provincial government and Provincial government agencies and corporations, determined by the minister after consultation with the Board; and representatives of other authorities and organizations if invited to participate by the Board.

RGS Review Goal

The RGS *Review* is intended to be an update not an overhaul of the current RGS. Some content revisions and additions are proposed (i.e. the development of a Food & Agriculture Goal), but the focus is really toward implementation of the RGS and developing criteria, guidelines, and processes to support collective agreement and responsibility. A key goal of the RGS *Review*, as identified by the RGS Steering Committee, is to develop Implementation Guidelines – a set of norms that guide collective implementation of the RGS. The RGS represents consensus among the SLRD and affected local governments to work collaboratively to achieve the vision and goals set out within the RGS. Yet any plan or strategy is only good if implemented. A collective strategy requires resources to support collective implementation. The development of Implementation Guidelines is considered a best practice approach to support implementation; such Implementation Guidelines would be provided as resources, to live outside the RGS Bylaw in a separate document.

The RGS Steering Committee endorsed the RGS Review Consultation Plan and Terms of Reference, as well as this overall RGS Review Goal, at their meeting on April 7, 2016.

ANALYSIS:

Framework

The RGS *Review* will continue in the collaborative spirit of the SLRD RGS by drawing on the local and specialized knowledge of various stakeholders, governments, authorities and organizations within the regional district. This collaborative approach provides the framework for the review.

- a. **SLRD Staff** – as an SLRD initiated project and bylaw, SLRD staff will be facilitating the RGS *Review* process and will be responsible for the development of proposed amendments (content) and the Amendment Bylaw (product).
- b. **SLRD Board** – general oversight and direction will be provided by the SLRD Board, from initiation through to adoption.
- c. **RGS Steering Committee** – the RGS Steering Committee will continue in its advisory role and will meet on its own and in conjunction with the Intergovernmental Advisory Committee.

- d. **Intergovernmental Advisory Committee (IAC)** – the IAC will advise the applicable local governments on the development and implementation of the regional growth strategy, and will facilitate coordination of Provincial and local government actions, policies and programs as they relate to the development and implementation of the regional growth strategy.
- e. **Chief Administrative Officers (CAOs)** – as part of the IAC, CAOs will provide advice and input on the review and implementation of the RGS, via the RGS Steering Committee, IAC and Elected Officials’ Forum.
- f. **First Nations** – engagement with First Nations will be pursued in the spirit of enhancing neighbour-to-neighbour relationships and exploring opportunities for cooperation and collaboration. All First Nations in which the SLRD is within their traditional territories will be invited to participate in the RGS *Review*, as required by the *Local Government Act*, either through notifications, referrals or direct outreach.
- g. **Elected Officials** – the SLRD Electoral Area Directors and member municipality Councils will provide input to the RGS *Review* via the Elected Officials’ Forum.
- h. **Affected Local Governments** – consultation with affected local governments will occur as per the *LGA*, through notification, referrals and acceptance of the RGS Amendment Bylaw.
- i. **Affected Agencies and Organizations** – consultation with affected agencies and organizations will occur as necessary through referrals and comments.
- j. **Public** – engagement with the public will be sought through local media and online channels, with input provided through comments.

Process Recommendations – SLRD Staff and the RGS Steering Committee

The RGS Steering Committee and SLRD staff offer the following process recommendations and consequent explanations.

Public Engagement

As per s. 434 of the *LGA*, in adopting a Consultation Plan, the board must consider whether the plan should include the holding of a public hearing. SLRD staff is recommending that a regional public hearing not be held, as past experience has indicated that this is not an effective engagement approach at the regional level. Instead, it is recommended that the public be engaged (and input received) throughout the RGS *Review*; it is recommended that this be through local media and online channels (website, social media, ads, advertorials, etc).

First Nations:

Engagement with First Nations will be pursued in the spirit of enhancing neighbour-to-neighbour relationships and exploring opportunities for cooperation and collaboration. All First Nations in which the SLRD is within their traditional territories will be invited to participate in the RGS *Review*. It is recommended that *Notification of Initiation* be provided to First Nations and that First Nations be engaged throughout the RGS *Review*.

Note: Local government engagement with First Nations and the Province’s constitutional duty to consult are different. Local governments do have a statutory obligation to include consultation with First Nations as part of developing, amending and reviewing a regional

growth strategy (s. 434, *Local Government Act*). Engagement between local governments and First Nations on activities that could impact *Aboriginal Interests* provides a valuable forum for exploring opportunities for cooperation and collaboration, helping identify issues and minimizing future disagreements. The dialogue between local governments and First Nations is better described as engagement, which is part of a neighbour-to-neighbour relationship. (Section adapted from the Ministry of Community Sport and Cultural Development Guide to First Nations Engagement on Local Government Statutory Approvals, December 2014.)

Elected Officials:

As mentioned above, the main channel for Elected Officials (SLRD Electoral Area Directors and member municipality Councils) to provide input to the RGS *Review* will be through the RGS Steering Committee, as well as the required legislative review processes (referrals, etc.). It is also recommended that the SLRD host an Elected Officials Forum. Such a forum, held as a sort of “kick-off” event, will provide the opportunity for the key findings/recommendations of the scoping period to be shared and input received, which could ultimately shape the RGS *Review*. It is an opportunity for all Elected Officials, CAOs, and the RGS Steering Committee to share and discuss in advance of formal decision-making processes. The RGS Steering Committee is recommending that the key focus of these discussions be on implementation of the RGS and proposed Implementation Guidelines. Further, the RGS Steering Committee is recommending that a facilitator be hired to facilitate the forum, enabling all parties to fully and neutrally participate. Should this approach be supported by the Board, SLRD staff would look to schedule this forum for some time in early June 2016.

Intergovernmental Advisory Committee & Chief Administrative Officers

The RGS Steering Committee has recommended that member municipality CAOs be directly involved in the RGS *Review*, and that this involvement be predominately through participation on the IAC. The RGS Steering Committee felt that CAO involvement in the RGS *Review* is critical to ensure collaborative planning throughout the region.

Affordable Housing Forum

The issue of Affordable Housing was a recurring theme/discussion point at the RGS Steering Committee scoping period meetings. It was suggested that the RGS *Review* process include the hosting of an Affordable Housing Forum. It is recommended that the SLRD host an Affordable Housing Forum (this meeting should be able to be accommodated within the current RGS budget) to bring local governments together to discuss issues and shared best practices in an effort to identify/develop approaches to collectively address the pressing issue of Affordable Housing throughout the region. Should a forum be held, it is recommended that Elected Officials, CAOs, the RGS Steering Committee/IAC, and affected agencies and organizations be invited.

Such a forum is provided for in the RGS, under *Goal 3: Support a Range of Quality Affordable Housing*, which states, *the Regional Growth Strategy: i) Supports a regional forum for affordable housing that will serve to strengthen communication and coordination of local efforts by*

municipalities, housing authorities and community organizations. Further, the RGS suggests that, expanding housing choice and affordability will be achieved by:

- *Building cooperation among stakeholders and pursuing collaborative regional affordable housing solutions....*
- *Promoting consistent affordable housing policies across the region, drawing upon lessons learned to date.*

Implementation Guidelines

The preparation of Implementation Guidelines may be provided for under Part 4 of the RGS to assist in implementing the RGS. *Implementation Guidelines are provided as resources, living outside the RGS, to support collective agreement and responsibility. They provide a set of norms/guidelines that all parties of the RGS agree to and are to be read in conjunction with the SLRD RGS Bylaw No. 1062, 2008 as amended from time to time.* SLRD staff and the RGS Steering Committee are recommending that Implementation Guidelines be developed during the RGS Review to assist in the implementation of the RGS, including but not limited to, guidelines for the preparation of and amendments to Regional Context Statements, for amendment of the Regional Growth Strategy, and, for establishing referral protocols. This is a best practice used by other regional districts to support collective implementation.

The RGS represents consensus among the SLRD and affected local governments to work collaboratively to achieve the vision and goals set out within the RGS. Resources are needed to assist in implementing the RGS. Implementation Guidelines provide guidance to member municipalities and the SLRD and are considered a best practice to support collective agreement on how to implement the RGS (collectively uphold, amend, settle, etc.).

Next Steps (Initiation Phase)

- a) SLRD Board resolution to adopt Consultation Plan, as per s. 434 of the *LGA*, and approve the Terms of Reference. (Required)
- b) Notify affected local governments and the minister of the RGS Review initiation, as per s. 433(4) of the *LGA*. (Required)
- c) Notify First Nations of the RGS Review initiation, as a courtesy. (Recommended)
- d) SLRD Board Chair letter to Minister regarding the Intergovernmental Advisory Committee (IAC) membership, as required by s. 450 of the *LGA*. Form an IAC based on the Minister's recommendations for membership. (Required)
- e) Inform Councils and CAOs of the SLRD member municipalities of the RGS Review and receive any input on process and content. (Recommended)
- f) Host an Elected Officials Forum to "kick-off" the RGS Review. The key findings and recommendations from the scoping period will be presented, and input will be sought on implementation of the RGS, including the need to develop Implementation Guidelines. (Recommended)

REGIONAL IMPACT ANALYSIS:

The SLRD Regional Growth Strategy is an initiative of the SLRD, in partnership with the District of Lillooet, the Village of Pemberton, the Resort Municipality of Whistler, and the District of Squamish. The RGS Bylaw is intended to provide a broad policy framework describing the common direction that the SLRD and member municipalities will follow in promoting development and services which are sustainable, recognizing a long term responsibility for the quality of life for future generations. As the RGS Bylaw applies to the four member municipalities and three electoral areas (Electoral Areas B, C, and D; the RGS does not apply to Area A) and spans a 20 year horizon, the goals, strategic directions and resulting implementation process have regional impacts – present and future.

OPTIONS:

Option 1 (PREFERRED OPTION)

Adopt the SLRD RGS *Review* Consultation Plan, pursuant to s. 434 of the *Local Government Act*, and approve the SLRD RGS *Review* Terms of Reference;

Accept the recommendations to: pursuant to s. 433(3), consider the following regional matters – Food & Agriculture, Climate Change, Minor Amendment Criteria, Monitoring Indicators, and Implementation; provide Notification of Initiation to affected local governments and to the minister, as required, and to First Nations, as a courtesy; send a letter to the minister regarding the establishment of an Intergovernmental Advisory Committee; and direct the SLRD CAO to refer this report to the CAOs of the District of Squamish, Resort Municipality of Whistler, Village of Pemberton, and District of Lillooet.

Option 2

Refer back to SLRD staff for more information, or revision.

Option 3

Do no adopt or accept.

Option 4

Other, as per Board recommendation.

ATTACHMENTS:

Appendix A: RGS Review Consultation Plan

Appendix B: RGS Review Terms of Reference

Submitted by: C. Daniels, Planner

Endorsed by: K. Needham, Director of Planning and Development

Reviewed by: L. Flynn, Chief Administrative Officer

Consultation Plan

Squamish-Lillooet Regional District Regional Growth Strategy *REVIEW 2016*



Prepared by the Squamish-Lillooet
Regional District Planning Department
April 2016

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Introduction

PURPOSE AND GOALS

The purpose of this Consultation Plan is to outline the consultation opportunities that will guide the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) *Review*. As required by s. 452(3) and 434(2) of the *Local Government Act (LGA)*, the SLRD will provide opportunities for early and ongoing consultation throughout the RGS *Review*; this plan sets out the *who, when* and *how* of this consultation.

A goal of the RGS *Review* in general and Consultation Plan in particular, is to ***continue collaboration*** within the SLRD. The RGS *Review* will continue the collaborative efforts as noted in the RGS by continuing to assist all parties with an interest in the region to:

1. Work together to address matters of common regional concern;
2. Demonstrate respect for each other's jurisdictions and processes;
3. Maintain good communications and coordination with respect to land use and other decisions of a regional and sub-regional nature;
4. Create a long term vision informed by the key principles of sustainability and embark on a path to our future in a manner that finds a responsible balance between the environmental, economic, and social needs of our communities.

A consultation schedule, attached to and forming part of this Consultation Plan, outlines the consultation process associated with the RGS *Review* - including stakeholders, target timelines and types of consultation activities that are planned to occur.

BACKGROUND AND RATIONALE

The purpose of a regional growth strategy under Part 13, s. 428 of the *LGA* is to "promote human settlement that is socially, economically, and environmentally healthy and that makes efficient use of public facilities and services, land and other resources."

Covering a period of at least 20 years, the RGS is intended to provide a broad policy framework describing the common direction that the regional district and member municipalities will follow in promoting development and services which are sustainable, recognizing a long term responsibility for the quality of life for future generations.

The *LGA* requires regular review of regional growth strategies, with a review to be considered at least once every five years. It has been seven years since the RGS was completed (the RGS Bylaw was completed and received first/second reading in 2008, though not adopted until 2010) and this will be the first review since adoption.

SCOPE

Consultation during the RGS *Review* will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the **main intention to improve process and content rather than make significant changes**. The bulk of the consultation will follow the requirements set out in the *LGA*.

Approach

OVERALL APPROACH

The RGS *Review* will take a phased approach, and consultation will occur in all phases – from initiation to adoption. Consultation approaches will include advisory, referral, and public engagement processes. The following table provides a summary of phases and consultation approaches.

| Phase | Consultation Approach |
|-----------------|---|
| Initiation | Advisory |
| Review & Revise | Advisory and Public Engagement |
| Share | Advisory, Public Engagement and Referrals |
| Adopt | Public Engagement and Referrals |

CONSULTATION PRINCIPLES

The RGS *Review* consultation will uphold the following principles from the original RGS consultation plan:

1. **Inclusiveness** through offering multiple methods of participation (e.g., people who do not want to, or cannot, attend public meetings can provide comment through online options);
2. **Innovation**, using new technology and creative consultation, analysis and communication methods;
3. **Clarity** of the consultation process, with clearly expressed goals and objectives;
4. **Flexibility** in the design of the process, to incorporate ongoing feedback on preferred or alternative methods of consultation;
5. **Honesty** about the constraints that the process has to operate within;
6. **Respect** for all participants;
7. **Integrity**, with commitment to take input and feedback into consideration; and,
8. **Timeliness**, with substantial early involvement and rapid analysis of results at each stage.

Plan

The *Local Government Act* requires that a consultation plan provide opportunities for early and ongoing consultation with, at a minimum: its citizens; affected local governments; first nations; boards of education, greater boards and improvement district boards; the Provincial and federal governments and their agencies.

STAKEHOLDERS - WHO

(Advisors)

RGS Steering Committee: includes the planning director, or another official appointed by the applicable Board/Council, of the Squamish-Lillooet Regional District (SLRD), District of Lillooet (DoL), Village of Pemberton (VoP), Resort Municipality of Whistler (RMOW), and District of Squamish (DoS), as well as the Regional Growth Strategies Manager for the area, representing the Ministry of Community, Sport and Cultural Development (MCSCD). Specifically, at this time, this includes:

- Kim Needham, Director of Planning and Development Services, SLRD
- Michael Roy, Chief Administrative Officer, DoL
- Lisa Pedrini, Planner, VoP
- Mike Kirkegaard, Director of Planning, RMOW
- Jonas Velaniskis, Director of Development Services/Matt Gunn, Planner, DoS
- Brent Mueller, Regional Growth Strategies Manager, MCSCD

Intergovernmental Advisory Committee (IAC): as required by s. 450 of the *LGA*, includes:

- the planning director of the SLRD;
- the planning director, or another official appointed by the applicable council, of each member municipality;
- senior representatives of the Provincial government and Provincial government agencies and corporations, determined by the minister after consultation with the Board;



- representatives of other authorities and organizations if invited to participate by the Board.

And as recommended by the SLRD Board RGS Steering Committee, the IAC shall also include:

- the Chief Administrative Officer (CAO) of each member municipality.

First Nations: all First Nations in which the SLRD is within their traditional territories. Specifically this includes:

- Esk'etemc (subgroup of the Secwepemc Nation)
- Stswecem'c Xgat'tem (subgroup of the Northern Secwepemc te Qelmucw, subgroup of the Secwepemc Nation)
- In-SHUCK-ch Nation
 - Samahquam (part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
 - Skatin (part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
- St'at'imc Nation
 - T'it'q'et/ P'egp'íg7lha
 - Xwisten
 - Sekw'el'was
 - Xa'xtsa (part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
 - Xaxlip
 - Ts'kw'aylaxw
 - Tsalalh
- Lil'wat Nation (part of the St'at'imc Language Group, and part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
- N'Quatqua (part of the St'at'imc Language Group, and part of the Lower Stl'atl'imx, subgroup of the St'at'imc Nation)
- Nlaka'Pamux Nation
- Squamish Nation
- Stó:lō Nation
- Tseil-Waututh Nation
- Tsilhqot'in

Engagement with First Nations will be pursued in the spirit of enhancing neighbour-to-neighbour relationships and exploring opportunities for cooperation and collaboration.

Elected Officials: includes the council and mayor of each member municipality and the SLRD Electoral Area Directors.

(Referrals)

Affected Local Governments: includes the council of each municipality all or part of which is covered by the regional growth strategy, the board of each regional district that is adjoining an

area to which the regional growth strategy is to apply, and the facilitator or minister. Specifically this includes:

- the District of Squamish;
- the Resort Municipality of Whistler;
- the Village of Pemberton;
- the District of Lillooet;
- Thompson-Nicola Regional District;
- Metro Vancouver Regional District;
- Sunshine Coast Regional District;
- Fraser Valley Regional District;
- Powell River Regional District;
- Strathcona Regional District;
- Cariboo Regional District; and
- Ministry of Community Sport and Cultural Development.

Affected Agencies and Organizations:

School Districts - School District 48, School District 74

Health Authorities - Vancouver Coastal Health Authority, Interior Health Authority

Dyking District and/or Water Districts – Pemberton Valley Dyking District

Other Provincial Government Agencies – Ministry of Environment (MOE), Ministry of Agriculture, Agricultural Land Commission, Ministry of Transportation and Infrastructure, Ministry of Forests, Lands and Natural Resource Operations.

Others

(Public Engagement)

Public

Includes all those who reside or have property within the member municipalities or SLRD Electoral Areas.

CONSULTATION SCHEDULE – WHO, WHEN & HOW

A consultation schedule, attached to and forming part of this Consultation Plan, outlines the consultation process associated with the RGS Review - including stakeholders, target timelines and types of consultation activities that are planned to occur. Within this schedule, legislative requirements are indicated with a red asterisk. Please note that the timelines indicated are approximate and may be subject to change, as necessary.

CONSULTATION SCHEDULE -- RGS REVIEW

(Checklist)

| | WHO | WHEN | | HOW |
|----------------------------|--|---|----------------------------|--|
| | STAKEHOLDERS | ITEM | TIMELINE | CONSULTATION ACTIVITIES |
| INITIATION | | | | |
| ✓ | RGS Steering Committee | Scoping Period | April 2015 - December 2015 | The RGS Steering Committee met regularly throughout 2015 to conduct the preliminary review/scoping period, with 8 scoping period sessions held in total. |
| ✓ | Affected Local Governments | Scoping Period | April 2015 | Provide an opportunity for input on the need for review of the RGS, as per s. 452(3) of the LGA. (SLRD Board Report and Resolution were forwarded to affected local govts/agencies) |
| ✓ | SLRD Staff | Scoping Period | February 2016 | Report back to the Board on the need for review and provide recommendations regarding the RGS <i>Review</i> process and content, as identified by the RGS Steering Committee during the <i>Scoping Period</i> . |
| ✓ | SLRD Board* | SLRD Board Resolution to Initiate RGS Review | February 2016 | As per s.433 of the LGA, preparation of a regional growth strategy [including a review] must be initiated by resolution of the Board. |
| ✓ | SLRD Staff | Prepare Consultation Plan and Terms of Reference | March 2016 | SLRD Staff to prepare Consultation Plan and Terms of Reference. |
| ✓ | RGS Steering Committee | Advisory Meeting | April 2016 | RGS Steering Committee to review and provide input on the RGS <i>Review</i> Consultation Plan and Terms of Reference. |
| | SLRD Board* | SLRD Board Resolution to adopt Consultation Plan and approve Terms of Reference | April 2016 | As per s. 434 of the LGA, the Board must adopt a consultation plan, as soon as practicable after the initiation of the RGS review. At this time, the board must consider whether the consultation plan should include the holding of a public hearing. Terms of Reference to include proposed budget and project timeline. |
| | SLRD Board, Affected Local Governments, Minister* | Notification of Initiation | April 2016 | As per s. 433(4) of the LGA, the proposing Board must give written notice of an initiation under this section to affected local governments and to the minister. |
| | SLRD Board, First Nations | Notification of Initiation | April 2016 | As a courtesy, provide notice of initiation to First Nations, including information regarding the RGS <i>Review</i> process and engagement opportunities. |
| | SLRD Board Chair* | Letter to minister (MCSCD) re IAC membership | April 2016 | As required by s. 450 of the LGA, form an Intergovernmental Advisory Committee based on Minister recommendations for membership. |
| | RGS Steering Committee | Council Reports | May 2016 | RGS Steering Committee to bring Information Report to respective Councils to inform of the RGS Review and receive any input on process and content of the review, as well as potential Intergovernmental Advisory Committee (IAC) membership (CAOs) and upcoming Elected Officials Forum. |
| | RGS Steering Committee & IAC (including CAOs) | Advisory & Planning Meeting | May 2016 | Discuss Input received from CAOs/Councils on RGS <i>Review</i> ; develop agenda and content for Elected Officials Forum. |
| | Elected Officials, CAOs, IAC, RGS Steering Committee | Elected Officials' Forum | June 2016 | RGS Review Kick-Off event; present key findings and recommendations from scoping period; discuss implementation of RGS and the need to develop Implementation Guidelines (to live outside RGS Bylaw) |
| REVIEW & REVISE | | | | |
| | First Nations | Engagement | June - September 2016 | Meet with First Nations, as requested. |
| | Public | Engagement | June - September 2016 | Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media). |

| | | | | |
|--------------|---|---|--------------------------|--|
| | RGS Steering Community, IAC, Affected Agencies/Organizations | Advisory Meeting | July/Aug 2016 | Meet as necessary to "workshop" areas requiring additional discussions. |
| | Elected Officials, RGS Steering Committee, IAC, Affected Agencies/Orgs | Affordable Housing Forum | September 2016 | Share issues and best practices; identify/develop approaches to collectively address the issue of Affordable Housing throughout the region. |
| | RGS Steering Committee & IAC | Advisory Meeting | September 2016 | Review new/revised content; finalize revisions and address any outstanding or new issues identified through Elected Officials Forum, Affordable Housing Forum, First Nations meetings, or public engagement. |
| | SLRD Staff | Draft RGS Amendment Bylaw | September - October 2016 | SLRD Staff to prepare draft RGS Amendment Bylaw, considering input received to date, for referrals. |
| SHARE | | | | |
| | RGS Steering Committee & IAC | Advisory Meeting | October 2016 | Review draft RGS Amendment Bylaw and provide final comments. |
| | RGS Steering Committee | Council Reports | October 2016 | Review draft RGS Amendment Bylaw and provide final comments. |
| | Affected Agencies & Organizations | Referrals | November 2016 | Refer to Affected Agencies and Organizations for comment. |
| | First Nations | Referrals | November 2016 | Refer to First Nations for comment. |
| | Public | Engagement | November 2016 | Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media). |
| ADOPT | | | | |
| | SLRD Board* | First and Second Reading of the RGS Amendment Bylaw | December 2016 | As per the LGA, recommend that the Board give first and second reading to the RGS Amendment Bylaw. |
| | Public | Engagement | January 2017 | Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media). |
| | Affected Local Governments* | Referrals and acceptance of RGS Amendment Bylaw | January/February 2017 | As per s. 436, before it is adopted, a regional growth strategy must be accepted by the affected local governments; 60 days are required for this referral period. Revisions to be made, if necessary, based on referral comments and recommendations. |
| | SLRD Board* | Third Reading and Adoption of RGS Amendment Bylaw | March 2017 | As per the LGA, recommend that the Board give third reading and final adoption to the RGS Amendment Bylaw. |
| | IAC, Affected Local Governments, Affected Agencies & Organizations, First Nations, MCSCD* | Distribution of Adopted Bylaw | March 2017 | As per s. 443, as soon as practicable after adopting a regional growth strategy, the Board must send a copy of the regional growth strategy to: the affected local governments; any greater boards and improvement districts within the regional district; and the minister. |

* Required by Local Government Act

Terms of Reference

Squamish-Lillooet Regional District Regional Growth Strategy *REVIEW 2016*



Prepared by the Squamish-Lillooet
Regional District Planning Department
April 2016

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Terms

Affected Local Governments: in relation to a regional growth strategy, means a local government whose acceptance of the regional growth strategy is required under s. 436 of the *Local Government Act*, and includes the council of each municipality all or part of which is covered by the regional growth strategy, the board of each regional district that is adjoining an area to which the regional growth strategy is to apply, and the facilitator or minister.

Affected Agencies and Organizations: includes boards of education, greater boards and improvement district boards, health authorities, dyking and/or water districts, Provincial government agencies, and other organizations, as determined.

Consultation Plan: a plan adopted by the SLRD Board that outlines consultation opportunities during the development or review of a regional growth strategy. The *Local Government Act* requires that a consultation plan provide opportunities for early and ongoing consultation with, at a minimum: its citizens; affected local governments; first nations; boards of education, greater boards and improvement district boards; the Provincial and federal governments and their agencies.

First Nations (Indigenous) Engagement – all First Nations in which the Squamish-Lillooet Regional District is within their *traditional territories* will be invited to participate in the RGS Review..

Local government engagement with First Nations and the Province's constitutional duty to consult are different. Local governments do have a statutory obligation to include consultation with First Nations as part of developing, amending and reviewing a regional growth strategy (s. 434, *Local Government Act*). Engagement between local governments and First Nations on activities that could impact *Aboriginal Interests* provides a valuable forum for exploring opportunities for cooperation and collaboration, helping identify issues and minimizing future disagreements. **The dialogue between local governments and First Nations is better described as engagement, which is part of a neighbour-to-neighbour relationship.**

Aboriginal Interests: a term used to refer to asserted or determined aboriginal rights (including title) and treaty rights.

Traditional territory: area over which a First Nation asserts rights including title under s. 35, *Constitutional Act, 1982*; sometimes referred to as claimed territory

Intergovernmental Advisory Committee: as required by s. 450 of the *Local Government Act*, includes the planning director of the SLRD; the planning director, or another official appointed by the applicable council, of each member municipality; senior representatives of the Provincial government and Provincial government agencies and corporations, determined by the minister after consultation with the Board; and representatives of other authorities and organizations if invited to participate by the Board. As recommended by the SLRD Board and RGS Steering

Committee, the IAC shall also include the Chief Administrative Officer (CAO) of each member municipality.

Implementation Guidelines: the preparation of Implementation Guidelines is provided for under Part 4 of the RGS to assist in implementing the RGS. Implementation Guidelines are provided as resources, living outside the RGS, to support collective agreement and responsibility. They provide a set of norms that all parties of the RGS agree to and are to be read in conjunction with the SLRD RGS Bylaw No. 1062, 2008 as amended from time to time – they do not replace or supersede the content of, or requirements in, the RGS.

Public: includes all those who reside or have property within the member municipalities or SLRD Electoral Areas.

Regional Context Statements: s. 446 of the *Local Government Act* establishes the requirement for local governments to prepare regional context statements. Regional context statements form a portion of a municipality's official community plan (OCP) and must identify the relationship between the official community plan and the goals and strategic directions identified in the regional growth strategy. Regional Context Statements are prepared by the municipality and referred to the regional district for acceptance.

Regional Growth Strategy: is a vision that commits affected municipalities and regional districts to a course of action to meet common social, economic and environmental objectives. It is initiated and adopted by a regional district and referred to all affected local governments for acceptance. Regional growth strategies must cover a period of at least 20 years and must include specific content, as per s. 429(2) of the LGA. The regional growth strategy for the SLRD is an initiative of the SLRD (Electoral Areas B, C and D) the District of Squamish, the Resort Municipality of Whistler, the Village of Pemberton and the District of Lillooet.

Regional Growth Strategy (RGS) Steering Committee: includes the planning director, or another official appointed by the applicable Board/Council, of the Squamish-Lillooet Regional District (SLRD), District of Lillooet (DoL), Village of Pemberton (VoP), Resort Municipality of Whistler (RMOW), and District of Squamish (DoS), as well as the Regional Growth Strategies Manager at the Ministry of Community, Sport and Cultural Development (MCSCD).

Background

CONTEXT

Local Government Act

The purpose of a regional growth strategy under Part 13, s. 428 of the *Local Government Act (LGA)* is to *promote human settlement that is socially, economically, and environmentally healthy and that makes efficient use of public facilities and services, land and other resources.*

Covering a period of at least 20 years, the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) is intended to provide a broad policy framework describing the common direction that the regional district and member municipalities will follow in promoting development and services which are sustainable, recognizing a long term responsibility for the quality of life for future generations.

Most of BC's high growth regions – with 83 percent of the population – are using regional growth strategies to manage population change. Regional districts with adopted regional growth strategy bylaws include: Metro Vancouver; Capital; Fraser Valley; Central Okanagan; Nanaimo; Thompson-Nicola; Okanagan-Similkameen; North Okanagan; Comox Valley; and Squamish-Lillooet. These regional districts include over 70 member municipalities and one Treaty First Nation. With approximately 94% of BC's population increase between 2012 and 2032 projected to occur in these high growth regions, regional growth strategies provide an important framework to guide decision-making and collaboration.

The *LGA* also sets requirements for regional districts with adopted regional growth strategies. Specifically, at least once every 5 years, a regional district that has adopted a regional growth strategy must **consider** whether the regional growth strategy must be reviewed for possible amendment.

RGS Review

As it has been seven years since the RGS was completed (the RGS Bylaw was completed and received first/second reading in 2008, though not adopted until 2010), the SLRD needs to consider whether a review of the RGS is required. At the recommendation of the RGS Steering Committee, the SLRD began by entering into a preliminary review scoping period to identify the need for a review. Based on the key findings and recommendations of the scoping period, the SLRD Board resolved to initiate a review of the SLRD RGS Bylaw as a *major amendment*.

Regular review of the RGS helps ensure consistency and relevance in planning documents and approaches across the region. It also continues to foster a collective commitment to the RGS vision and supports collaborative governance.

Other RGS Amendments

In 2014, SLRD staff completed a housekeeping amendment of the SLRD RGS undertaken to provide for the acceptance of member municipality Official Community Plan Regional Context

Statements, and also made some minor housekeeping changes to the RGS. The housekeeping amendment did not involve a comprehensive review of the RGS.

PURPOSE OF THE RGS *REVIEW*

Meet LGA Requirements: the *LGA* requires a regular review of regional growth strategies, with a review to be considered at least once every five years.

Improve Implementation: through implementation of the RGS Bylaw, SLRD staff and the RGS Steering Committee have identified some issues, including the *Minor Amendment Criteria* and *Process* that require addressing to improve/support implementation.

Evolve Policy and Processes: the SLRD has experienced considerable change since the RGS was initiated in 2003. There have also been changes at the provincial and federal level that have impacted regional district planning. Finally, member municipalities, through the RGS Steering Committee, have identified a number of issues to be considered/areas to be addressed. Conducting a review of the RGS will provide the opportunity to evolve policy and processes to reflect the current and future context.

Continue Collaboration: an RGS *Review* will continue the collaborative efforts of the RGS by continuing to assist all parties with an interest in the region to:

1. Work together to address matters of common regional concern;
2. Demonstrate respect for each other's jurisdictions and processes;
3. Maintain good communications and coordination with respect to land use and other decisions of a regional and sub-regional nature;
4. Create a long term vision informed by the key principles of sustainability and embark on a path to our future in a manner that finds a responsible balance between the environmental, economic, and social needs of our communities.

Content

AREAS TO ADDRESS

Scoping Period – Key Findings and Recommendations

The RGS Steering Committee met regularly throughout 2015 to conduct the preliminary review/scoping period, with 8 scoping period sessions held in total. The key areas identified as warranting review include:

- Minor Amendment Criteria and Process
- Implementation – Part 4 Implementation and Implementation Guidelines
- Growth Management – Goal 1
- Waste Management
- Transportation
- Food & Agriculture
- Climate Change
- First Nations Relations

These *areas to address* will form the basis of the RGS *Review*; specific content details are outlined in Appendix A, Table 1.

Housekeeping Updates

The RGS *Review* provides an opportunity to address various RGS Bylaw housekeeping issues, reflecting the “living nature” of these long-term plans. A list of potential housekeeping amendments has been developed (See Appendix A, Table 2); key examples include logo updates, LGA citation updates, updates to Glossary of Terms and Roles and Responsibilities sections, and general formatting/layout improvements.

Approach

FRAMEWORK

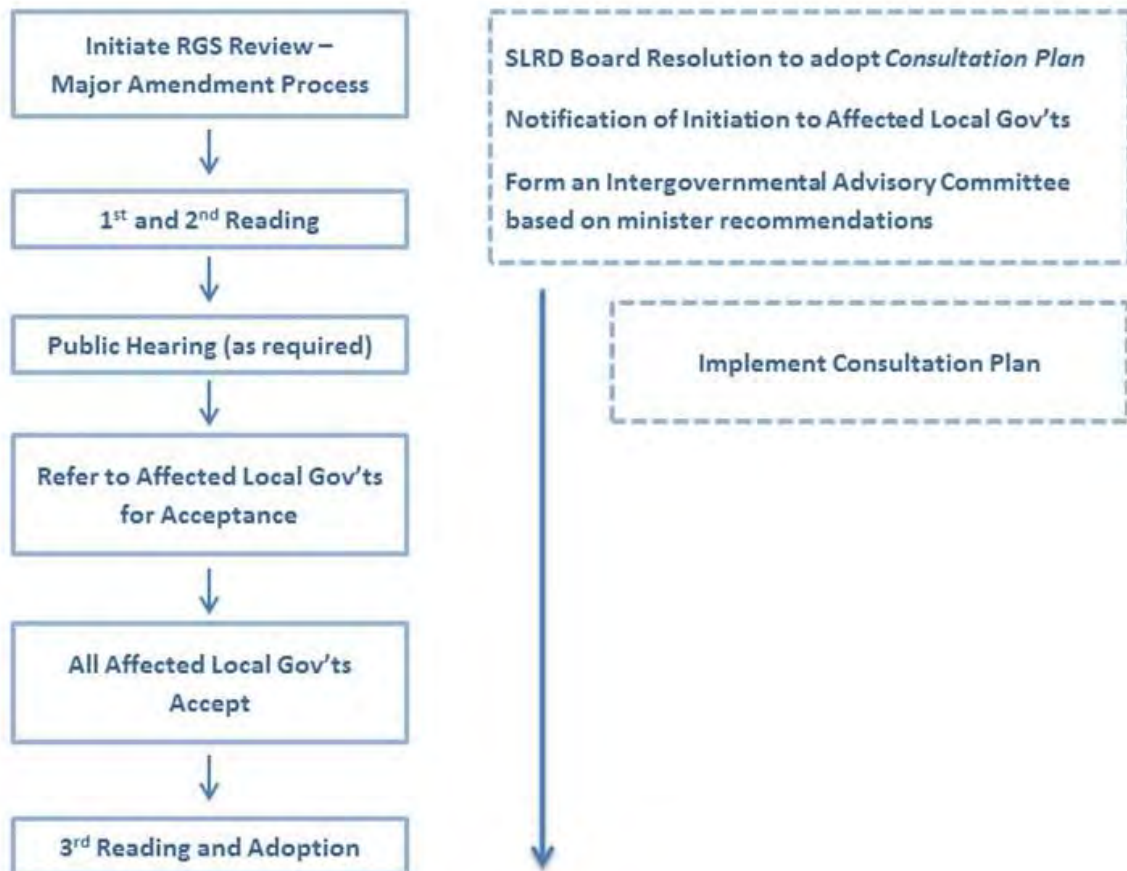
The RGS *Review* will continue in the collaborative spirit of the SLRD RGS by drawing on the local and specialized knowledge of various stakeholders, governments, authorities and organizations within the regional district. This collaborative approach provides the framework for the review.

- a. **SLRD Staff** – as an SLRD initiated project and bylaw, SLRD staff will be facilitating the RGS *Review* process and will be responsible for the development of proposed amendments (content) and the Amendment Bylaw (product).
- b. **SLRD Board** – general oversight and direction will be provided by the SLRD Board, from initiation through to adoption.
- c. **RGS Steering Committee** – the RGS Steering Committee will continue in its advisory role and will meet on its own and in conjunction with the Intergovernmental Advisory Committee.
- d. **Intergovernmental Advisory Committee (IAC)** – the IAC will advise the applicable local governments on the development and implementation of the regional growth strategy, and will facilitate coordination of Provincial and local government actions, policies and programs as they relate to the development and implementation of the regional growth strategy.
- e. **Chief Administrative Officers (CAOs)** – as part of the IAC, CAOs will provide advice and input on the review and implementation of the RGS, via the RGS Steering Committee, IAC and Elected Officials’ Forum.
- f. **First Nations** – engagement with First Nations will be pursued in the spirit of enhancing neighbour-to-neighbour relationships and exploring opportunities for cooperation and collaboration. All First Nations in which the SLRD is within their traditional territories will be invited to participate in the RGS *Review*, as required by the Local Government Act, either through notifications, referrals or direct outreach.

- g. **Elected Officials** – the SLRD Electoral Area Directors and member municipality Councils will provide input to the RGS *Review* via the Elected Officials’ Forum.
- h. **Affected Local Governments** – consultation with affected local governments will occur as per the *LGA*, through notification, referrals and acceptance of the RGS Amendment Bylaw.
- i. **Affected Agencies and Organizations** – consultation with affected agencies and organizations will occur as necessary through referrals and comments.
- j. **Public** – engagement with the public will be sought through local media and online channels, with input provided through comments.

MAJOR AMENDMENT PROCESS

The RGS *Review* will follow the major amendment process, as per s. 437 of the *LGA*.



In addition to these legislated requirements, the RGS *Review* will incorporate additional consultation approaches throughout the four phases of the review.

RGS *REVIEW* PHASES

1. Initiation

The **Initiation Phase** will focus on process development and will be directed by the SLRD Board, with input from the RGS Steering Committee, SLRD Staff and the Minister. The main activities in initiating the review include:

- a) SLRD Board resolution to initiate the RGS *Review*.
- b) Prepare Consultation Plan and Terms of Reference.
- c) Receive input from the RGS Steering Committee on the process (the draft Consultation Plan and Terms of Reference).
- d) SLRD Board resolution to adopt Consultation Plan, as per s. 434 of the *LGA*, and approve the Terms of Reference.
- e) Notify affected local governments and the minister of the RGS *Review* initiation, as per s. 433(4) of the *LGA*.
- f) Notify First Nations of the RGS *Review* initiation, as a courtesy.
- g) SLRD Board Chair letter to Minister regarding Intergovernmental Advisory Committee (IAC) membership, as required by s. 450 of the *LGA*. Form an IAC based on the Minister's recommendations for membership.
- h) Inform Councils and CAOs of the RGS *Review* and receive any input on process and content.
- i) Host an Elected Officials Forum to "kick-off" the RGS *Review*. The key findings and recommendations from the scoping period will be presented, and input will be sought on implementation of the RGS, including the need to develop Implementation Guidelines.

2. Review & Revise

The **Review & Revise Phase** will focus on content development – specifically around the identified *areas to address*. The RGS Steering Committee/IAC, Elected Officials, First Nations, affected agencies and organizations, and the Public will have the opportunity to review and provide input. SLRD staff will make revisions, considering input received. The main activities in reviewing the RGS *Review* include:

- a) Meet with First Nations, as requested;
- b) Engage and receive input from the Public through local media and online channels.
- c) Meet with the RGS Steering Committee and IAC, as necessary, to workshop areas requiring additional discussions;
- d) Host an Affordable Housing Forum for Elected Officials, RGS Steering Committee, IAC, and affected agencies and organizations - to share issues and best practices and identify/develop approaches to collectively address the issue of Affordable Housing throughout the region;

- e) Meet with the RGS Steering Committee/IAC to review new/revised content, finalize revisions and address any outstanding or new issues identified through the Elected Officials Forum, Affordable Housing Forum, First Nations meetings, or public engagement; and
- f) Prepare draft RGS Amendment Bylaw, considering input received to date, for referrals.

3. Share

The **Share Phase** will focus on information sharing in advance of any formal referrals. The RGS Steering Committee, IAC, member municipality Councils, Affected Agencies and Organizations, First Nations, and the Public will have the opportunity to receive the draft RGS Amendment Bylaw and provide any final comments. The main activities in sharing the RGS *Review* include:

- a) Refer the draft RGS Amendment Bylaw to the RGS Steering Committee and IAC for final comments;
- b) Refer the draft RGS Amendment Bylaw to member municipality Councils for comment;
- c) Refer the draft RGS Amendment Bylaw to Affected Agencies and Organizations for comment;
- d) Refer the draft RGS Amendment Bylaw to First Nations for comment.
- e) Engage and receive input from the Public through local media and online channels.

4. Adopt

The **Adopt Phase** will focus on meeting the legislated referral and adoption requirements, as set out in the *LGA*. The requirements for adoption of a regional growth strategy include:

- a) SLRD Board to give first and second reading of the RGS Amendment Bylaw;
- b) Refer RGS Amendment Bylaw to Affected Local Governments for acceptance, as required by s. 436 of the *LGA* - a regional growth strategy must be accepted by the *affected local governments* and 60 days are required for this referral period.
- c) SLRD Board to give third reading and adopt the RGS Amendment Bylaw;
- d) Distribute adopted RGS Amendment Bylaw. As per s. 443 of the *LGA*, as soon as practicable after adopting a regional growth strategy, the Board must send a copy of the regional growth strategy to: the affected local governments; any greater boards and improvement districts within the regional district; and the minister.

Further details and specific timelines for consultation are found in the RGS *Review* Consultation Plan. See Appendix B: Consultation Schedule for a summary of *who*, *when* and *how* consultation will occur. **Within this schedule, legislative requirements are indicated with a red asterisk. Please note that the timelines indicated are approximate and may be subject to change, as necessary.**

Note: Consultation during the RGS *Review* will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the **main intention to improve process and content rather than make significant changes**. The bulk of the consultation will follow the requirements set out in the *LGA* and will involve Affected Local Governments and the RGS Steering Committee/Intergovernmental Advisory Committee (IAC).

Budget

The total cost of the RGS *Review* is estimated to be approximately \$32,000 (including in kind and costs accounted for in the 2016/2017 budget; \$5,000 in 2017) as outlined in the following table:

| | | ESTIMATED COST |
|---|-----------|-----------------|
| | | Total |
| Staff Time (250 hours @\$60) | (in Kind) | \$ 15,000 |
| Legal | | \$5,000 |
| Consultation Expenses - Meetings | | \$10,000 |
| - RGS SC/IAC advisory meetings (4-6; venue and F&B) | | |
| - Elected Officials' Forum | | |
| - Affordable Housing Forum | | |
| - First Nations Engagement (TBD) | | |
| - Public Engagement (advertising, web info, etc.) | | |
| - Equipment/supplies | | |
| GIS/mapping – might need some revisions | (in Kind) | \$1,000 |
| Contingency | | \$1,000 |
| TOTAL | | \$32,000 |

Appendix A: Content - Detailed

KEY FINDINGS AND RECOMMENDATIONS

The following outlines the Key Findings and Recommendations of the RGS *Review* scoping period.

Table 1: Scoping Period - RGS Steering Committee Key Findings and Recommendations

| TOPIC | KEY FINDINGS/ RECOMMENDATIONS |
|---|---|
| Minor Amendment Criteria and Process | <p>Update/Revise <i>RGS Amendment Criteria and Process</i> to increase clarity and tools available to support decision-making and reflect current best practices used by other regional districts (RDs).</p> <p>Specific issues that were identified include:</p> <ul style="list-style-type: none"> • Ambiguity around what is regionally significant; • Emphasis placed on Goal 1, rather than all RGS Goals; • Confusion with language, process, order of section content, and requirements of the LGA. <p>Note that proposed changes are to increase clarity and ease of implementation, as per best practices; they are not substantive in terms of content.</p> |
| | <p>RATIONALE</p> <p>The RGS Steering Committee focused much of the scoping period discussions on the RGS <i>Minor Amendment Criteria and Process</i>, with efforts made to: increase clarity around implementation of the RGS Bylaw and Amendment Process; support growth management priorities; and reflect current best practices – while maintaining flexibility for the SLRD Board and member municipalities in their decision-making.</p> <p><i>Minor Amendment Criteria:</i> the RGS Steering Committee felt that including a list (not exhaustive) of amendments considered to be regionally significant would provide clarity to the public and Board regarding what amendments would trigger a major amendment process. This approach is in keeping with best practices found in most other RD RGS Bylaws. No public hearing is required for minor amendments to the RGS – this is clarified in the outlined process.</p> |
| TOPIC | KEY FINDINGS/RECOMMENDATIONS |
| Implementation (Part 4 Implementation and Implementation Guidelines) | <p>Update layout and content of <i>Part 4 Implementation and Monitoring</i> chapter to: increase clarity; highlight the variety of implementation tools, approaches, and processes; and reflect current best practices used by other RDs.</p> <p>Specific issues that were identified include:</p> <ul style="list-style-type: none"> • No content on Regional Context Statements, which are the main implementation tool of the RGS; • Outdated <i>Implementation Agreements</i> section; • No content related to coordination with other governments/agencies or First Nations; • No content related to RGS Review requirements. <p>Specific Recommendations:</p> <ul style="list-style-type: none"> • Develop a set of Implementation Guidelines, provided as resources to support collective implementation of the RGS (to live outside the RGS) |

| | |
|-----------------------------------|---|
| | <p>RATIONALE</p> <p><i>Part 4 Implementation</i></p> <p><i>Regional Context Statements (RCS):</i> providing content regarding the purpose and requirements of RCSs is a best practice found in most RGS Bylaws.</p> <p><i>Implementation Agreements and Guidelines:</i> remove specific Implementation Agreements listed, as none have been implemented to date, and instead leave the general description, enabling Implementation Agreements to be developed on an as needed basis. Provide content to enable the development of Implementation Guidelines, as an additional (and sometimes preferred) option to Implementation Agreements.</p> <p><i>Coordination with other Government Agencies and First Nations:</i> include language that highlights the importance of collaboration with other government agencies and First Nations, as related to implementation of the RGS Bylaw.</p> <p><i>Legislative Requirements:</i> include language that highlights the legislative requirements, set out in the LGA, for regular reports and review of regional growth strategies.</p> <p><i>Implementation Guidelines:</i> Resources are needed to assist in implementing the RGS. Implementation Guidelines provide guidance to member municipalities and the SLRD and are considered a best practice to support collective agreement on how to implement the RGS (collectively uphold, amend, settle, etc.).</p> |
| TOPIC | KEY FINDINGS/RECOMMENDATIONS |
| Growth Management – Goal 1 | <p>Update sections under <i>Goal 1 Focus Development into Compact, Complete, Sustainable Communities</i> to increase clarity, consistency and flow of chapter and RGS Bylaw in general.</p> <p>Specific issues that were identified include:</p> <ul style="list-style-type: none"> • Confusing section titles and layout of the Land Use Designations section. • Inconsistencies with and irrelevance of some land use designations. • Inconsistencies with member municipality Settlement Planning Maps. <p>Specific Recommendations:</p> <ul style="list-style-type: none"> • Update Land Use Designations section layout and section titles. • Address inconsistencies with and irrelevance of some land use designations (Special Planning Areas, Future Growth Nodes, Destination Resorts) • Review and revise/update where necessary, the <i>Table 1: Description of Settlement Planning Map</i> to ensure consistency, relevance, and applicability within and across jurisdictions. |
| | <p>RATIONALE</p> <p><i>Special Planning Areas:</i> The current description and mapping identify two specific areas only – the Callaghan and the Lillooet Area; a study has been completed for Lillooet and the Board opted not to proceed with a special study for the Callaghan. Designation is no longer relevant and creates confusion, as there are no ‘special planning areas’ currently.</p> <p><i>Future Growth Nodes:</i> The term Future Growth Node has created confusion, as it is only used in the Village of Pemberton Map, has no description in Table 1 Description of Settlement Planning Map, nor is it included in the land use designations descriptions. Land</p> |

| | |
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| | <p>mapped as Future Growth Node should really just fall under the Urban Areas land use designation, as the intent of this designation is to direct growth here.</p> <p><i>Destination Resorts:</i> Destination Resorts are not included in any of the Settlement Planning mapping or descriptions, and thus a different location in the document may be more appropriate to reduce confusion in bulleting, etc. Destination Resorts is not a land use designation.</p> <p><i>Table 1 Description of Settlement Planning Map:</i> A review will ensure that SLRD mapping is aligned with member municipality mapping.</p> |
| TOPIC | KEY FINDINGS/RECOMMENDATIONS |
| Waste Management | <p>There is a need to ensure alignment with the SLRD Solid Waste and Resource Management Plan (SWRMP) and to update the RGS Bylaw accordingly. Most revisions will likely be housekeeping in nature.</p> <p>Specific issues that were identified include:</p> <ul style="list-style-type: none"> • Outdated targets and plan references/language in Goal 5 Protect Natural Eco-system Functioning. • Potential for stronger language around support for the SWRMP and communications and outreach/educations around zero waste would be beneficial. <p>Specific Recommendations:</p> <ul style="list-style-type: none"> • Update/Revise <i>Goal 5 Protect Natural Eco-system Functioning</i> to align with the SWRMP (targets and language). • Add “diverted” to (i) on page 41 of the RGS Bylaw, to read: <i>Supports minimizing adverse impacts by carefully managing where and how development occurs, how wastes are reduced and diverted, and how resources are managed.</i> • Explore the idea of developing stronger language in the RGS Bylaw around ensuring collaboration and support for the SWRMP, including land use planning and communication/outreach/education around zero waste. |
| | <p>RATIONALE</p> <p>The SWRMP is a regional plan, developed by the SLRD, as mandated by the Provincial Environmental Management Act that provides a long-term vision for solid waste management, including waste diversion and disposal activities. As part of updating this plan, new targets have been established for the SLRD, which should be reflected in the RGS Bylaw. Further, priorities for the SWRMP include <i>Moving from awareness to action (behaviour change)</i> and <i>Educating and improving awareness</i> – the RGS Bylaw could add language to reflect these priorities. The SWRMP also highlights the importance of land use planning and suggests, <i>to ensure that there is a suitable land base available to support the solid waste related goals and initiatives laid out in this plan, as well as in other SLRD and municipal planning documents, it is proposed that municipal and SLRD solid waste staff collaborate...</i></p> |

| TOPIC | KEY FINDINGS/RECOMMENDATIONS |
|-------------------------------|---|
| Transportation | <p>There is a need to ensure content under <i>Goal 2 Improve Transportation Linkages and Options</i> is accurate and current. Most revisions will likely be housekeeping in nature.</p> <p>Specific Recommendations:</p> <ul style="list-style-type: none"> • Review/update <i>Goal 2 Improve Transportation Linkages and Options</i> to ensure that regional initiatives and goals are adequately reflected/addressed. • Look at the District of Squamish Multimodal Study, RMOW Transportation Study, and other member municipality plans, and update RGS Bylaw as necessary. • Include Ministry of Transportation and Infrastructure (MOTI) in the review of the <i>Goal 2 Improve Transportation Linkages and Options</i> to see if there are updates warranted from the ministry side. • Revise/update <i>Table 2: Regional Road Network Improvement Priorities</i> to reflect completed projects and new priorities. • Develop a <i>Preferred Modes of Transportation Priorities</i> table, corresponding to the <i>Table 2: Regional Road Network Improvement Priorities</i>. |
| | <p>RATIONALE</p> <p><i>Review and Collaboration:</i> New transportation plans, initiatives and priorities (local and provincial) may not be adequately captured in the RGS Bylaw, warranting the review and possible update of Goal 2. Collaborating with member municipalities and MOTI on the review will ensure alignment and linkages with other governments and agencies. Transportation presents a significant challenge/opportunity throughout the region.</p> <p><i>Priorities Tables:</i> Many priorities identified in Table 2 are now out of date, with some priorities addressed and some now redundant. New regional transportation priorities and initiatives may be missing from the table. Developing a corresponding table for Preferred Modes of Transportation Priorities will help to balance regional transportation priorities so that focus is not just on road networks (i.e. the Sea-to-Sky Trail may be a priority here).</p> |
| TOPIC | KEY FINDINGS/RECOMMENDATIONS |
| Food & Agriculture | <p>The RGS Bylaw does not have a Food/Agriculture Goal or any such Strategic Directions or policies (any content). This is identified as a major gap that should be addressed through the RGS Review - of the 10 RDs in BC with adopted RGSs, 6 have a specific Food/Agriculture goal and 8 have policies or related strategic directions (the SLRD is one of two RDs that do not include Food or Agriculture in their RGS).</p> <p>It was determined that developing a separate Food/Agriculture goal is the best approach, including strategic directions. It was further suggested that the goal needs to be broad to include agriculture and food systems.</p> <p>Specific Recommendations:</p> <ul style="list-style-type: none"> • Develop a new goal in the RGS to address food and agriculture systems. |
| | <p>RATIONALE</p> <p>Food Systems, including food security, is an important emerging issue for local/regional governments that is not covered in the current RGS Bylaw, and may be seen as particularly relevant to long-term planning efforts. Agriculture is an important land use and economic activity in the region. Given best practices and the needs of the region, developing a new food and agriculture systems goal is warranted.</p> |

| | |
|--------------------------------|--|
| | Further, as a basic human need, building/supporting healthy and resilient food and agriculture systems is particularly important for present and future generations. |
| TOPIC | KEY FINDINGS/RECOMMENDATIONS |
| Climate Change | <p>There is very little content or focus on Climate Change/Energy Emissions in the RGS, compared with other RDs. Most RD's have opted to have a specific Climate Change/Energy Emissions Goal (8 of 10 RDs).</p> <p>Note that the Province will be releasing its Climate Leadership Plan in the Spring of 2016 – RGS content and targets may require updating to reflect this new plan. The importance of addressing both adaptation and mitigation was discussed at length.</p> <p>Regional transit was also identified as an important focus.</p> <p>Specific Recommendations:</p> <ul style="list-style-type: none"> • Develop a new goal or additional content in the RGS to address Climate Change (i.e. expand <i>Goal 5: Protect Natural Ecosystem Functioning</i> to something like <i>Protect Natural Eco-system Functioning and Respond to Climate Change Impacts</i> or could develop new goal.) • Look to other, newer RGS's to see what other RD's are doing in terms of approaches. • Explore the possibility of using the RGS to generate and collect information to support regional decision making (regional pooling of resources to get consultant studies, etc.). • Continue GHG Emission monitoring (current indicator) and work to distribute/share this information better. |
| | <p>RATIONALE</p> <p>Climate change is a big issue affecting us all; as such, regional policy/strategies would be beneficial. The pooling of resources and information will support decision-making. Given best practices and the needs of the region, and the new Provincial Climate Leadership Plan, developing a new goal or additional content around Climate Change/Energy Emissions is warranted.</p> |
| TOPIC | KEY FINDINGS/RECOMMENDATIONS |
| First Nations Relations | <p>The RGS content in <i>Goal 8 Enhance Relations with Aboriginal Communities</i> is strong, compared with other RDs.</p> <p>There is a need to ensure RGS content related to First Nations is accurate/current/realistic, and some sections require updating. Most revisions will likely be housekeeping in nature, including revising language throughout the RGS Bylaw to reflect the Federal Government language transition to Indigenous, rather than First Nations or Aboriginal.</p> <p>The Monitoring Indicator associated with this goal requires updating, as no data has been available for the current indicator.</p> <p>Recognizing that each First Nation and local government relations are unique, it was suggested that referral protocols are best developed at individual government-to-government levels, rather than through a regional policy.</p> <p>Most RDs include content in their RGS Implementation sections regarding “Coordination with First Nations”.</p> <ul style="list-style-type: none"> • Review and update <i>Goal 8 Enhance Relations with Aboriginal Communities</i> as |

| | |
|--|--|
| | <p>necessary.</p> <ul style="list-style-type: none"> • Update language throughout RGS to reflect the Federal Government language transition to Indigenous. • Update the Goal 8 Monitoring Indicator, as no data has been available on the current indicator. • Look to develop language in the RGS to encourage member municipalities and the SLRD to develop referral protocols with relevant First Nations. • Look to include a section in the <i>Part 4 Implementation</i> that speaks to Recognition of Aboriginal Title and rights. |
| | <p>RATIONALE</p> <p><i>Review/Update:</i> Although the mandated duty to <i>Consult</i> is with the Province, consultation is required under the Local Government Act and improved engagement and collaborative planning approaches is desired. Reviewing and updating, where necessary, will facilitate improvements and maintain best practices. Also, one of the SLRD’s 2015-2018 Strategic Directions and Goals is to enhance relationships with aboriginal communities and First Nations with the goal of collaborative, respectful relationships with aboriginal communities and First Nations.</p> <p><i>Update Indicator:</i> Indicators are only useful if there is data available to monitor.</p> <p><i>Implementation and Collaboration with First Nations:</i> Including a section in the Implementation chapter around Coordination with First Nations emphasizes that relationship building is continuous and collaboration is required at all stages.</p> |

HOUSEKEEPING UPDATES - RECOMMENDATIONS

Table 2: Housekeeping Items

| LOCATION | ITEM | DETAILS & RATIONALE |
|-------------------------------------|---|--|
| Cover Pages | | <i>Action/Rationale:</i> Remove/replace <i>Update 2014</i> and use the new SLRD logo. Revise the blurb under <i>Our Mission</i> to be more general or reflect 2015 Review. |
| ALL | Update Logo | <i>Action:</i> Insert new logo throughout RGS Bylaw |
| ALL | Update First Nations Language and Mapping | <i>Action:</i> Update First Nations language throughout RGS Bylaw to reflect Federal Government transition to and best practice of using the term Indigenous. Update Figure 2 Aboriginal Communities map to include all First Nations in which the SLRD is within their traditional territories. |
| ALL | Update <i>LGA</i> citations | <i>Action:</i> Update <i>Local Government Act (LGA)</i> citations throughout RGS Bylaw to reflect the new <i>LGA</i> . |
| Part 2 | Population & Employment Projections | <i>Action:</i> Improve the formatting and overall layout of this section. May be potential to include updated population projections. <i>Rationale:</i> Formatting around figures/tables, overall layout of page/information, and language used could be more effective. |
| Part 4 | Performance Monitoring | <i>Action:</i> Combine Table 3 and 4 and include in this section. Also include a description of what has been done to date and the commitment to annual monitoring and reporting, as per the <i>LGA</i> . <i>Rationale:</i> As Table 4 includes indicators used for performance monitoring, it would be more useful to have this content readily available in this section rather than the appendix. Also, Table 3 and 4 could be combined as the content is very similar. The SLRD is committed to annual monitoring and reporting; this should be mentioned here. |
| Glossary of Terms | Definitions | <i>Action/Rationale:</i> Review and revise/update where necessary, the <i>Glossary of Terms</i> to ensure consistency, relevance, and applicability within and across jurisdictions. |
| Roles & Responsibilities | Roles and Responsibilities | <i>Action:</i> Review and update where necessary. <i>Rationale:</i> Certain bullets are no longer accurate or are now redundant; there may also be new roles identified through the review that should be listed here. |
| Mapping | Map 1c (Part 2) | <i>Action:</i> Expand Map 1c out to include WedgeWoods, thereby eliminating need for Map 1c (part2). <i>Rationale:</i> Map 1c (Part 2) was added during the housekeeping amendments to show the WedgeWoods area, but expanding Map 1c out to include this area would enhance ease of use and understanding of context. |
| Mapping | Map 1d | <i>Action:</i> Update Lillooet Settlement Planning Map to reflect the Lillooet OCP land use designations. <i>Rationale:</i> District of Lillooet has updated their OCP; these land use designations should be included in the RGS mapping. |
| Appendix | Appendix A and B | <i>Action:</i> Remove as Appendix A and B are now redundant/unnecessary. <i>Rationale:</i> <i>Appendix A - Ongoing collaboration and legislative requirements now outlined in Implementation section. Appendix B – covered by Table 3/4 Monitoring Indicators</i> |

HOUSEKEEPING ITEMS

Appendix B: Consultation Schedule

CONSULTATION SCHEDULE -- RGS REVIEW

(Checklist)

| | WHO | WHEN | | HOW |
|---|--|---|----------------------------|--|
| | STAKEHOLDERS | ITEM | TIMELINE | CONSULTATION ACTIVITIES |
| | INITIATION | | | |
| ✓ | RGS Steering Committee | Scoping Period | April 2015 - December 2015 | The RGS Steering Committee met regularly throughout 2015 to conduct the preliminary review/scoping period, with 8 scoping period sessions held in total. |
| ✓ | Affected Local Governments | Scoping Period | April 2015 | Provide an opportunity for input on the need for review of the RGS, as per s. 452(3) of the LGA. (SLRD Board Report and Resolution were forwarded to affected local govts/agencies) |
| ✓ | SLRD Staff | Scoping Period | February 2016 | Report back to the Board on the need for review and provide recommendations regarding the RGS Review process and content, as identified by the RGS Steering Committee during the <i>Scoping Period</i> . |
| ✓ | SLRD Board* | SLRD Board Resolution to Initiate RGS Review | February 2016 | As per s.433 of the LGA, preparation of a regional growth strategy [including a review] must be initiated by resolution of the Board. |
| ✓ | SLRD Staff | Prepare Consultation Plan and Terms of Reference | March 2016 | SLRD Staff to prepare Consultation Plan and Terms of Reference. |
| ✓ | RGS Steering Committee | Advisory Meeting | April 2016 | RGS Steering Committee to review and provide input on the RGS Review Consultation Plan and Terms of Reference. |
| | SLRD Board* | SLRD Board Resolution to adopt Consultation Plan and approve Terms of Reference | April 2016 | As per s. 434 of the LGA, the Board must adopt a consultation plan, as soon as practicable after the initiation of the RGS review. At this time, the board must consider whether the consultation plan should include the holding of a public hearing. Terms of Reference to include proposed budget and project timeline. |
| | SLRD Board, Affected Local Governments, Minister* | Notification of Initiation | April 2016 | As per s. 433(4) of the LGA, the proposing Board must give written notice of an initiation under this section to affected local governments and to the minister. |
| | SLRD Board, First Nations | Notification of Initiation | April 2016 | As a courtesy, provide notice of initiation to First Nations, including information regarding the RGS Review process and engagement opportunities. |
| | SLRD Board Chair* | Letter to minister (MCSCD) re IAC membership | April 2016 | As required by s. 450 of the LGA, form an Intergovernmental Advisory Committee based on Minister recommendations for membership. |
| | RGS Steering Committee | Council Reports | May 2016 | RGS Steering Committee to bring Information Report to respective Councils to inform of the RGS Review and receive any input on process and content of the review, as well as potential Intergovernmental Advisory Committee (IAC) membership (CAOs) and upcoming Elected Officials Forum. |
| | RGS Steering Committee & IAC (including CAOs) | Advisory & Planning Meeting | May 2016 | Discuss Input received from CAOs/Councils on RGS Review ; develop agenda and content for Elected Officials Forum. |
| | Elected Officials, CAOs, IAC, RGS Steering Committee | Elected Officials' Forum | June 2016 | RGS Review Kick-Off event; present key findings and recommendations from scoping period; discuss implementation of RGS and the need to develop Implementation Guidelines (to live outside RGS Bylaw) |
| | REVIEW & REVISE | | | |
| | First Nations | Engagement | June - September 2016 | Meet with First Nations, as requested. |
| | Public | Engagement | June - September 2016 | Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media). |

| | | | |
|---|---|--------------------------|--|
| RGS Steering Community, IAC, Affected Agencies/Organizations | Advisory Meeting | July/Aug 2016 | Meet as necessary to "workshop" areas requiring additional discussions. |
| Elected Officials, RGS Steering Committee, IAC, Affected Agencies/Orgs | Affordable Housing Forum | September 2016 | Share issues and best practices; identify/develop approaches to collectively address the issue of Affordable Housing throughout the region. |
| RGS Steering Committee & IAC | Advisory Meeting | September 2016 | Review new/revised content; finalize revisions and address any outstanding or new issues identified through Elected Officials Forum, Affordable Housing Forum, First Nations meetings, or public engagement. |
| SLRD Staff | Draft RGS Amendment Bylaw | September - October 2016 | SLRD Staff to prepare draft RGS Amendment Bylaw, considering input received to date, for referrals. |
| SHARE | | | |
| RGS Steering Committee & IAC | Advisory Meeting | October 2016 | Review draft RGS Amendment Bylaw and provide final comments. |
| RGS Steering Committee | Council Reports | October 2016 | Review draft RGS Amendment Bylaw and provide final comments. |
| Affected Agencies & Organizations | Referrals | November 2016 | Refer to Affected Agencies and Organizations for comment. |
| First Nations | Referrals | November 2016 | Refer to First Nations for comment. |
| Public | Engagement | November 2016 | Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media). |
| ADOPT | | | |
| SLRD Board* | First and Second Reading of the RGS Amendment Bylaw | December 2016 | As per the LGA, recommend that the Board give first and second reading to the RGS Amendment Bylaw. |
| Public | Engagement | January 2017 | Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media). |
| Affected Local Governments* | Referrals and acceptance of RGS Amendment Bylaw | January/February 2017 | As per s. 436, before it is adopted, a regional growth strategy must be accepted by the affected local governments; 60 days are required for this referral period. Revisions to be made, if necessary, based on referral comments and recommendations. |
| SLRD Board* | Third Reading and Adoption of RGS Amendment Bylaw | March 2017 | As per the LGA, recommend that the Board give third reading and final adoption to the RGS Amendment Bylaw. |
| IAC, Affected Local Governments, Affected Agencies & Organizations, First Nations, MCSCD* | Distribution of Adopted Bylaw | March 2017 | As per s. 443, as soon as practicable after adopting a regional growth strategy, the Board must send a copy of the regional growth strategy to: the affected local governments; any greater boards and improvement districts within the regional district; and the minister. |

* Required by Local Government Act

**VILLAGE OF PEMBERTON
BYLAW No. 805, 2016**

A bylaw to amend the Village of Pemberton Water Rates Bylaw No. 785, 2015.

WHEREAS it is deemed necessary to amend the rates and charges and billing system for waterworks services to meet increased operational costs of the system;

NOW THEREFORE the Council of the Village of Pemberton, in open meeting assembled, enacts as follows:

1. Schedule "A" of Bylaw No. 232, 1989, Amendment Bylaw No. 785, 2015 is hereby deleted and replaced with a new Schedule "A" which is attached hereto and forms part of this bylaw and which takes effect on January 1 for the years 2016 to 2019.
2. In the year 2016:
 - a) Utility billing is done on an annual basis providing residents the option to pay monthly, quarterly or annually before December 31st of the billing year.
 - b) A 10% penalty will be added to such rates, rents and charges remaining unpaid after December 31st of the billing year.
3. In the years 2017 – 2019:
 - a) Utility billing is done on an annual basis providing residents the option to pay monthly, quarterly or annually as is due with property taxes on the following dates:

2017: July 4th
2018: July 3rd
2019: July 2nd
 - b) A 10% penalty will be added to such rates, rents and charges remaining unpaid after each due date identified under section 3.a).
4. This bylaw may be cited for all purposes as the "Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 805, 2016."

READ A FIRST TIME this 3rd day of May, 2016.

READ A SECOND TIME this 3rd day of May, 2016.

READ A THIRD TIME this 3rd day of May, 2016.

ADOPTED this 17th day of May, 2016.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer
Village of Pemberton
Regular Council Meeting No.1428
Tuesday, May 17, 2016
61 of 74

2016 - 2019 Annual Water Rates

| | 2016 | 2017 | 2018 | 2019 |
|--|----------|----------|----------|----------|
| Flat Rates (Billed Annually) | | | | |
| <u>Domestic</u> | | | | |
| 1. Seniors housing projects | 317.91 | 340.16 | 363.97 | 389.45 |
| 2. Single family dwellings & trailers | 484.43 | 518.34 | 554.63 | 593.45 |
| -In addition, per residential suite in a S/F dwelling | 242.21 | 259.16 | 277.30 | 296.71 |
| 3. Apartments/Duplexes/Multi-family dwellings - per unit | 484.43 | 518.34 | 554.63 | 593.45 |
| 4. Bed & Breakfast service, guest/rooming house | 816.74 | 873.91 | 935.09 | 1,000.54 |
| -in addition, per rental room for > 2 rooms | 162.06 | 173.41 | 185.55 | 198.53 |
| - in addition, per residential suite | 242.56 | 259.54 | 277.70 | 297.14 |
| 5. Swimming Pool | 88.54 | 94.74 | 101.37 | 108.47 |
| <u>Commercial</u> | | | | |
| 1. Motels, Hotels, Inns, Lodges | 726.05 | 776.87 | 831.25 | 889.44 |
| - per room (with or without bath) | 107.21 | 114.72 | 122.75 | 131.34 |
| - per room (with kitchen) | 143.07 | 153.08 | 163.80 | 175.27 |
| - for each pool &/or hot tub | 152.29 | 162.95 | 174.36 | 186.57 |
| 2. Strata Hotel | 726.05 | 776.87 | 831.25 | 889.44 |
| - per room (with or without bath) | 107.21 | 114.72 | 122.75 | 131.34 |
| - per room (with kitchen) | 143.06 | 153.07 | 163.79 | 175.25 |
| - per room (with kitchen and laundry) | 178.73 | 191.24 | 204.63 | 218.96 |
| - laundry facility | 183.19 | 196.02 | 209.74 | 224.42 |
| - for each pool or hot tub | 152.29 | 162.95 | 174.36 | 186.57 |
| 3. Beauty parlours and barber shops (per chair) | 534.57 | 571.99 | 612.03 | 654.87 |
| 4. Cafe, restaurant, coffee shop or dining room | | | | |
| -40 seats maximum (including seasonal/outdoor seating) | 988.27 | 1,057.45 | 1,131.47 | 1,210.68 |
| -over 40 seats | 1,466.79 | 1,569.46 | 1,679.33 | 1,796.88 |
| 5. Food & Beverage preparation facilities < 1000 sq. ft. | 534.57 | 571.99 | 612.03 | 654.87 |
| -total area = 1,000 - 2,000 sq. ft. | 801.72 | 857.84 | 917.89 | 982.14 |
| -total area = > 2,000 sq. ft. | 1,068.84 | 1,143.66 | 1,223.72 | 1,309.38 |
| 6. Medical/Dental Practice - one practitioner | 534.57 | 571.99 | 612.03 | 654.87 |
| - per additional practitioner | 267.15 | 285.85 | 305.86 | 327.27 |
| 7. Retail stores, < 1000 sq. ft. | 521.71 | 558.23 | 597.31 | 639.12 |
| - > 1000 sq. ft. | 1,096.11 | 1,172.84 | 1,254.93 | 1,342.78 |
| 8. Banks, offices < 1,000 sq. ft. | 585.43 | 626.41 | 670.26 | 717.18 |
| - > 1,000 sq. ft. | 1,352.52 | 1,447.20 | 1,548.50 | 1,656.90 |

| | | | | |
|--|----------|----------|----------|----------|
| 9. Service stations, garages, card locks, etc. | 784.26 | 839.15 | 897.90 | 960.75 |
| -in addition - for unmetered vehicle wash facility | 1,461.58 | 1,563.89 | 1,673.36 | 1,790.49 |
| 10. Laundries - for each washing machine | 183.19 | 196.02 | 209.74 | 224.42 |
| (or minimum annual charge) | 916.28 | 980.42 | 1,049.05 | 1,122.49 |
| 11. Unmetered industrial/commercial usage | 1,639.58 | 1,754.35 | 1,877.16 | 2,008.56 |
| 12. Beverage rooms, lounges, pubs | 1,493.44 | 1,597.98 | 1,709.84 | 1,829.53 |
| 13. Greenhouse or Nursery (adjusted seasonal rate) | 855.63 | 915.52 | 979.61 | 1,048.18 |
| 14. Water Bottling - unmetered | 2,192.23 | 2,345.68 | 2,509.88 | 2,685.57 |

Institutions

| | | | | |
|---|----------|----------|----------|----------|
| 1. Schools, per classroom | 524.46 | 561.17 | 600.45 | 642.49 |
| 2. Churches (flat rate) | 521.71 | 558.23 | 597.31 | 639.12 |
| 3. Hospitals, Emergency Services Stations | 1,101.02 | 1,178.09 | 1,260.56 | 1,348.80 |
| -hospitals, in addition per bed | 88.84 | 95.06 | 101.72 | 108.84 |

Metered Rates (Billed Quarterly)

1. Inside Municipal Boundaries - Statutory Declaration Program

a) Residences with Suite

| | | | | |
|---|-------|-------|-------|-------|
| Fixed Quarterly Meter Charge | 22.80 | 24.40 | 26.11 | 27.93 |
| Plus Volumetric Rate - first 65 m3 (per m3) | 1.14 | 1.23 | 1.31 | 1.40 |
| Plus Volumetric Rate - after 65 m3 (per m3) | 2.57 | 2.75 | 2.94 | 3.15 |

b) Industrial/Commercial Users

| | | | | |
|------------------------------|--------|--------|--------|--------|
| Fixed Quarterly Meter Charge | 116.47 | 124.62 | 133.35 | 142.68 |
| Volumetric Rate | 0.95 | 1.02 | 1.09 | 1.17 |

c) Industrial/Commercial Users

| | | | | |
|---|--------|--------|--------|--------|
| Flat Rate (for Units with non-functioning or no meters) | 402.05 | 402.05 | 402.05 | 402.05 |
|---|--------|--------|--------|--------|

d) *Bulk Water Rate (m3)

| | | | | |
|--|------|------|------|------|
| | 3.72 | 3.98 | 4.26 | 4.56 |
|--|------|------|------|------|

2. Outside Municipal Boundaries

a) Residential/Commercial/Industrial

| | | | | |
|---|-------|-------|-------|-------|
| Fixed Quarterly Meter Charge | 29.31 | 31.36 | 33.55 | 35.90 |
| Plus Volumetric Rate - first 65 m3 (per m3) | 1.18 | 1.26 | 1.35 | 1.44 |
| Plus Volumetric Rate - after 65 m3 (per m3) | 3.10 | 3.32 | 3.55 | 3.80 |

b) Residential/Commercial/Industrial

| | | | | |
|---|--------|--------|--------|----------|
| Flat Rate (for Units with non-functioning or no meters) | 818.08 | 875.34 | 936.62 | 1,002.18 |
|---|--------|--------|--------|----------|

*Large bulk water purchases and sewer disposals require individual negotiated agreements or at a reduced rate where the annual quantity of water purchased by a single bulk customer exceeds 50,000 m3, and the Village has executed a Water Supply Service Agreement with the bulk water supply customer.

VILLAGE OF PEMBERTON

BYLAW No. 806, 2016

A bylaw to amend the Village of Pemberton Sewer Rates Bylaw No. 787, 2015.

WHEREAS it is deemed necessary to amend the rates and charges and billing system for the use of the Sanitary Sewer System to meet increased operational costs of the system;

NOW THEREFORE the Council of the Village of Pemberton, in open meeting assembled, enacts as follows:

1. Schedule "A" of, Amendment Bylaw No. 787, 2015 is hereby deleted and replaced with a new Schedule "A" which is attached hereto and forms part of this bylaw, and which takes effect on January 1, 2016.
 - c) Utility billing is done on an annual basis providing residents the option to pay monthly, quarterly or annually before December 31st of the billing year.
 - d) A 10% penalty will be added to such rates, rents and charges remaining unpaid after December 31st of the billing year.
2. This bylaw may be cited for all purposes as the "Village of Pemberton Sanitary Sewer System Regulation Connection and Rates Amendment Bylaw No. 806, 2016."

READ A FIRST TIME this 3rd day of May, 2016.

READ A SECOND TIME this 3rd day of May, 2016.

READ A THIRD TIME this 3rd day of May, 2016.

ADOPTED this 17th day of May, 2016.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

2016 Annual Sewer Rates

Flat Rates (Billed Annually)

Domestic

| | |
|--|--------|
| 1. Seniors housing projects | 297.74 |
| 2. Single family dwellings & trailers | 454.24 |
| -In addition, per residential suite in a S/F dwelling | 227.00 |
| 3. Apartments/Duplexes/Multi-family dwellings - per unit | 454.24 |
| 4. Bed & Breakfast service, guest/rooming house | 649.32 |
| -in addition, per rental room for > 2 rooms | 104.87 |
| - in addition, per residential suite | 227.00 |
| 5. Swimming Pool | - |

Commercial

| | |
|--|----------|
| 1. Motels, Hotels, Inns, Lodges | 653.28 |
| - per room (with or without bath) | 90.66 |
| - per room (with kitchen) | 104.87 |
| - for each pool &/or hot tub | - |
| 2. Strata Hotel | 653.28 |
| - per room (with or without bath) | 90.66 |
| - per room (with kitchen) | 104.87 |
| - per room (with kitchen and laundry) | 227.00 |
| - laundry facility | 259.40 |
| - for each pool or hot tub | - |
| 3. Beauty parlours and barber shops (per chair) | 554.46 |
| 4. Cafe, restaurant, coffee shop or dining room | |
| -40 seats maximum (including seasonal/outdoor seating) | 1,376.25 |
| -over 40 seats | 2,043.05 |
| 5. Food & Beverage preparation facilities < 1000 sq. ft. | 554.46 |
| -total area = 1,000 - 2,000 sq. ft. | 831.35 |
| -total area = > 2,000 sq. ft. | 1,108.68 |
| 6. Medical/Dental Practice - one practitioner | 892.17 |
| - per additional practitioner | 446.08 |
| 7. Retail stores, < 1000 sq. ft. | 554.46 |
| - > 1000 sq. ft. | 1,385.33 |
| 8. Banks, offices < 1,000 sq. ft. | 622.05 |
| - > 1,000 sq. ft. | 1,883.63 |
| 9. Service stations, garages, card locks, etc. | 1,249.22 |
| -in addition - for unmetered vehicle wash facility | - |
| 10. Laundries - for each washing machine | 259.40 |
| (or minimum annual charge) | 1,297.94 |
| 11. Unmetered industrial/commercial usage | 908.49 |
| 12. Beverage rooms, lounges, pubs | 2,080.11 |
| 13. Greenhouse or Nursery (adjusted seasonal rate) | 554.46 |
| 14. Water Bottling - unmetered | 554.46 |

Institutions

| | |
|---|----------|
| 1. Schools, per classroom | 730.66 |
| 2. Churches (flat rate) | 554.46 |
| 3. Hospitals, Emergency Services Stations | 1,533.33 |
| -hospitals, in addition per bed | 123.76 |

Metered Rates (Billed Quarterly)

| | |
|--|--------|
| 1. Inside Municipal Boundaries - Statutory Declaration Program | |
| a) Residences with Suite | |
| Fixed Quarterly Meter Charge | 25.80 |
| Plus Volumetric Rate (m3) | 0.94 |
| b) Industrial/Commercial Users | |
| Fixed Rate (under 300m3) | 193.73 |
| Volumetric Rate (m3 after 300m3) | 0.99 |
| c) Industrial/Commercial Users | |
| Flat Rate (for Units with non-functioning or no meters) | 247.93 |
| d) *Bulk Water Rate (m3) | 4.00 |
| 2. Outside Municipal Boundaries | |
| a) Residential/Commercial/Industrial | |
| Fixed Rate (under 300m3) | 229.58 |
| Volumetric Rate (m3 after 300m3) | 1.27 |
| b) Residential/Commercial/Industrial | |
| Flat Rate (for Units with non-functioning or no meters) | 216.20 |

*Large bulk sewer disposals require individual negotiated agreements.



THE PEMBERTON LIONS

- WE SERVE -

Dear Mayor Richman,

We cordially invite you and a guest to the Pemberton Lions 50th Anniversary. The event will take place at the Pemberton Meadows Golf Club on May 28th, 2016 at 6pm.

The past 50 years have been tremendously successful and we look forward to 50 more years of service to our community. We have been able to contribute to many community events and programs.

Please RSVP by May 20th to tony@summitlodge.com. Should you have any questions please feel free to contact me at 604-966-7000.

We look forward to seeing you on May 28th.

Thank you,

Tony Medd

On behalf of:

Pemberton Lions Club

From: Kelly Thorsteinson [<mailto:Kelly.Thorsteinson@cranbrook.ca>]
Sent: May-10-16 8:06 AM
To:
Subject: City of Cranbrook Resolution re: Fort McMurray

The attached Resolution was approved by Cranbrook City Council at their Regular Council meeting on May 9, 2016, encouraging province-wide support from all BC Local Governments for Fort McMurray residents.

Sending on behalf of Cranbrook City Council,

Kelly Thorsteinson
Executive Assistant
Office of the Mayor

Phone: 250-489-0209
Fax: 250-426-7264
E-mail: thorsteinson@cranbrook.ca
Address: 40 – 10th Avenue South
Cranbrook BC V1C 2M8

WWW.CRANBROOK.CA

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Resolution – Councillor I. Hockley

May 9, 2016 Regular Mtg.

WHEREAS, on Sunday, May 1, a forest fire of about 1,250 hectares menaced the southwest entrance to Fort McMurray, located about 435 kilometres northwest of Edmonton, putting pockets of the city on evacuation alert. By Tuesday, May 3, the entire population of Fort McMurray was ordered to evacuate as the wildfire threatened the whole community, creating the largest fire evacuation in Alberta's history; and

AND WHEREAS many families across the Province of British Columbia have relocated to Fort McMurray over the years to pursue employment opportunities and are now seeking refuge in their home communities and elsewhere until the crisis is over; and

WHEREAS the devastation caused by the wildfire in Fort McMurray has a far-reaching effect on many Cranbrook citizens and people throughout the Province of British Columbia, who have loved ones in Fort McMurray;

THEREFORE BE IT RESOLVED, that Council approve a donation from Council Contingency to the City of Fort McMurray in the amount of \$1,000 to be used at the City's discretion to benefit its residents in the aftermath of this disaster; and further, that staff be directed to forward a copy of this resolution to all BC Local Governments through UBCM and encourage province-wide support for Fort McMurray residents.

Website Form Submission

The following was submitted from the pemberton.ca **General Contact Form**.

Full Name: Erica Osburn

Email Address: [REDACTED]

P.O. Box #: [REDACTED]

Street Address: [REDACTED]

Town/City: Pemberton

Province: Bc

Postal Code: V0N2L0

Phone: [REDACTED]

Message: To mayor richman and council:

Among other things that must be paid for, I'd like to suggest another important community asset that is well needed: a way to safely access the creek side village tennis courts. There are tennis programs every spring. I usually ride my bike with my school aged children to all after school programs. However this is one activity where my children refuse to cycle. Why? "We don't want to ride along the highway Mum." Who can blame them? There is zero safe access routes to access the courts. One either has to cycle along the highway putting stress on children and parents and compromising their safety. A second "option" is running across the highway from one mile lake Boardwalk while there is a lull in highway traffic???!!! This is not an option! Overall the tennis courts location was poorly planned, as was the safety for pedestrians and residents of creek side village. I don't enjoy ferrying children by car to recreational programs. This is precisely the point of recreational programs: to move your body. Going forward, options need to be explored so pembertonians can safely access recreational facilities safely, with or without children. Thank you for adding this to the next council meeting agenda. Erica Osburn



Box 219, 1350 Aster Street,
Pemberton, BC V0N 2L0
Ph. 604-894-6371, 800-298-7753
F: 604-894-6526
info@slrd.bc.ca www.slrd.bc.ca

May 2, 2016

Village of Pemberton
Box 100
Pemberton, BC V0N2L0
By email: sfraser@pemberton.ca

Dear Mayor and Council:

RE: Notification of Initiation – Squamish-Lillooet Regional District Regional Growth Strategy Review

Section 452 of the *Local Government Act (LGA)* sets requirements for regional districts with adopted regional growth strategies. Specifically, *at least once every 5 years, a regional district that has adopted a regional growth strategy must consider whether the regional growth strategy must be reviewed for possible amendment.*

As it has been five years since the Squamish-Lillooet Regional District (SLRD) Regional Growth Strategy (RGS) Bylaw was adopted (the RGS Bylaw was completed and received first/second reading in 2008, though not adopted until 2010), the SLRD needs to consider whether a review of the RGS is required.

Section 452(3) of the *LGA* further requires that *the regional district must provide an opportunity for input on the need for review from affected local governments.* This was provided for through the May 13, 2015 referral letter, included in this package. At this time, a scoping period was undertaken to determine the need for review. Based on the key findings and recommendations of this scoping period, the SLRD Board resolved to initiate a review of the RGS. The following resolutions were made by the SLRD Board on February 18, 2016:

THAT pursuant to Section 452(2) of the Local Government Act, the Board consider a 5 year review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008.

THAT the Board accept the Regional Growth Strategy Steering Committee recommendation to initiate a review of the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008, and to initiate the review as a Major Amendment, to address issues identified through the 2015 RGS Review Scoping Period.

THAT the Board direct staff to prepare a Consultation Plan regarding the Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008 Review as per Sections 434(2) and (3) of the Local Government Act.

On April 27, 2016 the SLRD Board resolved to adopt the RGS *Review* Consultation Plan, to approve the RGS *Review* Terms of Reference, and to provide *Notification of Initiation* to affected local governments and first nations. Please find enclosed the SLRD staff report and Board recommendations, including the adopted Consultation Plan and approved Terms of Reference.

Note that the RGS *Review* is intended to be an update not an overhaul of the current RGS. Consultation during the RGS *Review* will not be as extensive as was undertaken during the initial development of the SLRD RGS, as the scope of the review is much narrower, with the main intention to improve process and content rather than make significant changes. The bulk of the consultation will follow the requirements set out in the *Local Government Act (LGA)*.

This letter provides written notice of initiation, as required by Section 433(4) of the *LGA*.

Should you have any questions or input regarding the SLRD Regional Growth Strategy Review, please contact Kim Needham, Director of Planning and Development Services at kneedham@slrd.bc.ca or Claire Daniels, Planner at the SLRD at cdaniels@slrd.bc.ca.

Sincerely,

Lynda Flynn,
Chief Administrative Officer
Squamish-Lillooet Regional District

enclosures: Referral Letter – May 13, 2015
SLRD Staff Report
RGS Review Consultation Plan
RGS Review Terms of Reference

PEMBERTON
RED
DEVILS
ALUMNI
ASSOCIATION

Box 1135
Pemberton BC, V0N 2L0

April 29, 2016

Village of Pemberton

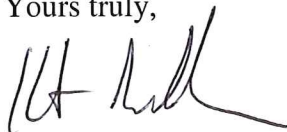
Dear Mayor and Council,

Thank you so much for your support with our 'Day of the Devils' fundraiser on Saturday, April 23rd. As you may already be aware, Pemberton Secondary is no longer able to fund the tournament entry fees that our sports teams must pay in order to compete in events. Because of our geographical isolation, the program relies almost completely on weekend tournaments, which comes with a significant price tag for families. The addition of the entry fees being passed onto the families created an even larger financial burden that our Association feared may jeopardize the entire program.

Our fundraiser was designed with the hopes of being able to raise enough money to pay the tournament entry fees for the 2016/17 school year. We are pleased to announce that, with your help, we raised over \$18,000.00! The Red Devils Alumni Association is confident that we will be able to cover all tournament entry fees for the next school year for all sports, including volleyball, basketball, soccer and mountain biking.

Our fundraiser was successful because of the enormous community support that we received from a myriad of individuals and businesses. We would like to express a sincere thank you for your contribution. With your support, we will ensure that the opportunities for our youth to participate in school sports continues.

Yours truly,



Krista Walden
President
Pemberton Red Devils Alumni Association



OPEN QUESTION PERIOD POLICY

THAT the following guidelines for the Open Question Period held at the conclusion of the Regular Council Meetings:

- 1) The Open Question Period will commence after the adjournment of the Regular Council Meeting;
- 2) A maximum of 15 minutes for the questions from the Press and Public will be permitted, subject to curtailment at the discretion of the Chair if other business necessitates;
- 3) Only questions directly related to business discussed during the Council Meeting are allowed;
- 4) Questions may be asked of any Council Member;
- 5) Questions must be truly questions and not statements of opinions or policy by the questioner;
- 6) Not more than two (2) separate subjects per questioner will be allowed;
- 7) Questions from each member of the attending Press will be allowed preference prior to proceeding to the public;
- 8) The Chair will recognize the questioner and will direct questions to the Councillor whom he/she feels is best able to reply;
- 9) More than one Councillor may reply if he/she feels there is something to contribute.

*Approved by Council at Meeting No. 920
Held November 2, 1999*

*Amended by Council at Meeting No. 1405
Held September 15, 2015*