

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

**Agenda** for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, November 7, 2017, at 5:30 p.m. at the **Council Chambers, 7400 Prospect Street**. This is Meeting No. 1459.

*“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.”*

---

<u><b>Item of Business</b></u>	<b>Page No.</b>
<b>1. CALL TO ORDER</b>	
In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.	
<b>2. APPROVAL OF AGENDA</b>	<b>1</b>
<b>Recommendation:</b> THAT the Agenda be approved as presented.	
<b>3. RISE WITH REPORT FROM IN CAMERA (CLOSED)</b>	
<b>4. ADOPTION OF MINUTES</b>	
<b>a) Regular Council Meeting No. 1458 – Tuesday, October 17, 2017</b>	<b>5</b>
<b>Recommendation:</b> THAT the minutes of Regular Council Meeting No. 1458, held Tuesday, October 17, 2017, be adopted as circulated.	
<b>5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING</b>	
<b>6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE</b>	
<b>7. COMMITTEE MINUTES - FOR INFORMATION</b>	
There are no Committee Minutes for presentation.	
<b>8. DELEGATIONS</b>	
There are no Delegation presentations.	
<b>9. REPORTS</b>	
<b>a) Office of the Chief Administrative Officer</b>	
<b>i. BC Cannabis Regulation Engagement – Discussion</b>	<b>12</b>
<a href="http://engage.gov.bc.ca/BCcannabisregulation/">http://engage.gov.bc.ca/BCcannabisregulation/</a>	

ii.	<b>Bear Conflict Meeting – CAO Verbal Update</b>	
b)	<b>Corporate and Legislative Services Department</b>	
i.	<b>2017 Outstanding Resolutions</b>	<b>24</b>
	<b>Recommendation: THAT</b> Council provide direction on the 2017 outstanding resolutions list.	
c)	<b>Finance and Administration Department</b>	
i.	<b>Third Quarter Financial Report</b>	<b>29</b>
	<b>Recommendation: THAT</b> the 2017 Third Quarter Financial Report be received for information.	
d)	<b>Fire Department</b>	
i.	<b>Third Quarter Report</b>	<b>43</b>
	<b>Recommendation: THAT</b> the 2017 Third Quarter Fire Department Report be received for information.	
e)	<b>Operations and Development Services Department</b>	
i.	<b>Public Works (Operations) Third Quarter Report</b>	<b>55</b>
	<b>Recommendation: THAT</b> the Operations Department 2017 Third Quarter Report be received for information.	
ii.	<b>Development Services Third Quarter Report</b>	<b>59</b>
	<b>Recommendation: THAT</b> the Development Services 2017 Third Quarter Report be received for information.	
iii.	<b>Development Permit (DPA-009) and Development Variance Permit (DVP-119) 1350 Aster Street (SLRD Offices)</b>	<b>63</b>
	<b>Recommendation: THAT</b> the Development Permit Application No. 009 (1350 Aster Street) be approved subject to the following conditions:	
	• That a formal grading plan with engineered retaining wall design be submitted to the satisfaction of the Village Engineer;	
	• That a formal stormwater management plan be submitted to the satisfaction of the Village Engineer;	
	• That an estimate of landscaping works and security deposit (in the form of an Irrevocable Letter of Credit or equivalent) to complete the works be submitted; and	
	• That any proposed future building signs receive a Sign Permit in conformance to the Village of Pemberton Sign Bylaw;	

**AND THAT** Council provides direction on Development Variance Permit Application No. 119 (1350 Aster Street).

**f) Mayor's Report**

**g) Councillor Reports**

**10. BYLAWS**

There are no Bylaws for consideration.

**11. CORRESPONDENCE**

**a) For Action**

- i. **Kim Needham, Director of Planning and Development Services, SLRD, dated October 30, 2017, initiating the 60-day referral period and requesting a resolution from the Village of Pemberton of either acceptance or refusal of Regional Growth Strategy Amendment Bylaw No. 1514-2017 by January 8, 2018.** **97**

**Recommendation: THAT** the above correspondence be directed to staff for review and brought forward to a future Council meeting in 2017.

- ii. **Signal Hill Elementary School students, dated October 30, 2017, requesting support for a bear proof garbage bin at the community baseball diamond located at Signal Hill Elementary School.** **123**

**Recommendation: THAT** the above correspondence be referred to the Pemberton Valley Utilities and Services Committee for consideration.

- iii. **Holly Nunn, President/Board of Director, Pemberton Animal Well-Being Society (PAWS), requesting funding support in the amount of \$2,500.** **124**

**Recommendation: THAT** Council provide direction on the above correspondence.

- iv. **Lindsay McAllister, dated November 2, 2017, requesting Council's support in resolving transit issue as a result of Greyhound's proposed elimination of night bus (10:30 PM) from Whistler to Pemberton, and providing signatures of individuals who support this request.** **128**

**Recommendation: THAT** Council provide direction on the above correspondence.

**b) For Information**

- i. **Sherry Ridout, Citizens for Safe Technology, dated October 25, 2017, advising of concerns and UBCM resolution surrounding Microcell placement within public right of way.** **133**

**Recommendation: THAT** the above correspondence be received for

information.

- ii. **Laurie Gourlay, Salish Sea Trust, dated October 27, 2017, encouraging support for declaring December 11<sup>th</sup> ‘A Day for Our Common Future’, and recognition of the 41 UNESCO World Heritage Site applications submitted in 2017.** **141**

**Recommendation: THAT** the above correspondence be received for information.

**12. DECISION ON LATE BUSINESS**

**13. LATE BUSINESS**

**14. NOTICE OF MOTION**

**15. QUESTION PERIOD** **142**

**16. ADJOURNMENT**

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

**Minutes of the Regular Meeting** of Council of the Village of Pemberton held on Tuesday, October 17, 2017 at 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1458.

---

**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  
Lisa Pedrini, Senior Planner  
Elysia Harvey, Legislative Assistant

**Public:** 1

---

**1. CALL TO ORDER**

At 9.10 a.m. Mayor Richman called the meeting to order.

In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.

**2. APPROVAL OF AGENDA**

Moved/Seconded  
**THAT** the agenda be approved as presented.  
**CARRIED**

**3. ADOPTION OF MINUTES**

**a) Regular Council Meeting No. 1457 – Tuesday, October 3, 2017**

Moved/Seconded  
**THAT** the minutes of Regular Council Meeting No. 1457, held Tuesday, October 3, 2017, be adopted as circulated.  
**CARRIED**

**4. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING**

There was no business arising from the previous regular council meeting.

**5. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING**

There was no business arising from the previous committee of the whole meeting.

## 6. COMMITTEE MINUTES – FOR INFORMATION

There were no minutes to be received.

## 7. DELEGATIONS

There were no delegation presentations.

## 8. REPORTS

### a) Office of the CAO

#### i. Pemberton Valley Utilities and Services – Curb Side Collection Report – Verbal Report

Chief Administrative Officer Nikki Gilmore provided an update of discussions that took place at the Pemberton Valley Utilities and Services Committee meeting on October 11<sup>th</sup> 2017, regarding the Pemberton and Area curbside waste collection initiative and development of the public consultation process.

Moved/Seconded

**THAT** Staff be directed to work in collaboration with SLRD staff to develop a public consultation plan for SLRD's Solid Waste and Resource Management Plan's curbside waste collection initiative for Pemberton and Electoral Area C;

**AND THAT** the draft consultation plan be brought to a future Committee of the Whole meeting for review.

**CARRIED**

#### ii. Soccer Field Development – Verbal Update

Chief Administrative Officer Nikki Gilmore provided an update on discussion that took place at the October 12<sup>th</sup> PVUS meeting and the work that has been taking place to develop a Request For Expression of Interest (RFEOI), and Request For Proposal (RFP) for the development of soccer fields at the Recreation Site. CAO Gilmore advised that the Village may not have to first issue a RFEOI, but may be able to proceed directly with issuing a Request for Proposal. Further review is required by the consultant to confirm which approach is best suited for this project..

Both turf and grass options are still being considered, as well as whether one or two fields should be built. The RFP will consider all options.

Moved/Seconded

**THAT** the Soccer Field Development verbal update be received for information.

**CARRIED**

**b) Corporate and Legislative Services**

**i. 2018 Council Meeting Schedule**

Moved/Seconded

**THAT** the 2018 meeting schedule be approved as amended to adjust the second meeting in July to be held on Tuesday, July 24, 2017.

**CARRIED**

**ii. 2018 Committee & Liaison Appointments**

Moved/Seconded

**THAT** the 2018 Committee Appointment Listing be approved as follows:

<b>Board Appointments</b>	<b>Primary</b>	<b>Secondary/Alternate</b>
Squamish Lillooet Regional District (SLRD)	Mike Richman	Karen Ross (Alt)
Pemberton Valley Utilities and Services Committee	James Linklater	Karen Ross
Pemberton Lillooet Treaty Advisory	Mike Richman	Karen Ross
Pemberton District Library Board	James Linklater	Karen Ross (Alt)
Sea to Sky Hospital District	Mike Richman	Karen Ross (Alt)

<b>Community &amp; Joint Committees</b>	<b>Primary</b>	<b>Alternate</b>
Child & Youth Mental Health & Substance Use Collaborative (CYMHSU)	James Linklater	Mike Richman
Cemetery Committee	Jennie Helmer	Karen Ross
Winds of Change (WoC)	James Linklater	Mike Richman

<b>Liaison to Other Committees</b>	<b>Primary</b>
Pemberton Valley Dyking District (PVDD)	Ted Craddock
Agricultural Advisory Committee (SLRD)	Jennie Helmer
Recreation Advisory Committee (SLRD) - on hiatus	Karen Ross
Pemberton Valley Trails Association	Jennie Helmer
Tourism Pemberton	James Linklater

**AND THAT** Councillor Ross be appointed as the Village representative to the Municipal Insurance Association of British Columbia and Councillor Craddock as the Alternate.

**CARRIED**

Moved/Seconded

**THAT** Council approves the proposed 2018 Acting Mayor Schedule as follows:

November, December, January	Jennie Helmer
February, March, April	James Linklater
May, June, July	Karen Ross
August September, October	Ted Craddock

**CARRIED**

**c) Mayor's Report**

Mayor Richman reported on the following:

- With the CAO, met with MP Pamela Goldsmith-Jones regarding lack of internet connectivity and availability of Federal/Provincial grants.
- Coffee with the Mayor on October 6<sup>th</sup> was a success, with mainly positive feedback from both locals and visitors. Affordable housing and traffic were common topics of conversation
- Upcoming SLRD Board meeting will be held in Furry Creek on October 25<sup>th</sup> and 26<sup>th</sup>.
- Pemberton's first Repair Café will take place on October 21<sup>st</sup> at the Pemberton Tool Library.
- Thank you to the Rotary Club of Pemberton for your generous contributions to the improvements to the dog beach at One Mile Lake.
- Congratulations the Pemberton & District Chamber of Commerce on its 85th year of supporting our local businesses and community.
- BC Hydro is holding a community information session regarding the proposed rebuild of the Pemberton Field Office on Wednesday October 18<sup>th</sup> from 5:00 – 6:30 pm at the Pemberton and District Community Centre, Room D.
- Reminder that Winter Parking Regulations will be in effect as of November 1<sup>st</sup> - March 31<sup>st</sup>.
- October 19<sup>th</sup> is the Great BC Shakeout; participate in this province-wide drill, and learn about how to protect yourself in the event of an earthquake.

**d) Councillors' Reports**

**i. Councillor James Linklater**

Councillor Linklater reported on the following:

- Attended VCH Governance Liaison meeting in Squamish
- Attended PVUS meeting and provided highlights of the meeting



- Attended the Tourism Pemberton meeting
- Will be attending upcoming Winterfest meeting; report will be forthcoming

Councillor Linklater thanked Councillor Craddock for his assistance with the One Mile Lake Dog Beach enhancement project on the weekend.

**ii. Councillor Ted Craddock**

Councillor Craddock reported on the following:

- Participation in the implementation of the One Mile Lake Dog Beach enhancements and thanked Rotary for supporting this project.

**iii. Councillor Karen Ross**

Councillor Ross did not report

**iv. Councillor Jennie Helmer**

Councillor Helmer did not report

**9. BYLAWS**

**a) Bylaws for Adoption**

There were no Bylaws for consideration

**10. CORRESPONDENCE**

**a) For Information**

- i. Laurie Gourlay, Interim Director, Salish Sea Trust, dated September 29, 2017, inviting Mayor and Council to sign e-Petition 1269 to have the Salish Sea added to Canada's tentative list for UNESCO World Heritage Sites.**

Moved/Seconded

**THAT** the above correspondence be received for information  
**CARRIED**

- ii. Cathy Peters, anti-human trafficking educator, advocate & speaker, dated October 2, 2017, advising of child trafficking concerns in BC and a documentary created by the Joy Smith Foundation on human trafficking in Canada**

Moved/Seconded

**THAT** the above correspondence be received for information  
**CARRIED**

**iii. Katrine Conroy, Minister of Children and Family Development, dated October 4, 2017, regarding Foster Family Month**

Moved/Seconded

**THAT** the above correspondence be received for information  
**CARRIED**

**11. DECISION ON LATE BUSINESS**

Moved/Seconded

**THAT** correspondence from Mr. Kurt Eby, Director, Regulatory & Government Relations, Pelmorex Weather Networks, dated October 13, 2017, be added as a late item.

**CARRIED**

**12. LATE BUSINESS**

**a) Weather Network Request for Support**

Correspondence from Mr. Kurt Eby, Director, Regulatory & Government Relations, Pelmorex Weather Networks, dated October 13, 2017, requesting support of the Weather Network application to the CRTC to keep the Weather Network part of the basic television service package for a seven (7) year term at the current rate.

Moved/Seconded

**THAT** the correspondence be sent to the Pemberton Valley Utilities and Services Committee for inclusion on the next meeting agenda.

**CARRIED**

Moved/Seconded

**THAT** a letter of in support of the Weather Networks application to the CRTC be provided.

**CARRIED**

**13. NOTICE OF MOTION**

There was no Notice of Motion presented for consideration.

**14. QUESTION PERIOD**

No questions were presented.

At 10:38 a.m. the Regular Council meeting was recessed.

At 10:44 a.m. the Regular Council meeting was reconvened.

## 15. IN CAMERA

Moved/Seconded

**THAT** pursuant to Section 90 (1) (c) labour relations or other employee relations, (e) the acquisition, disposition or expropriation of land and (k) Negotiations of the Community Charter, the Council of the Village of Pemberton serves 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.

**CARRIED**

At 10:44 a.m. Council moved In Camera.

At 12:20 p.m. Council Rose with Report.

## 16. RISE WITH REPORT

### a) Community Forest

Council rose with report that the Village and Lil'wat Nation have received an official invitation from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, to make application for a Community Forest Agreement.

## 17. ADJOURNMENT

At 12:20 p.m. the Regular Council Meeting was adjourned.

---

Mike Richman  
Mayor

---

Sheena Fraser  
Corporate Officer

## Stakeholder Submission Process

To help ensure that our provincial cannabis regulatory system reflects the needs and values of British Columbians, government is seeking feedback on the following issues:

- minimum age;
- personal possession limits;
- public consumption;
- drug-impaired driving;
- personal cultivation; and
- distribution and retail models.

Stakeholders have been invited to send a formal submission by November 1, 2017 at 4 p.m.

Any organization may submit a written submission. Individuals are encouraged to [submit the feedback form online](#).

If your organization has not already provided a written submission but would like to do so, you may email it to [cannabis.secretariat@gov.bc.ca](mailto:cannabis.secretariat@gov.bc.ca), no later than November 1, 2017 at 4 p.m.

In order to promote the transparency of this engagement process, all written submissions from organizations will be posted.

Please submit in PDF or Word document and ensure that personal information, like information about third parties or personal telephone numbers, is not included in your submission.

Your written submission should be 5 pages maximum and include:

- The name and purpose of your organization;
- Advice the provincial government should consider when developing the provincial regulatory framework.

To help guide your submission, please refer to the [discussion paper](#) which identifies a number of priority policy considerations for the development of a regulatory regime for non-medical cannabis in B.C.

Through the proposed [Cannabis Act](#) the federal government intends to legalize non-medical cannabis in Canada. The Cannabis Act is expected to be implemented in July 2018 and will make the production, sale and possession of non-medical cannabis legal across Canada, subject to restrictions.

While the federal government will be responsible for legalizing cannabis and some aspects of non-medical cannabis regulation, B.C. will be responsible for other components, such as regulating how cannabis is sold in the province and where it can be consumed. As a result, B.C. has a number of decisions to make regarding how we regulate cannabis within our province.

**The Government of B.C. invites you to complete the following feedback form on the regulation of non-medical cannabis in B.C.**

*This feedback form will be open from September 25 to November 1, 2017 and the approximate time estimated to complete the form is 8 - 12 minutes. Your responses are voluntary and will be confidential. All responses will be compiled and analyzed as a group. Responses will not be identified by individual.*

**Thank you for your feedback.**

#### Privacy Policy

Personal information collected through this feedback form will inform the development of a provincial regulatory framework for non-medical cannabis by the Ministry of Public Safety and Solicitor General, under the authority of s.26 of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, use and disclosure of your personal information, please contact:

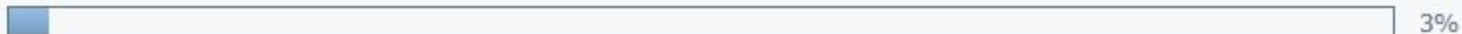
Lisa Anderson  
Executive Director, Cannabis Legalization and Regulation Secretariat  
Ministry of Public Safety and Solicitor General  
Victoria BC  
Cannabis.Secretariat@gov.bc.ca

0%

**Are you completing the feedback form as:**

- An individual
- A local government (please specify below)
- An Indigenous government / Indigenous organization
- An organization or association (please specify below)
- A business
- Other (please specify below)

If applicable, please specify:



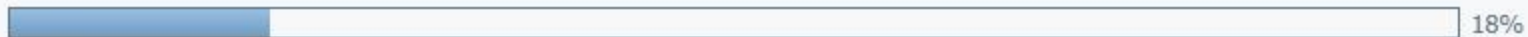
**Where does your organization primarily operate?**

- Locally (operates in one community in B.C.)
- Regionally (operates in multiple communities within one region of B.C.)
- Provincially (operates in multiple regions of B.C.)
- Nationally (operates in B.C. and other Canadian provinces)
- My organization does not operate in B.C.

*Powered by Interceptum*

Previous

Next



**How strongly do you or your organization support the legalization of cannabis?**

	Strongly Support	Somewhat Support	Neither Support nor Oppose	Somewhat Oppose	Strongly Oppose	Don't know / No Opinion
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Powered by Interceptum

Previous

Next



 21%

### Minimum Age

Provinces and territories can choose to set a legal age for a person to possess, purchase and consume cannabis greater than 18 years of age - the age set under the proposed Cannabis Act. B.C. will need to balance the decision to set a higher legal age based on a number of factors. For example, emerging evidence indicates that cannabis use may impact a person's developing brain until the age of 25. However, setting the minimum age too high may not help reduce the illegal market, as those under the minimum age may continue to obtain cannabis from the illegal market. In British Columbia, the legal age to purchase alcohol/tobacco is 19. The age of majority, the age when minors become legal adults, is 19 in B.C.

**Do you support setting the minimum age to possess, purchase and consume cannabis in B.C. to 19 (to correspond with British Columbia's age of majority)?**

- Yes
- No. It should be older than 19
- Don't Know/No opinion

24%

### Personal Possession

Provinces and territories have the option of reducing the personal possession limit for adults. A consistent possession limit across provinces and territories would make it easier for the public to understand and comply with. Under the proposed Cannabis Act, adults will be allowed to possess up to 30 grams of dried legal non-medical cannabis in public, and will be able to share up to 30 grams of dried legal cannabis with other adults. (For context, one joint typically contains between .33g to 1g of cannabis). The legislation sets equivalent possession limits for other forms of cannabis (e.g., oils, solids containing cannabis, seeds).

#### Do you support the proposed federal 30g possession limit?

	Strongly Support	Somewhat Support	Neither Support nor Oppose	Somewhat Oppose	Strongly Oppose	Don't know / No Opinion
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Powered by Interceptum

[Previous](#)
[Next](#)



**Public Consumption**

Provinces and territories have the option of regulating where people may use cannabis, as the proposed Cannabis Act does not set restrictions on where cannabis can be consumed. B.C. must determine where people may use cannabis without affecting the health and well-being of others similar to public consumption restrictions placed on alcohol and tobacco.

For example, you cannot drink alcohol in public unless you are in a licensed place. You cannot smoke tobacco, hold lighted tobacco, or vape tobacco (use or hold an activated e-cigarette) in the following locations:

- Most public and workplaces (except for adult-only vapour product shops where up to two customers can test a vapour product for purchase at the same time);
- Cars with children under the ages of 16;
- Within six metres of doors, air intakes and open windows to indoor public/workplaces;
- K-12 public and private school sites at all times; and
- Health authority property, unless in designated areas.

**What is your level of agreement for the following statements?**

	Strongly Agree	Somewhat Agree	Neither Agree nor Disagree	Somewhat Disagree	Strongly Disagree	Don't know / No Opinion
Adults should be allowed to use non-medical cannabis in some spaces outside their homes.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Limitations on public consumption of non-medical cannabis should be the same for any form of cannabis (e.g., smoked, vaped, eaten, lotions, tinctures/drops, etc.).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public smoking/vaping of non-medical cannabis should be allowed in any public place where tobacco smoking/vaping is currently allowed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B.C. should consider establishing licensed establishments, such as tasting lounges or cannabis cafés.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Drug-Impaired Driving

B.C. must carefully look at the best ways to deter drug-impaired driving to keep the public safe. Currently, there are two kinds of penalties, or sanctions, for drugs and driving. Under federal law, if police believe a driver's ability to operate a vehicle is impaired by a drug they may pursue criminal impaired driving charges. Under provincial law, if police believe a driver's driving ability is affected by a drug, other than alcohol, they may serve an administrative 24-hour driving prohibition at the roadside and impound the vehicle for that same period – in conjunction with or instead of criminal impaired driving charges.

The proposed federal [Bill C-46](#) would establish new laws and tools under the Criminal Code to help police detect and investigate drug-impaired driving cases. Penalties would depend on the level of THC (Tetrahydrocannabinol, the principal psychoactive constituent of cannabis) in blood and the presence of alcohol or another drug in addition to cannabis at or above set levels. The [penalties](#) range from a fine to a maximum penalty of 10 years in jail (doubling the current maximum of 5 years).

### Do you think the legalization of non-medical cannabis will result in increased problems with cannabis-impaired driving in B.C.?

- Yes. More British Columbians will be likely to drive impaired after it is legalized.
- No. Those British Columbians who most likely drive impaired by cannabis are already doing it and I don't expect it'll be any more of an issue after legalization.
- Maybe – it is too early to tell, more research will be required.
- Don't Know / No Opinion

### Do you think the proposed Criminal Code penalties for drug-impaired driving are sufficient, or should B.C. consider additional actions to deter drug-impaired driving?

- Yes. The proposed Criminal Code penalties for drug-impaired driving are adequate.
- No. The Province should take additional measures to curb drug-impaired driving.
- Don't know / No opinion

### What is your level of agreement for the following actions to reduce drug-impaired driving?

	Strongly Agree	Somewhat Agree	Neither Agree nor Disagree	Somewhat Disagree	Strongly Disagree	Don't know / No Opinion
Public education and awareness campaigns	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Increased police enforcement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Longer driving prohibitions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Immediate roadside driving prohibitions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Vehicle impoundment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Remedial drug education and counselling	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Zero tolerance for new drivers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If you have other actions you would like to suggest, please tell us:



**Personal Cultivation**

Provinces and territories have the option of regulating personal cultivation of non-medical cannabis. The proposed Cannabis Act allows adults to grow a maximum of four plants per residence, to a height of 100 cm each. Adults cannot designate or transfer this allowance to another residence.

Under the proposed Act, adults will be allowed to alter cannabis at home to prepare different types of products for personal use, such as cannabis-infused food or beverages, but may not use dangerous chemicals or solvents in the process. Provinces and territories may establish restrictions on personal cultivation beyond those set out in [Bill C-45](#).

B.C. has several options regarding restrictions on personal cultivation, such as setting restrictions on where and how non-medical cannabis can be grown at home. B.C. could also establish a registration requirement for persons who want to grow non-medical cannabis for personal use. When considering possible restrictions it may be helpful to keep in mind that it is legal in Canada to grow tobacco and produce wine or beer at home for personal use with very few restrictions.

**What is your level of agreement for the following statement?**

	Strongly Agree	Somewhat Agree	Neither Agree nor Disagree	Somewhat Disagree	Strongly Disagree	Don't know / No Opinion
B.C. should set additional restrictions on where and how British Columbians can grow non-medical cannabis for personal use at home.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If you agree, what additional restrictions should B.C. set on personal cultivation of non-medical cannabis?

### Distribution & retail of non-medical cannabis

Provinces and territories must decide the distribution and retail model for non-medical cannabis in their own jurisdiction. Under the proposed Cannabis Act, provinces and territories are responsible for choosing:

- How non-medical cannabis will be distributed
- How non-medical cannabis will be sold

**Distribution** is the process of making a product or service available for the consumer or business (for example, a retailer) that needs it. **Retailing** is the process of selling goods or services to a consumer (the end user).

Although the proposed Cannabis Act does not place any restrictions on whether cannabis can be sold with other products such as liquor, there are health and [public safety concerns associated with co-consumption and co-sale of liquor and cannabis](#). As a reference point, none of the U.S. states, that have legalized non-medical cannabis, allow liquor and cannabis to be sold together.

### Who should be responsible for distributing non-medical cannabis products?

- A government operated distribution organization
- A private distribution organization or organizations
- Mix of both
- Don't know/No opinion

### Where should non-medical cannabis be sold?

- Government-owned and operated retail stores
- Private retail stores
- Mix of government and private retail stores
- Online mail order only
- Don't know/No opinion

### Do you support selling non-medical cannabis in liquor stores?

	Strongly Support	Somewhat Support	Neither Support nor Oppose	Somewhat Oppose	Strongly Oppose	Don't know / No Opinion
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

### If sold in retail stores, which requirements should be considered for regulating retail regardless of who operates the stores? (select your top 3)

- Where stores can be located
- Whether under age youth are allowed on the premises
- Number of stores in a given area
- Hours stores are open
- Training requirements for staff who work in stores
- Background checks on staff
- Other products that can be sold in stores
- Other (please specify below)
- None of the above
- Don't Know/No opinion



**Do you have any additional comments about Cannabis Regulation in B.C. that you would like to share?**

**Date:** November 7, 2017

**To:** Nikki Gilmore, Chief Administrative Officer

**From:** Sheena Fraser, Manager of Corporate & Legislative Services

**Subject:** Regular Council Meeting Outstanding Resolutions Listing  
- Third Quarter

---

### **PURPOSE**

To present to Council a listing of the outstanding resolutions from previous Regular Meetings for which action on the matter or item has not been completed or is in progress as of October 31, 2017.

### **BACKGROUND**

As a means of keeping track of outstanding resolutions or action items staff has developed a resolution/action item tracking listing. This listing is updated after each Council meeting and as matters have been actioned or resolved the issue/matter/item is removed from the listing. This listing is used for internal and administrative purposes and assists staff with work plan reviews.

Council has requested that staff prepare a listing of outstanding items or resolutions from Council meetings on a quarterly basis for Council's review so that they may be kept informed as to the status of the matter or item.

### **DISCUSSION & COMMENTS**

Staff initiates action on direction provided by Council through resolutions made at Regular or Special Council meetings. If the direction provided by Council is not in alignment with the current strategic plan, priorities or work plans it may be necessary for Staff to review and adjust the work program to include new activities or initiatives. In some instances, Staff may be required to complete another project or initiative before they are able to action new direction. As well, it may be that direction requires involvement from other jurisdictions or authorities and as such delays may result. Staff work diligently to move all direction by Council forward in a timely and efficient manner.

The current listing of outstanding items is attached as Appendix A.

### **COMMUNICATIONS**

There is no communications element required.

### **LEGAL CONSIDERATIONS**

There are no legal considerations at this time.



**IMPACT ON BUDGET & STAFFING**

There is no impact on budget or staffing.

**INTERDEPARTMENTAL IMPACT & APPROVAL**

There is no interdepartmental impact or approvals required.

**IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

There is no impact on the region or neighbouring jurisdictions

**ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

**POTENTIAL GOVERNANCE CONSIDERATIONS**

Presentation of the listing of outstanding resolutions meets with Theme Four: Good Governance.

**RECOMMENDATIONS**

**THAT** Council receive the report for information;

**AND THAT** Council provide direction as required.

**Attachments:**

Appendix A: Regular Council Meeting Outstanding Resolution Listing as of October 31, 2017

Submitted by:	Sheena Fraser, Manager of Corporate and Legislative Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

**APPENDIX A**  
**REGULAR COUNCIL OUTSTANDING RESOLUTION LISTING AS AT OCTOBER 31, 2017**

<b>Mtg No</b>	<b>Date</b>	<b>Topic</b>	<b>Resolution</b>	<b>Comment</b>
1393	7-Apr-15	<b>Species At Risk</b>	<b>THAT</b> staff investigate approaches that are within the municipality's jurisdiction, such as development permit guidelines, possible tree protection bylaws, and the incorporation of specific language into the OCP with respect to developing a collaborative approach toward the protection and management of species at risk.	Staff is preparing an OCP Amendment Bylaw that will incorporate language specific to Species at Risk as well as address a number of other small housekeeping matter. This amending bylaw will be brought forward following the Zoning & Sign Bylaw Review as it is anticipated that some amendments to the OCP will follow as a result of that review.
1412	17-Nov-15	<b>Sea to Sky Transit Rate Review</b>	<b>THAT</b> the transit working group explore alternative funding opportunities for transit and review relevant impacts to the local share and existing funding model.	This item will be forward for discussion at the Transit Partners Meeting scheduled for November 14 <sup>th</sup> .
1422	15-Mar-16	<b>BC Climate Leadership Plan</b>	<b>THAT</b> staff prepare a separate report outlining options to be considered by the Village to strengthen its ability to pursue Climate Action to be brought forward at a future meeting.	This item has been referred to the 2018 budget deliberations as it is recommended that the Village work with a consultant with expertise in this area to review options and develop a plan as may be required.
1442	17-Jan-17	<b>Pemberton Music Festival - Fee/tax</b>	<b>THAT</b> staff be directed to investigate a mechanism that would enable the Village to collect an additional fee on top of the ticket price.	This item has been put on hold as a result of the cancellation of the 2017 Pemberton Music Festival.
		<b>Bylaw Notice Enforcement Bylaw</b>	<b>THAT</b> Staff be directed to bring forward a Bylaw Notice Enforcement Bylaw in anticipation that the Village may wish to participate in the Bylaw Adjudication System in the future	This item is on the Corporate & Legislative Services work plan for 2018.
		<b>Community Amenity Contribution Policy</b>	<b>THAT</b> staff be directed to draft a new Community Amenities Contribution policy.	Staff are currently developing a draft policy for consideration which will be brought forward for review in the fall/winter.
1450	16-May-17	<b>One Mile Lake Park HWY safety Protection</b>	<b>THAT</b> staff be directed to discuss with the Ministry of Transportation and Infrastructure options for safety protection along the highway above the new beach area at One Mile Lake Park.	Staff is in discussions with MOTI with respect to options for consideration.

**APPENDIX A**  
**REGULAR COUNCIL OUTSTANDING RESOLUTION LISTING AS AT OCTOBER 31, 2017**

1452	6-June-17	<b>Second Entrance to Town</b>	<b>THAT</b> staff identify options for an alternate entrance to the Village of Pemberton.	Discussions have taken place with MOTI with respect options for a second entrance and will continue to be highlighted through future developments.
		<b>2017 Workplan</b>	<p><b>THAT</b> staff add to the 2017 work plan the following:</p> <ul style="list-style-type: none"> <li>• Establish a Site Alteration Bylaw and Policy;</li> <li>• Investigate how the Village might become a green community through designations or other programs;</li> <li>• Review the OCP with an aim to improve or enhance language related to the environment and incorporate green principles into village planning documents;</li> <li>• Research a plastic bag elimination strategy</li> </ul>	<p>A draft Bylaw was presented to the Committee of the Whole for comment and forwarded for legal review. The draft bylaw will be brought back to the Committee of the Whole for further review upon completion of legal and Ministry review.</p> <p>These items will be incorporated into the fall work plans as time permits; Actions that require a budget will be referred to the 2018 work plan and budget deliberation.</p>
		<b>2018 Budget Deliberations</b>	<b>THAT</b> application to the Municipal Natural Assets Initiative (MNAI) be included in the 2018 budget deliberations	Referred to the 2018 budget deliberations.
1456	12-Sep-17	<b>Affordable Housing Plan Review</b>	<b>THAT</b> staff be directed to review and update the 2009 Affordable Housing Strategy Background Report with current information regarding community housing need, supply and demand.	Referred to 2018 Work Plan
			<b>THAT</b> Council supports the development of an Affordable Housing Action Plan, which would include clear targets and tools to facilitate a range of affordable housing for employees, seniors, people in high need and include hospice opportunities as amended at the Council meeting.	Referred to 2018 Work Plan
1457	03-Oct-17	<b>Affordable Housing Grant Opportunities</b>	<b>THAT</b> Staff be directed to investigate funding opportunities for a modular housing complex/project as announced by the Premier at UBCM	Staff investigated the opportunity for funding through this initiative; unfortunately, the Village does not meet the main criteria of having a significant homelessness issue. Staff will continue to pursue opportunities for

**APPENDIX A**  
**REGULAR COUNCIL OUTSTANDING RESOLUTION LISTING AS AT OCTOBER 31, 2017**

				<p>funding for affordable housing projects, as well as coordinate meetings with potential partners.</p> <p>Referred to 2018 budget deliberations</p>
		<p><b>Strategic Wildfire Prevention Initiative's Fuel Management Prescription Program - UBCM Grant Application</b></p>	<p><b>THAT</b> funds, in the amount of \$5,900.00, be allocated from the 2018 budget to cover the Village's required contribution towards the development of a fuel management prescription for PEMB-4 priority treatment area.</p>	
		<p><b>Communications Policy – Update</b></p>	<p><b>THAT</b> the updated Communications Policy be referred back to Staff and brought back for further review at a future meeting.</p>	<p>Staff are revising based on Council's feedback and an amended Policy will be brought forward at a future Committee of the Whole for consideration at a later time.</p>
1458	17-Oct-17	<p><b>PVUS – Curbside Collection – Update</b></p>	<p><b>THAT</b> Staff be directed to work in collaboration with SLRD staff to develop a public consultation plan for SLRD's Solid Waste and Resource Management Plan's curbside waste collection initiative for Pemberton and Electoral Area C;</p> <p><b>AND THAT</b> the draft consultation plan be brought to a future Committee of the Whole meeting for review.</p>	<p>Correspondence was sent to the SLRD Board advising of Council's resolution. Upon completion of the draft consultation plan a presentation will be arranged at a future Committee of the Whole meeting in 2018.</p>

**Date:** November 7, 2017  
**To:** Council  
**From:** Lena Martin, Manager of Finance and Administration  
**Subject:** 3rd Quarter Financial Statements

---

### **PURPOSE**

To provide Council the Third Quarter Financial Statements for review and receipt.

### **BACKGROUND AND COMMENTS**

The Village of Pemberton is currently three quarters of the way through the fiscal year. At this point, the collection of revenues and the outlay of expenses should be at the 75% mark, however, revenues are slightly higher than this percentile.

The statement indicates that approximately 82% of the revenues have been collected to September 30th. This is due in part to: More than 75% of taxes have been collected, additional income was earned assisting Provincial firefighting efforts, Provincial Grants are allocated as projects complete and additional transfers from reserve will be allocated at year end.

On the expenditure side, a total of 77% of the budgeted amounts have been expensed. Projects are still underway and other expenses such as snow clearing will take place seasonally. Budgeted projects in the Water Department have been reassigned to focus on completion of the PH Water system.

At this time, Staff are confident that we will be on budget at year end.

### **IMPACT ON BUDGET, POLICY, STAFFING**

Not applicable

### **LEGAL CONSIDERATIONS**

Not applicable

### **ALTERNATIVE OPTIONS**

Not applicable

**POTENTIAL GOVERNANCE CONSIDERATIONS**

Providing Council will quarterly financial statements meets with the Village’s Strategic Theme Two: Good Governance to being an open and accountable government and to fiscal responsibility.

**RECOMMENDATIONS**

**THAT** the Village of Pemberton Third Quarter Financial Statements be received.

**Attachments:**

Appendix A – 3rd Quarter Financial Statement – September 30, 2017

Submitted by:	Lena Martin, Manager of Finance and Administrative Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

## APPENDIX A

### Village of Pemberton

Statement of Operation ending September 30, 2017

Consolidated	2017	2017	Actual	Actual
	Actual	Budget	\$	%
<b>Revenues:</b>				
Taxation	1,899,347	1,932,042	32,695	98%
Water and sewer user rates	1,480,119	1,589,781	109,661	93%
User charges	1,202,518	1,426,401	223,882	84%
Penalties and interest income	23,223	19,279	(3,944)	120%
Government transfers:			-	0%
Provincial	467,069	1,699,878	1,232,809	27%
Federal	(1)	-	1	0%
Other local governments	262,559	271,095	8,537	97%
Investment income	28,984	8,727	(20,258)	332%
Other revenues	634,669	841,272	206,603	75%
Collections on behalf of other governments	2,319,913	2,319,929	16	100%
	8,318,401	10,108,403	1,790,002	82%
<b>Expenditures:</b>				
General government	1,343,325	2,042,456	699,131	66%
Fire protection services	388,874	613,091	224,217	63%
Development and planning services	423,599	463,090	39,491	91%
Public works and parks	580,424	910,902	330,478	64%
Water utility	559,702	778,593	218,891	72%
Sewer utility	427,163	702,656	275,493	61%
Airport services	44,902	55,531	10,629	81%
Transfers to other governments	2,319,913	2,319,929	16	100%
	6,087,902	7,886,248	1,798,346	77%
<b>Annual (Surplus) / Deficit</b>	<b>(2,230,499)</b>	<b>(2,222,155)</b>	<b>8,344</b>	
<b>ADJUSTMENTS REQUIRED TO BALANCE FINANCIAL PLAN TO CONFORM WITH LEGISLATIVE REQUIREMENTS</b>				
<b>Non-cash items included in Annual (Surplus)/Deficit</b>				
Amortization on tangible capital assets	-	-	-	
<b>Cash items NOT included in Annual (Surplus)/Deficit</b>				
Capital expenditures	656,254	2,306,574	1,650,320	28%
Loan proceeds	(412,942)	-	412,942	0%
Long term debt payments	202,617	205,949	3,332	98%
Capital lease payments	535,905	149,578	(386,327)	358%
Transfers to/(from) Statutory Reserves	-	-	-	0%
Transfers from Non-Statutory Reserves	(84,274)	(134,468)	(50,194)	63%
Transfers to Non-Statutory Reserves	335,165	335,165	-	100%
Transfers to/(from) Unappropriated Surplus	(640,643)	(640,643)	-	100%
<b>Financial Plan Balance</b>	<b>(1,638,416)</b>	<b>0</b>	<b>1,638,416</b>	
General Fund (Surplus) / Deficit	(1,259,156)	0		
Water Fund (Surplus) / Deficit	(95,672)	(0)		
Sewer Fund (Surplus) / Deficit	(250,697)	0		
Airport Fund (Surplus) / Deficit	(32,890)	(0)		
	(1,638,416)	0		
	-	(0)		

**Village of Pemberton**

Statement of Operation ending September 30, 2017

ACCOUNT CODE	ACCOUNT NAME	2017 Actual	2017 Budget	Actual \$	Actual %
	<b>Allocate Admin General Taxation</b>	<b>1,318,774</b>	<b>1,318,774</b>	-	100%
	<b>Allocate Legislative General Taxation</b>	<b>94,697</b>	<b>94,697</b>	-	100%
	<b>Allocate Fire General Taxation</b>	<b>387,615</b>	<b>387,615</b>	-	100%
	<b>Allocate Development General Taxation</b>	<b>327,790</b>	<b>327,790</b>	-	100%
	<b>Allocate Public Works General Taxation</b>	<b>968,906</b>	<b>968,906</b>	-	100%
	<b>Allocate Parks General Taxation</b>	<b>119,300</b>	<b>119,300</b>	-	100%
	<b>Allocate Transit General Taxation</b>	<b>51,750</b>	<b>51,750</b>	-	100%
	<b>Reclass Sewer General Taxation</b>	<b>(107,934)</b>	<b>(107,934)</b>	-	100%
	<b>Allocate Airport General Taxation</b>	<b>51,200</b>	<b>51,200</b>	-	100%
01-1-005000-6501	<i>Transfer to/from Surplus</i>	(610,829)	(610,829)	-	100%
01-1-006000-1301	Residential (Class 1)	(871,713)	(871,711)	2	100%
01-1-006000-1302	Utilities (Class 2)	(79,065)	(79,065)	-	100%
01-1-006000-1305	Light Industry (Class 5)	(17,002)	(17,002)	-	100%
01-1-006000-1306	Commercial (Class 6)	(306,221)	(306,221)	(0)	100%
01-1-006000-1307	Frontage Collection	(300,095)	(300,098)	(3)	100%
01-1-006000-1308	Recreation/Non-Profit (Class 8)	(8,776)	(8,776)	0	100%
01-1-006000-1309	Farm (Class 9)	(370)	(370)	-	100%
01-1-006000-1310	Community Enhancement Levy	(15,002)	(15,000)	2	100%
01-1-006000-1311	Community Initiatives and Opportunities	(29,999)	(30,000)	(1)	100%
01-1-006000-1312	Community Centre Parcel Tax	-	-	-	0%
01-1-006000-1313	Tax Penalties	(63,701)	(69,000)	(5,299)	92%
01-1-006000-1314	Tax Interest	1* (7,963)	(19,435)	(11,472)	41%
01-1-006000-1315	Reserve Tax Collection	(119,165)	(119,165)	1	100%
01-1-006200-1350	GIL - BC Rail	2* -	(21,000)	(21,000)	0%
01-1-006200-1351	GIL - BC Hydro	(31,333)	(30,000)	1,333	104%
01-1-006200-1352	GIL - Federal Government	(5,781)	(6,500)	(719)	89%
01-1-006300-1375	1% Revenue Grant - Telus	(7,169)	(7,700)	(531)	93%
01-1-006300-1376	1% Revenue Grant - BC Hyrdo	(31,364)	(26,700)	4,664	117%
01-1-006300-1377	1% Revenue Grant - Shaw	(4,628)	(4,300)	328	108%
01-1-006400-1400	<i>Collections for School</i>	(1,194,650)	(1,194,650)	0	100%
01-1-006400-1401	<i>Collections for Policing Costs</i>	(185,644)	(185,644)	0	100%
01-1-006400-1402	<i>Collections for SLRD</i>	(872,988)	(873,012)	(24)	100%
01-1-006400-1403	<i>Collections for SLRHD</i>	-	-	-	0%
01-1-006400-1404	<i>Collections for STSRHD</i>	(26,708)	(26,700)	8	100%
01-1-006400-1405	<i>Collections for MFA</i>	(145)	(146)	(0)	100%
01-1-006400-1406	<i>Collections for BCAA</i>	(39,778)	(39,777)	0	100%
01-1-006600-1450	Investment Interest Income	(28,984)	(6,000)	22,984	483%
01-1-006650-1450	Interest Revenue - Accounts Receivable	1* (23)	(5,000)	(4,977)	0%
01-1-006900-1504	Licenses - Commercial Vehicles	(565)	(500)	65	113%
01-1-007000-1550	Sundry Revenue	(4,267)	(6,000)	(1,733)	71%
01-1-007000-1551	Revenue - Tax Certificates	(4,389)	(3,000)	1,389	146%
01-1-007000-1552	VOP Admin Fee - Fire Protection	(17,299)	(17,299)	-	100%
01-1-007000-1553	VOP Admin Fee - Rescue Service	(5,454)	(5,454)	-	100%
01-1-007100-1600	Rentals	(67,545)	(83,076)	(15,531)	81%
01-1-007200-1671	Grants - Provincial - SFC	(389,870)	(376,000)	13,870	104%
01-1-007300-1555	SOS - Admin reclass	(4,332)	(10,000)	(5,668)	43%
01-1-007300-1556	SOS - Water Reclass	(320,072)	(368,857)	(48,784)	87%
01-1-007300-1557	SOS - Sewer Reclass	(138,933)	(177,170)	(38,237)	78%
01-1-007300-1558	SOS - Airport Reclass	(20,842)	(30,134)	(9,292)	69%
	<b>Total Revenues</b>	<b>(2,620,565)</b>	<b>(2,739,192)</b>	<b>(118,627)</b>	<b>96%</b>
01-2-008700-6475	<i>Transfer - School Levy</i>	1,194,650	1,194,650	0	100%
01-2-008700-6476	<i>Transfer - Police Tax</i>	185,644	185,644	0	100%
01-2-008700-6477	<i>Transfer - SLRD</i>	872,988	873,012	24	100%
01-2-008700-6478	<i>Transfer - SLRHD</i>	-	-	-	0%
01-2-008700-6479	<i>Transfer - STSRHD</i>	26,708	26,700	(8)	100%
01-2-008700-6480	<i>Transfer - MFA</i>	145	146	1	100%
01-2-008700-6481	<i>Transfer - BCAA</i>	39,778	39,777	(1)	100%
01-2-008800-6501	Reclass Frontage to Water Revenue Fund	99,985	99,985	(0)	100%
01-2-008800-6502	Reclass Frontage to Sewer Revenue Fund	200,113	200,113	0	100%
01-2-008800-6504	Transfer to General - Capital	-	-	-	0%
01-2-008800-6505	Transfer to Future Reserves - Capital	119,165	119,165	-	100%
01-2-008800-6509	Transfer to/from Future Reserves	-	-	-	0%
	<b>Total Expenses</b>	<b>2,739,176</b>	<b>2,739,192</b>	<b>16</b>	<b>100%</b>
	<b>(Surplus) / Deficit</b>	<b>118,611</b>	<b>0</b>		

1\* Interest Posts at year end

2\* BC Rail Grant received at year end



**Village of Pemberton**

Statement of Operation ending September 30, 2017

ACCOUNT CODE	ACCOUNT NAME	2017 Actual	2017 Budget	Actual \$	Actual %
	<b>Allocate Admin General Taxation</b>	<b>(1,318,774)</b>	<b>(1,318,774)</b>	-	100%
	<b>Surplus Carry Forward, 2016 Projects</b>	<b>(28,132)</b>	<b>(28,132)</b>	-	100%
01-1-106800-1471	Fines - Dog Ticketing Fees	-	(200)	(200)	0%
01-1-106800-1472	Fines - Traffic Offense Ticketing Fees	(1,375)	(1,000)	375	138%
01-1-106900-1500	Admin - Application Fees	-	-	-	0%
01-1-106900-1502	Licenses - Dog	(3,587)	(5,000)	(1,413)	72%
01-1-106900-1503	Licenses - Business	(45,065)	(43,171)	1,894	104%
01-1-107200-1671	Grant - Provincial Project - General	(6,327)	(8,755)	(2,428)	72%
01-1-107200-1673	Grant - Other Project - General	-	-	-	0%
01-1-107200-1674	Contribution - Other Govt - General	(5,000)	(12,926)	(7,926)	39%
01-1-107200-1675	Contribution - Other - General	-	-	-	0%
01-1-107200-1676	Transit - Contributions	(5,800)	(7,733)	(1,933)	75%
01-1-107300-1925	Admin - Other Revenue - Misc	(3,070)	-	3,070	0%
01-1-107300-1927	Other Revenue - Gas Tax	-	-	-	0%
01-1-107500-1990	MFA Proceeds	1* (353,104)	-	-	0%
01-1-107600-6500	Admin - Transfer from Reserve	-	(22,968)	(22,968)	0%
	<b>Total Revenues</b>	<b>(1,770,234)</b>	<b>(1,448,659)</b>	<b>321,575</b>	<b>122%</b>
01-2-108000-0000	Admin - Building	-	-	-	0%
01-2-108000-6000	Admin - Salaries	506,229	721,583	215,354	70%
01-2-108000-6002	Admin - Benefits	92,837	112,000	19,163	83%
01-2-108000-6003	Admin - Travel, Meals & Accomodation	6,935	16,000	9,065	43%
01-2-108000-6004	Admin - Interest,Comm. & Bank Fees	3,655	5,000	1,345	73%
01-2-108000-6005	Admin - Advertising	5,390	25,000	19,610	22%
01-2-108000-6006	Admin - Insurance	14,191	21,000	6,809	68%
01-2-108000-6007	Admin - Photocopier	3,133	4,500	1,367	70%
01-2-108000-6008	Admin - Postage	3,788	12,000	8,212	32%
01-2-108000-6010	Admin - Sundry	3,440	4,000	560	86%
01-2-108000-6011	Admin - Telephone	7,766	12,000	4,234	65%
01-2-108000-6012	Admin - Hydro	2* 10,246	24,000	13,754	43%
01-2-108000-6014	Admin - IT/Software	18,322	43,000	24,678	43%
01-2-108000-6016	Admin - Community School Expense	10,490	10,178	(312)	103%
01-2-108000-6019	Admin - Memberships and Prof. Fess	4,484	5,000	516	90%
01-2-108000-6020	Admin - Training	9,021	17,500	8,479	52%
01-2-108000-6021	Admin - Consultation & Special Evt.	1,800	5,000	3,200	36%
01-2-108000-6022	Admin - Bad Debt	-	-	-	0%
01-2-108000-6525	Admin - Lease Interest	5,462	7,174	1,712	76%
01-2-108000-6527	Admin - Lease Principal	1* 392,926	42,970	(349,955)	914%
01-2-108000-6999	Penny Rounding Expense	(1)	-	1	0%
01-2-108100-6100	Admin - Accounting	25,410	26,000	590	98%
01-2-108100-6101	Admin - Legal	35,764	44,000	8,236	81%
01-2-108100-6103	Admin - Contract & Consultant Labour	8,961	49,700	40,739	18%
01-2-108100-6104	Admin - Records Management	6,864	13,200	6,336	52%
01-2-108200-6125	Admin - Maintenance	33,487	59,000	25,513	57%
01-2-108200-6126	Admin - Parts & Supplies	12,805	12,000	(805)	107%
01-2-108200-6127	Admin - Hardware	-	-	-	0%
01-2-108200-6128	Bylaw - Fuel & Oil	1,056	1,000	(56)	106%
01-2-108200-6129	Bylaw - Servicing	3* 4,457	-	-	0%
01-2-108250-6023	Amortization Expense - General	-	-	-	0%
01-2-108300-6450	Promotions/Community Enhancement	12,153	15,000	2,847	81%
01-2-108300-6451	Community Init. & Opport. Fund	22,250	30,000	7,750	74%
01-2-108300-6454	Climate Action Carbon Tax Credits	2,700	1,500	(1,200)	180%
01-2-108400-6170	Project Admin - General Expense	4* 4,297	45,934	41,637	9%
01-2-108400-6175	Admin - Bylaw Enforcement Exp	6,974	8,000	1,026	87%
01-2-108400-6454	Admin - Emergency Management	2,877	5,000	2,123	58%
01-2-108400-6550	Project - Capital Land Expense - Admin	-	-	-	0%
01-2-108400-6551	Project - Cap. Mach & Equip. Exp - Admin	4* 13,431	44,460	31,029	30%
01-2-108400-6555	Project - Cap - Building	-	5,959	5,959	0%
	<b>Total Expenses</b>	<b>1,293,597</b>	<b>1,448,659</b>	<b>155,062</b>	<b>89%</b>
	<b>(Surplus) / Deficit</b>	<b>(476,636)</b>	-	-	-

1\* MFA Leases transfer to MFA Loans, offset in expenses

2\* Waiting on Invoices

3\* Bylaw Truck Repair, Used Truck in 5 year budget

4\* Ongoing projects

**Village of Pemberton**

Statement of Operation ending September 30, 2017

ACCOUNT CODE	ACCOUNT NAME	2017 Actual	2017 Budget	Actual \$	Actual %
	<b>Allocate Legislative General Taxation</b>	<b>(94,697)</b>	<b>(94,697)</b>	-	100%
	Total Revenues	(94,697)	(94,697)	-	100%
01-2-158000-0000	Legislative Expenses - Other	857	2,000	1,143	43%
01-2-158000-6000	Legislative Indemnities	58,997	79,157	20,160	75%
01-2-158000-6002	Legislative - Benefits	284	240	(44)	119%
01-2-158000-6003	Leg. Exp. - Travel, Training & Accom.	3,946	12,000	8,054	33%
01-2-158000-6005	Leg. Exp. - Advertising	88	800	712	11%
01-2-158000-6006	Leg. Exp. - Insurance	750	500	(250)	150%
01-2-158000-6011	Leg. Exp. - Telephone	48	-	(48)	0%
01-2-158000-6014	Leg. Exp. - IT/Computer Allowance	-	-	-	0%
01-2-158000-6017	Governance Expenses - Public Relations	-	-	-	0%
	Total Expenses	64,972	94,697	29,726	69%
	<b>(Surplus) / Deficit</b>	<b>(29,725)</b>	<b>0</b>		

**Village of Pemberton**

Statement of Operation ending September 30, 2017

ACCOUNT CODE	ACCOUNT NAME	2017 Actual	2017 Budget	Actual \$	Actual %
	<b>Allocate Fire General Taxation</b>	<b>(387,615)</b>	<b>(387,615)</b>	-	100%
	<b>Surplus/Deficit Fire</b>	36,920	<b>36,920</b>	-	100%
	<b>Surplus/Deficit Resuce</b>	918	<b>918</b>	-	100%
01-1-206500-1425	SLRD Contributions - Fire Protection	(193,284)	(192,976)	308	100%
01-1-206500-1426	SLRD Contributions - Rescue Service	(64,275)	(65,193)	(918)	99%
01-1-207201-1673	FD - Capital - Grants Other		-	-	0%
01-1-207300-1925	F/D - Other Revenue	<b>1*</b> (204,942)	(100,000)	104,942	205%
01-1-207500-1990	F/D - MFA Proceeds		-	-	0%
	<b>Total Revenues</b>	<b>(812,278)</b>	<b>(707,947)</b>	<b>104,331</b>	<b>115%</b>
01-2-208000-0000	F/D - Rescue Dept Expense	39,401	64,275	24,874	61%
01-2-208000-6001	F/D - Honorarium & Wages	141,058	188,997	47,939	75%
01-2-208000-6002	F/D - Benefits	16,615	21,300	4,685	78%
01-2-208000-6003	F/D - Travel & Training	11,723	35,000	23,277	33%
01-2-208000-6005	F/D - Advertising	855	2,000	1,145	43%
01-2-208000-6006	F/D - Insurance	18,234	20,000	1,766	91%
01-2-208000-6009	F/D - Fees & Supplies	17,299	18,684	1,385	93%
01-2-208000-6010	F/D - Sundry	2,020	8,377	6,357	24%
01-2-208000-6011	F/D - Telephone	4,576	6,000	1,424	76%
01-2-208000-6012	F/D - Hydro	7,739	9,264	1,525	84%
01-2-208000-6014	F/D - IT/Software	2,669	2,500	(169)	107%
01-2-208000-6017	F/D - Rental Fees	25,735	25,735	-	100%
01-2-208000-6019	F/D - Memberships and Professional Fees	1,472	1,500	28	98%
01-2-208100-6101	F/D - Legal	981	1,500	519	65%
01-2-208200-6125	F/D - Maintenance	<b>2*</b> 10,395	22,000	11,605	47%
01-2-208200-6126	F/D - Parts & Supplies	25,674	50,000	24,326	51%
01-2-208200-6128	F/D - Fuel & Oil	<b>1*</b> 4,927	4,755	(172)	104%
01-2-208200-6129	F/D - Servicing	<b>2*</b> 3,894	18,000	14,106	22%
01-2-208400-6170	Project - Non Capital Exp - Fire	<b>1*</b> 41,974	100,000	58,026	42%
01-2-208600-6453	F/D - Public Relations	430	2,000	1,570	21%
01-2-208900-6525	Fire - Debt Servicing Interest Expense	11,204	11,204	-	100%
01-2-208900-6527	Fire - Debt Servicing Principal	<b>3*</b> 16,524	19,856	3,332	83%
01-2-208400-6551	Project - Cap. Mach & Equip. Exp - Fire	33,438	30,000	(3,438)	111%
01-2-208400-6551	Project - Cap. Mach & Equip. Exp - Fire	38,879	25,000	(13,879)	156%
01-2-208400-6555	Project - Cap - Building Fire		20,000	20,000	0%
	<b>Total Expenses</b>	<b>477,714</b>	<b>707,947</b>	<b>230,233</b>	<b>67%</b>
	<b>(Surplus) / Deficit</b>	<b>(334,563)</b>	<b>0</b>		

**1\*** EMBC Fire Assistance Recovery and other project recovery

**2\*** Year end Maintenance

**3\*** Issue 99 LT Debt Reserve Refunded/Completed

**Village of Pemberton**

**Statement of Operation ending September 30, 2017**

ACCOUNT CODE	ACCOUNT NAME	2017 Actual	2017 Budget	Actual \$	Actual %
	<b>Allocate Development General Taxation</b>	<b>(327,790)</b>	<b>(327,790)</b>	-	100%
01-1-256900-1500	DS - Application Fees	(20,310)	(33,000)	(12,690)	62%
01-1-256900-1501	Licenses - Building Permits	1*	(67,300)	62,514	193%
01-1-257200-1673	Grants - Other	(300)	-	300	0%
01-1-257300-1920	DS - Recovery Revenue	(50,630)	(35,000)	15,630	145%
01-1-257300-1925	DS - Other Revenue - Misc	(825)	-	825	0%
	<b>Total Revenues</b>	<b>(529,668)</b>	<b>(463,090)</b>	<b>66,578</b>	<b>114%</b>
01-2-258000-0000	DS - Admin	6,489	6,500	11	100%
01-2-258000-6000	DS - Salaries	2*	260,040	26,614	90%
01-2-258000-6002	DS - Benefits	2*	40,000	(1,734)	104%
01-2-258000-6003	DS - Travel, Meals & Accomodation	2,325	4,000	1,675	58%
01-2-258000-6005	DS - Advertising	2,402	3,000	598	80%
01-2-258000-6006	DS - Insurance	-	-	-	0%
01-2-258000-6011	DS - Telephone	739	-	(739)	0%
01-2-258000-6014	DS - IT/Software	5,061	5,000	(61)	101%
01-2-258000-6019	DS - Memberships and Professional Fess	618	2,000	1,382	31%
01-2-258000-6020	DS - Training	1,398	3,500	2,102	40%
01-2-258100-6101	DS - Legal	12,087	14,050	1,963	86%
01-2-258100-6102	DS - Engineering Consulting	-	-	-	0%
01-2-258100-6103	DS - Contractors & Consult.	66,249	90,000	23,751	74%
01-2-258200-6125	DS - Maintenance	-	-	-	0%
01-2-258200-6126	DS - Parts & Supplies	440	-	(440)	0%
01-2-258400-6170	Project Dev.- Non Capital Exp	-	-	-	0%
01-2-258400-6173	Projects - Recoverable DS Expenses	50,630	35,000	(15,630)	145%
01-2-258400-6552	Project - Cap. Eng. Struct. - DS	-	-	-	0%
	<b>Total Expenses</b>	<b>423,599</b>	<b>463,090</b>	<b>39,491</b>	<b>91%</b>
	<b>(Surplus) / Deficit</b>	<b>(106,070)</b>	<b>(0)</b>		

1\* Increased Development

2\* FT Building Inspector moved from Contractor budget

**Village of Pemberton**

Statement of Operation ending September 30, 2017

ACCOUNT CODE	ACCOUNT NAME		2017 Actual	2017 Budget	Actual \$	Actual %
	<b>Allocate Public Works General Taxation</b>		<b>(968,906)</b>	<b>(968,906)</b>	-	100%
01-1-307200-1671	Project - General - Prov. Grant			(30,000)	(30,000)	0%
01-1-307201-1671	Project Works Capital - Provincial Grant	1*	(2,923)	(1,139,056)	(1,136,134)	0%
01-1-307201-1673	Grant Project - Other	2*		(300,000)	(300,000)	0%
01-1-307201-1674	Capital Project - Contrib. - Other Govt			-	-	0%
01-1-307201-1675	Project Works - Contribution Other			-	-	0%
01-1-307300-1925	Works - Other Revenue - Misc		(447)	-	447	0%
01-1-307500-1990	MFA Proceeds PW	3*	(59,837)	-	59,837	0%
01-1-307600-6500	Public Works - Transf fr Reserve			-	-	0%
	<b>Total Revenues</b>		<b>(1,032,113)</b>	<b>(2,437,962)</b>	<b>(1,405,850)</b>	<b>42%</b>
01-2-308000-0000	Works - Administration		535	1,500	965	36%
01-2-308000-6000	Works - Salaries		289,484	361,897	72,413	80%
01-2-308000-6002	Works - Benefits		52,056	70,000	17,944	74%
01-2-308000-6003	Works - Travel, Meals & Accomodation		945	1,000	55	95%
01-2-308000-6005	Works - Advertising		174	1,500	1,326	12%
01-2-308000-6006	Works - Insurance		18,209	18,000	(209)	101%
01-2-308000-6011	Works - Telephone		1,076	3,000	1,924	36%
01-2-308000-6012	Works - Hydro		16,766	26,000	9,234	64%
01-2-308000-6019	Works - Memberships and Profesional Fees		38	400	362	10%
01-2-308000-6020	Works - Training		1,458	4,500	3,042	32%
01-2-308000-6525	Works - Lease Interest		3,026	3,770	744	80%
01-2-308000-6527	Works - Lease Principal	3*	142,980	106,608	(36,372)	134%
01-2-308100-6101	Works - Legal		-	1,000	1,000	0%
01-2-308100-6102	Works - Engineering Consulting		-	-	-	0%
01-2-308100-6103	Works - Contractors & Consultants		6,042	12,235	6,193	49%
01-2-308200-6125	Works - Maintenance		38,305	63,000	24,695	61%
01-2-308200-6126	Works - Parts & Supplies		10,658	21,800	11,142	49%
01-2-308200-6128	Works - Fuel & Oil		21,722	37,000	15,278	59%
01-2-308200-6176	Works - Road Maintenance		76,844	170,000	93,156	45%
01-2-308200-6177	Works - Trail Maintenance		-	5,000	5,000	0%
01-2-308400-6170	Project - Non Capital Exp - Works	4*	-	30,000	30,000	0%
01-2-308400-6551	Project - Cap. Mach & Equip. Exp - PW		4,748	24,000	19,252	20%
01-2-308400-6552	Project - Cap. Eng. Struct. - PW	1*	22,179	1,440,752	1,418,573	2%
01-2-308400-6555	Project - Cap - Building	5*	6,640	35,000	28,360	19%
01-2-308800-6509	Transfer to Future Reserves		-	-	-	0%
	<b>Total Expenses</b>		<b>713,885</b>	<b>2,437,962</b>	<b>1,724,077</b>	<b>29%</b>
	<b>(Surplus) / Deficit</b>		<b>(318,228)</b>	<b>(0)</b>		

1\* Ongoing projects Friendship Trail Bridge

2\* Grant Pending

3\* Capital Leases moved to Capital Loans, offset in expenses

4\* Ongoing Project, Asset Management

5\* Ongoing office renovations

**Village of Pemberton**

Statement of Operation ending September 30, 2017

ACCOUNT CODE	ACCOUNT NAME		2017 Actual	2017 Budget	Actual \$	Actual %
	<b>Allocate Parks General Taxation</b>		<b>(119,300)</b>	<b>(119,300)</b>	-	100%
	<b>Surplus Carry Forward, 2016 Projects</b>		<b>(15,000)</b>	<b>(15,000)</b>	-	100%
01-1-357200-1673	Projects - General Parks - Grants Other	1*	(1,000)	(50,000)	(49,000)	2%
01-1-357201-1672	Parks Cap.- Other Govt Contr			-	-	0%
	Total Revenue		(135,300)	(184,300)	(49,000)	73%
01-2-358000-6000	Parks - Salaries		-	-	-	0%
01-2-358000-6002	Parks - Benefits		-	-	-	0%
01-2-358000-6005	Parks - Advertising		-	-	-	0%
01-2-358000-6006	Parks - Insurance		7,286	8,750	1,464	83%
01-2-358000-6012	Parks - Hydro		3,718	3,000	(718)	124%
01-2-358200-6125	Parks - Maintenance		17,965	44,000	26,035	41%
01-2-358200-6126	Parks - Parts & Supplies		10,585	15,000	4,415	71%
01-2-358200-6127	Parks - Hardware		-	5,000	5,000	0%
01-2-358200-6128	Parks - Fuel & Oil		3,533	3,550	17	100%
01-2-358400-6170	Projects - General - Parks		-	-	-	0%
01-2-358400-6550	Project - Capital Land Expense - Parks		-	-	-	0%
01-2-358400-6552	Project - Cap. Eng. Struct. - Parks	1*	13,741	105,000	91,259	13%
	Total Expenses		56,827	184,300	127,473	31%
	<b>(Surplus) / Deficit</b>		<b>(78,473)</b>	-		

1\* Cancel Grant project Community Spaces

**Village of Pemberton**

Statement of Operation ending September 30, 2017

ACCOUNT CODE	ACCOUNT NAME	2017 Actual	2017 Budget	Actual \$	Actual %
	<b>Allocate Transit General Taxation</b>	<b>(51,750)</b>	<b>(51,750)</b>	-	100%
01-1-507700-1700	Adult Monthly Passes	(35,105)	(35,000)	105	100%
01-1-507700-1701	Senior/Student Monthly Passes	(14,190)	(15,000)	(810)	95%
01-1-507700-1702	Adult Commuter Tickets	(30,636)	(21,000)	9,636	146%
01-1-507700-1703	Senior/Student Tickets	(1,980)	(4,000)	(2,020)	50%
01-1-507700-1704	Local Adult Tickets	(6,260)	(6,000)	260	104%
01-1-507700-1705	Local Senior/Student Tickets	(1,080)	(2,000)	(920)	54%
01-1-507700-1706	Local Transit Farebox	(36,684)	(51,557)	(14,873)	71%
01-1-507700-1710	Greyhound Ticket Sales	(9,465)	(15,000)	(5,535)	63%
01-1-507700-1720	Whistler Transit Farebox Contribution	(32,974)	(50,000)	(17,026)	66%
01-1-507700-1721	BC Bus Pass Programme	(5,276)	-	5,276	0%
01-1-507700-1723	BCT Municipal Admin Charge Allowance	(5,217)	(7,733)	(2,516)	67%
01-1-507700-1724	Partner Contributions	1*	(20,585)	(51,865)	28%
01-1-507700-1725	BCT Contributions	(173,981)	(261,000)	(87,019)	67%
	<b>Total Revenues</b>	<b>(425,184)</b>	<b>(592,490)</b>	<b>(167,306)</b>	<b>72%</b>
01-2-508000-7000	Transit - Admin Fee	5,800	7,733	1,933	75%
01-2-508000-7001	Transit - Operating Contract	379,231	569,757	190,526	67%
01-2-508000-7002	Transit - Greyhound Ticket Purchases	5,491	15,000	9,509	37%
01-2-508000-7005	Transit - Misc Expense	591	-	(591)	0%
	<b>Total Expenses</b>	<b>391,113</b>	<b>592,490</b>	<b>201,377</b>	<b>66%</b>
	<b>(Surplus) / Deficit</b>	<b>(34,071)</b>	<b>-</b>		
	1* Invoiced to June				
	2* Invoiced to August				
<b>With New Projects</b>	<b>General Fund Total (Surplus) / Deficit</b>	<b>(1,259,156)</b>	<b>0</b>		

**Village of Pemberton**

**Statement of Operation ending September 30, 2017**

ACCOUNT CODE	ACCOUNT NAME	2017 Actual	2017 Budget	Actual \$	Actual %	
03-1-406100-1325	Water - Village User Rates	(730,239)	(683,000)	47,239	107%	
03-1-406100-1326	Water - Frontage Taxes Reclassed	(100,052)	(99,985)	67	100%	
03-1-406100-1327	Water - Connection Fees	1*	(19,000)	(8,500)	10,500	224%
03-1-406100-1329	Water - Penalties	(11,523)	(7,279)	4,244	158%	
03-1-406100-1333	Water - OB User Rates	2*	(6,614)	(19,461)	(12,847)	34%
03-1-406100-1334	Water - IP User Rates	2*	(24,491)	(64,240)	(39,748)	38%
03-1-406100-1335	Water - PNID User Rates	2*	(24,092)	(100,000)	(75,908)	24%
03-1-406600-1450	Water - Investment Income		(1,000)	(1,000)		0%
03-1-407201-1675	Capital Projects - Contributions		-	-		0%
03-1-407300-1925	Water - Other Revenue	3*	(361,519)	(339,039)	22,480	107%
03-1-407600-6500	Water - Transfer from Reserve		(84,274)	(111,500)	(27,226)	76%
Total Revenue		(1,361,805)	(1,434,004)	(72,199)	95%	
03-2-408000-0000	Water - Administration	2,483	6,000	3,517	41%	
03-2-408000-6000	Water - Salaries	363,016	445,015	81,999	82%	
03-2-408000-6002	Water - Benefits	6,831	10,000	3,169	68%	
03-2-408000-6003	Water - Travel & Training	-	1,000	1,000	0%	
03-2-408000-6004	Water - Interest & Bank Charges	-	-	-	0%	
03-2-408000-6005	Water - Advertising	1,555	3,742	2,187	42%	
03-2-408000-6006	Water - Insurance	15,279	17,000	1,721	90%	
03-2-408000-6011	Water - Telephone	1,573	1,500	(73)	105%	
03-2-408000-6012	Water - Hydro	40,248	60,000	19,752	67%	
03-2-408000-6014	Water - IT/Software	740				
03-2-408000-6018	Water - Purchases	18,026	25,000	6,974	72%	
03-2-408000-6020	Water - Training	699	1,500	801	47%	
03-2-408000-6025	Water - Licenses & Permits	-	800	800	0%	
03-2-408100-6101	Water - Legal	414	6,000	5,586	7%	
03-2-408100-6102	Water - Engineering	-	5,000	5,000	0%	
03-2-408100-6103	Water - Contractors & Consultants	-	-	-	0%	
03-2-408200-6125	Water - Maintenance	59,561	123,000	63,439	48%	
03-2-408200-6126	Water - Parts & Supplies	2,369	6,500	4,131	36%	
03-2-408200-6128	Water - Fuel	1,018	-	(1,018)	0%	
03-2-408250-6023	Amortization Expense - Water	-	-	-	0%	
03-2-408400-6170	Project - Non Capital Exp - Water	109	15,000	14,891	1%	
03-2-408400-6553	Project - Cap. Village Core Exp - Water	3*	423,313	361,648	(61,665)	117%
03-2-408400-6554	Project - Cap. Ind Park Exp - Water	9,287	20,000	10,713	0%	
03-2-408800-6509	Transfer to/from Future Reserves	216,000	216,000	-	100%	
03-2-408900-6525	Water - Interest Expense	45,849	51,536	5,687	89%	
03-2-408900-6527	Water - Principal Payment	57,763	57,763	(0)	100%	
03-2-409100-6024	Water - Contingency	-	-	-	0%	
Total Expenses		1,266,133	1,434,004	167,871	88%	
<b>(Surplus) / Deficit</b>		<b>(95,672)</b>	<b>(0)</b>			

1\* Increased Development

2\* Posted to July only

3\* Water Projects, PH Water budget increase \$118K

Pioneer Waterline Project and Ground Radar Project to complete in Q4 (\$50K)



**Village of Pemberton**

**Statement of Operation ending September 30, 2017**

ACCOUNT CODE	ACCOUNT NAME	2017 Actual	2017 Budget	Actual \$	Actual %
	<b>Reclass General Taxation</b>	<b>107,934</b>	<b>107,934</b>	-	100%
05-1-456100-1325	Sewer - Village User Rates	(681,843)	(685,500)	(3,657)	99%
05-1-456100-1326	Sewer - Frontage Taxes Reclassed	(200,262)	(198,423)	1,839	101%
05-1-456100-1327	Sewer - Connection Fees	(6,680)	(7,000)	(320)	95%
05-1-456100-1329	Sewer - Penalties	(11,677)	(7,000)	4,677	167%
05-1-456100-1333	Sewer - OB User Rates	1* (827)	(3,060)	(2,233)	27%
05-1-456100-1334	Sewer - IP User Rate	1* (9,783)	(30,600)	(20,817)	32%
05-1-456600-1450	Sewer - Investment Income		(1,727)	(1,727)	0%
05-1-457300-1925	Sewer - Other Revenue	(972)	-	972	0%
05-1-457300-1981	Sewer - LSA Annual Commuted Revenue	(2,229)	(3,919)	(1,691)	57%
	<b>Total Revenues</b>	<b>(806,339)</b>	<b>(829,295)</b>	<b>(22,956)</b>	<b>97%</b>
05-2-458000-0000	Sewer - Administration	914	5,000	4,087	18%
05-2-458000-6000	Sewer - Salaries	200,316	252,170	51,854	79%
05-2-458000-6002	Sewer - Benefits	6,459	15,000	8,541	43%
05-2-458000-6003	Sewer - Travel & Training	-	1,000	1,000	0%
05-2-458000-6005	Sewer - Advertising	188	500	312	38%
05-2-458000-6006	Sewer - Insurance	27,182	30,283	3,101	90%
05-2-458000-6011	Sewer - Telephone	2,361	5,000	2,639	47%
05-2-458000-6012	Sewer - Hydro	30,484	50,000	19,516	61%
05-2-458000-6020	Sewer - Training	589	1,500	911	39%
05-2-458100-6101	Sewer - Legal	414	3,000	2,586	14%
05-2-458100-6102	Sewer - Engineering	-	13,000	13,000	0%
05-2-458100-6103	Sewer - Contractors & Consultants	2* -	18,000	18,000	0%
05-2-458200-6125	Sewer - Maintenance	84,055	194,500	110,445	43%
05-2-458200-6126	Sewer - Parts & Supplies	2* 338	38,000	37,662	1%
05-2-458200-6128	Sewer - Fuel	-	-	-	0%
05-2-458250-6023	Amortization Expense - Sewer	-	-	-	0%
05-2-458400-6553	Project - Cap. Village Core Exp - Sewer	-	-	-	0%
05-2-458800-6509	Transfer to/from Future Reserves	-	-	-	0%
05-2-458900-6525	Sewer - Interest Expense	74,012	74,012	0	100%
05-2-458900-6527	Sewer - Principal Payment	128,330	128,330	(0)	100%
	<b>Total Expenses</b>	<b>555,642</b>	<b>829,295</b>	<b>273,653</b>	<b>67%</b>
<b>Sewer Fund Total (Surplus) / Deficit</b>		<b>(250,697)</b>	<b>0</b>		

1\* Revenues posted to July only

2\* Outstanding Projects

**Village of Pemberton**

**Statement of Operation ending September 30, 2017**

ACCOUNT CODE	ACCOUNT NAME	2017 Actual	2017 Budget	Actual \$	Actual %	
	<b>Reclass General Taxation</b>	<b>(51,200)</b>	<b>(51,200)</b>	-	100%	
	<b>Surplus Carry Forward, 2016 Projects</b>	<b>(24,520)</b>	<b>(24,520)</b>	-	100%	
07-1-557100-1602	Air - Lease & Maintenance Fees	(17,221)	(18,500)	(1,279)	93%	
07-1-557200-1671	Grant - Provincial Project - General	1*	(67,949)	(146,066)	(78,117)	47%
07-1-557300-1925	Airport - Other Revenue	2*	(5,166)	(9,500)	(4,334)	54%
07-1-557300-1931	Airport - Tie Down Fees		(1,289)	(500)	789	258%
07-1-557300-1932	Airport - Landing Fees		(1,048)	-	1,048	0%
	<b>Total Revenues</b>		<b>(168,392)</b>	<b>(250,286)</b>	<b>(81,895)</b>	<b>67%</b>
07-2-558000-0000	Airport - Admin	181	500	319	36%	
07-2-558000-6000	Airport - Salaries	21,617	30,134	8,517	72%	
07-2-558000-6002	Airport - Benefits	-	-	-	0%	
07-2-558000-6005	Airport - Advertising	550	500	(50)	110%	
07-2-558000-6006	Airport - Insurance	3,696	3,707	12	100%	
07-2-558000-6010	Airport - Sundry	-	200	200	0%	
07-2-558000-6012	Airport - Hydro	2,135	2,500	365	85%	
07-2-558000-6014	Airport- IT	1,926	2,500	574	77%	
07-2-558100-6101	Airport - Legal	3*	6,991	3,000	(3,991)	233%
07-2-558100-6102	Airport - Engineering		-	-	0%	
07-2-558200-6125	Airport - Maintenance	7,510	12,490	4,980	60%	
07-2-558200-6126	Airport - Parts & Supplies	297	-	(297)	0%	
07-2-558200-6176	Air - Roads	-	-	-	0%	
07-2-558250-6023	Amortization Expense - Airport	-	-	-	0%	
07-2-558400-6552	Project - Capital Eng Struct - Air	1*	90,599	194,755	104,156	47%
	<b>Total Expenses</b>		<b>135,501</b>	<b>250,286</b>	<b>114,785</b>	<b>54%</b>
<b>Airport Fund Total (Surplus) / Deficit</b>			<b>(32,890)</b>	<b>(0)</b>		

1\* Ongoing Airport Project Grant 75/25 VOP

2\* Filming revenue reduced

3\* Lease Negotiations

**Date:** November 7th, 2017  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Robert Grossman, Fire Chief  
**Subject:** 2017 Third Quarter Fire Department Report

---

**PURPOSE**

To provide Council with a summary of the activities of the Pemberton Fire Rescue Department for the third quarter of 2017.

**BACKGROUND**

The Village of Pemberton Fire Rescue is a volunteer department that provides service to the residents of the Village of Pemberton (Village of Pemberton Bylaw No. 807, 2016). In addition, the existing Fire Service Agreement with the Squamish-Lillooet Regional District (SLRD) establishes that fire protection services are provided to Pemberton Meadows (SLRD Bylaw No.1082, 2008), Pemberton Heights (SLRD Bylaw No. 1083, 2008) and the Pemberton Fire Protection Specified Area as defined within the Agreement.

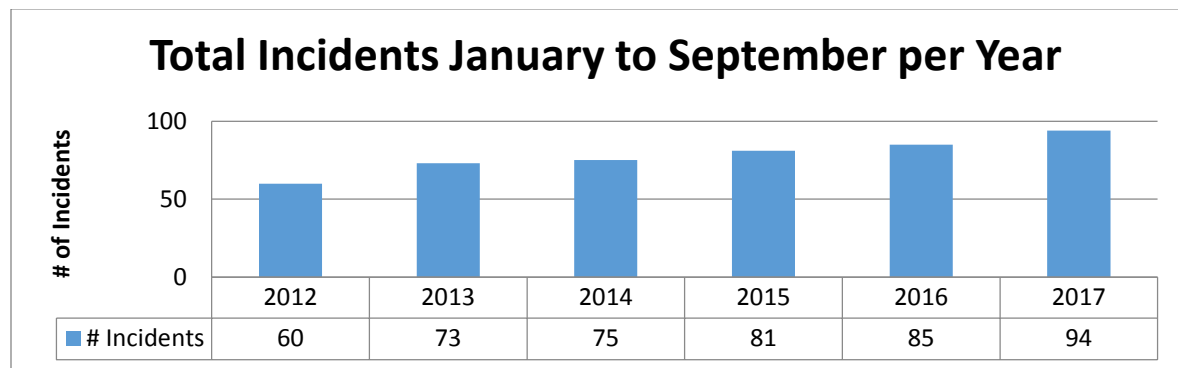
The Fire Chief is supported by volunteer fire fighters, including a Deputy Chief, three Captains, fifteen Fire Fighters and five recruits and the Emergency Program Coordinator (currently vacant).

This report is provided by the Fire Chief as an update to the Pemberton Fire Rescue activities for the second quarter.

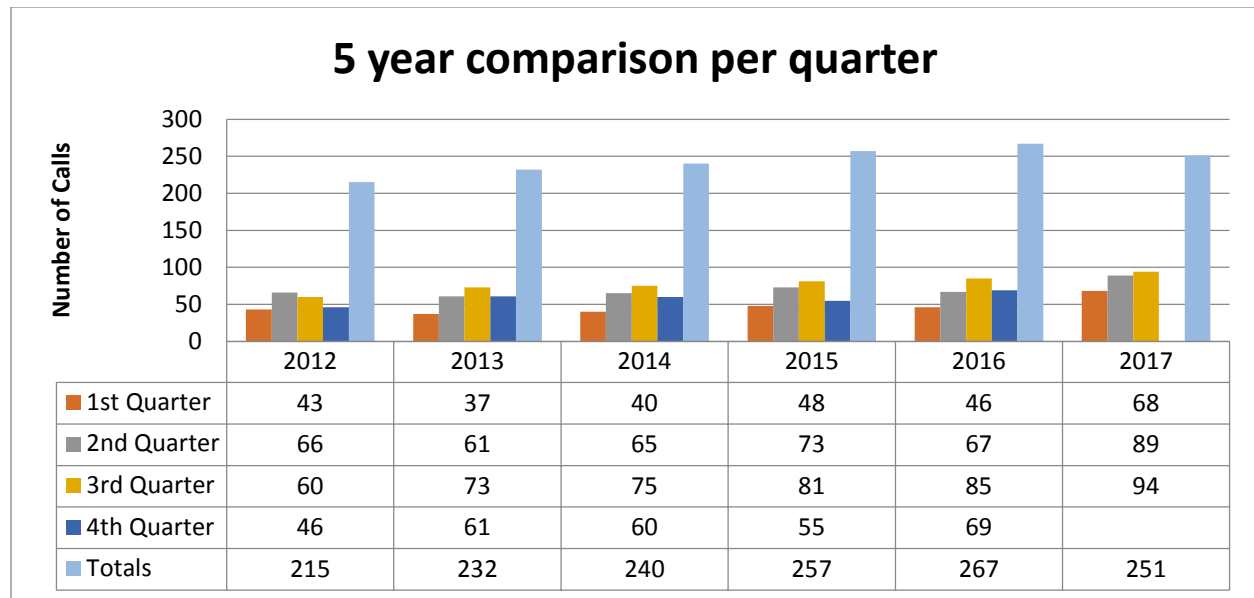
**DISCUSSION & COMMENTS**

Incidents:

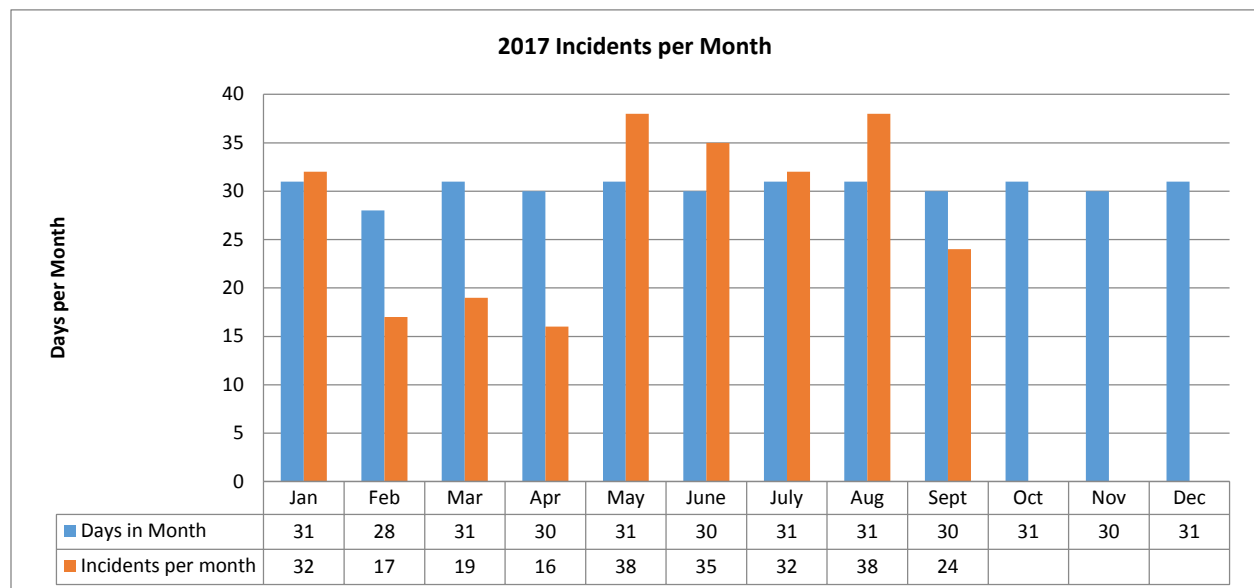
The chart below shows the total Incidents for the first 3 quarters over a five (5) year cycle.



Pemberton Fire Rescue had an active third quarter with a total of ninety-four (94) incidents. This represents a slight increase from the third quarter in 2016. The chart below shows each quarter over the last five years, the 4<sup>th</sup> quarter and totals for the years prior. At the time of writing this report, the number of calls to October 25, 2017 was 22, bringing the total to 273; the 2017 third quarter is nearly equal to the 2016 fourth-quarter totals, with two (2) months remaining in the year.



The chart below shows a comparison of calls per month versus days in the month, which represents the average call volume per month for 2017.



Types of Responses:

As per Fire Department Establishment Bylaw No. 807, 2016, Pemberton Fire Rescue responds to a number of types of incidents. The table below summarizes number of each type of response that was attended to during the first (3) three quarters of 2016 and 2017 as well as which of the two budgets each response type falls under.

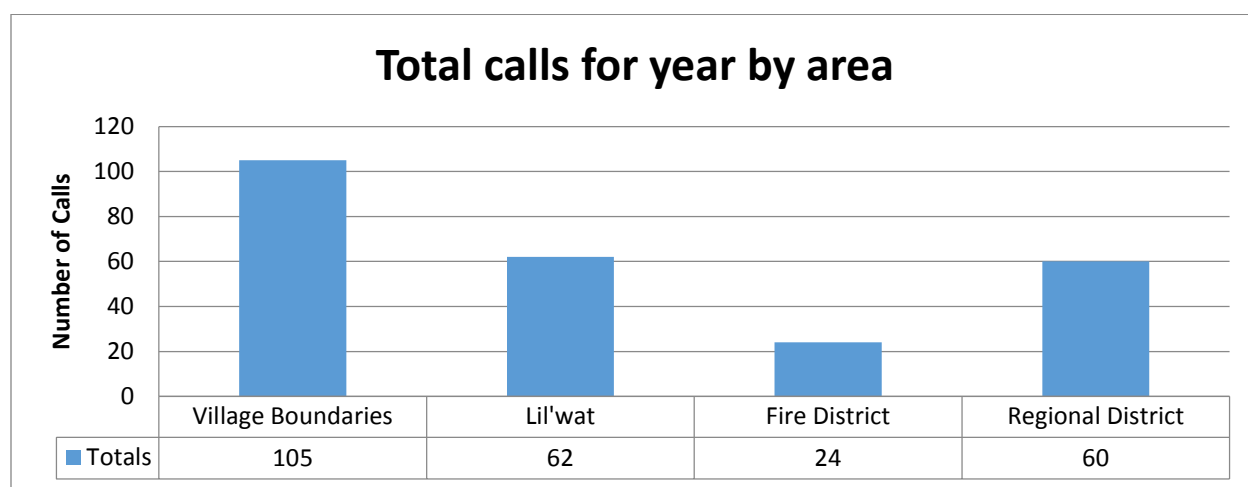
2016 Budget Breakdown	Response Type	# of Incidents		2017 Budget Breakdown
		2016	2017	
<b>Fire Budget</b>	Alarms	25	31	<b>Fire Budget</b>
	Appliance Fire	3		
	Burn Complaint	11	14	
	Chimney Fire	3	3	
	Electrical Fire	1		
	Fire Unclassified	2	6	
	Grass Fire	1		
	Rubbish	2	1	
	Structural Fire	2	5	
	Vehicle Fire	6	9	
	Wildland Fire	6	10	
	Smoke in a structure		4	
	Smoke Sighting	4		
	Hazardous Material	3	2	
	Hydro Lines down, Assist hydro	10	17	
	Assist with area due to flooding		3	
	Public Service	3	4	
	RCMP Police Assist	2		
Rescue & Safety	2	6		
Medical Aid	63	97	<b>Rescue Budget</b>	
<b>Rescue Budget</b>	Motor Vehicle Accident	49		39
	<b>Total Number of Responses</b>	<b>198</b>	<b>251</b>	

The budget from 2016 to 2017 is broken down between Fire and Rescue. The major change has been moving medical aid from Fire budget to the Rescue budget as per the new Fire Service Agreement with the SLRD.

Pemberton Fire Rescue attends incidents in locations as identified in the Service Agreement with the SLRD. In this regard, fire protection services are provided to Pemberton Meadows (SLRD Bylaw No.1082, 2008), Pemberton Heights (SLRD Bylaw No. 1083, 2008) and the Pemberton Fire Protection Specified Area as defined within the Agreement. Staff are currently working on finalizing an agreement with Lil'wat Nation and has been assisting Mount Currie Fire by responding to incidents occurring in the Mount Currie area.

The breakdown of the incident reports are categorized into the following regions: Village of Pemberton Boundaries, Lil'wat, Regional District and Fire District.

To clarify the incidents by location from the chart below all incidents that occurred in the Regional District were outside the boundaries of the Fire District, the Village of Pemberton, and Lil'wat. The Regional District calls would include incidents north of Mount Currie, north of The Heights Fire Protection Area and south of the Village of Pemberton Boundaries.



Below is a table indicating the types of calls per location.

Response Type	Village Boundaries	Lil'wat	Fire District	Regional District
Alarms	20	5	1	5
Burn Complaint	5	2	5	2
Chimney Fire	2	1		
Rubbish	1			
Structural Fire	1	1	2	1
Fire Unclassified	4	1	1	
Vehicle Fire	3		1	5
Assist with area due to flooding	3			
Hazardous Material	1	1		
Hydro Lines down, Assist Hydro	4	3	5	5
Medical Aid	36	43	7	11
Motor Vehicle Accident	12	3	2	22
Public Service	4			

Rescue & Safety	4			2
Smoke in a structure		2		
Smoke Sighting	1			1
Wildland Fire	4			6
<b>Totals</b>	<b>105</b>	<b>62</b>	<b>24</b>	<b>60</b>

Community Involvement:

In the third quarter, Pemberton Fire Rescue participated in the Canada Day parade as well as provided traffic control for the event. Pemberton Fire Rescue was on standby for the Ironman Canada Triathlon event (July 29, 2017), Slow Food Cycle Sunday (August 20, 2017), the Diamond rally (May 6, 2017) and the Porsche 911 Rally (September 24, 2017) held at the Airport. Luxury Alliance, the organizer of the Diamond rally and Porsche 911 Rally was a fundraising event for emergency service providers and the Pemberton Fire Fighters Association was the first recipients of this fundraising program.

At the request of the Office of the Fire Commissionaire, Pemberton Fire Rescue assisted with the wildland fires in the province over the summer sending one (1) engine and three (3) crews of four (4) firefighters at various times.. In the process of helping with the wildland fires, the crews met and worked with members of fire departments throughout the province. Working alongside members of other departments offered the opportunity to exchange training tips and strategies. The information learned and exchanged gives members new ideas to continue to move Pemberton Fire Rescue forward.

I would like to personally thank the following members for helping during the Wildfire Crisis of 2017: Deputy Fire Chief Ben Hansler, Captains Dylan Comisky and Cameron Adams, Firefighters Jason Pospisil, Jared Kunza, John Harris, Dominic Morin, Simone Jaggli, Lisa Graham-Knight, and Will Johnson. I would also like to thank all members who signed up to help with the wildland fires should our services be required again.

A letter from the Ministry thanking Pemberton Fire Rescue for their participation during the 2017 wildfire event is attached as Appendix A,

Equipment Update

Over the summer, Pemberton Fire Rescue was in contact with Vancouver Fire, respecting the possible purchase one of their thirteen (13) ladder trucks available for sale. In particular, Pemberton Fire was interested in a ladder truck and was able to purchase a 1998 Spartan Gladiator 75 foot ladder truck from Vancouver Fire. This will replace the current 1981 55 foot ladder truck. This upgrade will benefit the Department as the new truck is only 18 years old compared to our current truck at 36 years. Another benefit may be the potential of insurance grading savings.

Staffing Update:

During the last quarter a valued member of the department retired. The Department would like to thank Captain Dylan Comisky for his ten (10) years of dedicated service. As of September 30 2017, the Pemberton Fire Rescue membership stands at 22 members, including the Fire Chief.

During August and September of 2017, a recruitment drive was conducted to increase membership. We are currently in the process of reviewing the applicants for the 2018 year.

#### Fire Prevention:

A total of five (5) fire inspections were completed in the third quarter; fire inspection is part of the business license application review for new businesses.

#### Department Status

New requirements set out by the Office of the Fire Commissionaire, WorkSafe BC, and Public Fire Protection Classification (PFPC) requirements from the Fire Underwriters have resulted in an increase in the training hours required for members. To meet the demands set by the new requirements, Pemberton Fire Rescue has moved to weekly practices for a commitment of 3.5 hours per week, as well as specialized training throughout the year as needed. The increase in training requirements has resulted in more time being required of the Training Officer to effectively prepare for each session.

In addition to the increased training hours, as noted from the statistics above, Pemberton Fire Rescue has attended a 27% increase in incidents in the first three quarters of 2017. This has placed more demand on the Department.

Furthermore, the Fire Underwriters, WorkSafe BC and National Fire Protection Association (NFPA) mandate that an Officer be on duty for incidents, for safety and control. As such, the Officers are on a rotational shift for evenings and weekends. With the recent retirement of two (2) Officers, Cail Low in July and Dylan Comisky in September, the remaining three officers on the rotation have experienced an increase in scheduling demands. A succession plan was put in place prior to the retirements however training requirements must first be met prior to promoting an existing member into the role

The National Fire Prevention Association has developed and now completed NFPA 1730, the Standard on Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Operations and now many Canadian communities are looking to this document to provide guidance on how they should be developing and funding fire prevention and public education programs. An article titled *Changing Times for Fire Prevention* (Currie) outlines the impacts of the NFPA 1730, as well as upcoming changes to other standards, will have on the demands for fire prevention is attached as Appendix B.

The information below is used to assess a Fire Department in order to set the insurance rates for a community:

#### **Fire Department (40% of overall PFPC Grade)**

The Fire Department review contributes to approximately 40% of the overall PFPC Grade and includes:

- Type and number of apparatus



- The condition and age of fire apparatus and fire suppression equipment
- Pumping capacity
- The type of staffing (i.e. career Firefighters vs. paid-on-call)
- The distribution of companies relative to fire risk
- Response to alarm protocols
- Management of emergency services
- The quality of training programs for the fire fighter including specialized training
- Pre-incident planning

**Water Supply (30% of overall PFPC Grade)**

**Fire Prevention and Fire Safety Control (20% of overall PFPC Grade)**

**Emergency Communications (10% of overall PFPC Grade)**

As shown above, Fire Prevention and Safety Control makes up 20% of the overall insurance rating.

Pemberton Fire Rescue is currently working the Fire Underwriters to update the Survey done in 2008. This is being done in-house. Upon completion of the updates recommendations from the Fire Underwriters will be reviewed and presented at a later date.

**COMMUNICATIONS**

This report does not require a communications element.

**LEGAL CONSIDERATIONS**

There are no legal, legislative or regulatory considerations at this time.

**IMPACT ON BUDGET & STAFFING**

The preparation of quarterly reports is done in-house and is a component of the yearly work plan for the Department.

**INTERDEPARTMENTAL IMPACT & APPROVAL**

There are no interdepartmental impacts or approvals required.

**IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

The activities of Pemberton Fire Rescue, such as increased fire prevention awareness activities, recruiting additional personnel and firefighter training, improve upon the current level of service to the Village and those areas within the Fire Service District which both benefit and impact the Squamish-Lillooet Regional District and Lil'wat Nation.

Discussions regarding a Fire Service Agreement between the Village and Lil'wat Nation are underway with the aim to complete the negotiations for a Fire Service Agreement to Mount Currie by the fall of 2017.

**ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

**POTENTIAL GOVERNANCE CONSIDERATIONS**

The services of the Pemberton Fire Rescue Department and Fire Prevention are in keeping with Strategic Priority Theme Three: Excellence in Service by ensuring that the Village continues to *deliver the highest quality of municipal services within the scope of our resources.*

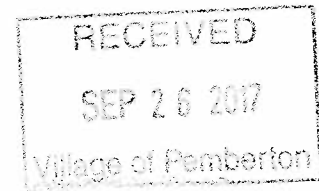
**Attachments:**

- Appendix A: Letter of thanks to Pemberton Fire Rescue from the Ministry of Agriculture
- Appendix B: Article: "Changing Times For Fire Prevention"

**RECOMMENDATIONS**

**THAT** the 2017 Third Quarter Fire Department Report be received for information.

Submitted by:	Robert Grossman, Fire Chief
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer



September 19, 2017

Ref: 186797

Pemberton Fire Rescue  
PO BOX 100  
Pemberton BC V0N 2L0

Dear Pemberton Fire Rescue:

I would like to extend my sincere appreciation to the Firefighters of Pemberton Fire Rescue for their courageous and valiant service during their deployment to the BC Wildfire crisis of 2017.

Many of you have departed your own homes to help save the homes and livelihoods of your fellow citizens of British Columbia, leaving your family and friends to fight wildfires that have been described to me as nothing less than menacing in magnitude.

I have heard stories of tremendous ordeals and suffering that you and your fellow platoons likely encountered directly and no doubt, found distressing. Your bravery is apparent in your willingness to face the worst wildfire season this province has on record, head on.

The Agriculture sector in British Columbia has a diverse range of commodities that depend on the infrastructure, crops, animals and people that enable the sector to prosper and thrive. Please accept my heartfelt gratitude for your exemplary service and every effort made by each firefighter to extinguish the fires that threatened and continue to threaten the viability of our industry.

Sincerely,

Lana Popham  
Minister

# CHANGING TIMES FOR FIRE PREVENTION

The world of Fire Prevention is changing. NFPA 1730 the Standard on Organization and Deployment of Fire Prevention Inspection and Code Enforcement, Plan Review, Investigation, and Public Education Operations has finally arrived and many Canadian communities are looking to this document to provide guidance on how they should be developing and funding fire prevention and public education programs.

In addition to NFPA 1730, BC recently released the new British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook and is also working to roll out new legislation in the BC Building Act and the Fire Safety Act which will also impact communities' fire prevention programs and are intended to improve standardization.

Although still in the development stage, there is hope that the new BC Building Act will provide communities with an option to opt in to increased fire sprinkler requirements. In terms of impacts on fire prevention departments, this would result in an increase in the number of sprinkler plan reviews, and verification of sprinkler inspections and tests.

The new BC Fire Safety Act may help communities be more effective with their fire prevention programs as it will steer communities toward a risk based program of fire prevention inspections. This makes sense as if you look back at your statistics and find that a high percentage of fire events occur around cooking equipment, then tailor prevention programs specifically to address that issue, carefully documenting the results over a period of years.

The British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency

and Training Playbook, was rolled out in 2015, and there may be an increased interest in shifting focus from suppression toward prevention to make up for what some perceive as an increasing of fire risk with this new limitation on fire suppression activity. Personally, I am of the belief that no person, whether auxiliary or career should be exposed to risks that they are not adequately trained or equipped for, in the scope of their duties. As such, the new playbook makes sense and should help communities better understand their limits and make a conscious choice as to the level of protection that they want, and what level of risk they are willing to accept.

Increasingly, fire prevention activities and funding will be scrutinized based on statistical evidence. This poses a significant challenge as there are not many sources of statistical evidence of the impact that fire prevention and public education activities have on injuries and losses. Everyone can agree that some amount of fire prevention is appropriate but few can agree on how much.

Most agree that this decision should be made at the community level based on a local community fire risk assessment as suggested by NFPA 1730.

## THE IRONY OF EFFECTIVE RISK MANAGEMENT

One of the biggest challenges faced in getting funding for fire prevention activities is the decreasing number of fires that we see in Canada. The trouble with being successful in fire prevention (or any other risk management activity) is that the more effective you are, the less fires there are, the less there is a perceived need for fire prevention.

In the insurance industry this is referred to as the insurance cycle. When losses are high, markets harden and insurers become risk averse, increasing spending on risk management and loss control to try to improve profitability. When losses are reduced, markets soften and there is less of a focus on risk management and loss control. During this phase insurers focus on reducing pricing to compete for market share and typically reduce spending on loss control.

We see the same in government decision making patterns. When there are losses, governments at all levels tend to increase focus and spending on risk management. When losses are fewer (or further in the past), governments tend to reduce spending on risk management activities such as fire prevention, or mitigation of any peril for that matter.

This results in a kind of risk homeostasis. Think of a wave pattern going up and down over a horizontal line. The risk increases over time as prevention activities decrease, then losses go up and reactively, fire prevention activities are increased causing losses to go down.

**DATA, DATA, DATA**

For those involved in fire prevention, the key to surviving the changing times will be in the ability to justify prevention activities with statistics and data. These are the key tools that governments are using to make increasingly well informed decisions and with the digitization of data and the ever increasing ability to convert data into business intelligence, they are moving in this direction faster than ever.

Unfortunately with respect to fire prevention activities and their impacts, the statistics and data are hard to come by. The types of questions that need to be answered include:

1. For every dollar spent on fire prevention, X dollars are saved on fire losses, or other economic impacts to the community?
2. By providing public education sessions to

X% of the retirement homes in our community every Y years, the number of life losses and injuries has been reduced by Z %?

These types of specific statistics have always been difficult to acquire, especially in fire prevention, although statistics around fire suppression are also far from perfect. Going forward improvements to data collection and statistical analysis will become better and better which will help fire prevention activities to continue to become more effective and targeted than they were in the past. However if fire prevention programs cannot be shown to have a positive impact on communities, financial or otherwise, their budgets may come under the knife.

**FIRE UNDERWRITERS SURVEY MEASURES FIRE PREVENTION**

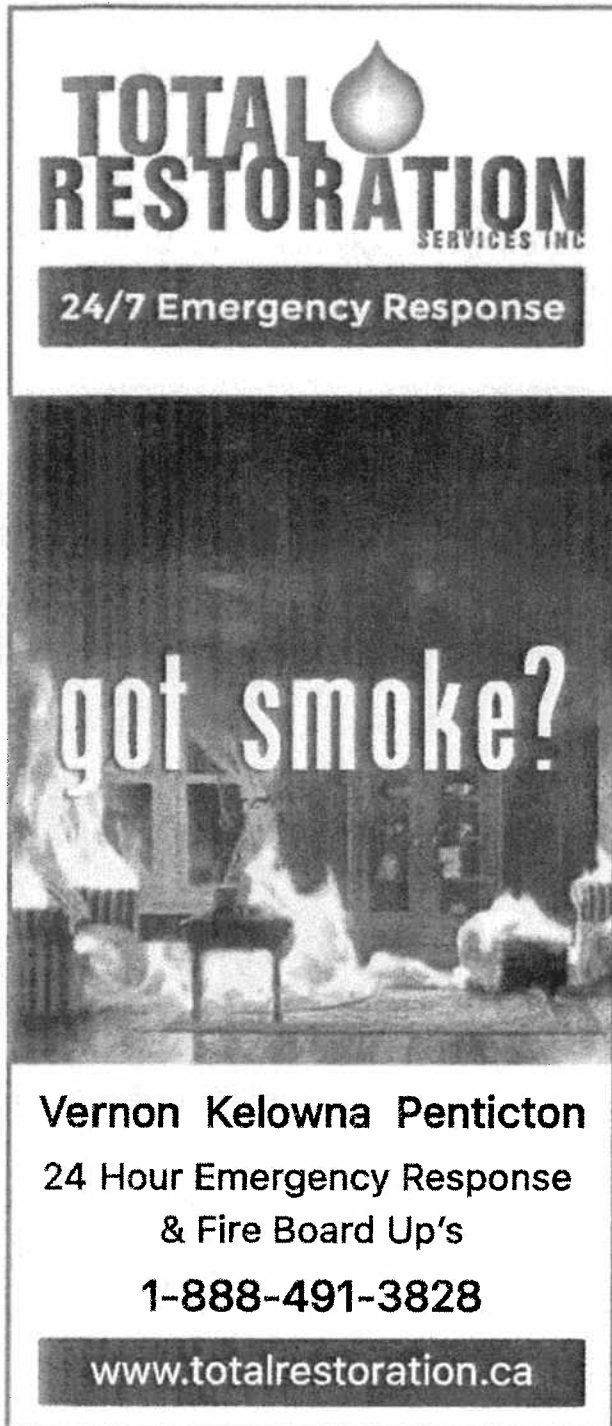
The good news from the perspective of economic impacts, is that Fire Underwriters Survey credits fire prevention, public education, implementation of sprinkler bylaws up to 20 percent of the total available credits that a community can receive when they are measured for the commercial fire insurance grade, the Public Fire Protection Classification (PFPC).

The PFPC is used in commercial insurance to determine line capacities (the amount of risk insurers are willing to take on) as well as premium pricing. Many communities are



Suite 100 - 1777 3rd Avenue  
Prince George, BC V2L 3G7

Tel: 250.563.7771  
Toll Free: 1.800.565.3641  
Fax: 250.563.0274  
info@usw1-424.ca  
www.usw1-424.ca



**TOTAL RESTORATION**  
SERVICES INC.

24/7 Emergency Response

got smoke?

**Vernon Kelowna Penticton**  
24 Hour Emergency Response  
& Fire Board Up's  
1-888-491-3828

[www.totalrestoration.ca](http://www.totalrestoration.ca)

unaware that they may be able to increase their overall credits and improve their PFPC by investing in fire prevention and public education activities. By having fire prevention activities make up 20 percent of the credit that is available to communities for their PFPC, there is a strong incentive to invest in this type of activity. This system has been in use for more than 100 years in Canada. The system continually evolves, but essentially ensures that communities have an incentive to manage their local fire risk through improved access to insurance (increased line capacities and reduced insurance premiums). Fire prevention and public education activities are similar in many ways to the types of activities the insurers carry out themselves. Insurance companies use Loss Control inspections to help underwriters adjust premium pricing to be appropriate for the specific risk that is present in the properties they insure.

How does FUS measure prevention? Under the sub-category of "Fire Safety Controls" which includes qualifications of the fire prevention officers and measures the number of activities (such as inspections and public education events) and provides credits on this basis. FUS is currently reviewing this portion of the PFPC and considering what changes should be made to incentivize best practices for community fire prevention. FUS is currently in the process of reviewing NFPA 1730 and may incorporate some of the benchmarks into the classification system used in Canada.

Submitted by Michael Currie ([www.fireunderwriters.ca](http://www.fireunderwriters.ca), E: [Michael.currie@scm.ca](mailto:Michael.currie@scm.ca)).

**Date:** November 7th, 2017  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Tim Harris, Manager of Operations and Development Services  
**Subject:** Operations Department Quarterly Report: July – September 2017

---

### **PURPOSE**

The purpose of this report is to inform Council on the activities of the Public Works division of the Operations & Development Services Department for the third quarter of 2017.

### **BACKGROUND**

Quarterly reports are provided throughout the year as a means of keeping Council up to date with the Public Works, Capital and Operational activities.

### **DISCUSSION & COMMENTS**

The Operations Division is supported by Jeff Westlake, Superintendent, Cam Adams, Lead hand- Equipment Operator, Martin Kluffinger WWTP Operator, Lincoln Ferguson, Dan Breining Equipment Operators, Mel Leblanc Parks Labor, Neil Bedard labor, Stephen McVeigh Engineering Technician.

This report provides an overview of a number of projects completed in the third quarter in the following areas: Public Works, Water, Sewer, Parks and Engineering.

### **Public Works Regular Maintenance**

The following projects have been completed during the third quarter in 2017:

- Water system maintenance
- Ditch Maintenance, Prospect Street
- Preparation of sanding and snow removal equipment
- Sewer lift station maintenance and line cleaning
- Parks regular summer maintenance
- WWTP regular maintenance and plant equipment replacement

## **2017 Capital Projects**

### **1. Water Treatment Plant Upgrades:**

During the months of June through September the Village of Pemberton began testing the soda ash dosing equipment. Calibration of the automated equipment was carried out and calculations of the concentration of the soda ash solution were made.

Soda ash is a temperature sensitive product that will freeze or crystallize in cold water when its concentration is greater than 10%. In the Village's case, the soda ash solution must be pumped underground approximately 50m before it enters the supply line. During this period the solution is prone to cooling and therefore careful attention and testing has been required to determine the ideal concentration of approximately 8%. Upon determination of the appropriate concentration of the solution, the dosing equipment was adjusted to accommodate a variety of target pH ranges.

Unfortunately, several technical issues relating to the automated delivery of the soda ash were discovered early in the implementation. This resulted in warranty work being carried out on a pressure switch, a dosing manifold and the soda ash auger. However, during this period (June thru Sept), soda ash was added to the water at a conservative rate while the warranty/design issues were being resolved and subsequently a baseline pH and Alkalinity was developed.

During the week of October 9<sup>th</sup> all warranty/design issues were resolved and the Village entered into the optimization phase where a pH of ~7 and an Alkalinity of 30 – 70mg/L CaCO<sub>3</sub> (calcium carbonate) is the target. The Village will be collecting daily measurements at the Water Treatment Plant and weekly measurements within the distribution system for the next several months. During this period, water quality parameters (lead, pH, alkalinity, copper and iron) will also be measured to assess the impact of the target set point. If required, an additional optimization phase, testing impacts of pH values above 7 can be added, however, early indications are that Pemberton's water reacts favorably to the addition of soda ash.

### **2. Airport Rehabilitation:**

The Village was successful in receiving a Provincial Grant from the BC Air Access Program in the amount of \$259,673.. Airport rehabilitation included crack sealing repairs and line painting of the apron and taxiway, and the construction of an emergency access road. The access road leads directly from Airport Road to the taxiway, keeping vehicular traffic off the busy apron area, thus reducing car/aircraft conflicts. Phase One of the project consisting of line painting and asphalt work was completed in the spring and Phase Two the development of the access road, was completed last week, on time and on budget.



### **Engineering**

The following projects have been undertaken in an effort to plan for future infrastructure upgrades, as well as to have shelf ready projects for future grant intake opportunities:

- GIS and AutoCAD software have been installed and are utilized daily.
- Four Engineering projects scheduled within the 2017 budget have been initiated and near completion.
  - a. Industrial Park Water Looping Design
  - b. Secondary Water Source Study
  - c. Downtown Traffic Management Plan
  - d. Walnut Sewer Lift Station Redesign

The Village's Engineering Technician is overseeing the capital projects, ensuring that the servicing requirements for a number of residential developments currently under construction are being met, the Airport Rehabilitation project, the updating of electronic as-built files and the AutoCAD system.

### **Parks Department:**

The Operations Division worked collaboratively with The Rotary Club and assisted with heavy equipment and staff resources to complete the new docks along the back side of One Mile Lake Park this summer and dog beach upgrades at the Park this fall.

### **Pending Projects:**

The Operations Department was busy throughout the third quarter of 2017 completing current projects and one new initiated project below:

- Friendship Trail Bridge
- Cross Connection Control Program

### **COMMUNICATIONS**

The Operations and Development Services Department is currently working with the Communication Coordinator to regularly update the Village's website and eNews with current information related to public works and operations.

### **LEGAL CONSIDERATIONS**

There are no legal considerations as this report is being presented for information purposes.

### **IMPACT ON BUDGET & STAFFING**

The Operations Division operates on the approved annual municipal budget, Provincial grants and where applicable cost recovery as per the Development Procedures Bylaw No. 725, 2013.

**INTERDEPARTMENTAL IMPACT & APPROVAL**

The Operations & Development Services Department works closely with all Village Departments through referrals and coordination of public notices, reports, and presentations to Council.

**IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

There are no impacts on the region or neighboring jurisdictions.

**ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

**POTENTIAL GOVERNANCE CONSIDERATIONS**

The services provided by the Operations Division meet with Strategic Priority One: Economic Vitality by supporting a diversified economy; Strategic Priority Two: Good Governance by being open and accountable and fiscally responsible; Strategic Priority Three: Excellence in Service by ensuring that the Village continues to deliver the highest quality of municipal services within the scope of our resources; and finally, Strategic Priority Four: Social Responsibility by supporting the creation of a strong and vibrant community.

**RECOMMENDATIONS**

**THAT** the Operation Department 2017 Third Quarter Report be received for information.

Submitted by:	Tim Harris, Manager of Operations and Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

**Date:** November 7, 2017  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Lisa Pedrini, Senior Planner  
**Subject:** Development Services Quarterly Report: July – September 2017

---

**PURPOSE**

The purpose of this report is to inform Council of the activities of the Development Services division of the Operations & Development Services Department for the third quarter of 2017.

**BACKGROUND**

Quarterly reports will be provided throughout the current year as a means of keeping Council up to date with building, planning and development activities.

**DISCUSSION & COMMENTS**

This report provides an overview of the number of permits issued between July 1 and September 30, 2017 in the following areas:

**BUILDING DIVISION**

**July to September 2017 - Building Permit Overview**

A breakdown of building permit data for the second quarter in 2017 is provided below:

Type of Permit	# of BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling	1	\$273,280.00	\$3,749.00
Single Family Dwelling with suite	2	\$719,565.85	\$9,308.00
Manufactured Homes (mobile)	1	\$121,400.00	\$1,400.00
Multi Family Dwelling (owned)	0	0	0
Multi Family Dwelling (rental)	0	0	0
Institutional (school portable)	1	\$180,000.00	\$2,807.00
Farm Building	1	\$25,000.00	\$250.00
Others (Decks, Stairs, Reno etc.)	4	\$13,000.00	\$297.00
Commercial/Industrial Tenancy Improvements	2	107,721.00	\$1,077.00
Industrial Building	4	\$1,328,000.00	\$20,413.66
Excavation / Blasting	1	n/a	250.00
<b>Total Permits</b>	<b>17</b>	<b>\$2,767,966.80</b>	<b>\$39,551.66</b>

### July to September 2017 - Development Cost Charges Overview

A breakdown of development cost charges collected in the third quarter of 2017 is provided below:

<b>Fund</b>	<b>Amount</b>
Roads	\$11,062.80
Drainage	\$1,141.40
Sewer	\$12,774.90
Water	\$6,409.40
Parks	\$0
<b>TOTAL</b>	<b>\$31,388.50</b>

**2017 DCC's Collected Year to Date: \$153,245.50**

2016 DCC's Collected Total: \$141,027.00

### PLANNING DIVISION

#### 2017 Current Development Applications

A list of applications currently in-house is provided below; those new to the third quarter of 2017 are shown in **bold font**.

<b>Application #</b>	<b>Project</b>	<b>Status</b>
DP008	1422, 1426 & 1430 Portage Road (Crestline) Stacked Townhouses	Revisions In Progress
<b>DP009</b>	<b>1350 Aster Street (SLRD Office) Office Additions</b>	<b>In Progress</b>
<b>DP010</b>	<b>1363 Aster Street (BC Hydro Field Office) Upgrade</b>	<b>In Progress</b>
<b>DP011</b>	<b>7370 Highway 99 (Pemberton Mobile Home Park Ltd.) addition of 18 new pads</b>	<b>Received, awaiting more info</b>
SO30 – 1B	Benchlands - 7 Lot Subdivision	Approved, <b>Plan Registered</b>
SO30 – 1C	Benchlands - 9 Lot Subdivision	Approved, <b>Plan Registered</b>
SO52 – Phase 2	Sunstone – 60 Lot Subdivision	In Progress
SO52 – Phase 3	Sunstone – 21 Lot Subdivision	In Progress
SO58	Sabre/Recreation Site - 5 Lot Subdivision	Approved, <b>Plan Registered</b>
SO59	SLRD/Wye Lands - 3 Lot Subdivision	Approved, <b>Plan Registered</b>
SO61	Tiyata - 66 Lot Subdivision	Phase 1 - Nearing Completion
SO62	The Ridge - 45 Lot Subdivision	In Progress
SO63	Industrial - 3 Lot with Residential units	In Progress
SO64	Sunstone Ridge - 8 Lot Subdivision	Nearing Completion

SO65	7450 Prospect Street (Expedition Station) - Strata Subdivision	Approved
SO66	1936 Stonecutter - Strata Subdivision	Approved
<b>SO68</b>	<b>1920 Carpenter Road – Strata Subdivision</b>	<b>In Progress</b>
<b>SO69</b>	<b>The Ridge – Lot Line Adjustment</b>	<b>Approved</b>
OR122	1363 Aster Street (BC Hydro Field Office Upgrade) Rezoning	1 <sup>st</sup> Reading
<b>DVP118</b>	<b>1422, 1426 &amp; 1430 Portage Road (Crestline) – Setback, Height &amp; Site Coverage variances</b>	<b>On Hold</b>
<b>DVP119</b>	<b>1350 Aster Street (SLRD Office) – Parking Surfacing variance</b>	<b>In Progress</b>

DPA: Development Permit  
 DVP: Development Variance Permit

SO: Subdivision  
 BoV: Board of Variance

DPm: Minor Development Permit  
 OR: Zoning Amendment

### **2017 Long Range Planning Projects**

The following is a list of long range planning projects and their respective status.

<b>Project</b>	<b>Status</b>
Zoning and Sign Bylaw Review & Update	Review of Draft Bylaws in progress, public information meeting to follow
Affordable Housing Action Plan	Update of Background Report in progress
Community Amenity Contribution Policy	Development of Draft Policy in progress
Regional Growth Strategy Review	60 day Referral Period
OCP Amendments (various)	2018

### **COMMUNICATIONS**

The Development Services Department works with the Communication Coordinator to regularly update the Village’s website with current information related to planning and building.

### **LEGAL CONSIDERATIONS**

There are no legal considerations as this report is being presented for information purposes.

### **IMPACT ON BUDGET & STAFFING**

The Development Services Division operates on a cost recovery basis as per the *Development Procedures Bylaw No. 725, 2013*, as amended from time to time. All applications for development, subdivision, temporary use and building permits have fees associated with the review. If the review of development applications exceeds the deposit, then any additional time is cost-recoverable from the applicant.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

The Development Services Department works closely with all Village Departments through referrals and coordination of public hearings, reports, and presentations to Council, negotiations and financial impacts.

### **IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

There are no impacts on the region or neighbouring jurisdictions.

### **ALTERNATIVE OPTIONS**

This report is presented for information. There are no alternative options for consideration.

### **POTENTIAL GOVERNANCE CONSIDERATIONS**

The services provided by the Development Services Division meet with Strategic Priority One: Economic Vitality; Strategic Theme Two: Good Governance; Strategic Theme Three: Excellence in Service; and Strategic Theme Four: Social Responsibility.

### **RECOMMENDATIONS**

**THAT** the Development Services 2017 Third Quarter Report be received for information.

Submitted by:	Lisa Pedrini, Senior Planner
Manager Approval by:	Tim Harris, Manager of Operations and Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

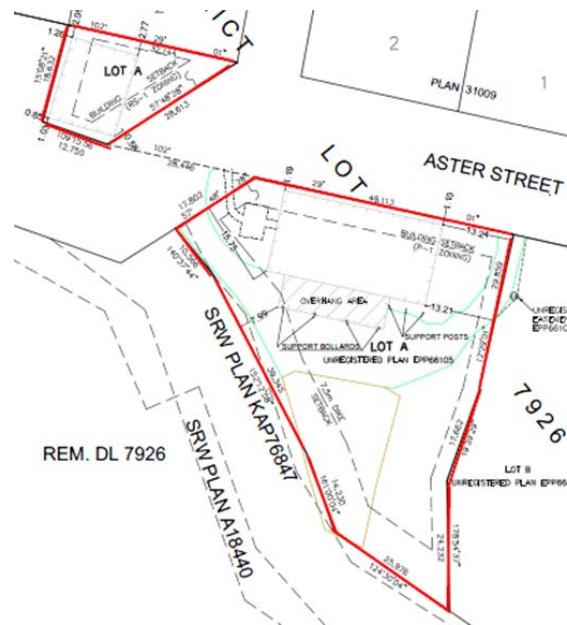
**Date:** November 7, 2017  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Lisa Pedrini, Senior Planner  
**Subject:** Major Development Permit Application No. 009  
 Development Variance Permit Application No. 119  
 1350 Aster Street (SLRD Offices)

**PURPOSE**

The purpose of this report is to present to Council, for their consideration, an application for a Major Development Permit (DP Area No. 4 – Form and Character) and a Development Variance Permit received from the Squamish-Lillooet Regional District to facilitate an office renovation and parking lot expansion at 1350 Aster Street.

**BACKGROUND**

On August 31, 2017, the Village received an application for a Development Permit from Lynda Flynn, Agent for the Squamish-Lillooet Regional District (SLRD). The SLRD has essentially “outgrown” their office space and therefore is proposing an extension in order to improve the overall function and activities on site. The subject property is jointly owned by the Village of Pemberton (72%) and the SLRD (28%). The Development Permit application includes a request for a variance to exclude the requirements for a paved/hard-surfaced off-street parking lot.



Recently the BCR Lands adjacent to the property located at 1350 Aster Street were approved for subdivision in order to consolidate a portion of the adjacent property, previously owned by BC Rail Properties, with the existing holding. The additional land was purchased to allow for this extension and expansion of the SLRD parking lot.

The application was referred internally to Staff and the Advisory Design Review Committee (ADRC). This report summarizes all applicable comments received.

**DEVELOPMENT PROPOSAL**

The following provides an overview of the development proposal:

- a) **Location:** The subject property is located at 1350 Aster Street and is legally described as Lot A, DL 7926, LLD, Plan EPP66105.

The site currently houses the Squamish-Lillooet Regional District (SLRD) Offices on the second floor, Pemberton Fire Rescue (Fire Hall) on the ground level and the Village of Pemberton Public Works yard on the hooked portion on the north-west side of Aster Street. The newly consolidated site measures 310 m<sup>2</sup> in area and adjoins commercial property on the east and north, and Pemberton Creek on the west.

b) **Development:** The proposal is to expand and renovate the SLRD component of the building located on the second floor above the Fire Hall. The building will be upgraded in three areas:

1. Upper floor expansion of the south-east corner to add several more office spaces;
2. New front lobby reception area on the west side main entrance;
3. New permanent storage component at grade on the south-east corner of the new extension.

The proposal drawings are attached as **Appendix A**. The submission notes that this proposal will add a new dimension of efficiency to the Regional District facility, function and operations; improving the functioning of the existing building which will continue to serve and benefit the community for the years to come.

c) **Site Plan:** The site plan shown below indicates the location of the building and parking expansion. The total area of building expansion measures 205.4 m<sup>2</sup> (2210.88 sq. ft.). No changes to solar exposure, site circulation or view corridors are anticipated.





- d) **Built Character:** The built character of the site will not change. The proposed addition will blend into the existing built form and all structural, mechanical and electrical components will be integrated. Blank walls will be avoided; the new spaces will feature windows, clean lines and detail and finishing to match the existing. The front lobby addition (approximately 171 sq. ft.) will be accommodated by a surrounding deck, providing a pleasant patio for staff and guests to enjoy outdoor space. The roof lines on the new extension will match the existing building as shown in Figure 1 and 2 below.

Figure 1: North Elevation



Figure 2: South Elevation



- e) **Construction Materials:** The proposal states that exterior materials, finishes and detailing will match the existing building in all respects; in other words, the finishing will be indistinguishable from the existing form. However, the new materials will comply with the BC Building Code in terms of energy conservation and efficiencies, including rain screen concepts and details. The submission notes that building materials were chosen to be sufficiently durable to withstand Pemberton's variable climate and to comply with the DP Area No. 4 (Downtown Revitalization) guidelines that recommend nature's spectrum of earth hues and natural colours.
- f) **Streetscape Improvements & Landscaping:** The application states that most natural and landscaped features will be either preserved or matched and that approximately six (6) trees will be removed to accommodate an enlarged parking area. A landscaping plan has been submitted and is attached as **Appendix B**.
- g) **Circulation & Parking:** Access to the site will remain off Aster Street. Vehicular circulation through the site has not changed. The main pedestrian access to the development is raised from the existing street level and is accessed through two (2) sets of stairs (front and back) and a wheelchair accessible ramp and two (2) additional accessible parking stalls. The plans note that the existing wheelchair access will be upgraded to comply with BC Building (BCBC) Code 2012.

Figure 3: Parking Plan



The parking area has been enlarged by approximately 75 m<sup>2</sup> which will change the topography of the site (levelled). A concrete or dry-stack retaining wall of approximately 1.2 m by 25 m will line a portion of the property's east boundary.

A **variance** is being requested from Section 509 *Zoning Bylaw No. 466, 2001* – Parking Design Criteria, Section 509 (i) and (iii). The applicants are requesting to maintain the current asphalt and gravel wear surfaces thus being relieved of the requirement to surface the area with a permanent hard surface of asphalt, interlocking paving stone or similar pavements as to provide a surface that is durable and dust-free for the purpose intended and be relieved of having to demarcate the individual parking spaces. A Draft Development Variance Permit has been attached as **Appendix C**.

A rationale for the variance request was provided by the applicants. The application notes that currently, the parking area is a mix of asphalt and crushed rock/gravel which the applicant contends provides adequate surfaces to maintain the existing surface and has not posed dust or erosion nuisance issues affecting neighbouring property owners. Moreover, the applicants state that the gravel surface assists with storm water management and will not introduce the same tar, resin and oil residue contaminants in the surface or ground water that may be expected from a new asphalt surface. The application also states that the proposed layout will be configured with wheel stops and curbs in such a way as the user will understand the configuration and parking and movement patterns without lines on pavement.

## DISCUSSION AND REFERRAL COMMENTS

### 1) Development Services

*Land Use* - The subject land is currently designated “Downtown” in the Official Community Plan Bylaw No. 654, 2011. Civic and Assembly Uses are provided for in the “Downtown” Land Use designation.

*Zoning* - The subject property is split zoned P-1 (Public) and C-1 (Town Centre Commercial). The existing parcel containing the building is zoned P-1; the portion that was recently purchased from BCR Properties is zoned C-1. (The Village will be amending the zoning map with respect to the entire property to the Public zone as part of the Zoning Bylaw Review.)

The following is an assessment of the proposal in the context of the Zoning Bylaw requirements:

- a) The use of the building (Civic) complies with the list of Permitted Land Uses of both the C-1 Zone and the P-1 Zone. The P-1 Zone also permits Assembly, which complies with that portion of the building housing the Board Room.
- b) The height of the new additions will be in keeping with the existing building (7.19 m) and therefore comply with the 10.5-metre **maximum height** restriction.
- c) The new additions comply with the rear, exterior and interior **setback** requirements of the applicable zones. The front setback is considered grandfathered, and is not changing.

Zoning Provision	C-1 Required	Provided	P-1 Required	Provided
Min. Front Setback	0 m	n/a	5 m	No Change
Min. Rear Setback	4.5m	28.6 m	3 m	n/a
Min. Side Setback	0 m	0 m	3 m (Exterior) 3 m (Interior)	3.67 m 12.31 m

- d) The building will cover 33% of the lot and therefore complies with the 50% **maximum lot coverage** requirement.

- e) Based upon the requirement noted in Section 500 - Off-Street Parking Spaces, Public Use requires one (1) space per 37 m<sup>2</sup> of gross floor area therefore nineteen (19) **parking spaces** are required; the proposal provides twenty-six (26).

*Development Permit (DP) Guidelines* - The OCP designates the subject property as Development Permit Area No. 4 – Downtown Revitalization - in an effort to fulfill the following:

- Enhance Pemberton's authentic identity by providing a framework for the character and form of buildings, landscaping, streetscapes and circulation;
- Create a strong sense of arrival to the Pemberton community through natural and built gateway elements;
- Accommodate and integrate infrastructure needs with parking and transit;
- Showcase and enhance the surrounding natural features, heritage landmarks, open spaces and parks.

Given this DP Area designation, the application must be reviewed in accordance with the Guidelines stated under Section 7.4.2.2 of the OCP. The following is a summary of this review:

- a) *Building Form* – The Building does reflect the scale of the downtown given its adherence to the height requirements. The changes being made are considered harmonious with the existing building in terms of eave lines, materials, soffits and fascia. The new entrance provides a functional roof covering along pedestrian oriented areas to provide protection from the weather.
- b) *Streetscape Improvements and Landscaping* – Streetscape improvements and new landscaping are not a significant component of the project. Given that the development is not a new build, it does not include the provision of new amenities like streetscape fixtures (street lighting, benches, waste receptacles) or site enhancements (water features, public art, etc.) but does provide bike racks. There are no sidewalks and there is minimal pedestrian traffic at this end of Aster Street to warrant streetscape improvements at this time.

In terms of a landscape plan, minimal landscaping improvements are proposed to minimize costs. The proposed front-lobby addition will affect existing landscaping at the front entrance of the existing building, but the building's front deck will be reconstructed and landscaped to match the existing configuration. The existing flag pole and building signage will be preserved. New bicycle parking will be added under the south-east extension.

*Circulation and Parking* – Vehicular access to the site remains in the same location off Aster Street and vehicles will circulate through from west to east in a one-way direction for the time being. The parking lot has been expanded to accommodate twenty-six (26) vehicles, seven (7) spaces in excess of what is required. As part of the expanded parking area, two (2) new spaces have been dedicated as accessible. Pedestrian circulation (i.e. sidewalks) through the parking area of the site is not specified.

The three (3) required wheelchair accessible spaces have been placed in the front of the building close to the accessible ramp.

- c) *Signage and Lighting* – No new Building Signage has been proposed at this time. No major changes to lighting are anticipated; however, some motion-detected lighting improvements will be added along the south-east office space addition. Consideration is needed to provide a sufficiently and safely well-lit parking area and walking corridors to vehicles and property access points.
- d) *Snow Management* - The existing snow management program will be maintained. Snow will be cleared to the outer edge of the parking area and removed by machine/truck if it begins to encroach onto a prominent amount of provided parking. Snow piling will avoid all access points onto/off-of property.
- e) *Crime Prevention Through Environmental Design* - Current features of the building will not be altered.
- f) *Open Spaces* - No new open spaces are planned. The existing front deck will be reconstructed. The proposal states that the new front lobby will provide a much more pleasant and welcoming frontage for visitors and pedestrians and will provide a greatly improved sheltered area from weather elements.

Staff has considered the proposed development permit application and landscaping improvements to 1350 Aster Street, and recommends conditional support for the development permit subject to:

- The provision of a cost estimate of landscaping works and a security deposit (in the form of an Irrevocable Letter of Credit or equivalent) to complete the works. The landscaping plan should include some method of irrigation and conform to the Village's Plant List;
- Any proposed future building signs must conform to the Village of Pemberton Sign Bylaw, as amended from time to time.

## 2) Public Works / Engineering

Public Works and the Village's engineering consultant (ISL Engineering) did a preliminary review of the application.

- **Grading:** Formal grading plan complete with engineered retaining wall design is required.
- **Drainage:** Formal stormwater management plan is required.
- **Servicing:** As no new servicing connections are necessitated, no comments or requirements were identified.
- **Variance:** With respect to the requested variance, the Village can advise that the subject property is located at the outermost boundary of the Pemberton Creek

aquifer. The Village has confirmed that at this location, the type of parking lot surfacing (i.e. asphalt, concrete, interlocking paving stones, or crushed gravel) will not impact the aquifer given the distance of this site from the actual well head.

## 2) Fire Chief

The application was reviewed by the Village Fire Chief and the following concerns were raised:

- The proposed storage area located at grade below the rear addition would prevent the use of the fire hall's rear exit door. In addition, access to the fire department's outside fenced storage area would also be negatively impacted by the siting of the proposed storage area. As a result, the proponents have identified that they address both of these concerns with a new rear exit and new gate for the fenced storage area.

## 3) Advisory Design Review Commission (ADRC)

At a meeting held September 27, 2017, staff presented the application to the ADRC. A representative from the SLRD was present to answer questions. The Commission members discussed the application and felt that the proposal is consistent with the form and character of the existing building. There was no concern from the ADRC over the gravel parking area due to its secluded/private location.

*It was Moved/Seconded*

**THAT** the Advisory Design Review Commission recommend to Council to support the SLRD Major Development Permit application to facilitate an expansion to the offices at 1350 Aster Street as presented, including support for the parking variance request.

CARRIED

Minutes of this meeting are attached as **Appendix D**.

## COMMUNICATIONS

A Development Permit application requires that a Project Information Sign be placed on the site as per Schedule "G" of the Village's *Development Procedures Bylaw No. 725, 2013*, which has occurred.



Furthermore, as per *Bylaw No. 725, 2013*, Schedule "I", step #4 and #5, a DP Application can require a communication element in the form of public information meeting if Council decides it is necessary.

A Development Variance Permit requires that the Village prepare public notification in the form of a letter mailed to adjacent property owners within a 100 m radius of the subject property notifying them of Council's intention to consider a variance request, as per Section 7.5 of *Development Procedures Bylaw No. 725, 2013* and the *Local Government Act*.

The Village received one response from an adjacent land owner, noting opposition to the variance request and requesting Council to deny the application.

### **LEGAL CONSIDERATIONS**

Development Permits are issued by resolution of Council as per Section 490 of the *Local Government Act RS2015 (LGA)*. The processing of a Development Permit application is regulated by Sections 490 – 491 of the *LGA* and by the *Village's Development Procedures Bylaw 725, 2013*, as amended from time to time.

Development Variance Permits are issued by resolution of Council as per Section 498 of the *Local Government Act RS2015 (LGA)*. The processing of a Development Variance Permit application is regulated by Sections 498 – 499 of the *LGA* and by the *Village's Development Procedures Bylaw 725, 2013*, as amended from time to time.

### **IMPACT ON BUDGET & STAFFING**

All costs associated with the processing of this application, including Staff time, are recoverable from the applicant's fees as per the Village of Pemberton *Development Procedures Bylaw 725, 2013*, as amended from time to time.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

There are no interdepartmental impacts or approvals required respecting the processing of this application as it is a function of the Operations and Development Services Department.

### **IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

A review of this application has an impact on the location of the Squamish-Lillooet Regional District administrative function as it applies to the region and neighbouring jurisdictions.

### **OPTIONS FOR CONSIDERATION**

**Option One:** That Council approves the Development Permit application, subject to the stated conditions, but not approve the variance request.

**Option Two:** That Council approves the Development Permit subject to the stated conditions and approves the variance request.

**Option Three:** That Council neither approve the Development Permit nor the variance request.

### **POTENTIAL GOVERNANCE CONSIDERATIONS**

Review and consideration of the SLRD Development Permit and Development Variance Permit Application meets with:

**Strategic Priority No. Three:** Excellence in Service through the continuation of delivering quality municipal services by processing development applications efficiently.

**RECOMMENDATION**

**THAT** the Development Permit Application No. 009 (1350 Aster Street) be approved subject to the following conditions:

- That a formal grading plan with engineered retaining wall design be submitted to the satisfaction of the Village Engineer;
- That a formal stormwater management plan be submitted to the satisfaction of the Village Engineer;
- That an estimate of landscaping works and security deposit (in the form of an Irrevocable Letter of Credit or equivalent) to complete the works be submitted; and
- That any proposed future building signs receive a Sign Permit in conformance to the Village of Pemberton Sign Bylaw;

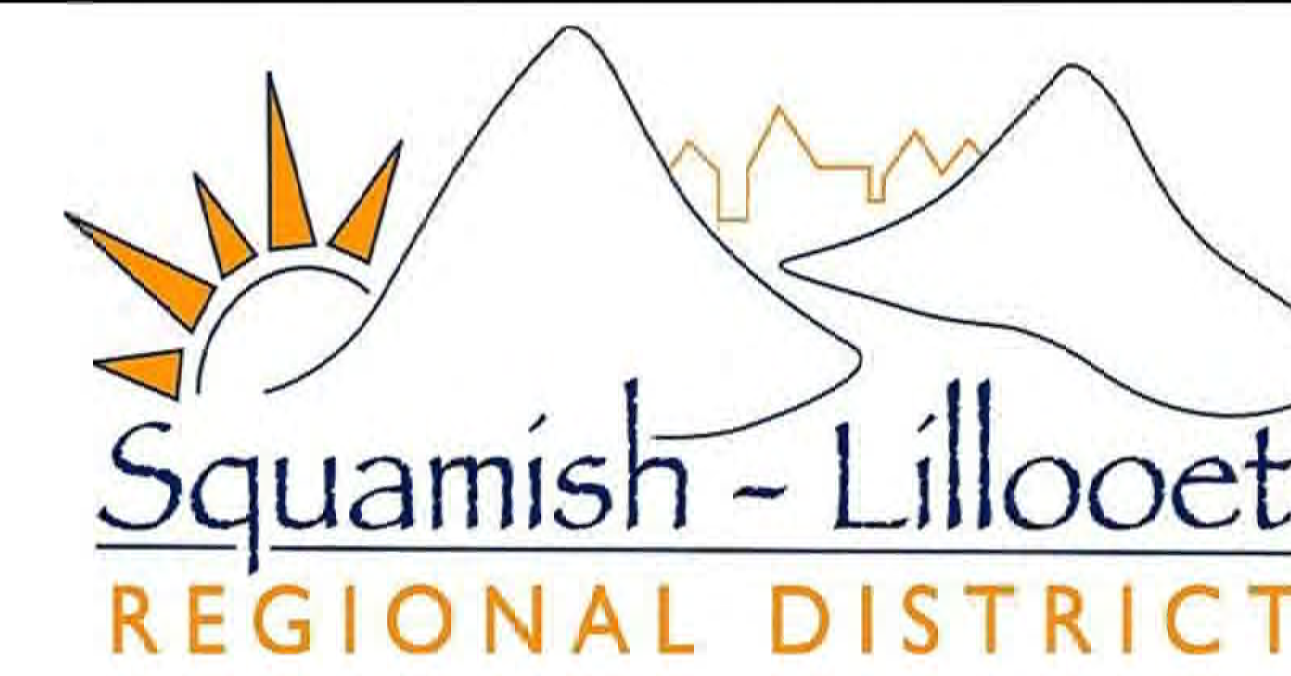
**AND THAT** Council provides direction on Development Variance Permit Application No. 119 (1350 Aster Street).

**Attachments:**

- Appendix A: Building Addition Plans
- Appendix B: Landscape Plan
- Appendix C: Draft DVP No. 119
- Appendix D: ADRC Minutes

Submitted by:	Lisa Pedrini, Village Senior Planner
Manager Approval by:	Tim Harris, Manager of Operations and Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer





SQUAMISH-LILLOOET REGIONAL DISTRICT  
MUNICIPAL OFFICE

# DEVELOPMENT PERMIT DRAWING SET

ISSUED FOR DEVELOPMENT PERMIT - JULY 31, 2017



SOUTH ELEVATION



CONTEXT PLAN



**DRAWING LIST**

- ARCHITECTURAL:**  
 A0.0 COVER PAGE  
 A1.1 SITE PLAN  
 A1.2 SITE PLAN AT 1ST LEVEL  
 A2.1 1ST FLOOR PLAN  
 A2.2 2ND FLOOR PLAN  
 A3.1 ELEVATIONS

**SURVEY:**  
 REFER TO SURVEY DRAWINGS

**ZONING BYLAW REQUIREMENT:**

**SITE AREA: 2659.44 sq.m ( 28628.93 sf )**

MAXIMUM DENSITY :	REQUIRED	PROVIDED
	N/A	43.88 %

MAXIMUM HEIGHT:	REQUIRED	PROVIDED
	10.5 m	7.19 m ( NO CHANGE )

**PROJECT DIRECTORY**

- CLIENT/OWNER** SQUAMISH-LILLOOET REGIONAL DISTRICT  
 1350 ASTER STREET  
 PEMBERTON, B.C.  
 V0N 2L0  
 CONTACT: GRAHAM HAYWOOD  
 TEL: (604)-894-6371 x229  
 FAX: (604)-894-6526  
 E-MAIL: GHaywood@sird.bc.ca
- ARCHITECT** ABBARCH ARCHITECTURE INC.  
 SUITE 500 - 505 BURRARD STREET  
 VANCOUVER, BC  
 V7X 1M4  
 CONTACT: DAVID O'SHEEHAN  
 CONTACT: RICHARD LIN  
 TEL: (604)-669-4041  
 FAX: (604)-683-5338  
 E-MAIL: DOSheehan@abbarch.com  
 E-MAIL: RLin@abbarch.com
- SURVEY** HIGHMARK SURVEY AND ENGINEERING LTD.  
 P.O. BOX 1490  
 WHISTLER, BC  
 V0N 1B0  
 CONTACT: JOHNATHAN LUNN  
 TEL: (604)-968-3733  
 E-MAIL: jln@hms.ca

**MINIMUM BUILDING SETBACKS:**

	REQUIRED	PROVIDED
FRONT	5 m	NO CHANGE
REAR	3 m	28.58 m ( NEW EXPANSION )
EXTERIOR	3 m	3.67 m ( NEW EXPANSION )
INTERIOR	3 m	12.31 m ( NEW EXPANSION )
DIKE SETBACK	7.5 m	7.5 m ( NO CHANGE )

**MAXIMUM LOT COVERAGE:**

	REQUIRED	PROVIDED
	50 %	30.16 %

**OFF-STREET PARKING: (DIVISION 500)**  
 PUBLIC USE (PER ZONING BYLAW 508 (4)) : 1 SPACE PER 37 sqm OF GROSS FLOOR AREA TOTAL GROSS FLOOR AREA : 702.16 sqm (NOT INCLUDE THE AREA OF FIRE HALL)  
 702.16 sqm / 37 sqm = 19

	REQUIRED	PROVIDED
	19	26

**PROJECT INFORMATION**

- CIVIC ADDRESS:**  
 1350 ASTER STREET, PEMBERTON, B.C., V0N 2L0
- LEGAL DESCRIPTION:**  
 LOT A, DL 7926 LILLOOET DISTRICT, UNREGISTERED PLAN EPP66105
- ABBARCH PROJECT No. 2626**
- AUTHORITY HAVING JURISDICTION:**  
 VILLAGE OF PEMBERTON
- SITE ZONING:**  
 VILLAGE OF PEMBERTON ZONING BYLAW NO. 466, 2001 (OFFICE CONSOLIDATION : AUGUST 20, 2014)  
 (P-1) PUBLIC

**PARKING STALL NUMBERS AND DIMENSIONS:**

	REQUIRED	PROVIDED
STANDARD 3.05 m (W) x 6.1 m (L)	19	21
SMALL 2.5 m (W) x 5.3 m (L)	MAX. 15 %	3 ( 11.5% )
DISABLE 4 m (W) x 6.1 m (L)	2	2

**AISLE DIMENSIONS:**

	REQUIRED	PROVIDED
AISLE (2-WAY)	6.5 m	6.5 m

**SITE DEVELOPMENT STATISTICS:**

- PROPOSED USE BY LOCATION:**  
 OFFICE
- GROSS FLOOR AREA:**  
 EXISTING :  
 1ST FLOOR : 464.88 sq.m ( 5003.95 sf ) - EXISTING FIRE HALL  
 2ND FLOOR : 496.76 sq.m ( 5347.13 sf ) - EXISTING OFFICE  
 SUBTOTAL : 961.64 sq.m ( 10351.08 sf )
- EXPANSION :  
 1ST FLOOR : 44.12 sq.m ( 474.88 sf ) - NEW STORAGE  
 2ND FLOOR : 161.28 sq.m ( 1736 sf ) - NEW OFFICE  
 SUBTOTAL : 205.40 sq.m ( 2210.88 sf )
- TOTAL GROSS FLOOR AREA : 1167.04 sq.m ( 12561.96 sf )

**FLOOR SPACE RATION:**  
 0.44

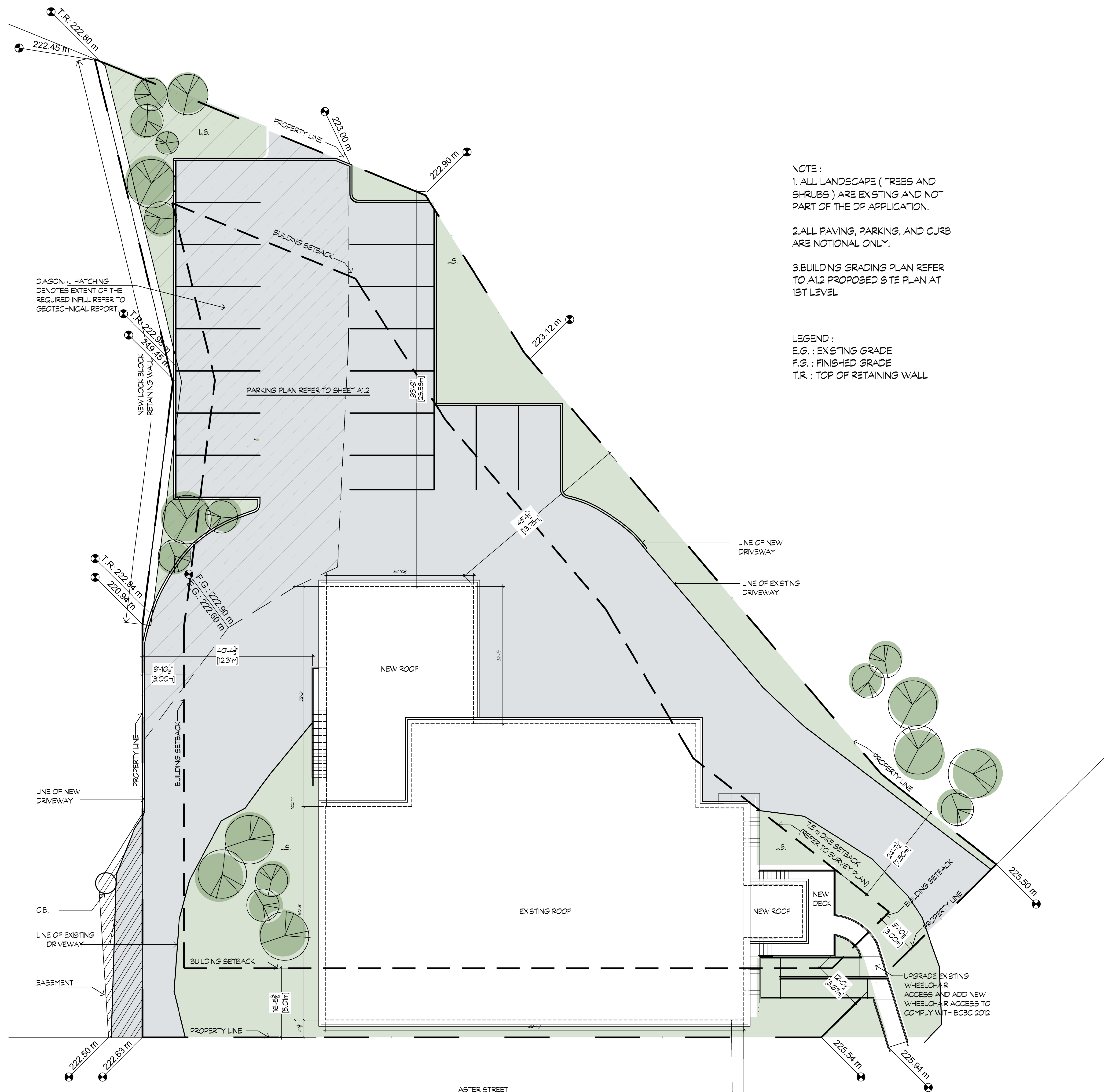
**BUILDING COVERAGE:**  
 0.30

**BUILDING HEIGHT:**  
 7.19 m



VANCOUVER, BC 604.669.4041  
 TORONTO, ON 416.340.8441

Dimensioned Site Plan



NOTE :

1. ALL LANDSCAPE ( TREES AND SHRUBS ) ARE EXISTING AND NOT PART OF THE DP APPLICATION.
2. ALL PAVING, PARKING, AND CURB ARE NOTIONAL ONLY.
3. BUILDING GRADING PLAN REFER TO A1.2 PROPOSED SITE PLAN AT 1ST LEVEL.

LEGEND :

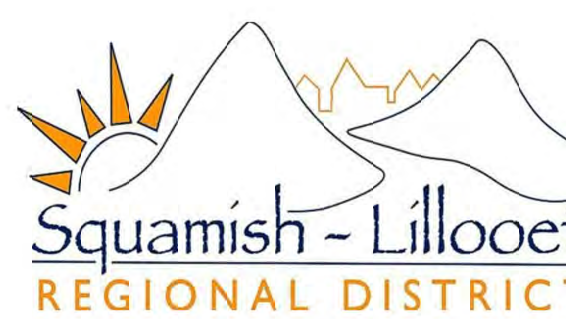
E.G. : EXISTING GRADE  
 F.G. : FINISHED GRADE  
 T.R. : TOP OF RETAINING WALL

**1 SITE PLAN**  
 SCALE : 3/32" = 1'-0"

THE DESIGN OF ALL SUSPENDED ARCHITECTURAL COMPONENTS INCLUDING BALCONIES, CEILING, EQUIPMENT, FIXING AND OTHER EQUIPPED ITEMS MUST BE CARRIED OUT BY PROFESSIONAL STRUCTURAL ENGINEERS REGISTERED TO PRACTICE IN THE PROVINCE OF BRITISH COLUMBIA AND EMPLOYED DIRECTLY BY THE RESPECTIVE CONTRACTOR AND SUB-CONTRACTOR. DESIGN SHALL TAKE INTO ACCOUNT ALL SEISMIC AND DESIGN LOAD REQUIREMENTS AS SET OUT IN THE BRITISH COLUMBIA BUILDING CODE, LATEST EDITION. THE PROFESSIONAL STRUCTURAL ENGINEER SHALL PREPARE BIDDING AND SEALED DRAWINGS AND CERTIFY THE COMPLETED INSTALLATION TO SCHEDULES S-8 AND S-9 OF THE BRITISH COLUMBIA BUILDING CODE. THE DESIGNS ARE ALSO SUBJECT TO THE APPROVAL OF THE OWNER AND ARCHITECT WITH REGARD TO SUITABILITY OF APPEARANCE AND COMPATIBILITY WITH ADJACENT WORK.

SHEET NOTES

NO	DATE	ISSUE / ADDENDUM / REVISION
1	31 JUL 2017	ISSUED FOR DP
1	06 JUL 2017	ISSUED FOR CLIENT REVIEW
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW



SQUAMISH-LILLOOET REGIONAL DISTRICT MUNICIPAL OFFICE

1350 ASTER ST.  
 PEMBERTON BC

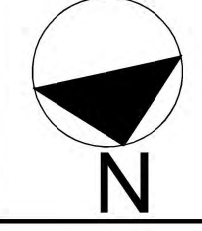


VANCOUVER, BC 604.669.4041  
 TORONTO, ON 416.340.8441

SEAL:

SHEET TITLE:  
**PROPOSED SITE PLAN**

PROJECT NO: 2626  
 DRAWN BY: RL & SB  
 CHECKED BY:  
 DATE: July 05 2017  
 SCALE: 3/32"=1'-0"  
 SHEET:



**A1.1** Pg. 25

Jul 31, 2017 - 1:44pm - USER:Richard  
 \\ABBARCH\01\Working Projects\2626\Squamish-Lillooet Regional District Bldg - Pemberton\Drawings\7 Sheets\DP\2626-PA1.1 Site Plan.dwg

Dimensioned Site Plan (2)



NOTE:  
 1. ALL LANDSCAPE ( TREES AND SHRUBS ) ARE EXISTING AND NOT PART OF THE DP APPLICATION.  
 2. ALL PAVING, PARKING, AND CURB ARE NOTIONAL ONLY.

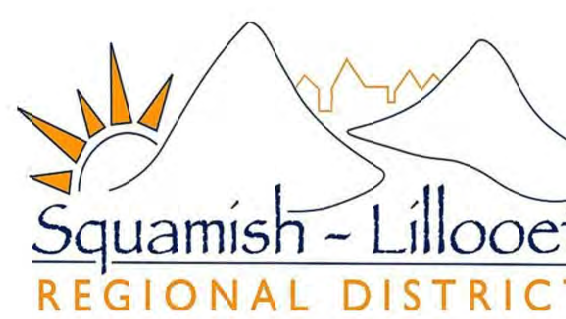
LEGEND :  
 E.G. : EXISTING GRADE  
 F.G. : FINISHED GRADE  
 T.R. : TOP OF RETAINING WALL

**1 SITE PLAN AT 1ST LEVEL**  
 SCALE : 3/32" = 1'-0"

THE DESIGN OF ALL SUSPENDED ARCHITECTURAL COMPONENTS INCLUDING BALCONY, CEILING, EQUIPMENT, FIXING AND OTHER EQUIPPED ITEMS MUST BE CARRIED OUT BY PROFESSIONAL STRUCTURAL ENGINEERS REGISTERED TO PRACTICE IN THE PROVINCE OF BRITISH COLUMBIA AND EMPLOYED DIRECTLY BY THE RESPECTIVE CONTRACTOR AND SUB-CONTRACTOR. DESIGN SHALL TAKE INTO ACCOUNT ALL SEISMIC AND DESIGN LOAD REQUIREMENTS AS SET OUT IN THE BRITISH COLUMBIA BUILDING CODE, LATEST EDITION. THE PROFESSIONAL STRUCTURAL ENGINEER SHALL PREPARE, SIGN AND SEAL DRAWINGS AND CERTIFY THE COMPLETED INSTALLATION TO SCHEDULES S-8 AND S-9 OF THE BRITISH COLUMBIA BUILDING CODE. THE DESIGNS ARE ALSO SUBJECT TO THE APPROVAL OF THE OWNER AND ARCHITECT WITH REGARD TO SUITABILITY OF APPEARANCE AND COMPATIBILITY WITH ADJACENT WORK.

**SHEET NOTES**

NO	DATE	ISSUE / ADDENDUM / REVISION
1	31 JUL 2017	ISSUED FOR DP
1	06 JUL 2017	ISSUED FOR CLIENT REVIEW
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW



**SQUAMISH-LILLOOET REGIONAL DISTRICT MUNICIPAL OFFICE**

1380 ASTER ST.  
 PEMBERTON BC



VANCOUVER, BC 604.669.4041  
 TORONTO, ON 416.340.8441

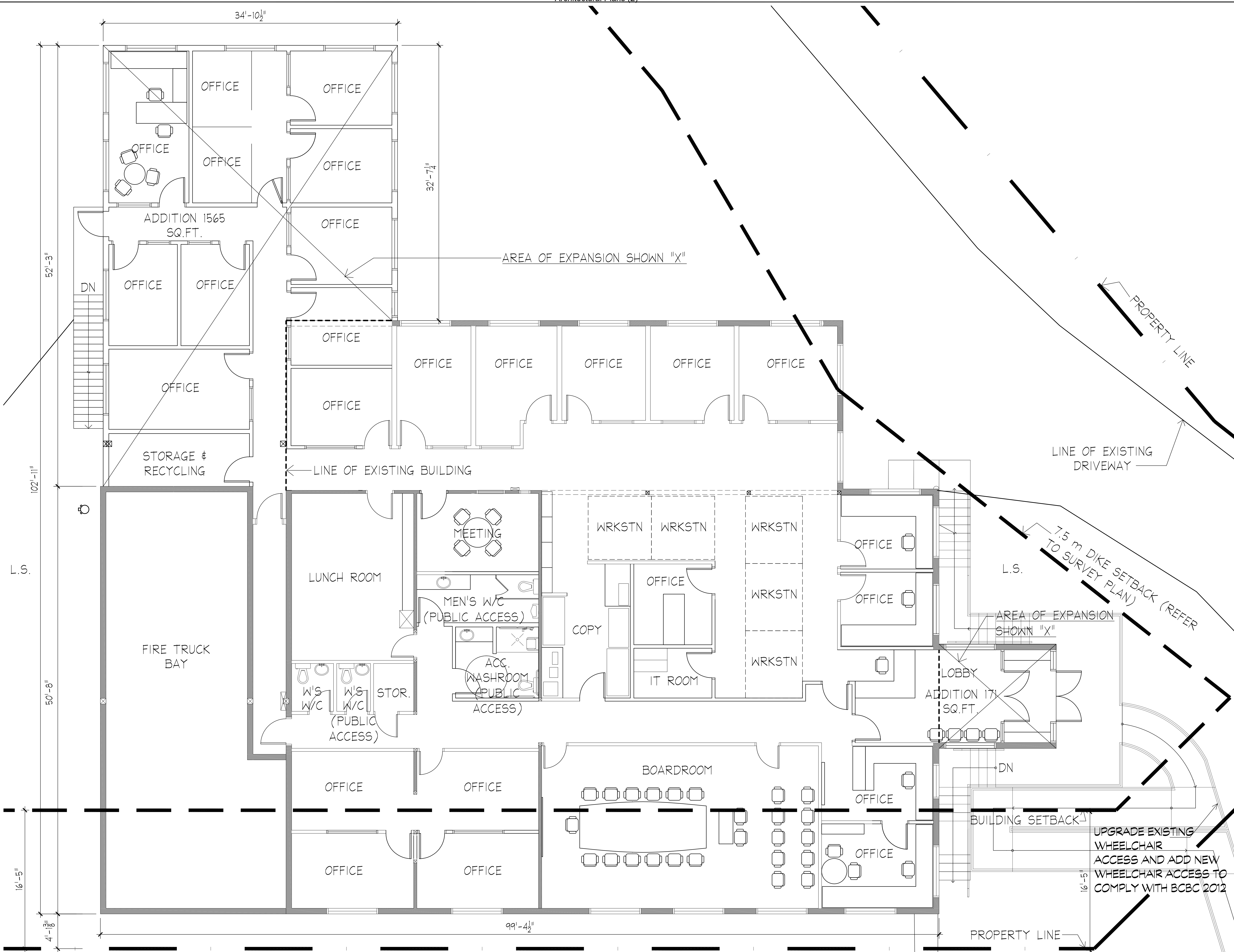
SEAL:

SHEET TITLE:  
**PROPOSED SITE PLAN AT 1ST LEVEL**

PROJECT NO:	2626
DRAWN BY:	RL & SB
CHECKED BY:	
DATE:	July 05 2017
SCALE:	3/32"=1'-0"
SHEET:	

Jul 31, 2017 - 1:45pm - USER:Richard.L\BBS\570\Working Projects\2626\Squamish-Lillooet Regional District Bldg - Pemberton\Drawings\Sheet\DP\2626-PA-1.2 Site Plan at 1st Floor.dwg

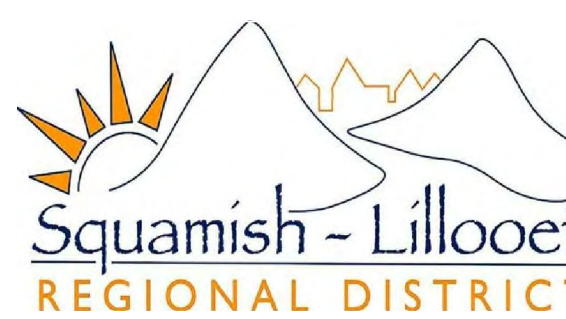




THE DESIGN OF ALL SUSPENDED ARCHITECTURAL COMPONENTS INCLUDING BALUSTRADES, CEILING, EQUIPMENT, TRIMS AND OTHER SUSPENDED ITEMS MUST BE CARRIED OUT BY PROFESSIONAL STRUCTURAL ENGINEERS REGISTERED TO PRACTICE IN THE PROVINCE OF BRITISH COLUMBIA AND EMPLOYED DIRECTLY BY THE RESPECTIVE CONTRACTOR AND SUB-CONTRACTOR. DESIGN SHALL TAKE INTO ACCOUNT ALL SEISMIC AND DESIGN LOAD REQUIREMENTS AS SET OUT IN THE BRITISH COLUMBIA BUILDING CODE, LATEST EDITION. THE PROFESSIONAL STRUCTURAL ENGINEER SHALL PREPARE, SIGN AND SEAL DRAWINGS AND CERTIFY THE CORRECT INSTALLATION. DRAWINGS SCHEDULES S-6 AND S-7 OF THE BRITISH COLUMBIA BUILDING CODE. THE DESIGNS ARE ALSO SUBJECT TO THE APPROVAL OF THE OWNER AND ARCHITECT WITH REGARD TO ESTHETICS OF APPEARANCE AND COMPATIBILITY WITH ADJACENT WORK.

**SHEET NOTES**

NO.	DATE	ISSUE / ADDENDUM / REVISION
1	31 JUL 2017	ISSUED FOR DP
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW
NO.	DATE	ISSUE / ADDENDUM / REVISION



SQUAMISH-LILLOOET REGIONAL DISTRICT MUNICIPAL OFFICE

1350 ASTER ST. PEMBERTON BC

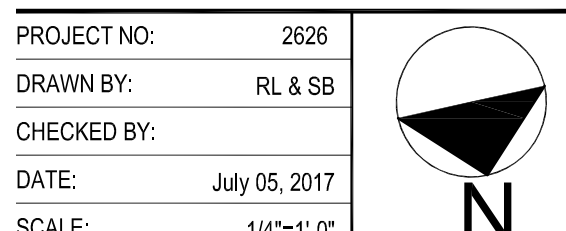


VANCOUVER, BC 604.666.4041 TORONTO, ON 416.340.8441

SEAL:

SHEET TITLE:  
PROPOSED 2ND FLOOR PLAN

PROJECT NO: 2626  
DRAWN BY: RL & SB  
CHECKED BY:  
DATE: July 05, 2017  
SCALE: 1/4" = 1'-0"



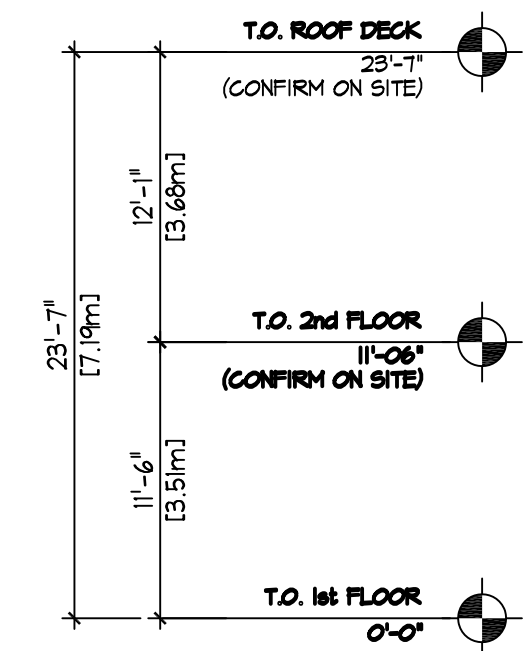
Jul 31, 2017 - 1:38pm - USER:Richard.L\BBS\Projects\2017\Squamish-Lillooet Regional District\Bldg - Pembroton\Drawings\Sheet\DP\2626 DP-A2.2 2nd Floor Plan.dwg  
 1

**1 2ND FLOOR PLAN**  
SCALE: 1/4" = 1'-0"

EXISTING ← → NEW



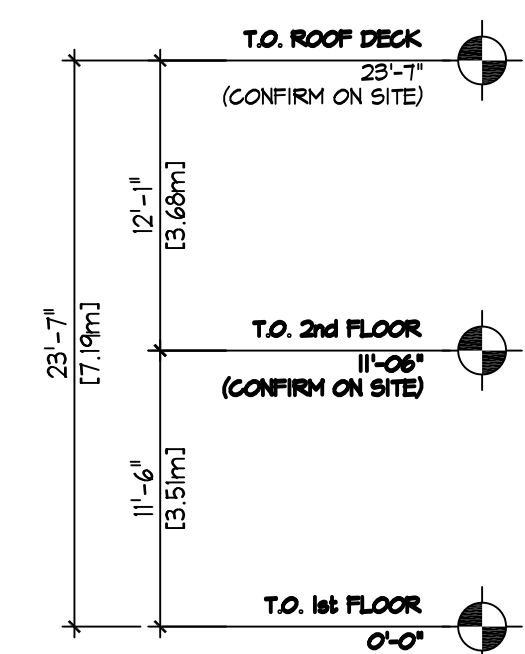
**1 NORTH ELEVATION**  
SCALE : 1/8" = 1'-0"



NEW ← → EXISTING



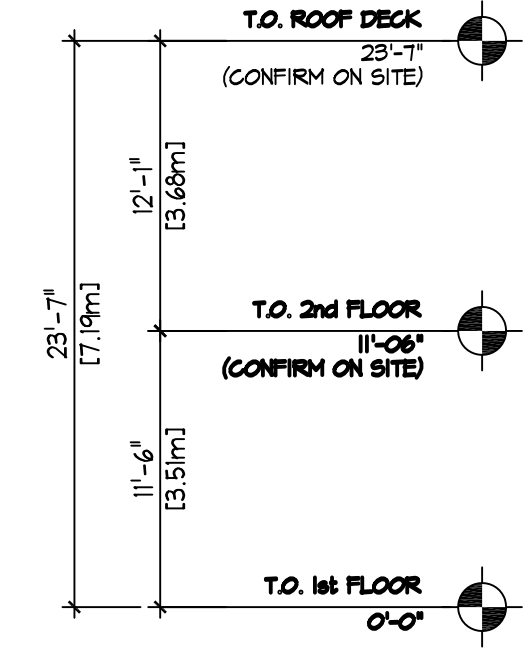
**2 EAST ELEVATION**  
SCALE : 1/8" = 1'-0"



NEW ← → EXISTING ← → NEW



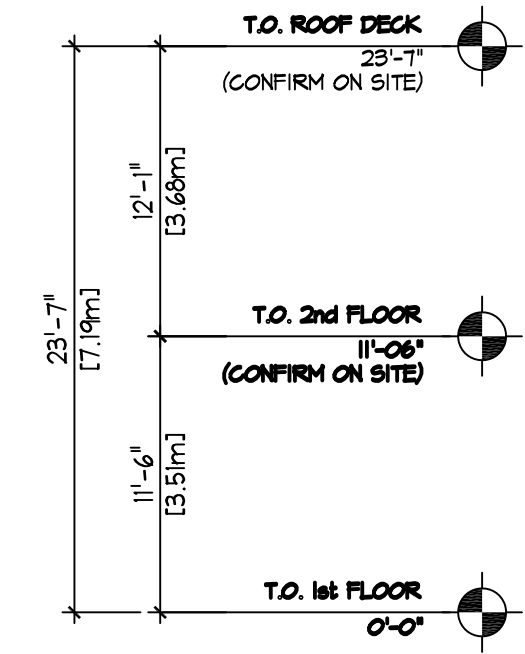
**3 SOUTH ELEVATION**  
SCALE : 1/8" = 1'-0"



EXISTING ← → NEW ← → EXISTING ← → NEW



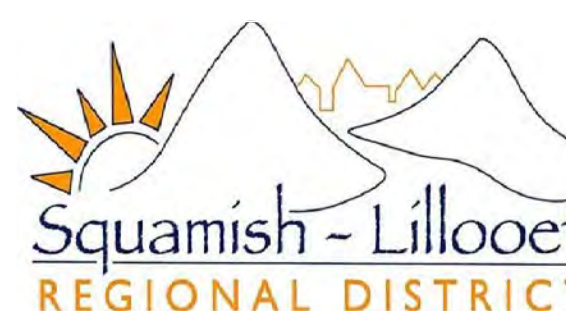
**4 WEST ELEVATION**  
SCALE : 1/8" = 1'-0"



THE DESIGN OF ALL SUSPENDED ARCHITECTURAL COMPONENTS INCLUDING BALCONIES, CEILING, EQUIPMENT, TRIMS AND OTHER SUSPENDED ITEMS MUST BE CARRIED OUT BY PROFESSIONAL STRUCTURAL ENGINEERS REGISTERED TO PRACTICE IN THE PROVINCE OF BRITISH COLUMBIA AND EMPLOYED DIRECTLY BY THE RESPECTIVE CONTRACTOR AND SUB-CONTRACTOR. DESIGN SHALL TAKE INTO ACCOUNT ALL SEISMIC AND DESIGN LOAD REQUIREMENTS AS SET OUT IN THE BRITISH COLUMBIA BUILDING CODE, LATEST EDITION. THE PROFESSIONAL STRUCTURAL ENGINEER SHALL PREPARE BRONED AND SEALED DRAWINGS AND CERTIFY THE CORRECT INSTALLATION. CONSULT SCHEDULES B-6 AND B-7 OF THE BRITISH COLUMBIA BUILDING CODE. THE DESIGN IS ALSO SUBJECT TO THE APPROVAL OF THE OWNER AND ARCHITECT WITH REGARD TO SUITABILITY OF APPEARANCE AND COMPATIBILITY WITH ADJACENT WORK.

**SHEET NOTES**

NO	DATE	ISSUE / ADDENDUM / REVISION
1	31 JUL 2017	ISSUED FOR DP
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW



**SQUAMISH-LILLOOET REGIONAL DISTRICT MUNICIPAL OFFICE**

1350 ASTER ST.  
PEMBERTON BC



SEAL:

SHEET TITLE:  
**PROPOSED ELEVATIONS**

PROJECT NO:	2626
DRAWN BY:	RL & SB
CHECKED BY:	
DATE:	July 05, 2017
SCALE:	1/8"=1'-0"
SHEET:	

## Photographs of Property for 2017 Development Permit Application



Front Entrance



Building Frontage

-2-  
Property Photographs



Building Side View



Building Rear Side View (proposed addition location)



# Property Photographs



Property Rear View

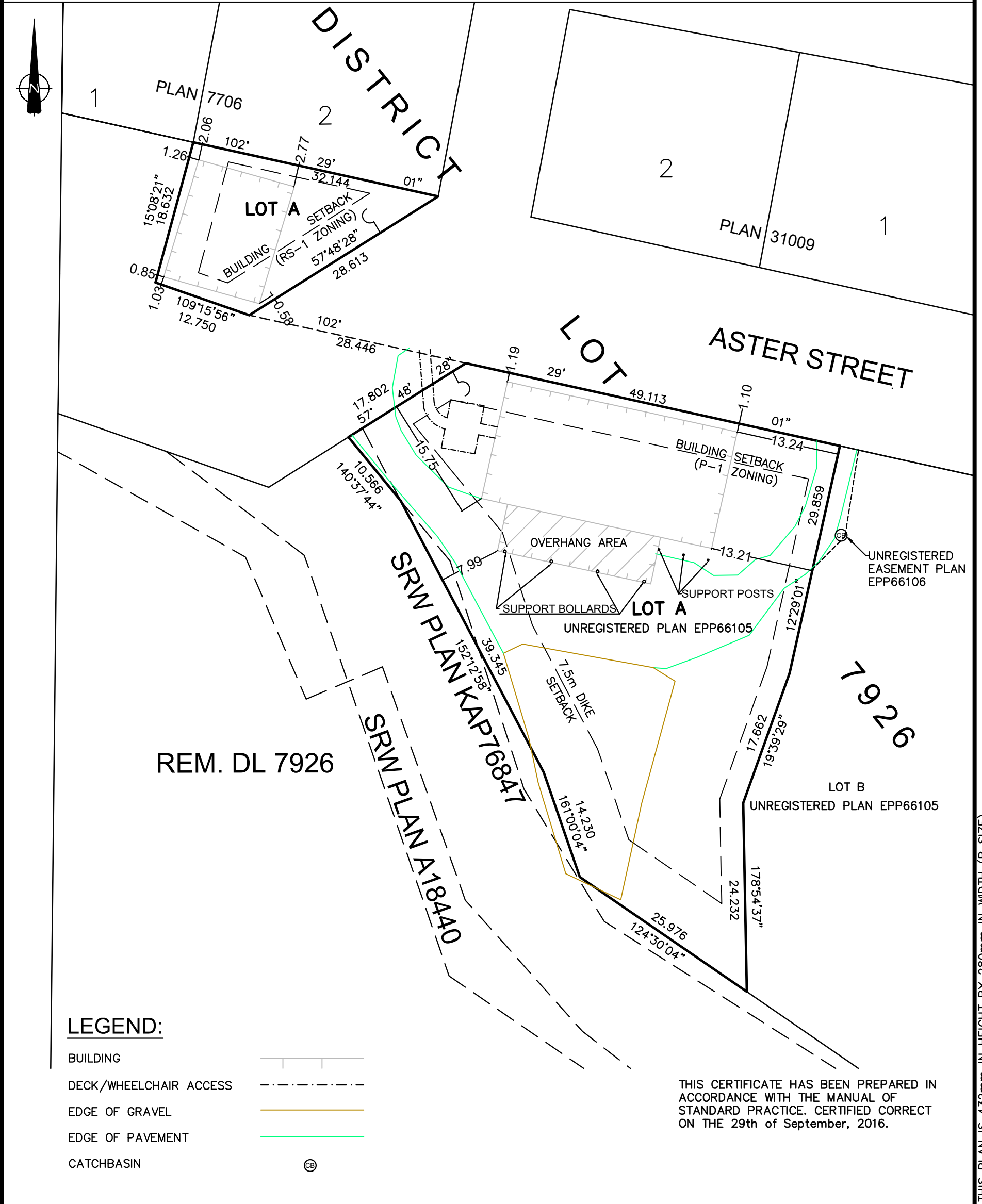


Parking Side View (Winter)

**BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE ON LOT A, DL 7926, LILLOOET DISTRICT, UNREGISTERED PLAN EPP66105.**



All Distances are in Metres.  
Bearings and Distances are derived from Unregistered Plan EPP66105



ISSUED TO:  
SQUAMISH LILLOOET REGIONAL DISTRICT  
PO. BOX 219, PEMBERTON, BC, V0N 2L0  
HIGHMARK SURVEY AND ENGINEERING LTD.  
Phone: 604-966-3733  
Email: info@hmse.ca Web: www.hmse.ca

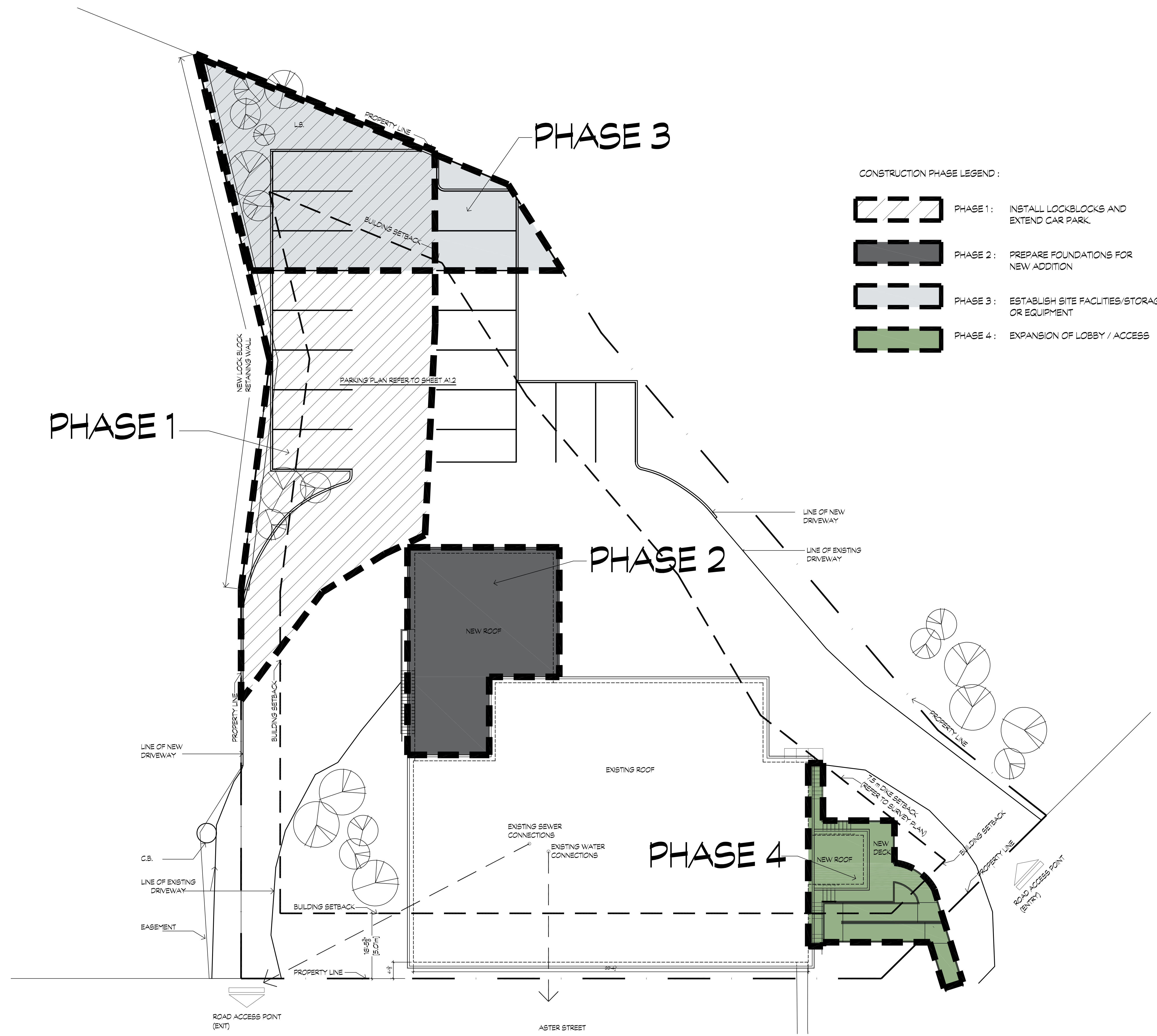
NOTES:  
FIELD WORK WAS COMPLETED ON 18 SEPTEMBER, 2016

CIVIC ADDRESS: 1350 ASTER STREET, PEMBERTON, B.C.  
PID: NOT YET REGISTERED  
CHARGES, LIENS, AND INTERESTS: N/A  
NO RESPONSIBILITY, LIABILITY, OR DAMAGES ARE ACCEPTED FOR UNAUTHORIZED USE OF THIS DOCUMENT BY THIRD PARTIES OR FOR USES OTHER THAN MUNICIPAL PURPOSES. IT MUST NOT BE USED FOR THE LOCATION OF BOUNDARIES OR ANY OTHER USE.  
Pg. 46

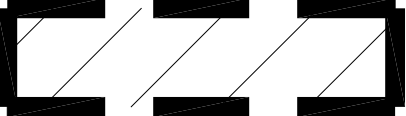
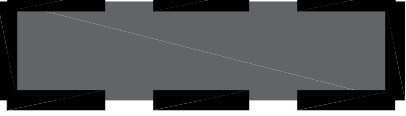

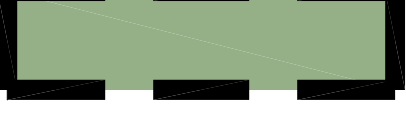
THE INTENDED PLOT SIZE OF THIS PLAN IS 432mm IN HEIGHT BY 280mm IN WIDTH (B SIZE)

THE DESIGN OF ALL SUSPENDED ARCHITECTURAL COMPONENTS INCLUDING BALCONIES, CEILING, EQUIPMENT, TRIMS AND OTHER SUSPENDED ITEMS MUST BE CARRIED OUT BY PROFESSIONAL STRUCTURAL ENGINEERS, REGISTERED TO PRACTICE IN THE PROVINCE OF BRITISH COLUMBIA AND EMPLOYED DIRECTLY BY THE RESPECTIVE CONTRACTOR AND SUB-CONTRACTOR. DESIGN SHALL TAKE INTO ACCOUNT ALL SEISMIC AND DESIGN LOAD REQUIREMENTS AS SET OUT IN THE BRITISH COLUMBIA BUILDING CODE, LATEST EDITION. THE PROFESSIONAL STRUCTURAL ENGINEER SHALL PREPARE SIGNED AND SEALED DRAWINGS AND CERTIFY THE CORRECT INSTALLATION, UTILISING SCHEDULES S-8 AND S-9 OF THE BRITISH COLUMBIA BUILDING CODE. THE DESIGNS ARE ALSO SUBJECT TO THE APPROVAL OF THE OWNER AND ARCHITECT WITH REGARD TO ESTHETICS OF APPEARANCE AND COMPATIBILITY WITH ADJACENT WORK.

SHEET NOTES



**CONSTRUCTION PHASE LEGEND :**

-  PHASE 1 : INSTALL LOCKBLOCKS AND EXTEND CAR PARK.
-  PHASE 2 : PREPARE FOUNDATIONS FOR NEW ADDITION
-  PHASE 3 : ESTABLISH SITE FACILITIES/STORAGE OR EQUIPMENT
-  PHASE 4 : EXPANSION OF LOBBY / ACCESS

**1** PROPOSED CONSTRUCTION PLAN & SITE SERVICING PLAN  
SCALE : 3/32" = 1'-0"

NO	DATE	ISSUE / ADDENDUM / REVISION
5	28 AUG 2017	ISSUED FOR DP
4	23 AUG 2017	ISSUED FOR DP
3	31 JUL 2017	ISSUED FOR DP
2	06 JUL 2017	ISSUED FOR CLIENT REVIEW
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW

**Squamish - Lillooet**  
REGIONAL DISTRICT

SQUAMISH-LILLOOET  
REGIONAL DISTRICT  
MUNICIPAL OFFICE

1350 ASTER ST.  
PEMBERTON BC

**ABBARCH**  
Engaging Design™

VANCOUVER, BC 604.669.4041  
TORONTO, ON 416.340.8441

SHEET TITLE:  
**PROPOSED CONSTRUCTION PLAN & SITE SERVICING PLAN**

PROJECT NO: 2626  
DRAWN BY: RL  
CHECKED BY:  
DATE: Aug. 28, 2017  
SCALE: 3/32"=1'-0"  
SHEET:

**A1.3** Pg. 47

Aug 28, 2017 - 3:39pm - USER: Richard.L...  
\\sawtooth\drive\Projects\2626 Squamish-Lillooet Regional District Bldg - Pemberton\Drawings\7 Sheets\DP\2626 DP-A1.3 Construction Plan.dwg





**Legend**

**Landscaping Areas**

- New Plantings (Shrubs & Perennials)
- Existing Plantings
- Existing Trees
- Modified Trees
- Dike

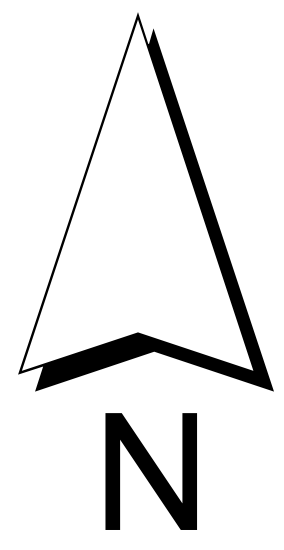
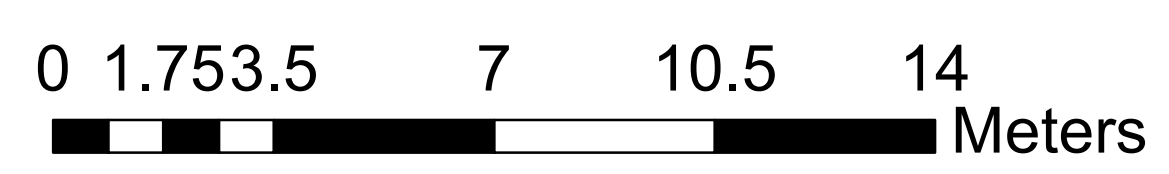
**Built Features**

- Main Building
- Office Addition
- Lobby Addition
- Deck *Deck*
- Street Parking Stalls
- Hard Surface / Parking

**Cadastral**

- Easement
- Parcel Boundaries
- Right of Way
- Lot Boundaries

1:120



Landscaping Type	Area, m. <sup>2</sup> (Approx)	New Plantings	New Plantings Type
New Plantings	64.2	20-30	<ul style="list-style-type: none"> <li>• Perennials (Yarrow, Fern, Bugleweed)</li> <li>• Shrubs (Compact Fir, Heather, Hydrangea)</li> </ul>
Existing Plantings	83.3	20-30	<ul style="list-style-type: none"> <li>• Perennials</li> <li>• Annuals</li> <li>• Shrubs</li> </ul>
Existing Trees	205.4	12	<ul style="list-style-type: none"> <li>• Cedar (5)</li> <li>• Fir (3)</li> <li>• Cottonwood (4)</li> </ul>
Modified Trees	40.8	3	<ul style="list-style-type: none"> <li>• Cedar (2)</li> <li>• Cottonwood (1)</li> </ul>
Dike	78.1	N/A	N/A
Parking / Hard Surface	1189.5	N/A	N/A

VILLAGE OF PEMBERTON  
Development Variance Permit # 119

File No.

Issued to: **Squamish Lillooet Regional District /  
Village of Pemberton** **DVP#119**

(Registered owners according to Land Title Office, hereinafter referred to as the Permittee)

Address: **1350 Aster Street  
P.O. Box 219  
Pemberton, British Columbia  
V0N 2L0**  
As to an undivided 28/100 interest

**9400 Prospect Street  
P.O. Box 100  
Pemberton, British Columbia  
V0N 2L0**  
As to an undivided 72/100 interest

- 1) This Development Variance Permit is issued subject to compliance with all Bylaws of the Village of Pemberton applicable thereto, except as specifically varied or supplemented by this permit.
- 2) This Development Variance Permit applies to and only to those lands within the Village of Pemberton described below:

Parcel Identifier: 030-124-549

Legal Description: Lot A, DL 203 & 7926, LLD, Plan EPP66105

Civic Address: 1350 Aster Street, Pemberton BC, V0N 2L0

as shown on the attached **Schedule 1**, attached hereto and forming part of this permit, referred to hereafter as the "Land".

- 3) Whereas the applicant has made application for a Major Development Permit to expand the parking lot in conjunction with an office addition, substantially in compliance to that attached hereto, and forming a part of this Permit as **Schedule 2**;

Then the following Sections of Village of Pemberton Zoning Bylaw No. 466, 2011 are hereby varied by excluding the following requirements:

Section 509 – Off-street Parking Design Criteria which states:

- (a) Surface

All required off-street parking areas, except in cases where less than 3 spaces are required in a Residential or Agricultural zone, shall:

- (i) Be surfaced with a permanent hard surface of asphalt, concrete or interlocking paving stones or similar pavement so as to provide a surface that is durable and dust-free for the purpose intended;
- (ii) Have the individual parking spaces, maneuvering aisles, entrances and exits clearly marked by curbs, fences, or lines and signs.

In substantial compliance with the location, plans and drawings identified as **Schedules 1 and 2** attached hereto and forming part of this permit.

- 4) This Permit shall not have the effect of varying the use or density of the Land specified in Village of Pemberton Zoning Bylaw No. 466, 2001 or a flood plain specification under s. 524 of the *Local Government Act RS2015*.
- 5) This Permit prevails over the provisions of the Bylaw in the event of conflict.
- 6) Security Requirements: No
- 7) The Land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit shall form a part hereof.
- 8) This Permit is not a building permit.
- 9) Notice of this Permit shall be filed in the Land Title Office at New Westminster under s. 503 of the *Local Government Act RS2015*, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the Land affected by the Permit.

**AUTHORIZED BY RESOLUTION PASSED BY THE VILLAGE COUNCIL THE**

**\_\_ DAY OF \_\_\_\_\_, 2017.**

\_\_\_\_\_  
Mike Richman, Mayor

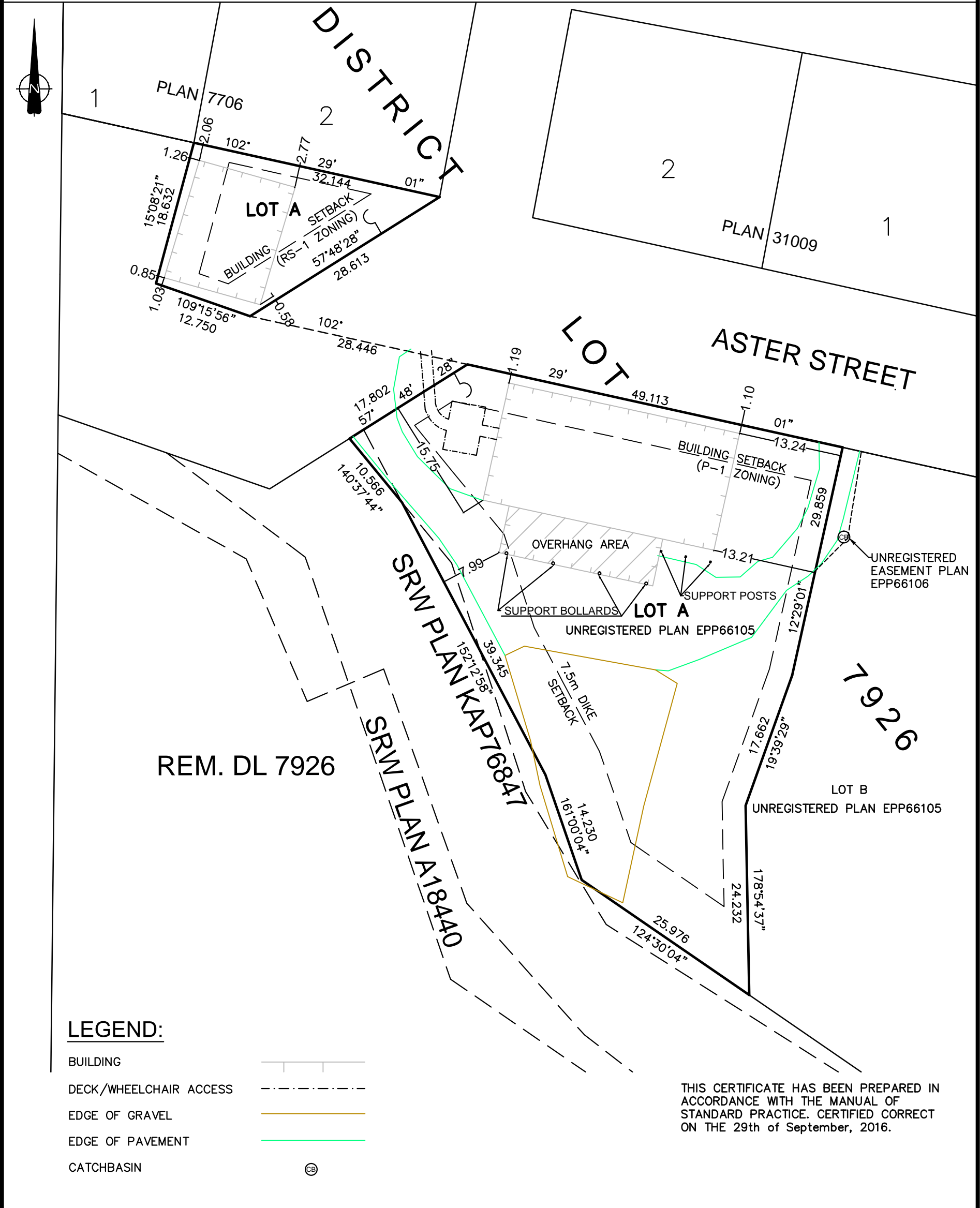
\_\_\_\_\_  
Nikki Gilmore, Chief Administrative Officer

END OF DOCUMENT

BC LAND SURVEYOR'S BUILDING LOCATION CERTIFICATE ON LOT A, DL 7926, LILLOOET DISTRICT, UNREGISTERED PLAN EPP66105.



All Distances are in Metres.  
Bearings and Distances are derived from Unregistered Plan EPP66105



ISSUED TO:  
SQUAMISH LILLOOET REGIONAL DISTRICT  
PO. BOX 219, PEMBERTON, BC, V0N 2L0  
HIGHMARK SURVEY AND ENGINEERING LTD.  
Phone: 604-966-3733  
Email: info@hmse.ca Web: www.hmse.ca

NOTES:  
FIELD WORK WAS COMPLETED ON 18 SEPTEMBER, 2016

CIVIC ADDRESS: 1350 ASTER STREET, PEMBERTON, B.C.  
PID: NOT YET REGISTERED  
CHARGES, LIENS, AND INTERESTS: N/A  
NO RESPONSIBILITY, LIABILITY, OR DAMAGES ARE ACCEPTED FOR UNAUTHORIZED USE OF THIS DOCUMENT BY THIRD PARTIES OR FOR USES OTHER THAN MUNICIPAL PURPOSES. IT MUST NOT BE USED FOR THE LOCATION OF BOUNDARIES OR ANY OTHER USE.  
Pg. 19

THE INTENDED PLOT SIZE OF THIS PLAN IS 432mm IN HEIGHT BY 280mm IN WIDTH (B SIZE)



# DEVELOPMENT PERMIT DRAWING SET

ISSUED FOR DEVELOPMENT PERMIT - JULY 31, 2017



**SOUTH ELEVATION**



**CONTEXT PLAN**



**DRAWING LIST**

**ARCHITECTURAL:**

- A0.0 COVER PAGE
- A1.1 SITE PLAN
- A1.2 SITE PLAN AT 1ST LEVEL
- A2.1 1ST FLOOR PLAN
- A2.2 2ND FLOOR PLAN
- A3.1 ELEVATIONS

**SURVEY:**

REFER TO SURVEY DRAWINGS

**ZONING BYLAW REQUIREMENT:**

**SITE AREA: 2659.44 sq.m ( 28628.93 sf )**

**MAXIMUM DENSITY :**

REQUIRED	PROVIDED
N/A	43.88 %

**MAXIMUM HEIGHT:**

REQUIRED	PROVIDED
10.5 m	7.19 m ( NO CHANGE )

**MINIMUM BUILDING SETBACKS:**

	REQUIRED	PROVIDED
FRONT	5 m	NO CHANGE
REAR	3 m	28.58 m ( NEW EXPANSION )
EXTERIOR	3 m	3.67 m ( NEW EXPANSION )
INTERIOR	3 m	12.31 m ( NEW EXPANSION )
DIKE SETBACK	7.5 m	7.5 m ( NO CHANGE )

**MAXIMUM LOT COVERAGE:**

REQUIRED	PROVIDED
50 %	30.16 %

**OFF-STREET PARKING: (DIVISION 500)**

PUBLIC USE (PER ZONING BYLAW 508 (4)) : 1 SPACE PER 37 sqm OF GROSS FLOOR AREA TOTAL GROSS FLOOR AREA : 702.16 sqm (NOT INCLUDE THE AREA OF FIRE HALL) 702.16 sqm / 37 sqm = 19

REQUIRED	PROVIDED
19	26

**PARKING STALL NUMBERS AND DIMENSIONS:**

	REQUIRED	PROVIDED
STANDARD 3.05 m (W) x 6.1 m (L)	19	21
SMALL 2.5 m (W) x 5.3 m (L)	MAX. 15 %	3 ( 11.5% )
DISABLE 4 m (W) x 6.1 m (L)	2	2
<b>aisle dimensions:</b>		
aisle (2-WAY)	REQUIRED 6.5 m	PROVIDED 6.5 m

**PROJECT DIRECTORY**

CLIENT/OWNER	SQUAMISH-LILLOOET REGIONAL DISTRICT
	1350 ASTER STREET PEMBERTON, B.C. V0N 2L0 CONTACT: GRAHAM HAYWOOD TEL: (604)-894-6371 x229 FAX: (604)-894-6526 E-MAIL: GHaywood@sird.bc.ca
ARCHITECT	ABBARCH ARCHITECTURE INC. SUITE 500 - 505 BURRARD STREET VANCOUVER, BC V7X 1M4 CONTACT: DAVID O'SHEEHAN CONTACT: RICHARD LIN TEL: (604)-669-4041 FAX: (604)-683-5338 E-MAIL: DOSheehan@abbarch.com E-MAIL: RLin@abbarch.com
SURVEY	HIGHMARK SURVEY AND ENGINEERING LTD. P.O. BOX 1490 WHISTLER, BC V0N 1B0 CONTACT: JOHNATHAN LUNN TEL: (604)-968-3733 E-MAIL: john@hmsm.ca

**PROJECT INFORMATION**

**CIVIC ADDRESS:**

1350 ASTER STREET, PEMBERTON, B.C., V0N 2L0

**LEGAL DESCRIPTION:**

LOT A, DL 7926 LILLOOET DISTRICT, UNREGISTERED PLAN EPP66105

**ABBARCH PROJECT No. 2626**

**AUTHORITY HAVING JURISDICTION:**

VILLAGE OF PEMBERTON

**SITE ZONING:**

VILLAGE OF PEMBERTON ZONING BYLAW NO. 466, 2001 (OFFICE CONSOLIDATION : AUGUST 20, 2014)  
(P-1) PUBLIC

**SITE DEVELOPMENT STATISTICS:**

**PROPOSED USE BY LOCATION:**

OFFICE

**GROSS FLOOR AREA:**

EXISTING :	
1ST FLOOR :	464.88 sq.m ( 5003.95 sf) - EXISTING FIRE HALL
2ND FLOOR :	496.76 sq.m ( 5347.13 sf) - EXISTING OFFICE
SUBTOTAL :	961.64 sq.m (10351.08 sf)

**EXPANSION :**

1ST FLOOR :	44.12 sq.m (474.88 sf) - NEW STORAGE
2ND FLOOR :	161.28 sq.m (1736 sf) - NEW OFFICE
SUBTOTAL :	205.40 sq.m (2210.88 sf)

TOTAL GROSS FLOOR AREA : 1167.04 sq.m (12561.96 sf)

**FLOOR SPACE RATION:**

0.44

**BUILDING COVERAGE:**

0.30

**BUILDING HEIGHT:**

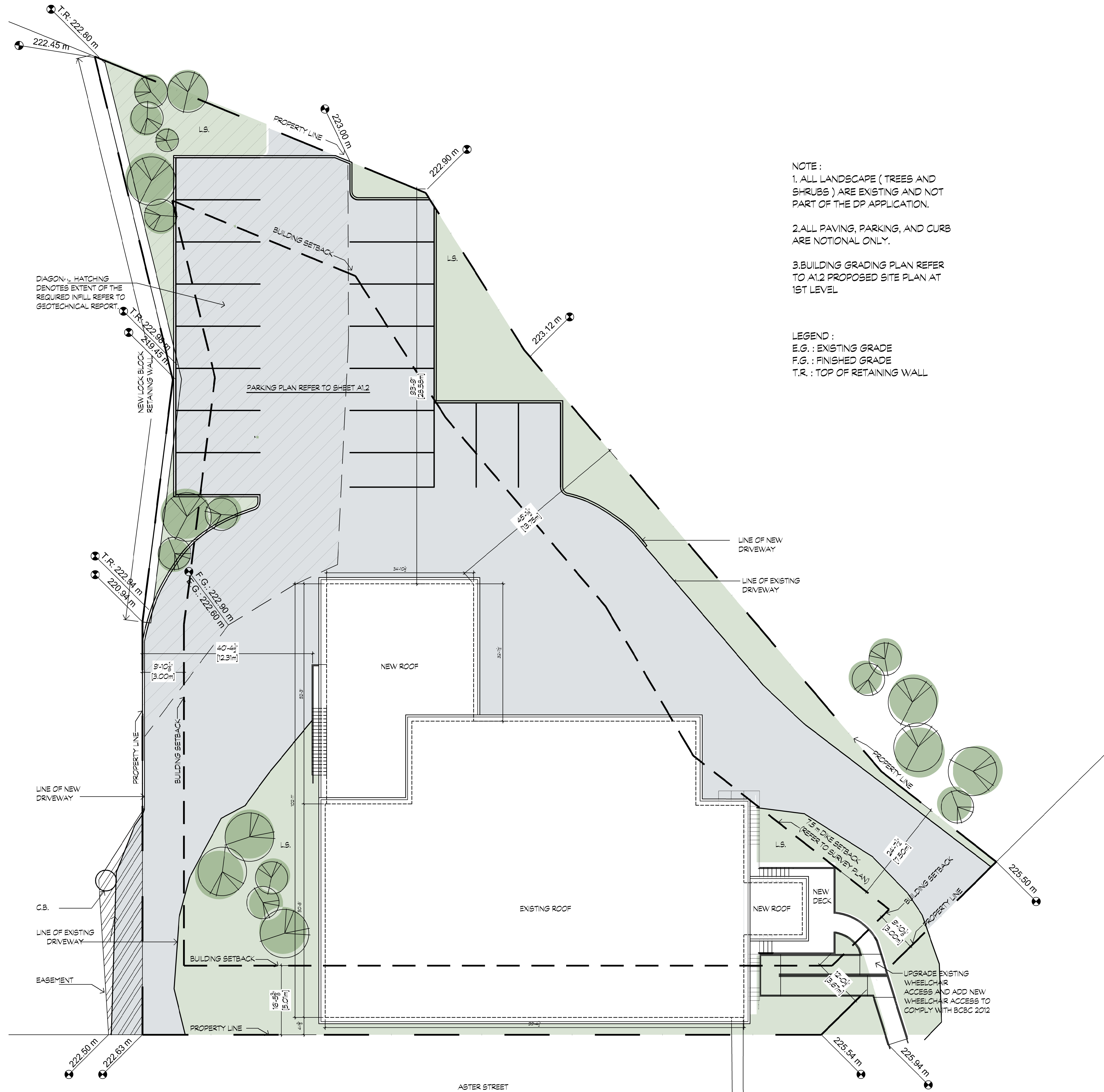
7.19 m



Engaging Design™

VANCOUVER, BC 604.669.4041  
TORONTO, ON 416.340.8441

Dimensioned Site Plan



NOTE :

1. ALL LANDSCAPE ( TREES AND SHRUBS ) ARE EXISTING AND NOT PART OF THE DP APPLICATION.
2. ALL PAVING, PARKING, AND CURB ARE NOTIONAL ONLY.
3. BUILDING GRADING PLAN REFER TO A1.2 PROPOSED SITE PLAN AT 1ST LEVEL.

LEGEND :

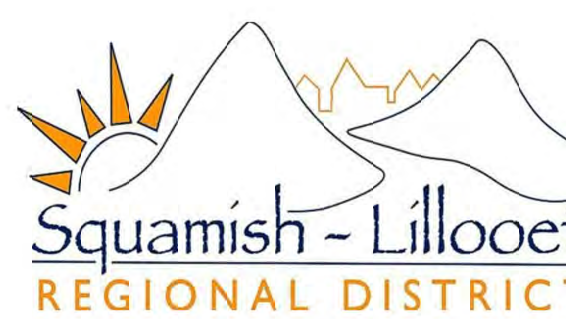
E.G. : EXISTING GRADE  
 F.G. : FINISHED GRADE  
 T.R. : TOP OF RETAINING WALL

**1 SITE PLAN**  
 SCALE : 3/32" = 1'-0"

THE DESIGN OF ALL SUSPENDED ARCHITECTURAL COMPONENTS INCLUDING BALCONY, CEILING, EQUIPMENT, FIXING AND OTHER EQUIPPED ITEMS MUST BE CARRIED OUT BY PROFESSIONAL STRUCTURAL ENGINEERS REGISTERED TO PRACTICE IN THE PROVINCE OF BRITISH COLUMBIA AND EMPLOYED DIRECTLY BY THE RESPECTIVE CONTRACTOR AND SUB-CONTRACTOR. DESIGN SHALL TAKE INTO ACCOUNT ALL SEISMIC AND DESIGN LOAD REQUIREMENTS AS SET OUT IN THE BRITISH COLUMBIA BUILDING CODE, LATEST EDITION. THE PROFESSIONAL STRUCTURAL ENGINEER SHALL PREPARE, SIGN AND SEAL DRAWINGS AND CERTIFY THE COMPLETED INSTALLATION TO SCHEDULES S-8 AND S-9 OF THE BRITISH COLUMBIA BUILDING CODE. THE DESIGNS ARE ALSO SUBJECT TO THE APPROVAL OF THE OWNER AND ARCHITECT WITH REGARD TO SUITABILITY OF APPEARANCE AND COMPATIBILITY WITH ADJACENT WORK.

SHEET NOTES

NO	DATE	ISSUE / ADDENDUM / REVISION
1	31 JUL 2017	ISSUED FOR DP
1	06 JUL 2017	ISSUED FOR CLIENT REVIEW
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW



SQUAMISH-LILLOOET REGIONAL DISTRICT MUNICIPAL OFFICE

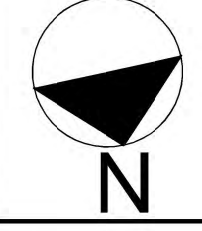
1350 ASTER ST.  
 PEMBERTON BC



SEAL:

SHEET TITLE:  
 PROPOSED SITE PLAN

PROJECT NO:	2626
DRAWN BY:	RL & SB
CHECKED BY:	
DATE:	July 05 2017
SCALE:	3/32"=1'-0"
SHEET:	



A1.1 Pg. 25

Jul 31, 2017 - 1:44pm - USER:Richard  
 \\ABBARCH\m\working\Projects\2626\Squamish-Lillooet\Regional District\Bldg - Pemberton\Drawings\Sheet\DP\2626-PA1.1 Site Plan.dwg

Dimensioned Site Plan (2)



NOTE:  
 1. ALL LANDSCAPE ( TREES AND SHRUBS ) ARE EXISTING AND NOT PART OF THE DP APPLICATION.  
 2. ALL PAVING, PARKING, AND CURB ARE NOTIONAL ONLY.

LEGEND:  
 E.G. : EXISTING GRADE  
 F.G. : FINISHED GRADE  
 T.R. : TOP OF RETAINING WALL

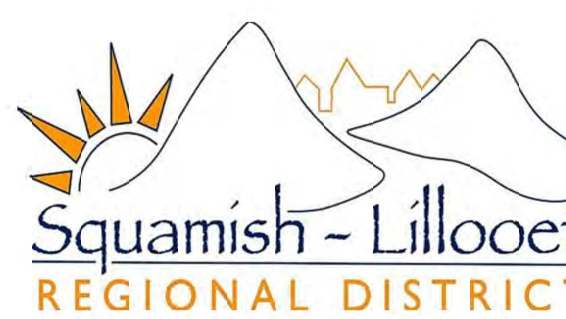
DIAGONAL HATCHING DENOTES EXTENT OF THE REQUIRED INFILL REFER TO GEOTECHNICAL REPORT.

**1 SITE PLAN AT 1ST LEVEL**  
 SCALE : 3/32" = 1'-0"

THE DESIGN OF ALL SUSPENDED ARCHITECTURAL COMPONENTS INCLUDING BALCONY, CEILING, EQUIPMENT, FIXING AND OTHER EQUIPPED ITEMS MUST BE CARRIED OUT BY PROFESSIONAL STRUCTURAL ENGINEERS REGISTERED TO PRACTICE IN THE PROVINCE OF BRITISH COLUMBIA AND EMPLOYED DIRECTLY BY THE RESPECTIVE CONTRACTOR AND SUB-CONTRACTOR. DESIGN SHALL TAKE INTO ACCOUNT ALL SEISMIC AND DESIGN LOAD REQUIREMENTS AS SET OUT IN THE BRITISH COLUMBIA BUILDING CODE, LATEST EDITION. THE PROFESSIONAL STRUCTURAL ENGINEER SHALL PREPARE, SIGN AND SEAL DRAWINGS AND CERTIFY THE COMPLETED INSTALLATION TO SCHEDULES S-8 AND S-9 OF THE BRITISH COLUMBIA BUILDING CODE. THE DESIGNS ARE ALSO SUBJECT TO THE APPROVAL OF THE OWNER AND ARCHITECT WITH REGARD TO SUITABILITY OF APPEARANCE AND COMPATIBILITY WITH ADJACENT WORK.

**SHEET NOTES**

NO	DATE	ISSUE / ADDENDUM / REVISION
1	31 JUL 2017	ISSUED FOR DP
1	06 JUL 2017	ISSUED FOR CLIENT REVIEW
1	05 JUL 2017	ISSUED FOR CLIENT REVIEW



**SQUAMISH-LILLOOET REGIONAL DISTRICT MUNICIPAL OFFICE**

1380 ASTER ST.  
 PEMBERTON BC



VANCOUVER, BC 604.669.4041  
 TORONTO, ON 416.340.8441

SEAL:

SHEET TITLE:  
**PROPOSED SITE PLAN AT 1ST LEVEL**

PROJECT NO:	2626
DRAWN BY:	RL & SB
CHECKED BY:	
DATE:	July 05 2017
SCALE:	3/32"=1'-0"
SHEET:	

Jul 31, 2017 - 1:45pm - USER:Richard.L\BBS\570\Working Projects\2626\Squamish-Lillooet Regional District Bldg - Pemberton\Drawings\Sheet\DP\2626-PA-1-2 Site Plan at 1st Floor.dwg

**Minutes** for the Advisory Design Review Commission of the Village of Pemberton held Wednesday September 27, 2017 at 5:30pm at 7400 Prospect Street.

- MEMBER IN ATTENDANCE:** Caroline McBain  
Tracy Napier (Chair)  
Saad Hassan  
Bob Adams  
Woody Bishop (Chamber Representative)
- REGRETS:** Nicole Brink
- STAFF IN ATTENDANCE:** Lisa Pedrini-Village Planner  
Tim Harris-Manager of Operations & Development Services  
James Klukas- Village Planning Consultant  
Suzanne Belanger-Operations & Development Services Coordinator
- PROJECT REPRESENTATIVES:** Andrea Scott-Lovick & Scott Architect Ltd  
Stephen Duke-Pemberton Landing GP LTD  
Trevor Cinnamon- Pemberton Landing GP LTD  
Graham Haywood-SLRD Project & Research Coordinator
- GENERAL PUBLIC:** 0

**1) CALL TO ORDER**

At 5:40pm the meeting was called to order.

**2) MINUTES**

It was noted that the Minutes of the ADRC meeting of May 23, 2017 were approved by electronic circulation last May.

**3) REVISED MAJOR DEVELOPMENT PERMIT: DPA008-Crestline Development**  
1422, 1426, 1430 Portage Road

The Village Planning Consultant, James Klukas, provided a brief overview of the revised proposal as received on August 25, 2017:

The revised application provided the following details:  
(for full revised submission details please refer to the Memo to the ADRC)

<i>Passive Certification</i>	The developer will be seeking full Passive House Certification, however the outcome is still unknown
<i>Shadow Study</i>	No shadow study was conducted due to the increase between the two buildings from 6m to 8m.
<i>Traffic Study</i>	The Ministry of Transportation and Infrastructure (MoTI) has indicated that a traffic study is not necessary for this site.

<i>Fire Department Concerns</i>	A fire safety review and independent fire protection analysis would need to be completed prior to the issuance of a building permit. It will be reviewed at a staff level by the Chief Building Officer and the Village Building Inspector to make sure the fire prevention plan meets the BC Building Code requirements.
<i>Loading &amp; Moving Concerns</i>	New loading/pull-out area is proposed along Portage using the MoTI right of way. The ministry will consider the proposed setback variance subject to support from the Village. The pull-out will not be designated as a bus stop due to conflict between users.
<i>Garbage Collection</i>	Garbage room was relocated and offers a larger space to meet the development's refuse and recycling needs.
<i>Storage</i>	35 storage units are proposed, one (1) per unit
<i>Bike Parking Strategy</i>	A bike room was added to the parking garage and bike rack to the upper area
<i>Snow Storage</i>	A snow storage area is designated on the western edge of the site. There was no snow shed analysis completed.
<i>Revised Landscape Plan</i>	The revised plan has removed the bear attractant material (huckleberries) and has refined the plant list to meet the Village's preferred species. No landscaping at the rear due to a variance setback request of 3m. The front landscaping elevation may warrant some terracing due to the change of elevation.
<i>Lighting Scheme</i>	Low level bollard will be installed following the review from a professional electrical consultant at the building permit stage.

Furthermore the consultant gave an overview of the compliance with the Village Zoning Bylaw:

<b>C-3 Zone</b>	<b>Required</b>	<b>1<sup>st</sup> Proposed</b>	<b>Revision</b>	<b>Variance</b>
Min. Front Setback	4.5m (from nearest point of building)	4.34m (main building face)	3.65m (main bldg.) 2.3m (architectural feature - columns)	-0.85m (main building face) -2.2 m (architectural feature)
Min. Rear Setback	4.5m	4.34m	3m	-1.5m
Min. Side Setback	3.0m	2.76m 3.0 m	same	-0.24m
Maximum Height	10.5m	11.3m	11.3m	+0.8m
Lot Coverage	40%	43.8%*	same	+3.8%

\* Due the passive house design

The Commission members discussed the application at length:

- All members thanked the applicant for providing revisions as requested.

- All members agreed that new & affordable housing is much needed in the community.
- All members agreed that the overall building form is attractive.
- Concerns were voiced over the trade-off to accommodate the revisions, more specifically:
  - The high number of variances requested & the increase in front and rear lot yard setback variances
  - The sun/shade exposure and the lack of a shadow study
  - Potential traffic/congestion due to the number of cars that would be leaving the development in the morning given its high density on to an already busy primary road which could worsen as development continues rapidly in the area.
  - The massing on the site overall, especially the frontage especially by the garbage doors which creates a 9' wall at the sidewalk edge.
  - The lack of a rear access to assist with firefighting.
  - The small courtyards at the rear with 6' high fencing
  - Concerns over the requested rear yard variances negatively impacting any future development for the property at the rear.

It was Moved/Seconded

**THAT** the Advisory Design Review Commission recommends to Council that Council do not support the application as presented.

**CARRIED**

**OPPOSED: One member**

Discussion regarding the project resumed which prompted the following recommendation:

It was Moved/Seconded

**THAT** the previous recommendation be rescinded and;

**THAT** the Advisory Design Review Commission recommends to Council that Council do not support the application as presented based on concern with:

- The multiple number of variances requested
- The massing of the development which in their opinion does not reflect the scale & character of the area.

**CARRIED**

**OPPOSED: One member**

The Village Consultant James Klukas and the Applicant Representatives left the meeting at 7:35pm.

**4) MAJOR DEVELOPMENT PERMIT APPLICATION-DPA009 SLRD OFFICE**  
1350 Aster Street

Graham Haywood (Applicant Representative) joined the meeting.

Lisa Pedrini, Village Senior Planner, provided an overview of the application:

- The application is to expand and renovate the SLRD office. The property is jointly owned by the Village (72%) & the Squamish Lillooet Regional District (28%)
- Additional land at the rear of the existing building was recently acquired from BC Rail Properties to accommodate the expansion.
- The expansion is as follow:
  - Upper floor expansion of the south east side
  - Lobby reception are on the west side
  - New permanent storage at grade below the new upper floor
- The subject property is split zoned P-1 (Public) and C-1 (Town Centre Commercial) and the proposed development meets the intent of both zones with the exception of:
  - The Parking Design Criteria which requires hard surfacing. The applicant wishes to maintain the current asphalt and gravel\ therefore they are requesting a variance from Section 509 (a) (i) of Zoning Bylaw No. 466, 2001.

The Commission members discussed the application:

- The proposal is consistent with the form & character of the existing building.
- There is no concern over the gravel parking area due to its secluded/private location.

It was Moved/Seconded

**THAT** the Advisory Design Review Commission recommend to Council to support the SLRD Major Development Permit application to facilitate an expansion to the offices at 1350 Aster Street as presented, including support for the parking variance request.

**CARRIED**

The SLRD Applicant Representative left the meeting.

## 5) REVIEW OF DRAFT SIGN BYLAW

The Village Senior Planner gave an overview of the Draft Sign Bylaw:

- The current bylaw is 22 years old (adopted in 1995) and even though it still serves the Village well, but the standards/products/practices have changed.
- A consultant has been contracted to develop the new Sign Bylaw and his review including conducting a gap analysis to compare the current bylaw against various pieces of Legislation and the current Village of Pemberton Official Community Plan.
- The draft bylaw will be presented to the Community at an open house in November of this year.
- The main aspects of the review will be focused on:
  - Reformatting
  - Revise and update the definitions)
  - Expand the permitted uses (i.e. sandwich board, mural signs etc.
- Outlining the various requirements:
  - Specific sign regulations

- Sign construction and maintenance
- Compliance with BC Building Code
- Fees
- Define the signs that do not require permits and the prohibited signs.
- Divide the Village into 5 zones (i.e. Residential, Commercial, Industrial & Airport, Comprehensive Development Areas, Agricultural)

It was Moved/Seconded

**THAT** the Advisory Design Review Commission supports the Draft Sign Bylaw as presented.

**CARRIED**

**6) NEXT MEETING**

The next meeting will be Wednesday October 11th, 2017 at 5:30pm.

**7) ADJOURNMENT**

At 8:30pm the meeting was adjourned.

This is a true and correct copy of a meeting of the Advisory Design Review Commission of the Village of Pemberton, held September 27, 2017

---

Chair

---





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

October 30, 2017

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 Amendment  
Bylaw No. 1514-2017 – 60 day Referral for Acceptance**

---

The Squamish-Lillooet Regional District (SLRD) initiated an amendment of the *Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008* to address specific text amendments in support of the SLRD Regional Growth Strategy (RGS) *Goal 1: Focus Development into Compact, Complete, Sustainable Communities* - specifically to:

- *Replace the first bullet under Strategic Direction 1.1 a) with: Direct growth and settlement development towards Member Municipalities and existing SLRD Master Planned Communities.*
- *Amend the Master-Planned Communities land use designation description by replacing the phrase “Significant future growth will be accommodated in these communities” with:*
  - *For existing SLRD master planned communities, further growth is not supported beyond what is currently contemplated in SLRD Official Community Plans (OCPs) and what is specified in the SLRD Regional Growth Strategy (RGS). Zoning and OCP amendments that propose to increase density or area of existing SLRD master planned communities are not supported.*
  - *New master planned communities and/or urban areas are not supported outside of the established settlement areas.*
- *Remove the Destination Resort language found on pages 24-26 of the RGS Bylaw.*

*Notice of Initiation* was provided to affected local governments on May 17, 2017 (copy enclosed for reference). Information and staff reports pertaining to the RGS Amendment process to date are available on the SLRD current projects page here:

<http://www.slrd.bc.ca/planning-building/planning-development-services/current-projects/rqs-amendment-growth-management-text-amendments>

As RGS Amendment Bylaw No. 1514-2017 is being processed as a major amendment, the *Local Government Act* requires a 60-day referral period be provided to affected local governments for acceptance of the amendment bylaw. Note unanimous acceptance by all affected local governments is required prior to third reading. However, if an affected local government fails to act within the period for acceptance or refusal (i.e. the 60-day period), the local government is deemed to have accepted the regional growth strategy. Please refer to section 436 of the *Local Government Act* for further details.

**Acceptance of a regional growth strategy by an affected local government must be done by resolution of the local government. Please provide responses (acceptance or refusal) by January 8, 2018.**

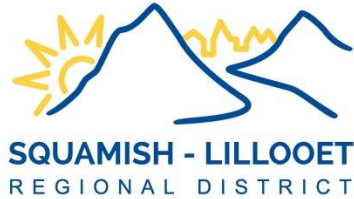
The SLRD Board looks forward to the receipt of a response from your organization. Should you have any questions, please contact Kim Needham, Director of Planning and Development Services at [kneedham@slrd.bc.ca](mailto:kneedham@slrd.bc.ca) or Claire Daniels, Planner at the SLRD at [cdaniels@slrd.bc.ca](mailto:cdaniels@slrd.bc.ca).

Sincerely,

A handwritten signature in black ink, appearing to read 'K Needham', with a long, sweeping horizontal line extending to the right.

Kim Needham,  
Director of Planning and Development Services  
Squamish-Lillooet Regional District

enclosures: RGS Amendment Bylaw No. 1514-2017 Board Report – October 25, 2017  
Notice of Initiation – May 17, 2017



## REQUEST FOR DECISION

Regional Growth Strategy Amendment Bylaw No. 1514-2017  
(Growth Management Text Amendments)

**Meeting date:** October 25, 2017

---

**To:** SLRD Board

---

### RECOMMENDATION:

THAT Squamish-Lillooet Regional District (SLRD) staff be directed to initiate the 60 day referral to all affected local governments regarding Squamish-Lillooet Regional District Growth Strategy Bylaw No. 1062, 2008 Amendment Bylaw No. 1514-2017, for their acceptance prior to coming back to the SLRD Board for third reading and adoption of the bylaw.

### PURPOSE:

The purpose of this report is to update the SLRD Board on the Squamish-Lillooet Regional District Growth Strategy Bylaw No. 1062, 2008 Amendment Bylaw No. 1514-2017 process, including the public hearing held on September 13, 2017 and to start the referral process.

### BACKGROUND:

The Squamish-Lillooet Regional District (SLRD) initiated a major amendment of the *Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008* to address specific text amendments in support of the SLRD Regional Growth Strategy (RGS) *Goal 1: Focus Development into Compact, Complete, Sustainable Communities* - specifically to:

- *Replace the first bullet under Strategic Direction 1.1 a) with: Direct growth and settlement development towards Member Municipalities and existing SLRD Master Planned Communities.*
- *Amend the Master-Planned Communities land use designation description by replacing the phrase "Significant future growth will be accommodated in these communities" with:*
  - *For existing SLRD master planned communities, further growth is not supported beyond what is currently contemplated in SLRD Official Community Plans (OCPs) and what is specified in the SLRD Regional Growth Strategy (RGS). Zoning and OCP amendments that propose to increase density or area of existing SLRD master planned communities are not supported.*
  - *New master planned communities and/or urban areas are not supported outside of the established settlement areas.*
- *Remove the Destination Resort language found on pages 24-26 of the RGS Bylaw.*



## REQUEST FOR DECISION

Regional Growth Strategy Amendment Bylaw No. 1514-2017  
(Growth Management Text Amendments)

### Previous Board Resolutions

The following resolutions were made by the SLRD Board on June 28/29, 2017:

*THAT the Board adopt the Consultation Plan pursuant to s. 434 of the Local Government Act and that the holding of a public hearing be deemed to be necessary.*

*THAT Bylaw No. 1514-2017, cited as "Squamish-Lillooet Regional District Growth Strategy Bylaw No. 1062, 2008 Amendment Bylaw No. 1514-2017", be introduced and read a first and second time.*

*THAT the Board direct staff to schedule and advertise a public hearing and delegate the holding of the public hearing to Chair Jack Crompton, with Electoral Area C Director Russell Mack as alternate delegate, pursuant to s. 469 of the Local Government Act, for the consideration of Bylaw No. 1514-2017, cited as "Squamish-Lillooet Regional District Growth Strategy Bylaw No. 1062, 2008 Amendment Bylaw No. 1514-2017".*

### **RELEVANT POLICIES:**

Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008

### **KEY ISSUES/CONCEPTS:**

#### Meetings

SLRD staff met with the proponents of the GAS project, specifically Rod MacLeod, Vice President for Planning on August 17, 2017. The purpose of the meeting was for GAS to better understand the proposed changes. It was also communicated at this meeting that, "we [GAS] have confirmed with our partners at the Squamish Nation that they wish to appear with us at the upcoming public hearing".

SLRD staff reached out to Squamish Nation in June and July to arrange a meeting to discuss the proposed amendments. No response was received. It should be noted that Squamish Nation is a partner in the GAS project.

#### Public Hearing

A public hearing was held on September 13, 2017, as per the June 28/29, 2017 Board resolution. The adopted consultation plan scheduled the public hearing to be held in September, providing over 2 months (11 weeks) for meetings to take place with Squamish Nation and Garibaldi at Squamish Inc. (GAS). Public input was also sought through the SLRD website and social media channels. At the public hearing, two members of the public spoke in opposition of Amendment Bylaw No. 1514-2017, one of which was GAS Vice President for Planning Rod MacLeod. Squamish Nation did not attend the public hearing. Written submissions were provided by Squamish Nation and GAS (see appendix A).

At the public hearing, Rod MacLeod addressed the chair and spoke about his opposition of the RGS text amendments. It is felt that the SLRD is changing the rules in the middle of the project and that the changes are aimed at GAS. He asked that all wording around destination resorts remain in the RGS (for full details, see Appendix A Written Submissions).

A member of the public and resident of Portage Rd., Birken also expressed support for the GAS project.

The Squamish Nation written submission stated that the Squamish Nation disagrees with the proposed amendment to the RGS, specifically with reference to the removal of the Destination Resort language. Further, the written submission communicates that Squamish Nation asserts and maintains Aboriginal and commercial interests in the Squamish-Lillooet Regional District, and the proposed amendments will significantly affect the economic development opportunities in the region for their people. The written submission communicated disappointment that the SLRD has not discussed the proposed amendment with the Squamish Nation, and that they maintain their request for dialogue on this matter and request a meeting with the SLRD prior to this amendment proposal being put to the SLRD board for decision. Note, as outlined below under the timeline of events to date, SLRD staff reached out to the Squamish Nation multiple times to arrange a meeting to discuss the proposed amendment - no response was received from Squamish Nation.

### **TIMELINE OF EVENTS TO DATE:**

#### November 10, 2016

As part of the RGS 5-year Review process, an Elected Officials Forum was held on November 10, 2016 (attended by representatives of the SLRD, District of Squamish, Resort Municipality of Whistler and Village of Pemberton). This was the second of three forums planned for and committed to in the RGS Review Consultation Plan, and the focus was on growth management. At this forum, the RGS Steering Committee received direction to:

- **Prepare a minor amendment of the RGS to strengthen existing policies that direct future growth within the Region to existing communities; and**
- **Eliminate policies regarding the development of destination resorts.**

The proposed amendments to the RGS were prepared by the RGS Steering Committee pursuant to the above request. The SLRD and its member municipalities continue to have serious concerns regarding the establishment of new urban communities or destination resorts in the SLRD outside of existing member municipality and master planned community boundaries.

#### December 14, 2016

The SLRD Board resolved by an affirmative 2/3 vote to proceed with the proposed amendments as a minor amendment. 30 days written notice was then given to each affected local government, as required by the SLRD *Minor Amendment Process* outlined in the SLRD RGS Bylaw No. 1062, 2008. Note that affected local governments did not identify any concerns/issues with the proposed text amendments.

#### March 15, 2017

In advance of the March 15, 2017 Board meeting in which Amendment Bylaw No. 1514-2017 was being presented for readings, the SLRD received letters from Garibaldi at Squamish Inc. (March 9, 2017) and the Squamish Nation (March 10, 2017), respectively. The letters were formally received by the Board at this meeting and referred to staff. The Amendment Bylaw was not given any readings.

#### April 19, 2017

The SLRD Board resolved to initiate a major amendment process, in response to and recognition of comments received in letters from the Squamish Nation and Garibaldi at Squamish Inc. 30 days written notice was then given again to affected local governments and

staff were directed to prepare a consultation plan, as per section 434 of the Local Government Act (LGA). Note that the RGS Amendment Bylaw No. 1514-2017 has not changed since initially contemplated in December 2016. Only the process by which the amendment is carried out has been altered (from a Minor to Major Amendment Process).

#### June 28/29, 2017

The SLRD Board adopted the RGS Amendment Bylaw No. 1514-2017 consultation plan and deemed that the holding of a public hearing was necessary. The SLRD Board gave first and second reading of Amendment Bylaw No. 1514-2017 and directed staff to advertise and schedule a public hearing.

#### July-August 2017

SLRD staff reached out twice to Squamish Nation to arrange a meeting to discuss the proposed amendments. No response was received.

SLRD staff met with GAS proponents on August 17, 2017 to discuss the proposed amendments in advance of the public hearing. It was communicated at this meeting that Squamish Nation would be attending the public hearing along with GAS representatives.

#### September 13, 2017

As per the June 28/29 Board resolution, a public hearing was held on September 13, 2017 at the SLRD Boardroom. Two members of the public spoke in opposition of Amendment Bylaw No. 1514-2017, one of which was GAS Vice President for Planning Rod MacLeod. Squamish Nation did not attend the public hearing. Written submissions were provided by Squamish Nation and GAS (See Appendix B Written Submissions).

#### October 25, 2017 Board

Staff update report to the Board regarding Amendment Bylaw No. 1514-2017.

#### **ANALYSIS:**

The proposed amendments are in support of and contribute to the SLRD RGS *Goal 1: Focus Development into Compact, Complete, Sustainable Communities*.

For the full Amendment and Rationale – refer to the Current Projects page for background on RGS Amendment Bylaw No. 1514-2017, available on the SLRD website here:

<http://www.slrd.bc.ca/planning-building/planning-development-services/current-projects/rgs-amendment-growth-management-text-amendments>

#### Affected Local Government & First Nations Comments - Summary

(See Appendix D for full responses)

#### *Metro Vancouver Regional District (MVRD):*

In response to the second *Notice of Initiation* regarding the major amendment process, MVRD provided the following response/comments:

“The proposed major amendment strengthens the SLRD’s growth management policy, emphasizing growth in established settlement areas where public services and infrastructure are already available. This is in line with the SLRD’s RGS Smart Growth Principles, helping the region to avoid urban and rural sprawl while protecting green spaces and natural habitat. In addition to our shared growth management objectives, our districts also share a large boundary along the north east portion of Metro Vancouver’s Electoral Area A. *Metro Vancouver 2040:*

## REQUEST FOR DECISION

Regional Growth Strategy Amendment Bylaw No. 1514-2017  
(Growth Management Text Amendments)

*Shaping our Future (Metro 2040)*, our regional growth strategy, has similar goals to that under consideration by the SLRD including *Metro 2040* Goal 1: Create a Compact Urban Area, and *Metro 2040* Goal 4: Develop Complete Communities. Metro Vancouver staff support efforts to undertake regional growth management to achieve compact, complete communities that help create livable and sustainable regions on both sides of our shared boundary.”

No other responses were received from affected local governments on the second *Notice of Initiation* (major amendment process).

### *Lil'wat Nation:*

At the request of Lil'wat Nation, an information referral was extended to the Lil'wat Nation. The Lil'wat Nation Director of Land and Resources provided the following comments:

“The Lil'wat Nation was not properly consulted on the Regional Growth Strategy when it was originally developed in 2008. As a result, the Regional Growth Strategy as a whole remains an outstanding issue for the Lil'wat Nation. We therefore are not in a position to provide any comments on the proposed amendments.”

Please note that extensive consultation with First Nations, including the Lil'wat Nation, took place throughout the development of the RGS. A full copy of the First Nations engagement process was provided to the Board in June of 2012 and can be provided again if the Board requests. Additionally, it should be noted that First Nations are not signatory to the RGS and are not considered affected local governments under the LGA.

In the context of the RGS - the development, any amendments and implementation – engagement with First Nations is pursued in the spirit of enhancing neighbour-to-neighbour relationships and exploring opportunities for cooperation and collaboration.

The SLRD Board and member municipalities have provided unanimous support for RGS Amendment Bylaw No. 1514-2017. MVRD staff have also provided support for RGS Amendment Bylaw No. 1514-2017 and the other affected local governments have not identified any issues/concerns. The proposed text amendments are aligned with SLRD RGS's Smart Growth Principles and the SLRD RGS Goals.

### **Next Steps as Outlined in Consultation Plan**

- The next phase of the amendment process, as per the consultation plan, is the bylaw adoption process, which involves referrals to affected local governments and bylaw readings by the Board (third reading and adoption).
- Referrals and acceptance of RGS Amendment Bylaw No. 1514-2017. The Major Amendment Process, as per section 436 of the LGA, requires a 60-day referral period be provided to affected local governments for acceptance of the amendment bylaw. (Please note that this referral is in addition to the Notice referral required prior to first reading of the bylaw). Note unanimous acceptance by all affected local governments is required prior to third reading. However, if an affected local government fails to act within the period for acceptance or refusal (i.e. the 60-day period), the local government is deemed to have accepted the regional growth strategy. (*Potentially November - December*)
- Third reading and adoption of RGS Amendment Bylaw No. 1514-2017. (*Potentially at the January Board meeting*)



## REQUEST FOR DECISION

Regional Growth Strategy Amendment Bylaw No. 1514-2017  
(Growth Management Text Amendments)

- As soon as practical after adopting a regional growth strategy, the Board must send a copy of the RGS to affected local governments and the minister.

(See Appendix B: Consultation Schedule – RGS Amendment Bylaw No. 1514-2017 (Growth Management Text Amendments) for further details)

### REGIONAL IMPACTS ANALYSIS:

The SLRD RGS is an initiative of and applies to the four member municipalities and Electoral Areas B, C and D. It is a tool to support collaboration and achievement of *smart growth*. Any amendments to the RGS will impact all those who are signatory to the RGS Bylaw. Further, amendments conducted through the major amendment process involve referrals to and acceptance by all affected local governments.

### FOLLOW UP ACTION:

- Bring RGS Amendment Bylaw No. 1514-2017 back to the Board for consideration of third reading once the 60-day referral to affected local governments for acceptance is completed.

### ATTACHMENTS:

Appendix A: September 13 Public Hearing Minutes and Written Submissions (RGS Amendment Bylaw No. 1514-2017 only)

Appendix B: Consultation Schedule – RGS Amendment Bylaw No. 1514-2017 (Growth Management Text Amendments)

Appendix C: Squamish-Lillooet Regional District Growth Strategy Bylaw No. 1062, 2008 Amendment Bylaw No. 1514-2017

Appendix D: Referral Responses (Metro and Lil'wat Nation)

Submitted by: C. Daniels, Planner

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

Approved by: L. Flynn, Chief Administrative Officer





**PUBLIC HEARING**

**Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008, Amendment Bylaw No. 1514-2017**

Squamish-Lillooet Regional District Zoning Bylaw No. 1350-2016, Amendment Bylaw No. 1522-2017

Squamish-Lillooet Regional District Zoning Bylaw No. 1350-2016, Amendment Bylaw No. 1523-2017

Squamish-Lillooet Regional District Electoral Area C Official Community Plan Bylaw No. 1484-2017

Squamish-Lillooet Regional District Electoral Area C Zoning Bylaw No. 1485-2017

**SQUAMISH-LILLOOET REGIONAL DISTRICT**

Minutes of a Public Hearing convened by the Squamish-Lillooet Regional District Board, held in the Board Room at the Squamish-Lillooet Regional District office, Pemberton, BC on September 13, 2017, at 7:00 p.m.

Present were: R. Mack, Electoral Area C Director; J. Crompton, SLRD Chair, K. Needham, Director of Planning & Development Services, I. Cooper, Contract Planner, I. Holl, Senior Planner; C. Daniels, Planner, T. Mitchell, Planning & Building Assistant (Recording Secretary); and ~40 members of the public.

**CALL TO ORDER**

Director Mack introduced and called the meeting to order at 7:00 PM.

**CHAIR'S INTRODUCTORY COMMENTS**

Good evening, my name is Russell Mack, and as the Electoral Area C Director for the Squamish-Lillooet Regional District, I will be chairing this public hearing. I would like to introduce Kim Needham, Director of Planning and Development, Ian Holl, Senior Planner, Claire Daniels, Planner, Ian Cooper, Contract Planner, and Trish Mitchell, Building & Planning Assistant who will be recording your comments.

I would like to recognize that this meeting is being held on the Traditional Territory of the Lil'wat Nation.

This public hearing is convened pursuant to Section 464 of the *Local Government Act* to allow the public to make representations to the Board respecting matters contained in the proposed bylaws:

- 1. Squamish-Lillooet Regional District Regional Growth

Strategy Bylaw No. 1062, 2008, Amendment Bylaw No. 1514-2017

2. Squamish-Lillooet Regional District Zoning Bylaw No. 1350-2016, Amendment Bylaw No. 1522-2017
3. Squamish-Lillooet Regional District Zoning Bylaw No. 1350-2016, Amendment Bylaw No. 1523-2017
4. Squamish-Lillooet Regional District Electoral Area C Official Community Plan Bylaw No. 1484-2017
5. Squamish-Lillooet Regional District Electoral Area C Zoning Bylaw No. 1485-2017

Tonight, we will be dealing with the five bylaws in four separate groups: firstly, the Regional Growth Strategy Amendment Bylaw; secondly, the Brew Creek rezoning application; thirdly, the Black Tusk Helicopters rezoning application; and finally, Electoral Area C OCP and Zoning Bylaws.

This public hearing was advertised in the August 31 and September 7 issues of the Pique Newsmagazine. Every one of you present who believes that your interest in the property is affected by the proposed bylaws shall be given a reasonable opportunity to be heard or to present written submissions respecting matters contained in the bylaw.

None of you will be discouraged or prevented from making your views known. However, it is important that you restrict your remarks to matters contained in the proposed bylaw. When speaking please address myself as Chair and commence your remarks by clearly stating your name and address.

Members of the Regional Board or staff may ask or respond to questions following a presentation. However, the function of the Board representatives at this public hearing is to listen rather than to debate the merits of the proposed bylaws.

After this public hearing has concluded, the Regional Board may, without further notice or hearing, adopt or defeat the bylaws, or alter and then adopt the bylaws, provided that the alteration does not alter the use or increase density.

May I remind you that tonight is your opportunity for input on the bylaws and that after the conclusion of this hearing, no further public comments can be received.

**1. Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008, Amendment Bylaw No. 1514-2017**

To date, we have received 1 written submission regarding the RGS Amendment Bylaw. (Another written submission was provided at the public hearing by R. MacLeod).

I will now ask Claire Daniels to introduce the bylaw.

Following that, the floor will be opened to members of the public, and you will be given the opportunity to speak to the bylaws.

**STAFF PRESENTATION**

(STAFF PRESENTATION)

**PUBLIC COMMENTS**

**Rod MacLeod – 1033 Brothers Place, Squamish**

R. MacLeod spoke about his opposition of the RGS text amendments that include the removal of the destination resort policy language. It was suggested that the amendment not proceed. He referred to an “explicit approval”. He mentioned that Garibaldi at Squamish (GAS) has been working on this project for many years and have spent millions of dollars to succeed. They are in partnership with the Squamish Nation and have an existing interim agreement with the Mountain Resorts Branch in which they will be submitting a conceptual master plan this fall. It was communicated that GAS successfully received an Environmental Certificate from the Province following an Environmental Assessment Process, which includes 40 conditions. They have received approval from 2 Provincial Ministries. He stated that this project needs to rebuild momentum and regain support of the community and local governments. Further, it was stated that GAS is required to consult with local governments and that it will be 2-3 years before the master planning process is complete. He mentioned the benefits of the project, such as job creation for the Squamish Nation and the nearby community, their intention to protect the environment, the creation of ski-in, ski-out residences and they intend to provide an independent transit service to the area. They see this project as a live, work, play opportunity. Mr. MacLeod expressed that the SLRD’s removal of the destination resort policies are a concern to GAS and they see it as just another hurdle to go through. It is felt that the SLRD is changing the rules in the middle of the project and that the changes are aimed at GAS. He asked that all wording around destination resorts remain in the RGS.

*Jack Crompton – SLRD Chair*

*J. Crompton asked what R. MacLeod meant when he used the words “explicit approval”?*

**Rod MacLeod**

R. MacLeod clarified that he was not suggesting that the project had explicit approval, simply that they used the Destination Resort policy and had followed it specifically. He confirmed that GAS has not applied for anything from the SLRD or other local governments.

**Don Coggins – Portage Road**

D. Coggins expressed his support for this project saying that it will bring business and revenue to the area. He thinks that it is bad that the SLRD and Whistler would stop private development and that Whistler should not control all the ski operations in the area. Things should be allowed to grow not just in allotted areas.

**Susie Gimse – Portage Road**

S. Gimse stated that she was hoping the Area C OCP discussion would take place before the RGS discussion. Further, she asked what is meant by growth, how the SLRD RGS quantifies growth.

CLOSURE

**Director Mack**

I am now going to call three times for further submissions.

For the first time, are there further submissions?

For the second time, are there further submissions?

For the third time, are there further submissions?

With no further comments, I will now declare this hearing on Bylaw No. 1514 closed.

**TERMINATION**

-----

**2. Squamish-Lillooet Regional District Zoning Bylaw No. 1350-2016, Amendment Bylaw No. 1522-2017**

**Director Mack**

To date, we have received 1 written submission regarding the Brew Creek Centre Zoning Amendment Application and the associated bylaw.

I will now ask Ian Holl to introduce the bylaw.



SLRD Board  
Squamish-Lillooet Regional District  
PO Box 219,  
Pemberton BC, V0N 2L0

September 13, 2017

Re: RGS Amendment Public Hearing input

Dear Board Members,

Garibaldi at Squamish opposes this proposal to amend the Regional Growth Strategy, which changes our Mountain Resort project from being specifically encouraged to specifically discouraged. We would like to point out that this is changing the rules in the middle of our approval process and we request that this amendment not be approved.

Our project has invested several millions of dollars in the years since the current Regional Growth Strategy was adopted, undertaking all the studies and engagement needed for an Environmental Assessment Certificate, which was issued in January 2016. We also continue to work with our consulting team on the Master Plan process for the Provincial Mountain Resorts Branch.

We have a partnership agreement with the Squamish Nation, whose members will benefit economically through training and jobs, socially through highlighting their history and culture, plus environmentally through considerable and ongoing input into the EA Conditions and future permits. Work is underway on many of the 40 conditions in the EA Certificate

We have an existing Interim Agreement with the Mountain Resorts Branch that allows us to carry out the on-hill planning work. We intend to submit a revised Conceptual Master Plan this fall so that the Mountain Resort Branch can review the changes that have been incorporated into the plan. We also intend to make these plans known to stakeholders and the general public and we will solicit more public feedback.

When the public sees our new plans, we believe they will be excited and enthusiastic and this will help us secure local government support.

The SLRD is proposing to change the rules in the middle of this process by removing Destination Resort Language. Pages 24-26 of the RGS (enclosed) define and identify Guidelines that all describe Garibaldi Mountain Resort perfectly. All planning within the Conceptual Master Plan was done based on the existing RGS Destination Resort Guidelines and meets all of the criteria, such as:



- Ski in ski out communities clustered within walking distance to lifts and services, commitment to local and regional transit, a focus on water and energy conservation, independent infrastructure. About half of the land will not be altered.

This year round mountain resort will bring sustained prosperity for the whole region with:

- **Economic benefits** – millions of dollars in direct and indirect taxation and revenues to all four levels of government, thousands of jobs per year during construction, and thousands of operating jobs at buildout, many fulltime, year-round and well-paying
- **Environmental benefits** – EA Conditions require many more detailed studies to be done, including a Construction Monitoring plan, and more studies on the Brohm River. We also intend to protect the fragile alpine meadows that are currently being degraded by off road/trail dirt bike and ATV damage. Half of the Controlled Recreation Area preserves forest that would otherwise be logged
- **Social benefits** – Squamish Nation culture and heritage will be protected and highlighted during construction and operations. There are a large number of young families that have moved to Squamish for affordable housing, and that commute to work and then drive their kids to Whistler or Cypress to ski. We will offer recreational opportunities close to home for these families

The proposed RGS changes are unfair as they are coming while we are in the process of undertaking all of the studies asked of us by the Province as we work towards final approval of the resort.

We have discussed the RGS changes with your staff and we have been told that the proposed amendments do not change the process for us and that we still need to amend the RGS and then undertake OCP and zoning changes. We do not agree with the concept that we would have to amend the RGS anyway when the current Destination Resort Guidelines specifically allows for what we are proposing.



We feel that the proposed wording in all three amendments is specifically aimed at the Garibaldi at Squamish project and it is a concern that a local government would set out to change the rules in the middle of an ongoing process.

Garibaldi at Squamish requests that the SLRD Board not amend the RGS and leave the wording as it has been throughout the recent history of this project.

Thank-you,

Rod MacLeod  
Vice-President Planning  
Garibaldi at Squamish Inc

Jim Chu  
President,  
Garibaldi at Squamish Inc.



September 13, 2017

Linda Flynn, CAO  
Squamish-Lillooet Regional District  
PO Box 219  
Pemberton, BC  
V0N 2L0

Dear Ms. Flynn:

**RE: Amendment to Regional Growth Strategy (“RGS”)**

Thank you for your letter dated May 10, 2017.

Respectfully, the Squamish Nation disagrees with the proposed amendments to the RGS, specifically with reference to the removal of Destination Resort language.

The Squamish Nation asserts and maintains Aboriginal and commercial interests in the Squamish-Lillooet Regional District, and the proposed amendments will significantly effect the economic development opportunities in the region for our people.

As previously communicated, we are deeply disappointed that the SLRD has not discussed the proposed amendments with the Squamish Nation. We maintain our request for dialogue on this matter and request a meeting with the SLRD prior to this amendment proposal being put to the SLRD board for decision.

Chen kwen mantumi  
(I thank you),

Chief Gibby Jacob  
KáKeltn Siyám  
Executive Operating Officer  
Intergovernmental Relations, Natural Resources, & Revenue  
Squamish Nation

Cc: Kim Needham, SLRD - Director of Planning and Development





**CONSULTATION SCHEDULE -- RGS Amendment Bylaw No. 1514-2017 (Growth Management Text Amendments)**

(Checklist)

	WHO	WHEN		HOW
	STAKEHOLDERS	ITEM	TIMELINE	CONSULTATION ACTIVITIES
<b>INITIATION</b>				
✓	Elected Officials, CAOs, RGS Steering Committee	Elected Officials Forum #2	November 10, 2016	Elected Officials Forum held to discuss growth management in the region.
✓	SLRD Board*	SLRD Board Resolution to Initiate RGS Amendment	April 19, 2017	As per s.433 of the LGA , preparation of a regional growth strategy [including amendments] must be initiated by resolution of the Board.
✓	SLRD Staff	Prepare Consultation Plan and Notifications	May/June 2017	SLRD Staff to prepare Consultation Plan and Written Notice of Initiation.
✓	SLRD Board, Affected Local Governments, Minister*	Provide Notice of Initiation	May/June 2017	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*	SLRD Board Resolution to adopt Consultation Plan	June 28, 2017	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.
✓	SLRD Board*	First and Second Reading of the RGS Amendment Bylaw	June 28, 2017	As per the LGA , recommend that the Board give first and second reading to the RGS Amendment Bylaw.
✓	Intergovernmental Advisory Committee*	IAC	Ongoing	Required by s. 450 of the LGA ; an Intergovernmental Advisory Committee has already been formed as part of the RGS Review.
<b>ENGAGEMENT</b>				
✓	Public	Public Engagement	July - August 2017	Engage and request input through local media (advertorials, ads) and online channels (SLRD website, social media).
✓	First Nations	Engagement	July - August 2017	Meet with First Nations. <b>The SLRD made two requests to meet with Squamish Nation. No communications were received back from Squamish Nation. SLRD staff did meet with GAS proponents in August.</b>
✓	Public	Public Hearing	September 2017	As per Board resolution and adopted Consultation Plan.
<b>ADOPTION</b>				
	Affected Local Governments*	Referrals and acceptance of RGS Amendment Bylaw	September/October 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	Fall 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	Fall 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

## SQUAMISH-LILLOOET REGIONAL DISTRICT

### BYLAW NO. 1514-2017

A bylaw to amend the Regional Growth Strategy for the Squamish-Lillooet Regional District

---

**WHEREAS** the *Local Government Act* provides for a regional district to undertake the development, adoption, implementation, monitoring and review of a regional growth strategy under Part 13,

**AND WHEREAS** the Squamish-Lillooet Regional District adopted a regional growth strategy on June 28, 2010,

**NOW THEREFORE** the Board of the Squamish-Lillooet Regional District, in open meeting assembled, enacts as follows:

1. This bylaw may be cited for all purposes as “Squamish-Lillooet Regional District Growth Strategy Bylaw No. 1062, 2008, Amendment Bylaw No. 1514-2017”.
2. The Squamish-Lillooet Regional District Growth Strategy Bylaw No. 1062, 2008 is amended as follows:
  - (a) By updating the Summary of Amendments table to include this bylaw.
  - (b) By replacing the first bullet under Strategic Direction 1.1 a) in Goal 1 - Focus Development into Compact, Complete, Sustainable Communities, with:

“Direct growth and settlement development towards Member Municipalities and existing SLRD Master Planning Communities.”
  - (c) By amending the Master-Planned Communities land use designation description in Goal 1 - Focus Development into Compact, Complete, Sustainable Communities, by replacing the phrase “Significant future growth will be accommodated in these communities” with:
    - “For existing SLRD master planned communities, further growth is not supported beyond what is currently contemplated in SLRD Official Community Plans (OCPs) and what is specified in the SLRD Regional Growth Strategy (RGS). Zoning and OCP amendments that propose to increase density or area of existing SLRD master planned communities are not supported.
    - New master planned communities and/or urban areas are not supported outside of the established settlement areas.”
  - (d) By deleting the Destination Resorts section in Goal 1 - Focus Development into Compact, Complete, Sustainable Communities.

WRITTEN NOTICE GIVEN TO AFFECTED LOCAL GOVERNMENTS on the 17<sup>th</sup> day of May, 2017

READ A FIRST TIME this 28<sup>th</sup> day of JUNE, 2017.

READ A SECOND TIME this 28<sup>th</sup> day of JUNE, 2017.

PUBLIC HEARING held on the 13<sup>th</sup> day of SEPTEMBER, 2017.

READ A THIRD TIME this day of , 2017.

ADOPTED this day of , 2017.

---

Jack Crompton  
Chair

---

Kristen Clark  
Corporate Officer



August 22, 2017

File: CR-07-08-SLRD

Kim Needham, Director of Planning and Development Services  
Squamish-Lillooet Regional District  
Box 219, 1350 Aster Street  
Pemberton, BC V0N 2L0

Dear Ms. Needham:

**Re: Squamish-Lillooet Regional District Regional Growth Strategy Amendment Bylaw No. 1514-2017**

Thank you for the Notice of Initiation dated May 17, 2017 (Attachment 1) extending the opportunity for Metro Vancouver to provide comment on the proposed major amendment of Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008 to address specific text amendments in support of the SLRD Regional Growth Strategy (RGS) Goal 1: Focus Development into Compact, Complete, Sustainable Communities. As an affected local government, Metro Vancouver appreciates the opportunity to be consulted on regional growth issues and policy.

We understand that this proposed amendment was originally considered a minor amendment (notice sent to Metro Vancouver January 20, 2017), but that the SLRD Board has opted to proceed with a major amendment process with a public hearing scheduled for the fall of 2017. Metro Vancouver staff wrote to the SLRD in support of the minor amendment on February 6, 2017 (Attachment 2). The purpose of this letter is to express continued staff support of the change which is now proposed as a major amendment.

The proposed major amendment strengthens the SLRD's growth management policy, emphasizing growth in established settlement areas where public services and infrastructure are already available. This is in line with the SLRD's RGS Smart Growth Principles, helping the region to avoid urban and rural sprawl while protecting green spaces and natural habitat. In addition to our shared growth management objectives, our districts also share a large boundary along the north east portion of Metro Vancouver's Electoral Area A.

*Metro Vancouver 2040: Shaping our Future (Metro 2040)*, our regional growth strategy, has similar goals to that under consideration by the SLRD including *Metro 2040* Goal 1: Create a Compact Urban Area, and *Metro 2040* Goal 4: Develop Complete Communities. Metro Vancouver staff support efforts to undertake regional growth management to achieve compact, complete communities that help create a livable and sustainable regions on both sides of our shared boundary.

During the upcoming referral period in September and October, we look forward to the opportunity to solicit comment from Metro Vancouver elected officials through the Metro Vancouver Regional

Planning Committee and the Metro Vancouver Regional District Board. Please let us know how you would like Metro Vancouver to be engaged in the process.

Thank you for the opportunity to provide comment on this proposed amendment.

Sincerely,



Heather McNell  
Acting Director, Regional Planning and Electoral Area Services

HM/TH/er

Encl: Attachment 1: SLRD Notice of Initiation, May 17, 2017 (Doc#22167773)  
Attachment 2: MVRD Comment Referral Letter, Feb 6, 2017 (Doc#20685133)

23015922



September 29, 2017

Box 219 – 1350 Aster Street  
Pemberton BC V0N 2L0  
[cdaniels@slrd.bc.ca](mailto:cdaniels@slrd.bc.ca)

Attention: Claire Daniels

Dear Ms. Daniels:

**Re: Referral letter for SLRD Strategy Amendment Bylaw no. 1514-2017 -  
Notificaiton**

**Lil'wat Nation File: 09142017-002**

---

We are writing to you in response to your letter dated September 14, 2017 providing notification of a proposed amendment to the SLRD Regional Growth Strategy – bylaw no. 1514-2017.

The Squamish Lillooet Regional District overlaps with the traditional territory of the Lil'wat Nation. These lands have been used and occupied by the Lil'wat since time immemorial. The Province of British Columbia has been notified of the existence of the Lil'wat Nation's traditional territory.

The Lil'wat Nation asserts unextinguished title to its traditional territory, sovereignty over its traditional territory, and a right to self-determination. The Lil'wat Nation's aboriginal rights, including title, are protected under s. 35 of the *Constitution Act, 1982*.

A series of recent court decisions have:

- upheld the existence of aboriginal title in British Columbia;
- declared that aboriginal title coexists with crown title;
- limited the instances in which aboriginal title can be infringed by British Columbia or a third party;
- established strict criteria for any such infringement;
- declared that aboriginal title includes the right to choose the use to which the land is put;
- placed a legal duty on the Province of British Columbia to undertake meaningful consultation with First Nations and accommodate potential infringement; and
- declared that accommodation may have economic and/or cultural components.

Furthermore, the Supreme Court of Canada confirmed in the *Tsilhqot'in* decision that aboriginal title is real and meaningful, territorial in nature, and that First Nation consent is required for the use of its aboriginal title lands and resources. The decision also specifically states that aboriginal title confers:

. . . the right to decide how the land will be used; the right of the enjoyment and occupancy of the land; the right to possess the land; the right to economic benefits of the land; and the right to pro-actively use and manage the land. (at para. 73)

As a consequence of these decisions, British Columbia is under a legal obligation to consult with the Lil'wat Nation, and, where appropriate, seek consent from Lil'wat Nation and accommodate the Lil'wat Nation for infringements on its aboriginal title and rights.

The Lil'wat Nation was not properly consulted on the Regional Growth Strategy when it was originally developed in 2008. As a result, the Regional Growth Strategy as a whole remains an outstanding issue for the Lil'wat Nation. We therefore are not in a position to provide any comments on the proposed amendments.

Sincerely,



---

Harriet VanWart, Director  
Department of Land and Resources  
Lil'wat Nation



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 17, 2017

Village of Pemberton  
Box 100  
Pemberton, BC V0N2L0  
By email: [sfraser@pemberton.ca](mailto:sfraser@pemberton.ca)

Dear Mayor and Council:

**RE: Squamish-Lillooet Regional District Regional Growth Strategy Amendment  
Bylaw No. 1514-2017 - NOTICE**

---

This *Notice of Initiation* follows on and is related to previous RGS Minor Amendment Notice dated January 20, 2017 (copy enclosed). Please be advised that the Squamish-Lillooet Regional District (SLRD) has opted to proceed with a **major amendment process** of the *Squamish-Lillooet Regional District Regional Growth Strategy Bylaw No. 1062, 2008* to address specific text amendments in support of the SLRD Regional Growth Strategy (RGS) *Goal 1: Focus Development into Compact, Complete, Sustainable Communities*. The following resolutions were made by the SLRD Board on April 19, 2017:

*THAT in response to and recognition of comments received in letters from the Squamish Nation and Garibaldi At Squamish Inc. with respect to the draft Bylaw 1514-2017 cited as "Squamish-Lillooet Regional District Growth Strategy Bylaw No. 1062, 2008 Amendment Bylaw No. 1514-2017", the Squamish-Lillooet Regional District resolves to initiate a Regional Growth Strategy (RGS) process, as per section 433 of the Local Government Act, and to initiate the RGS amendment as a major amendment to address specific text amendments in support of the SLRD RGS Goal 1: Focus Development into Compact, Complete, Sustainable Communities - specifically to:*

- *Replace the first bullet under Strategic Direction 1.1 a) with: Direct growth and settlement development towards Member Municipalities and existing SLRD Master Planned Communities.*
- *Amend the Master-Planned Communities land use designation description by replacing the phrase "Significant future growth will be accommodated in these communities" with:*



- *For existing SLRD master planned communities, further growth is not supported beyond what is currently contemplated in SLRD Official Community Plans (OCPs) and what is specified in the SLRD Regional Growth Strategy (RGS). Zoning and OCP amendments that propose to increase density or area of existing SLRD master planned communities are not supported.*
- *New master planned communities and/or urban areas are not supported outside of the established settlement areas.*
- *Remove the Destination Resort language found on pages 24-26 of the RGS Bylaw; and*

*THAT the Squamish-Lillooet Regional District Board direct staff to prepare a Consultation Plan regarding the above proposed major amendment as per sections 434(2) and (3) of the Local Government Act.*

Enclosed is the SLRD RGS Amendment Bylaw No. 1514-2017. Additionally, the SLRD RGS Bylaw No. 1062, 2008 is available on the SLRD website here:

<http://www.slrd.bc.ca/inside-slrd/bylaws/regional-growth-strategy-bylaw>

Information and staff reports pertaining to the RGS Amendment process to date are available on the SLRD current projects page here: <http://www.slrd.bc.ca/planning-building/planning-development-services/current-projects/rgs-amendment-growth-management-text-amendments>

**The proposed amendment has not changed since initially contemplated in December 2016 and written notice provided to affected local governments in January 2017. Only the process by which the amendment is carried out had been altered (Minor to Major Amendment Process).** Note a public hearing is proposed to be held as part of the major amendment process.

The proposed text amendments were prepared by the RGS Steering Committee pursuant to a request made at an RGS Elected Officials Forum held November 10, 2016 (attended by representatives of the SLRD, District of Squamish, Resort Municipality of Whistler and Village of Pemberton). As per section 433 of the *Local Government Act*, 30 days written notice is hereby given to each affected local government. The SLRD Board will be considering first and second reading of the RGS Amendment Bylaw on June 28, 2017 at 10:30 am in the SLRD Boardroom, 1350 Aster Street, Pemberton, BC. Any written comments provided by affected local governments will be considered prior to bylaw readings.

**Please provide any comments by June 23, 2017.**

The SLRD Board looks forward to the receipt of any comments from your organization. Should you have any questions, please contact Kim Needham, Director of Planning and Development Services at [kneedham@slrd.bc.ca](mailto:kneedham@slrd.bc.ca) or Claire Daniels, Planner at the SLRD at [cdaniels@slrd.bc.ca](mailto:cdaniels@slrd.bc.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "K. Needham". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Kim Needham,  
Director of Planning and Development Services  
Squamish-Lillooet Regional District

enclosures: SLRD RGS Amendment Bylaw No. 1514-2017  
RGS Minor Amendment Notice – January 20, 2017

Dear Village of Pemberton,

Monday, Oct. 30, 2017

There have been too many bear/human conflicts. Even our schoolyard has had bears on it! When this happens we can't go out and play.

As bears get ready to hibernate they look for more food. We learned that bears are attracted to garbage, crabapples, fruit tree, bees and honey, carrots, compost, chickens, sunflower seeds, dog food, BBQs and berries. They also like vegetable gardens, grapes and bird seed.

We can fix this problem by picking the fruit off of the fruit trees, don't leave out sunflower seeds or dog food, use electric fences, make sure we wash our recycling, clean our BBQs, pick up garbage and use bear safe garbage containers and make sure they lock.

We see lots of garbage by Signal Hill's baseball diamond that is left there by different user groups. This attracts bears! If we put up posters to ask people to keep the area clean and to encourage people to take away their own garbage, perhaps the Municipality could put a bear safe garbage can out there.

Thank you for hearing our concerns.

Yours truly,

Mrs. Leverton's K/1 class

Mrs. Cameron's/Ms Benes 2/3 class

P.S. We heard that one of the bear cubs was killed the other week by a car.



**PEMBERTON ANIMAL WELL-BEING SOCIETY**

**#S006815**

[PAWSPEMBERTON@GMAIL.COM](mailto:PAWSPEMBERTON@GMAIL.COM) | [WWW.PAWSPEMBERTON.COM](http://WWW.PAWSPEMBERTON.COM)

## **MAYOR & COUNCIL THE VILLAGE OF PEMBERTON**

---

**HOLLY NUNN**

---

President/Board of Director  
604.905.8265

BOX 100 • PEMBERTON, BC • V0N 2L0

October 31, 2017

**SUBJECT: Request for Funding**

Dear 3B Mayor & Council  
the Village of Pemberton,

Please find enclosed a letter in request for financial assistance for the registered BC Society: P.A.W.S. - Pemberton Animal Well-Being Society.

P.A.W.S. is a non-profit, solely-run volunteer based organization; developed to provide support and relief to animals of the local area, with many community initiatives.

I thank you in advance for your time and consideration.

Sincerely,

Holly Nunn  
President/Board of Director  
0BPemberton Animal Well-Being society  
#S006815

October 31, 2017



## OBPEMBERTON ANIMAL WELL-BEING SOCIETY

#S006815

[PAWSPEMBERTON@GMAIL.COM](mailto:PAWSPEMBERTON@GMAIL.COM) | [WWW.PAWSPEMBERTON.COM](http://WWW.PAWSPEMBERTON.COM)

Dear Mayor and Council:

The Pemberton Animal Well-Being Society (PAWS) has been a necessary organization in the Pemberton community from when it was first incorporated in 2006. Over the years, PAWS' number one challenge it faces is the continued support by day-to-day volunteers that keep it running. For this, PAWS has fallen under the radar or even dissolved at points in time until there was interest in starting it up again.

As mentioned, PAWS was started to provide support and relief to local animals in need, as well as providing those who may want a better life for their pets, an organization that they feel safe to surrender to. The animals that come into our care are treated by a veterinarian within the first couple of days. Dr. Laura of the Pemberton Veterinary Hospital has provided us with a more affordable approach over the years. These animals are all examined, vaccinated and treated for parasites; if the animal is of age and is not spayed/neutered, this is done at their earliest convenience. For younger animals, they will wait until they are of age appropriate regardless if they are still in the shelter or in their new home. These fees are covered by PAWS. If an animal is ill in some way, PAWS is responsible for the care and medical support until the animal is healthy; this is where it can be quite costly. With this PAWS' has, in the past two years, found "forever homes" to 27 dogs/puppies and 71 cats/kittens; all have been spayed & neutered, which tremendously helps population control and over-breeding. Another initiative PAWS put in place is a "Surrender SPAY Voucher", providing those who wish to surrender a litter of puppies/kittens, a \$100 voucher from PAWS to use towards spaying the mother animal.

PAWS has been working closer with the Village of Pemberton Animal Bylaw enforcement providing a necessary and safe location for animals that are found in the area to wait until their owners are found and they are reunited, or if not spoken for within 48hrs, they become in the care of PAWS.

The relationship between Whistler Animals Galore (WAG) and PAWS has grown quite strong in the past year. Both organizations have found ways that they can better each other and provide support in lacking areas; whether it be sharing foster families, taking on animals when one shelter is not able to, etc.

PAWS has also been dedicating it's time to assist with the Wellness Clinics put on by the Lilwat Nation and WAG to support lower income families in Mount Currie. These clinics have provided assistance to these families with vaccinating, providing spay/neuter vouchers and surrendering.

PAWS currently spends an average of:

- ~\$1000 a month at the Pemberton Veterinary Hospital
- ~\$300 a month on food/supplies.

In terms of the time and efforts that it takes to run PAWS:

- ~2-3hrs a day at the shelter, 7 days a week (\*subject to more depending on amount/specific animals at the shelter)
- ~5hrs a week driving around to veterinary appointments and the surrounding area to pick up animals (\*locations as far as Port Douglas/Tipella)
- ~10-15hrs a week of administration work and meetings.



## OBPEMBERTON ANIMAL WELL-BEING SOCIETY

#S006815

[PAWSPEMBERTON@GMAIL.COM](mailto:PAWSPEMBERTON@GMAIL.COM) | [WWW.PAWSPEMBERTON.COM](http://WWW.PAWSPEMBERTON.COM)

This time is not compensated in anyway; it is done solely voluntarily.

PAWS' current funding has come from:

- couple of small fundraisers (2017 - \$2,000)
- our large SANTA PAWS event (2016 - \$10,000)
- coin boxes distributed at local businesses (~\$200/month)
- generous random donations made by the community.

PAWS recently received a new website c/o of a local/Vancouver company – SPARK JOY, who are generously hosting the site. This has allowed us to set up a direct donation link on the site right to our bank account; which, we hope will provide us with more funding.

The Village of Pemberton has been a valued supporter of PAWS to date, including our shelter building and location, public works and sponsorship for fundraisers.

In order for PAWS to sustain the momentum that has been built over the past couple of years, there needs to be a constant commitment from a team that can run the society and from the community.

Since becoming the President of PAWS, my number one goal has been to ensure that PAWS continues to provide its services in the community with a solid support network and will continue you this past my involvement in the organization. Furthermore, my reasoning for this letter today to hopefully seek some financial assistance of amount such as \$2,500 from the Village of Pemberton.



**OBPEMBERTON ANIMAL WELL-BEING SOCIETY**

**#S006815**

[PAWSPSEMBERTON@GMAIL.COM](mailto:PAWSPSEMBERTON@GMAIL.COM) | [WWW.PAWSPSEMBERTON.COM](http://WWW.PAWSPSEMBERTON.COM)

In closing, I am happy to provide any further information in regards to PAWS and our initiatives, as well would be open presenting to Council at a future meeting.

Your time and consideration of this matter is greatly appreciated on behalf of myself, fellow directors and volunteers and the animals in need.

Sincerely,

Holly Nunn  
President/Board of Director  
Pemberton Animal Well-Being Society

November 2, 2017

Dear Mayor, Council and to all others it concerns,

As of November fifth the greyhound will be stopping their 10:30pm Pemberton trip from Whistler with only a few weeks' notice. As you know, there is already a transit issue. There is not a proposed solution until 2019. Pemberton is the closest commuter town to whistler and many residents here work in whistler. Many people also work the afternoon shift and are in need of a way home afterwards. I know the numbers on that bus are low at times, but we rely on that bus to get back to Pemberton. Many people have families to support.

This doesn't just affect the workers. It has an effect on people getting to and from activities in whistler. Whether it is movies, the pool, extracurricular activities offered for youth or social gatherings. People deserve a safe and reliable form of public transit. Whistler is also a hospitality driven town and instead of drinking and driving, people would take the bus. I could go on and on as to why we need this service, but I think this gets the point across.

This letter is not to demand change, but to ask for your help, and assist the community with finding a solution, even if it is temporary to this immediate transit issue, even if it is a temporary solution until the 2019 change occurs.

Thank You for your time and consideration in this matter,

Lindsay McAllister

Victoria Downes

Amy Peterson

Brooke Meeker

Suki Cheyne

Randy and Gloria Elkins

Justin Hartwell

Ben Harpur

Cheryl Southall

Findley Shinatah

Tari Miniti

Annette and Wayne Wiltse

Michelle Staehli

Lizz Vermaas

Cherish Renee Beaulieu

Louise Menzel

Ben Day

Gail Tuuri

Katelyn Jopson

Nicole Beaudry

Rachel Milner

Rosie Niemiec

Jan Simpson

Sarah Hancock

Sandra McLaren

Lindy Scott

Liz Vermaas

Winnie and Christopher Gontic

Yannick Guerin

Kyle Peters



Idy Wong	Veronika Jelinkova
Andrew Heung	Geoff Patterson
Michelle Butler	Renee Howell
Eric Butler	Loretta Ottie
Amanda Wilson	Erin Worrod
Ryan Harvey	Kayla Ann
Fran M Cuthbert	Katy Dorian
Archie Morris Peters	Samantha Marra
Mark Mendonca	Andrea Gopp
Jess Martin	Paul Auger
Maja Ronneberger	Natalie and Matt McNamara
Laurie Martin Booth	Donald Chaisson
Robin Rennicks	Richelle Kennedy
Anne West	Anngela Leggett
Mirene and Michael Farr	Sammy Losee
Cookie Loose	Krista Bowes Brynjoffson
Jennifer Lawrence	Tara Kandulski
Micaela Giuffre	Nancy King
Neil Alexander Fraiser Blair	Joanne Graham
Brittany Colly	Sue Murphy
Christian Armitage	Wendy Macdonald
Linnea Ward	Hillary Downing
Jamie Maguire	Kat Elyn
Al Mattson	Leila Iattimen
Georgind Dacheff	Anna Scott
Betsey Linnell	Charlie Mack
Valeinna Dimma	Michelle Beaulieu
Kate Barnette	
Veronica Hampshire	

Jackie Scott  
Leah Darling  
Heather Graham  
Michelle Leroux  
Tova Renshaw  
Kathleen Shannon  
Mayrke Vandermarel  
Emma Mostrom-Mombelli  
Nicole Desmaris  
Susie Somerville  
Katie Campbell  
Nicole Lamont  
Clovis Lettre-Racine  
Kristine Kennedy  
Karen Berger Vinnedge  
Jason Woods  
Maria Holmes Duncan  
Amanda Atwater  
Ron Lever  
Kirk Miller  
Josie Joseph  
Brianna Turchinoetz  
Kayly Lynn  
Jodylynn Peters  
Monica Lavoie  
Fiona Werkman  
Bettina Falloon  
Nicole Lauzon  
Anita Bureleson

Sarah Nicholson  
Stephanie Nicoll  
Guy L'Estrange  
Tanja Kaltbrunner  
Erica Meikle  
Ron Lever  
Jannis Leigh wood Horwat  
Anna Viray-McGivern  
Ryan Logan  
Brooke Carere  
Toddi Darbyshire  
Rob Wagner  
Marc Cousineau  
Menchie Gottschalk  
Codie Johnston  
Brenda Lasnier  
Christine Spierings  
Andrew Arseneault  
Leanne Penner  
Brandon MacPherson  
Andrea Jones  
Megan Ross  
Molly Doren  
Izzy Parmenter  
Tony Dumphy  
H Kubo  
Francois Goris  
Valerie Butters  
Sachiko Oishi

Graham Turner

Pheobe Pheonix

Dawn Cashen

Lara Parnell

Darcie Sibbald

Jackie Bissillion

Rob Martineau

Emily Breining

Graham Turner

Jasper Nile Balasamo

Jorge Lopez

Roy McClean

Meghan McMillan



Citizens for Safe Technology

## **ACTION REQUIRED: Microcell Resolution & Notice of Wireless Harm**

Dear Mayors and Councillors,

At last month's UBCM, BC municipalities voted in favour of a Resolution mandating that land use authorities and the public be consulted when microcells are placed within 100 metres of schools, hospitals, and residences. This requested change to existing policy closes a federal loophole that allows microcells to be placed on existing structures with no public consultation whatsoever. Over the next several months, the FCM (*Federation of Canadian Municipalities*) will be discussing the content of the UBCM resolution with the federal government.

Microcell placement and municipal rights is a hot topic. While some individuals perceive microcells as benign or even benevolent transmitters that are essential to improving connectivity and achieving economic prosperity, a growing number of civic leaders are concerned about the many issues arising from installing microcells in the public right of way. (See Section 3: **Why Local Governments are Concerned about Microcells** below.) On October 15<sup>th</sup> 2017, SB 69 - a bill giving telecoms free rein to install microcells on California rights of way, [which 300 Californian cities opposed](#) - was vetoed by state Governor Jerry Brown.

High-speed connectivity is not dependent on microcells. Safe and data-secure technological options are available. (See Section 4: **Tech-Wise-Solutions for Connectivity** below.)

The material below summarizes the concerns about microcells and outlines important actions you may take **now** to insure that as a local government you are as fully engaged as current federal policy allows in the placement of microcells in your community.

## Suggested Approach:

- 1) Put the brief **Notice of Wireless Harm** in Section 2 below on the agenda of your next council meeting.
- 2) Review all permits, antenna siting policies, and agreements currently in place between your government and telecommunication companies. (See Section 5: **Action Check List** below.)
- 3) Take a few moments to read the material below so that you may make informed telecommunications decisions. This letter and that material are also attached as a PDF,

With Best Wishes,

Citizens for Safe Technology  
[cst.citizensforsafetechnology@gmail.com](mailto:cst.citizensforsafetechnology@gmail.com)

## Section 1: Overview

### The Resolution that was passed:

**WHEREAS** public consultation on the placement of cell towers is mandated;  
and

**WHEREAS** new technology is moving away from these large towers to micro-transmitters which do not require local government or public consultation;

THEREFORE BE IT RESOLVED that the AKBLG request the UBCM petition relevant provincial and federal governments to mandate consultation with the land use authorities and the public regarding microcell transmitter siting within 100 metres of residences, schools and hospitals.

### Why this Resolution Matters

ISED (*Innovation, Science and Economic Development*, formerly *Industry Canada*) allows microcells, or small cell antennas, to be placed on existing structures without any public input or often knowledge. In their 2014 [Guide to](#)

[Assisting Land-Use Authorities in Developing Antenna Siting Protocols](#), Industry Canada makes an assumption that: “certain proposals ... have minimal impact on the local surroundings and so are excluded from public and land-use consultations.”

The UBCM’s support for the microcell placement resolution shows that ISED has underestimated and overlooked the impact microcells have on municipalities and their residents.

## Section 2: Microcells - Notice of Wireless Harm

Although there is no scientific research proving microcells are safe, the widespread installation of microcell technology is based on the misconception that wireless transmitters cause no harm. [Thousands of independent scientific studies](#), however, link the RFR (radiofrequency radiation) microcells emit to increased cancer risk, neurological disorders, and infertility. Even low levels of RFR exposure over time have been linked to adverse effects on plants and [insects, especially pollinators](#)

- As of October 2017, 235 scientists from 41 countries have signed the [International EMF Scientists Appeal](#) urging world leaders to “protect mankind and wildlife from the dangers of EMFs and wireless technology.”

ISED says microcells are safe as long as they comply with Health Canada’s Safety Code 6. Health Canada, however, continues to ignore the non-thermal effects of artificial electromagnetic frequencies as well as the science which shows that exposure to these frequencies, [even at levels lower than those deemed safe by Safety Code 6](#), cause potential biological harm.

- On September 28, 2014, over [50 Canadian physicians](#) condemned Safety Code 6. On July 9, 2014, [fifty-three scientists from eighteen countries](#) called on Health Canada to intervene to “help avoid an emerging health crisis.”

Microcells are establishing the infrastructure for “5G” (fifth generation) technology which the telecom industry is poised to install across the nation.

“5G” microwave frequencies have never been independently tested to prove they will not cause adverse biological and/or health effects. By allowing telecoms to install microcells, local governments currently have no recourse over how many transmitters are placed and if these microcells will be used to transmit “5G.”

- On Sept. 13, 2017, over 180 scientists from 35 countries sent a [declaration to the European Commission](#) calling for a moratorium on the rollout of microcell transmitters and “5G” saying that fifth generation technology “could lead to tragic, irreversible harm”

In 1998, Canada adopted the Wingspread Precautionary Principle, which states: “When an activity raises threats of harm to human health or the environment, precautionary measures should be taken, even if some cause and effect relationships are not fully established scientifically.”

Rethinking the indiscriminate installation of microcells in our communities supports this principle and protects local governments from being liable for damage and injury resulting from wireless harm.

### Section 3: Why Local Governments are Concerned about Microcells

- **Public and Environmental Health and Safety** - as discussed in the above **Microcells - Notice of Wireless Harm**
- **Liability**

Once a municipal government has been made aware that microcells may cause personal injury or environmental harm, (the **Notice of Wireless Harm** above informs you of this) permitting microcell transmitters to be installed in your ROWs may be deemed an act of negligence, and you may be held liable for any environmental damage or personal injury resulting from this equipment having been installed. Telecommunication workers (“linemen”) are at particular risk.



In 2013, the *CRTC* and the *FCM* established this liability criterion in their **Model Municipal Access Agreement**, which may be downloaded here: <http://crtc.gc.ca/cisc/eng/ciscmanu.htm>.

- **Local Authority & Urban Planning**

The [Antenna Siting Systems Protocol Template](#) developed in 2013 by the FCM and the *Canadian Wireless Telecommunications Association* (CWTA) offers municipalities examples of how they may add their input to antenna siting in their communities, specifying design preferences, for instance, or naming preferred and discouraged locations for antenna siting. However, once a land use authority gives its permission for microcells to be installed, telecommunication companies have the final say in where microcells are placed.

### **This Lack of Local Authority over microcells negatively impacts:**

- **Public Health and Safety** Transmitters in the public right of way are affecting pole integrity, creating increased distraction for drivers, and causing sidewalk and roadway crowding.
- **Urban Planning:** There is no limit to the number of small cells allowed per property, and no consideration for competing demands, noise, size, lighting, design, or fiscal impacts.
- **Aesthetics & Property Values:** Universal deployment of microcells degrades intentionally designed neighborhoods and historic buildings, and negatively affects property values.
- **The Public's Use and Enjoyment of the ROW:** Street-side gardening, block parties, neighbours visiting across the fence, children riding their bikes on the road by their homes... So many pastimes that add colour to a community and pleasure to life may be curtailed as citizens experience legitimate concern about lingering under the microcells and being exposed to radio frequencies.

## Section 4: Tech-Wise - Solutions for Connectivity

Safe and data-secure technological options are available.

For mobile connectivity we could emulate Paris, France's pilot project and install small cells with signals that are adequate for mobile use but do not penetrate buildings or peoples' homes. For home and business internet access, wired networks of fiber optic and Ethernet cables or of fiber optic, copper wire and Ethernet cables (G-Fast) provide safe, fast, reliable, and cyber-secure connection, and will not blemish or obstruct local rights of way.

## Section 5: Microcells - Municipal Rights and Responsibilities

### **Action Check List**

- Have microcells been installed on existing structures in your municipality?
- If not, do you want to discuss other connectivity options with telecom providers before giving them access to your ROWs?
- Do you have an Antenna Siting Protocol in place? If so, does it require that notification is required for all new transmitters? If not, consider writing one that does, even for microcells being installed on existing structures.
- If microcells are installed in your ROWs:
  - Has written consent been given to the telecom by local land use authorities for each transmitter installed?
  - Have you asked the company who installed the microcell network for RF exposure level data?
  - Have you asked this company what strategies they have employed to keep the ambient RF radiation levels in residential areas as low as possible, and what strategies could still be implemented?

- Have you negotiated a Municipal Access Agreement with the telecom who has installed these microcells?
- Has the telecom submitted detailed before and after plans to your municipal engineer for each microcell installation?

## The Model Municipal Access Agreement and You

The **Model Municipal Access Agreement** negotiated between the CRTC and the FCM in 2013 (<http://crtc.gc.ca/cisc/eng/ciscmanu.htm>) defines the parameters of local governments' current rights and responsibilities in relation to microcell placement. Most significantly:

1. **Consent:** Pursuant to section 43 of the Telecom Act a company must have a municipality's written consent prior to constructing equipment within the ROW.
2. **Permits:** Work within the ROWs by the company is subject to the authorization requirements established by the municipality. Municipalities determine if permits are required for each and every microcell.
3. **Plans:** Unless otherwise agreed to by the municipality, prior to installing microcells the company must submit the following to the municipal engineer:
  - Construction plans of the proposed work showing the locations of the proposed and existing equipment and other facilities, and specifying the boundaries of the area within the municipality within which the work is proposed to take place;And
  - All other relevant plans, drawings and other information as may be normally required by the municipal engineer from time to time for the purposes of issuing permits.
4. **Refusal to issue Permits.** In case of conflict with any *bona fide* municipal purpose, including reasons of public safety and health and conflicts with existing infrastructure, the municipality may request amendments to the plans provided by the company or may choose to refuse to issue a permit.

5. **Utility co-ordination committee.** The company shall participate in a utility co-ordination committee established by the municipality and contribute to its equitable share of the reasonable costs of the operation and administration of the committee as approved by such committee.

6. **“As-built” drawings.** The municipality may request that, no later than a given number of days after completion of any work, the company shall provide the municipal engineer with accurate “as-built” drawings sufficient to accurately establish the plan, profile, and dimensions of the equipment installed within the ROWs.

7. **Liability.** The municipality is responsible for any damage to the natural environment and any injury to any person arising from the presence of electromagnetic radiation in connection with the company’s use of the ROWs if such damage was caused directly or indirectly, in whole or in part, by the negligence of the municipality.



# The SalishSea

...World Heritage

To: Mayors & Councils, and Regional Directors in the Province of BC

re: A Grande Finale for 2017,  
...Sustainable Development, & Our Local & World Heritage

October 27, 2017

Dear Mayor & Councils, and Regional Directors,

We have two requests which would greatly benefit from your personal consideration ...and your formal support as representatives of local government in British Columbia.

1) Recognition for December 11th, A Day For Our Common Future, this year being the 30th anniversary of the Brundtland Report's presentation to the United Nations. The BC Government, and many local governments have supported this designation since 2012.

<http://viccs.vcn.bc.ca/all-nations-and-peoples-proclamation-a-day-for-our-common-future/>

2) Praise and recognition of the 41 UNESCO World Heritage Site applications submitted in 2017, from across Canada; Minister McKenna to announce ten successful bids this December.

<http://salishseatruck.ca/2016/10/31/updates-canadas-tentative-list-for-world-heritage-sites/>

As 2017 comes to an end we find a wonderful opportunity before us, a chance to provide leadership and commitment to the very best our communities, province and country have to offer. And as respected and honourable representatives of local government - Mayors & Council Members and Directors in the Province of BC, we are then approaching you - to champion the spirit and strength that vitalizes and runs throughout our communities in British Columbia, and Canada.

In the near future, over the next month, we hope you might then find a chance to support the 30th anniversary of UNCED and sustainable development. And as you debate our legacy, and future, please consider support for UNESCO and our rich cultural and natural World Heritage ...in your neighbourhoods and regions, and across our great province and country.

Additional information is available, at your request. As non-profit organizations we are working together to encourage efforts locally which reflect national and global goals. These requests highlight new and ongoing work in the community of communities that is B.C. and Canada, and the benefits that follow from such initiatives.

Thank you for your time and consideration.

Laurie Gourlay  
Interim Director, Salish Sea Trust  
President, V.I. Coast & Conservation Society

*c.c. - MP Rachel Blaney, MP, North Island - Powell River,  
\*sponsor of House of Commons Salish Sea World Heritage Petition E-1269*

Salish Sea Trust, Box 333, Cedar, B.C., V9X 1W1  
250.722.3444, <SalishSeaTrust@shaw.ca> (www.salishseatruck.ca)

Village of Pemberton  
Regular Council Meeting No. 1459  
Tuesday, November 7, 2017  
141 of 142

## 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*