

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

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, April 24, 2018 at 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1468.

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

Item of Business	Page No.
1) CALL TO ORDER	
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	
Recommendation: THAT the Agenda be approved as presented.	
3. RISE WITH REPORT FROM IN CAMERA (CLOSED)	
4. ADOPTION OF MINUTES	5
a) Regular Council Meeting No. 1467, Tuesday, April 10, 2018	
Recommendation: THAT the minutes of the Regular Council Meeting No. 1467, held Tuesday, April 10, 2018, be adopted as circulated.	
5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING	
6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE	
7. COMMITTEE MINUTES - FOR INFORMATION	
a) Pemberton Area Economic Development Collaboration Meeting, April 3, 2018	
Recommendation: THAT the minutes of the Pemberton Area Economic Development Collaboration, held Tuesday, April 3, 2018, be received for information.	
8. DELEGATIONS	
9. REPORTS	
a) Office of the Chief Administrative Officer	
i. Boundary Extension Update – Dan Huang, Urban Systems	
	23
Presentation to be provided at the Meeting.	
ii. Verbal Update – Standing Item	

b) Operations & Development Services	40
i. Development Services 2018 First Quarter Report	40
Recommendation: THAT the Development Services 2018 First Quarter Report be received for information.	
ii. Operations 2018 First Quarter Report & Water Conditioning Plant Operation Update	44
Recommendation: THAT the Operations Department 2018 First Quarter Report be received for information.	
iii. Water Conditioning and Soda Ash Project Update	48
Recommendation: THAT the Water Conditioning and Soda Ash Update Report be received for information.	
iv. Downtown Enhancement Project – Revised Concept & Birch Street Estimates	63
Recommendation: THAT Council provide direction.	
c) Fire	
i. 2018 First Quarter Report	69
Recommendation: THAT the 2018 First Quarter Fire Department Report be received for information.	
d) Mayor’s Report	
e) Councillor Reports	
10. BYLAWS	
a) Bylaws for Adoption	
i. 2018 Tax Rates Bylaw No. 823, 2018	73
Recommendation: THAT 2018 Tax Rates Bylaw No. 823, 2018 receive fourth and final reading.	
ii. 2018 Water Frontage Tax Amendment Bylaw No. 824, 2018	75
Recommendation: THAT 2018 Water Frontage Tax Amendment Bylaw No. 824, 2018 receive fourth and final reading.	
iii. 2018 Sewer Frontage Tax Amendment Bylaw No. 825, 2018	76
Recommendation: THAT 2018 Sewer Frontage Tax Amendment Bylaw No. 825, 2018 receive fourth and final reading.	
iv. 2018 Sewer Rate Amendment bylaw No. 826 Bylaw No. 826, 2018	77
Recommendation: THAT 2018 Sewer Rate Amendment Bylaw No. 826, 2018 receive fourth and final reading.	

b) First, Second and Third Readings

- ii. 2018 – 2022 Five Year Financial Plan Bylaw No. 827, 2018** 80

Recommendation: THAT the 2018 Five Year Financial Plan Bylaw No.827, 2018 receive first, second and third readings.

11. CORRESPONDENCE

a) For Action

- i. Maxine Bruce, Lil'wat Nation, requesting sponsorship for the Lil'wat Nation Annual Rodeo & Pow-wow to be held at the Lillooet Lake Rodeo Grounds on May 19th, 20th & 21st.** 87

Recommendation: THAT Council consider a contribution in an amount to be determined;

AND THAT if supported the funds be allocated from the Community Enhancement Fund.

- ii. Tony Medd, Pemberton Lions, requesting a letter of support for a licenced event with live entertainment to be held by the Pemberton Lions as part of the Canada Day festivities at the Community Centre.** 89

Recommendation: THAT Council provide direction to Staff regarding a letter of support.

b) For Information

- i. Pamela Goldsmith-Jones, M.P., West Vancouver – Sunshine Coast – Sea to Sky Country, dated April 2, 2018, announcing the new Investing in Canada Infrastructure Plan that will provide \$180 billion in infrastructure funding over 12 years.** 90

- ii. Danyta Welch, Manager, Local Government Program Services, UBCM & First Nations Summit, dated April 3, 2018, announcing a final payment of \$2,500.00 to the Village of Pemberton as part of the Community to Community Forum grant.** 91

- iii. Jamee Justason, Executive & Association Services Coordinator, Union of BC Municipalities, LMLGA, dated April 9, 2018, enclosing the April/May newsletter of the Lower Mainland LGA, providing details and registration links for the upcoming LGA AGM and Convention in Whistler, and requesting that Council advise if they will be attending the Pre and Post – Convention Sessions.** 92

Recommendation: THAT the above correspondence be received for information.

12. DECISION ON LATE BUSINESS

13. LATE BUSINESS

14. NOTICE OF MOTION

15. QUESTION PERIOD

16. IN CAMERA

Recommendation: THAT pursuant to Section 90 (1) (c) employee relations; (i) legal; (k) negotiations and (l) municipal objectives, of the *Community Charter*, the Council of the Village of Pemberton serve notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

17. RISE WITH REPORT

18. ADJOURNMENT

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, April 10, 2018 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1467.

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

STAFF IN ATTENDANCE: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Tim Harris, Manager of Operations & Development Services
Lena Martin, Manager of Finance & Administration
Jill Brooksbank, Communications & Grant Coordinator
Gwendolyn Kennedy, Legislative Assistant

Public: 6

1. CALL TO ORDER

At 5:35 p.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. RISE WITH REPORT FROM IN CAMERA (CLOSED)

At the In Camera Meeting held earlier today Council Rose with Report on the following item considered at the In Camera Meeting held on Tuesday, March 20, 2018:

Request to Establish Internet as an Essential Service

Council rose with report that correspondence be sent to MLA Jordan Sturdy requesting that Provincial Government give consideration to deeming Internet Service as an essential service and undertaking appropriate legislative modifications to reflect this proposed change.

4. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1466, Tuesday, March 20, 2018

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1466 held Tuesday, March 20, 2018, be adopted as circulated.

CARRIED

5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

There was no business arising.

6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

Committee of the Whole No. 174, Tuesday, March 20, 2018:

Recommendations from the Committee of the Whole No. 174, held Tuesday, March 20, 2018:

a) One Mile Lake Boardwalk Repairs/Redevelopment:

Moved/Seconded

THAT the following motion passed at Regular Council meeting No. 1464, held on Tuesday, February 20, be rescinded:

***THAT** a Parks Reserve of \$50,000 be established for One Mile Lake Park Boardwalk Repairs/Redevelopment;*

***AND THAT** Staff explore design, cost and funding options for the One Mile Lake Park Boardwalk repairs/redevelopment.*

CARRIED

Moved/Seconded

THAT \$25,000 be transferred to Capital Reserves for future Capital Expenditures in consideration of future One Mile Lake Park Boardwalk Repairs/Redevelopment.

CARRIED

Moved/Seconded

THAT Staff explore design, cost and funding options for the One Mile Lake Boardwalk repairs/redevelopment.

CARRIED

b) Non-Medical Cannabis Retail Sales

Moved/Seconded

THAT Staff be directed to undertake the development of Policy respecting the retail sales of non-medical cannabis (NMC) in anticipation of the *Cannabis Act* coming into effect.

CARRIED

Moved/Seconded

THAT Staff be directed to investigate the Cannabis Licencing application process and report back at a future Committee of the Whole meeting.

CARRIED

Pursuant to section 30 of Council Procedure Bylaw No. 788, 2015, the resolutions directing Staff to investigate the Cannabis Licencing application process was brought back for reconsideration to allow for further discussion by Council on this matter. In particular, discussion took place respecting whether or not this was a good use of Village resources and staff time and if it is appropriate for the Village to be in a business that competes with other potential commercial operations.

The resolution was put forward for reconsideration.

Moved/Seconded

THAT Staff be directed to investigate the Cannabis Licencing application process and report back at a future Committee of the Whole meeting.

CARRIED

**OPPOSED: Councillor Ross
Councillor Helmer**

Committee of the Whole No. 175, Tuesday, April 10, 2018:

Recommendations from the Committee of the Whole Meeting No. 175, held earlier in the day:

Moved/Seconded

THAT correspondence be sent to Martha Sturdy thanking her for the extended loan of artwork located in the centre of the roundabout at Birch/Portage Road and advising that it will be removed by May 31, 2018 in anticipation of the Downtown Enhancement Project.

CARRIED

7. COMMITTEE MINUTES – FOR INFORMATION

There are no minutes to be received.

8. DELEGATIONS

There were no delegations.

9. REPORTS

a) Office of the Chief Administrative Officer

i. Boundary Extension Presentation – Dan Huang, Urban Systems

Moved/Seconded

THAT Council receive the information presented on April 10, 2018 regarding the Village of Pemberton Boundary Extension Update;

AND THAT Council endorse the required analysis, community engagement, and process required for Council to make a decision regarding boundary extension at its May 29, 2018 meeting;

AND THAT the April 10, 2018 presentation be sent to the SLRD, Lil'wat Nation and Pemberton Valley Dyking District for information.

CARRIED

OPPOSED: Councillor Helmer

Moved/Seconded

THAT information respecting the financial impacts for the Village of the proposed boundary extension be brought forward at the Regular Council Meeting to be held on April 24th and prior to the Open House scheduled for April 25th.

CARRIED

ii. Verbal Update – Standing Item

a. Recreation Services Delivery

CAO Gilmore presented a verbal report of the discussion of recreation service delivery that took place at the Pemberton Valley Utilities & Services (PVUS) Committee Meeting held on April 5, 2018. The PVUS Committee has proposed developing a Management Agreement with the Village of Pemberton through which the Village would assume administration and management of recreation services, without making significant changes to the decision making process.

Moved/Seconded

THAT Council supports the proposed Management Agreement option;

AND THAT the Village of Pemberton PVUS representatives recommend to PVUS exploration of the Management Agreement concept to facilitate the transfer of recreation services from the SLRD to the Village.

CARRIED

b) Mayor

Mayor Richman reported on the following:

- Attended the SLRD Meeting on March 28, 2018 where the following topics were discussed:
 - Fire service provisions in the Regional District to smaller areas
 - Consideration of the purchase of an RCMP patrol boat for the Sea to Sky Detachment
 - Rezoning and OCP Amendment Bylaws – Britannia Oceanfront Developments: discussed debris barrier, parking, transit and CAC's.
- The Village has issued the Request for Proposal for the Friendship Trail Bridge Construction. The Call closes on Tuesday, April 17, 2018.
- Reminder of the Day of the Devils fundraiser for Pemberton Secondary School (PSS) sports teams on April 28, 2018 featuring a golf tournament at Big Sky followed by a fundraising event at PSS
- Congratulations to Shirley Henry who has been selected as one of 25 British Columbians who will be awarded the BC Community Achievement Award on April 25, 2018 at Government House in Victoria
- Attended a meeting with the Village of Pemberton auditors
- Attended a lunch with the Men's Shed Club
- Attended the memorial for Lisa Korthals on April 5th. Extended condolences to Lisa's partner Johnny Chilton and her son, Tye
- Extended condolences from Pemberton to the community of Humboldt in the wake of the tragic vehicle accident involving their junior hockey team, the Humboldt Broncos, last week
- Reported that the refugee family, being sponsored by the Pemberton Refugee Resettlement Group, will be arriving in Pemberton on April 11th and extended a welcome to the Village's newest residents.

c) Councillors

i. Councillor Craddock

Councillor Craddock reported on the following:

- There are two director positions to be filled at the Pemberton Valley Dyking District election to be held on Thursday, April 12, 2018.
- Attended the SLRD Community Open House presenting the Pemberton Valley Recreational Trails Master Plan Update on Monday, April 9 from 6 - 9 pm at the Pemberton and District Community Centre (Room D). Attendees had the opportunity to ask questions and share feedback with the project team.

ii. Councillor Linklater

Councillor Linklater reported on the following:

- Attended birthday party for long time Lion Club Member Angie Royal.
- Attended Pemberton & District Public Library Board Meeting.
- Extended thanks to the Public Works team noting that the One Mile Lake Park upgrades have withstood the winter weather well.
- Vancouver White Caps offering a soccer academy in Pemberton this week at the Meadows fields.

iii. Councillor Helmer

Councillor Helmer did not report.

iv. Councillor Ross

Councillor Ross did not report.

10. BYLAWS

a) First, Second and Third Readings

i. 2018 Annual Tax Rates Bylaw No. 823, 2018

Lena Martin, Manager of Finance and Administrative Services, presented two Tax Rate Bylaw options as a result of additional surpluses found in the annual audit. Option One established tax rates based on the additional surplus being applied to the Operational Budget which reduced the tax rate. Option Two established tax rates based on the additional surplus being added to Capital Reserves which slightly reduced the tax rates discussed at the Committee of the Whole Budget Session No. 4.

Moved/Seconded

THAT Option Two be supported with a tax increase of 4.49%;

AND THAT the additional surplus of \$25,000 be transferred to Capital Reserves for future Capital Expenditures in consideration of future One Mile Lake Park Boardwalk Repairs/Redevelopment.

CARRIED

Moved/Seconded

THAT 2018 Tax Rates Bylaw No. 823, 2018 receive First, Second and Third Readings.

CARRIED

ii. 2018 Water Frontage Tax Amendment Bylaw No. 824, 2018

Moved/Seconded

THAT 2018 Water Frontage Tax Amendment Bylaw No. 824, 2018 receive First, Second and Third Readings.

CARRIED

iii. 2018 Sewer Frontage Tax Amendment Bylaw No. 825, 2018

Moved/Seconded

THAT 2018 Sewer Frontage Tax Amendment Bylaw No. 825, 2018 receive First, Second and Third Readings.

CARRIED

iv. 2018 Sewer Rate Amendment Bylaw No. 826, 2018

Moved/Seconded

THAT 2018 Sewer Frontage Tax Amendment Bylaw No. 825, 2018 receive First, Second and Third Readings.

CARRIED

11. CORRESPONDENCE

At 7:47 p.m. Councillor Helmer declared a conflict of interest pursuant to Section 100 (2) (b) and left Council Chambers.

a) For Action

i. Suelyn Wirth, dated March 20, 2018, regarding Regular Council Meeting No. 145, held Tuesday, March 6, 2018.

Moved/Seconded

THAT correspondence be referred to Staff for response.

CARRIED

At 7:48 p.m. Councillor Helmer returned to Council Chambers.

ii. Gaylean Davies, BC Achievement Foundation, dated March 29, 2018, announcing the 2018 BC Community Achievement Awards and extending an invitation to attend the presentation ceremony to be held at Government House in Victoria on April 25, 2018.

Moved/Seconded

THAT Council advise if they will attend.

CARRIED

b) For Information

- i. **Kevin Creery, Protective Services Planning Analyst, RMOW, dated March 23, 2018, regarding RMOW's LMLGA resolution addressing unpaid bylaw fines.**
- ii. **M.P. Pamela Goldsmith-Jones, West Vancouver – Sunshine Coast – Sea to Sky Country, dated March 23, 2018, summarizing key initiatives of Budget 2018.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

12. DECISION ON LATE BUSINESS

There was no late business for consideration

13. LATE BUSINESS

There was no late business.

14. NOTICE OF MOTION

There was no Notice of Motion presented for consideration.

15. QUESTION PERIOD

Dan Falloon – Pique Newsmagazine:

Mr. Falloon requested clarification on the condition of roads within the Boundary Extension area that may need to be brought up to Village of Pemberton standards if the presented Boundary Extension goes ahead.

16. AJOURNMENT

Moved/Seconded

THAT the Regular meeting be adjourned.

CARRIED

At 7:51 p.m. the Regular Council Meeting was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Pemberton Area Economic Development Collaboration Meeting Notes

April 3, 2018 – 9:30am – 12:00 noon, Pemberton & District Community Centre

Chair: Graham Turner

Notes: Lisa Richardson (on behalf of the Pemberton & District Chamber of Commerce)

In attendance:

Jill Brooksbank, Communications and Grants Coordinator, Village of Pemberton

Russell Mack, Director, SLRD Electoral Area C

Kerry Mehaffey, Chief Executive Officer, Líl'wat Business Group

Jeannette Nadon, Communications and Grants Coordinator, SLRD

Lucinda Phillips, Administrator, N'Quatqua

Graham Turner, President, Pemberton & District Chamber of Commerce, Retail Operations Manager for Lil'wat Business Group

Karen Ross, Councilor, Village of Pemberton

Richard Toperczer, outgoing Regional Manager, Regional Economic Operations, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Wendy Koh, incoming Regional Manager, Regional Economic Operations, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Lori Henderson, Director, South Coast Region, Regional Economic Operations, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Mark Mendonca, President, Tourism Pemberton

Regrets:

Sheldon Dowswell, Administrator, Lower Stl'atl'imx Tribal Council

Agenda:

1. New Introductions

Welcome to Wendy Koh, the new regional manager for Economic Development for the Lower Mainland, based in Vancouver. Wendy is a recent arrival to BC from Ontario and has experience working in various Ontario government roles, with the Ministry of Tourism, Culture and Sport, Ministry of International Trade and Ministry of Economic Growth. She has worked in culinary tourism sector, wine tourism, Niagara tourism and cycle tourism.

This gathering today was convened to introduce Wendy to the Collaborative, and her goal is to learn about the organizations represented, what manageable goals might be achieved this year, and how the Ministry of Forests, Lands, Natural Resource Operations and Rural Development can facilitate/shepherd these processes, through funding, or otherwise.

Lori Henderson acknowledged the work Richard Toperczer has done for this region, in the interim absence of a regional manager.

2. Review last meeting minutes.

The Minutes of March 7 meeting have been circulated and shared beyond this Collective.

The group confirmed that the Minutes/Notes will be public, and housed on Data Portal. As the group in the early stages of sharing the Minutes/Notes publicly, it was suggested that we develop a process for how the group reviews the minutes/notes, before they're made public, to ensure no confidential information is publicized unintentionally. This process will be incorporated into the Terms of Reference.

- Recommend that attendees verbally flag anything that is sensitive or shared in confidence
- Recommend to please give people a week to review the minutes and scan for anything sensitive
- Assume in advance the minutes will be made public – so onus is on individual to identify any concerns within a week of receiving minutes
- Maintain same format
- Recommend to place ACTIONS summary at end
- As an information sharing group, a lot of information is included in the notes – lean towards informational updates versus bare bones minutes

Two actions are outstanding from the March minutes. As a tool, all actionable items will be summarized at the end of the document.

Outstanding actions from March 7 below have been migrated to the ACTIONS summary at end of notes:

- Sheldon Dowswell to share contact information for TTQ (Douglas' economic development organization), Samahquam and Skatin with Graham
- Graham Turner to extend invitations to above to attend Collaborative, as suggested by Sheldon
- Lucinda Phillips to connect with Graham Haywood (SLRD) to share his learnings on invasive species information and N'Quatqua's proposed boat washing station

3. Terms of Reference final review

The group discussed some copy edits and approved the Purpose as stated:

“The purpose of the Task Force is to share information, building relationships and collaboratively explore and facilitate economic development opportunities within the Pemberton Area”

The Village of Pemberton and SLRD representatives will take the Terms of Reference to their respective councils/Boards for information, and seek a resolution supporting ongoing commitment and attendance.

ACTION: Jeannette Nadon to forward updated document to Wendy Koh, with a new bullet noting that minutes/notes will be shared within 5 days of meeting, and people will have 5 days to review, and correct, before notes will be made public

ACTION: Graham Turner to check with Sheldon Dowsell regarding correct names and spellings for LSTC communities

ACTION: It was agreed to split off the second page in the Terms of Reference into a separate document as notes are not part of the Terms of Reference

4. Quarterly Updates

Karen Ross: Village of Pemberton got **\$5.3 million for infrastructure upgrade** for downtown, with new sidewalks, and (publicly available) high level draft concept designs. Downtown will transform visually and become a welcoming gateway. The desired timeline is completion by Fall 2019, with potential for Spring 2020 overflow.

The innovative component is the storm-water management system – bioswales and rain gardens, and a kind of milk crate catchment system below all trees, that will hold and retain storm water lessening need for irrigation. Grant will also ensure replacement of aging water infrastructure downtown.

There has already been community consultation around the Downtown Enhancement Plan and Frontier Street Master Plan, which inform this concept, so the community outreach will focus on advising people about the final concept and the construction impacts.

Jeannette Nadon: The **Pemberton Valley Recreation Trails Master Plan Update** process is currently underway, and entering community engagement phase. The project team will provide their Master Plan Update draft and findings, at an Open House Monday

April 9, 7pm – 9pm at the Community Centre, as well as at Ullus for Lil'wat Nation members, on April 10. Team will also meet directly with trail stakeholder groups. Surveys will be launched next month, and hope is that all trail users, motorized and non-motorized will learn about the plan and share their feedback. One objective is to get a handle on unauthorized trail building and get community on board with there being a process for developing trails.

The group noted that trails are a big part of community culture and an economic development driver for both recreation and tourism.

Also of note, next Wednesday April 11, 6:30 – 9:00, the SLRD is hosting a **Public Information Meeting about the Electoral Area C Zoning Amendment Bylaw No 1549-2017.**

Mark Mendonca: Working on Winterfest Powder Festival, and may be seeking funding to pull that together, as Tourism Pemberton sees a lot of potential to drive winter traffic through such an event.

Graham Turner:

Work on developing the Data Portal is underway, in the hands of Pemberton web developer Custom Fit Online. The tool prepared to aggregate the key data sources is a Google sheet, that all stakeholders could update, with a commitment as to what data they can provide. A report library will also be incorporated

ACTION: Lisa Richardson to share the Google sheet with group, so people can commit to their data pieces.

The Chamber website is also being refreshed.

A March 22 breakfast meeting with the BC Chamber of Commerce's CEO identified several issues for the region:

- A real need for data in certain areas – daycare spaces and needs, a potential surge in school population, transit issues (buses not full, but they don't run to accommodate shift workers).
- A desire for access to lobby CN Rail for use of the rail line.
- Broadband and quality internet is an issue. Bell and Shaw got a \$1.9 million grant to run fibre from Whistler to Cache Creek, adding one more wire to the region.
- Agriculture and Land Use concerns expressed at the breakfast meeting were directed to the SLRD meeting
- What's the vision for the Industrial Park? As it becomes busier, there are increasing and incompatible uses – dance studio vs marijuana facility

- BC Chamber of Commerce annual Collective Perspective Survey is newly released and Graham will share that with all
- Identified a serious lack of commercial space in Pemberton
- BC Chamber has newly released a Mind Reader app, to collate specific data from across province, and in communities

It was noted that the province is increasingly interested in economic-related data and what kinds of data communities might need to help inform their economic development planning, how the increasingly robust data from the Census can help communities. The Ministry has access to the ESRI Community Analysis tool, and perhaps some applicable stats could be pulled from that to help inform the Data Portal.

Jill Brooksbank:

The Village of Pemberton has issued an **RFP for Friendship Trail Bridge**, closing April 14.

A zoning and sign bylaw open house for the community to review draft of bylaw is the key opportunity to provide input and shape the bylaw. April 17, 4pm – 7:30

Jill Brooksbank and Graham Turner both sat on a working group to finalize the **Sea to Sky Planning Area Destination BC document** – great process, commonalities found throughout such a large region thanks to excellent facilitation – and Graham and Jill were able to flag local issues like Joffre overcrowding, and the importance of ensuring that agricultural tourism and First Nations tourism actually benefits the key stakeholders (farmers, First Nations)

The Planning Area for that document runs from North Vancouver and Sea to Sky, to D’Arcy and Lillooet – one of 14 planning areas, that Destination BC is developing very specific plans for. The working groups are now completed. Draft may be available in the summer.

Also of note, lifelong volunteer, former Mayor and past Chamber of Commerce Secretary, Shirley Henry received a BC Achievement Award.

Kerry Mehaffey:

The Ts’zil Learning Centre still on schedule. Lil’wat Gas Station will hopefully break ground next month with a goal of being completed Feb 2019. These two major projects will transform Mt Currie’s downtown core.

Lucinda Philips:

N’Quatqua received a Rural Dividend grant to increase production and improve the current fish (trout) hatchery.

Easter weekend's floor hockey tournament held at Ullus brought 18 teams from all over BC, and filled every accommodation in town.

N'Quatqua have also been approved to undertake a water assessment on IR 1 and to look and see if they can expand on new subdivision and how that affects D'Arcy residents.

Lucinda Phillips has ordered all canoes, kayaks and paddleboards, and hopes to be ready for rentals as soon as water is swimmable! Some basic upgrades will need to be made to the existing structures on Indian Beach, to store the rental equipment.

The 1911 church was deconstructed.

5. Explore the work from past meeting notes and Areas of Interest

- a. Ec Dev Building Blocks Summary – Feb 2016
- b. Ec Dev Collaborative Meeting Minutes – June 2016
- c. Ec Dev Collaborative Summary – May 2017

Graham Turner led the group through a review of the preliminary work that brought us here. The succession of meetings has tangibly led to

1. The establishment of this Collaborative,
2. The identification of a Data Portal as a mutually beneficial project.
3. A list of projects/ideas/opportunities that may or may not already be on various stakeholders' work plans.

It was noted that it can be challenging to find projects that the entire table can latch on to, for fundable, shared, collaborative projects. Wayfinding could be a common ground.

This led to a discussion about what, if the group could raise \$10,000, to secure \$120,000, we would fund?

6. Rural Dividend spring intake discussion – “the big ask”

The group brainstormed ideas/opportunities:

- Wayfinding – quality signage to bring people into town, identify various assets
- An Economic Development Strategy - Líl'wat and N'Quatqua both have economic development plans, but this Collaborative has never developed a regional plan or an economic development plan or understanding. We need a regional strategy that could include wayfinding, branding, tourism, and other sectors. “Plans aren't sexy but they create a

foundation that we've worked on together and that we can all use as a platform to move forward."

- A customer service training program
- Selfie stations
- Branding of the area/region – a project that would benefit from the perspective of an outsider, who might identify assets and draws for visitors/investors that residents wouldn't necessarily. (As in the Columbia Basin where residents were surprised by the finding that the #1 appeal was safety and security.) Brand envisioning could help the group identify **what do we want Pemberton to be known for?** Adventure Begins Here? A Brewery/distillery/Taste Pemberton direction?

A plan, (the likes of which was recently done in Slokan Valley, touching every sector of local economy), should not cost more than (rough estimate) \$30,000, which would require a local investment of \$3000.

Alternatively, the best momentum for the Collaborative might be gained in tackling some more low-hanging fruit from the ideas generated in May 2017, to continue doing good incremental work and demonstrate the value of the Collaborative.

ACTION: Wendy and Richard to put together costed proposals so the Collaborative could explore:

- Business retention and expansion strategy (Project Manager could interview forest based business, ag based business, tourism based business, service sector, home based businesses, and take feedback on challenges and opportunities, and build a work plan that would address those needs/wants/growth opportunities at the sector level. Get a sense of what each of those sectors are worth.
- Housing Strategy (like Revelstoke)
- Day care strategy
- Community Economic Development Strategy (where community values and identity explored and articulated as foundational work to economic development and branding, ie Slokan)
- Branding strategy
- Wayfinding strategy

ACTION: Lori/Wendy to pull together some profiles from similar sized communities and what they're doing in business retention and expansion

Other Big Picture Insights:

The summer release of the Destination BC report might also make the case for big picture thinking around tourism and how to spin off that.

It was noted that only the Village of Pemberton issues business licences, so it's hard to assess the importance or scale of home-based businesses in the SLRD. A corridor-wide business licence, that works in Pemberton, Whistler and Squamish has been raised before, but would be beneficial to many businesses operating in the corridor.

It was noted that a Child Care Needs Assessment and Strategy is underway in Squamish and the consultant would be willing to add on Whistler/Pemberton, if the money could be raised.

Wendy will be meeting with the Ministry of Tourism, Arts and Culture to better understand the game plan for the region's Destination Planning (and how some of that provincial rethinking might impact the ALR regulations.) Wendy will be able to share that direction back with us.

ALC review is also unfolding as we speak.

Ministry is preparing a Rural Economic Development strategy, due to come out this summer, with a strong preference towards community economic development.

Considerations for the Rural Dividend Fund:

- It's important to identify who is the eligible applicant and who should lead the project – for an up to \$100,000 project for a single applicant, it's an 80% grant, with \$10,000 cash, \$10,000 in-kind contributed from the applicant. Caveat is the applicant needs to have reviewed or audited financials. The lead applicant also needs to take full financial responsibility for the project.
- Community Futures or Sea to Sky Community Services are also potential applicants, as they have audited financials
- Perhaps Village and Chamber would do a joint presentation re proposal to Council, and see if Village of Pemberton would be lead on application, as Village may not be applying for anything in next intake
- Current program terms indicate than an organization can only submit one project application and one project development application per community.No date yet announced for next intake – best to proceed and prepare for a May intake
- An application, that includes branding and wayfinding, could be viewed strongly because of the collaborative table, and the way it helps build the regional capacity to actually implement initiatives
- Collaborative members will want to inform leadership of proposed course of action on Rural Dividend – so ideal to have a report/costed proposals to share, within 2 weeks (by April 17)

7. New Business

Possible topics and presenters for next meeting? Forestry, agriculture

No specific action discussed, as next meeting will likely be focused on Rural Dividend strategy and opportunity.

8. Actions

ACTION from March 7:

- Sheldon Dowsell to share contact information for TTQ (Douglas' economic development organization), Samahquam and Skatin with Graham
- Graham Turner to extend invitations to above to attend Collaborative, as suggested by Sheldon
- Lucinda Phillips to connect with Graham Haywood (SLRD) to share his learnings on invasive species information and N'Quatqua's proposed boat washing station

ACTION from April 3:

- Jeannette Nadon to forward corrected Terms of Reference document to Wendy Koh, with corrected spellings for stakeholders, and a draft term noting that minutes/notes will be shared within 5 days of meeting, and people will have 5 days to review, and correct, before notes will be made public. Separate second page of notes out of final Terms of Reference
- Lisa Richardson/Chamber to share the Data Portal Google sheet with group, so people can commit to their data pieces.
- Lisa Richardson/Chamber to connect with Wendy Koh on what data the province can access to help inform the Data Portal
- Graham Turner to share the BC Chamber's Collective Perspective report with Collaborative members
- Kerry to share contact information about the new internet service/fibre line with Jeannette
- Lori/Wendy to ask Small Business Ministry about mobile business licencing
- **Richard/Wendy to prepare a transition report/proposal and recommendations to prepare Collaborative for the Rural Dividend May intake, by end April.** This would include costed proposals so the Collaborative could explore pros and cons of applying for funding for:
 - Business retention and expansion strategy (Project Manager could interview forest based business, ag based business, tourism based business, service sector, home based businesses, and take feedback on challenges and opportunities, and build a work plan that would address those needs/wants/growth opportunities at

the sector level. Get a sense of what each of those sectors are worth.

- Housing Strategy (like Revelstoke)
- Day care strategy
- Community Economic Development Strategy (where community values and identity explored and articulated as foundational work to economic development and branding, ie Slokan)
- Branding strategy
- Wayfinding strategy
- Lori/Wendy to pull together some profiles from similar sized communities and what they're doing in business retention and expansion
- Chamber to explore what would be required to have audited financials to be the lead applicant
- Wendy to share information about the revised Rural Dividend when available

Next quarterly meeting:

Wednesday, July 4, 9:30 – noon, Lil'wat location to be determined. Ts'zil or Ullus.

Anticipate an earlier meeting once we hear about funding date for Rural Dividend, to review Richard's report/recommendations, settle on approach.

9. Meeting Adjourned at 12:05pm

Village of Pemberton Boundary Extension Update

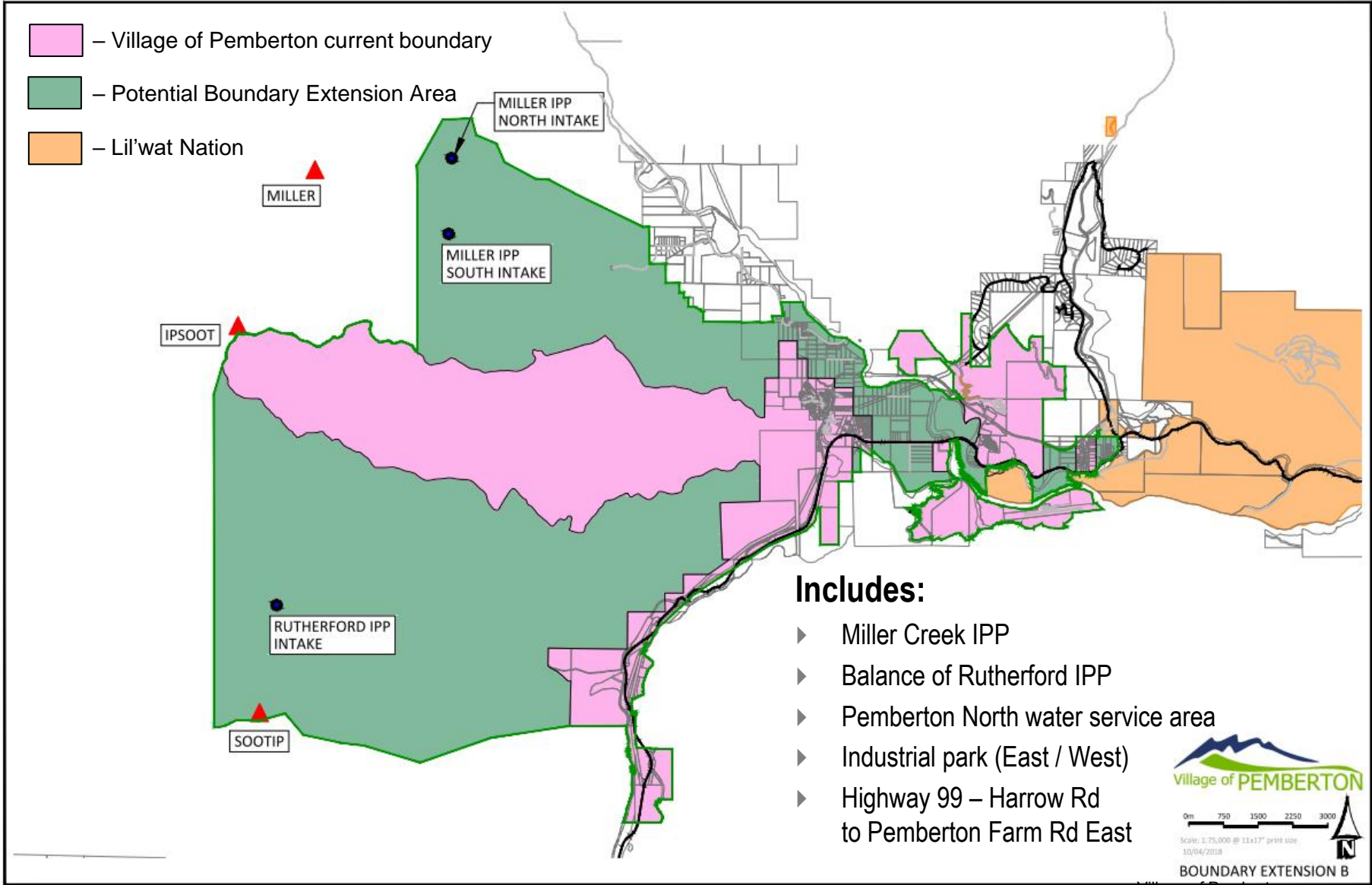


Photo Credit: Hello BC

Council Update – April 24, 2018

Village of Pemberton
Regular Council Meeting No. 1468
Tuesday, April 24, 2018

Potential Boundary Extension Area



Potential Boundary Extension Area

Overall Rationale

- ▶ Community identity
- ▶ Establish contiguous boundary (removes the satellite layout)
- ▶ Incorporates currently serviced areas
- ▶ More consistent land use planning
- ▶ Promotes streamlining of regulations by simplifying multi-jurisdictional control (e.g. roads / subdivision control regulated by MOTI in unincorporated areas)
- ▶ Local decision making by keeping property tax dollars in the community

Current Situation

► Population (2016 Census)

Jurisdiction	Population (2016, excluding Reserves)
Village of Pemberton	2,574
Electoral Area C	1,663

► Proposed Boundary Extension area

- Number of properties (folios) = 207
- Population in extension area = ~500 (~20% increase)
- Kilometres of roads = ~6.3km (see roads map)

Current Situation

▶ **Net Taxable Assessment Comparison (2016 and 2018)**

Jurisdiction/Area 2016	2016 Net Taxable Assessment (Land + Impr)	2018 Net Taxable Assessment (Land + Impr)
Pemberton (General)	\$453,000,000	\$686,317,918
Area C (Hospital)	\$526,000,000	\$758,330,303

▶ **Net Taxable Assessment – Boundary Extension Area (2018)**

Jurisdiction/Area	# of Properties	2018 Net Taxable Assessment (Land + Improvements)
Boundary Extension Area	207	\$202,554,583

▶ **% Assessment Change: Pemberton +30%, Area C –27%**

Potential 2018 Municipal Tax Revenue

Proposed Boundary Extension Area - 2018 Assessment and Potential Municipal Tax Revenue

Rev: April 23, 2018

Property Description	Property Class	Occurrences	Net land	Net Improvements	Net Total	2018 Mun Tax Rate	Potential Mun Tax Revenue
Residential	1	158	\$ 98,261,600	\$ 37,572,600	\$ 135,834,200	1.8836	\$ 255,857
Rutherford Penstock & Intake (see note 1)	2	1	\$ 247,000	\$ -	\$ 247,000	3.8700	\$ 956
Rutherford IPP (see note 1)	2	1	\$ -	\$ 30,228,000	\$ 30,228,000	3.8700	\$ 116,982
Miller Powerhouse & Trailer (see note 1)	2	1	\$ 538,300	\$ 2,737,000	\$ 3,275,300	3.8700	\$ 12,675
Miller IPP (see note 1)	2	1	\$ -	\$ 15,680,000	\$ 15,680,000	3.8700	\$ 60,682
Business and Other	6	2	\$ -	\$ -	\$ -	4.2380	\$ -
Pemberton Shooting Range	6 & 8	1	\$ -	\$ -	\$ -	-	\$ -
Other							
Fully Taxable Res Bldgs on Farms	1	24	\$ -	\$ 5,254,800	\$ 5,254,800	1.8836	\$ 9,898
Farm House Bldgs on Farms (see notes 2+3)	1	23	\$ -	\$ 5,961,200	\$ 5,961,200	1.8836	\$ 11,229
Farm Outbuildings (see note 4)	1	22	\$ -	\$ 368,200	\$ 368,200	-	\$ -
Fully Taxable Business and Other on Farms	6	3	\$ -	\$ 551,700	\$ 551,700	4.2380	\$ 2,338
Class 9 Farm Land (see note 5)	9	37	\$ 894,083	\$ -	\$ 894,083	1.8836	\$ 1,684
Class 1 Land in the ALR (see note 6)	1	12	\$ 2,887,600	\$ -	\$ 2,887,600	1.8836	\$ 5,439
Class 6 Places of Worship (see note 7)	6	1	\$ -	\$ 227,000	\$ 227,000	-	\$ -
Class 8 Places of Worship (see note 7)	8	2	\$ 1,127,000	\$ 18,500	\$ 1,145,500	-	\$ -
TOTALS		289	\$ 103,955,583	\$ 98,599,000	\$ 202,554,583		\$ 477,740
Total Number of Properties (see note 8)		207					

- Notes:
- (1) Class 2 Rate capped at Provincial Rural Tax rate
 - (2) Farm House Value: Min = \$90,900; Max = \$906,000; Avg = ~\$260,000
 - (3) At Class 1 mill rate, potential additional Farm House taxation (non exemption) is: Min= \$193, Max = \$1,927, Avg = \$553
 - (4) Farm Outbuildings assessment (\$368,200) should receive full exemptions, further analysis required
 - (5) Municipality may consider reducing its Class 9 mill rate to reduce burden on farm land
 - (6) More review needed on "Land in the ALR" category
 - (7) Assumed that Village of Pemberton will provide property tax exemption to Places of Worship
 - (8) Total number of properties (207) is less than number of occurrences, due to multiple folios on one property

Potential Revenues and Expenditures

▶ Potential 2018 Municipal Tax Revenue = **~\$477,000**

Potential Additional Expenditures (to be refined)

▶ Road Maintenance (\$5,000/km x 6.3km) = **(\$31,500)**

(Note: does not include capital road upgrade requirements)

▶ General Administration/Public Works Staff = **(\$75,000)**

(Note: assumes 1 FTE after about 2 or 3 years)

The potential Annual Net Revenues to the Village of Pemberton are estimated at approximately **\$370,500** (to be refined). Note that this does not include transfer to future road capital reserves or potential transition funding to the SLRD.

SLRD Services (Boundary Extension Area)

Service	SLRD Region-Wide	SLRD All Electoral Areas	SLRD Sub-Regional	Local Area
Administration and General Gov	X			
Planning and Development	X			
Waste Management Planning	X			
Civic Addressing		X		
Building Inspection		X		
Elections UBCM		X		
Emergency Planning		X		
Electoral Area Parks		X		
Regional Growth Strategy			X	
Pemberton Rescue Service			X	
Pemberton Search & Rescue			X	
911 South			X	
Pemberton Community Rec			X	

Village of Pemberton

Regular Council Meeting No. 1468
Tuesday, April 24, 2018

Village of Pemberton
BOUNDARY EXTENSION UPDATE

SLRD Services (cont'd)

Service	SLRD Region-Wide	SLRD All Electoral Areas	SLRD Sub-Regional	Local Area
Museum and Archives			X	
Pemberton Library			X	
Cemetery			X	
Sea-to-Sky Trails			X	
Pemberton Refuse			X	
Pemberton Television			X	
Pemberton Rec Commission (Community Fund)			X	
Pemberton Valley Rec Trails			X	
Pemberton Fire Service				X
Pemberton Meadows Fire Svc				X
The Heights Fire Service				X
Pemberton North Water				X

Potential Impacts to the SLRD

- ▶ No change to Region-Wide, Sub-Regional or Local Area Services
- ▶ Potential Impact to Electoral Area-only services:

Electoral Area C Service	Cost Code (CC)	2018 Requisition (EA C)
Civic Addressing	1200	\$0
Building Inspection Serv. ESA	1400	\$44,961
Elections UBCM	1500	\$6,819
Emergency Planning	1761	\$76,348
Electoral Areas Comm. Parks Serv.	3000	\$0

- ▶ Total 2018 Requisition for EA-only services = \$128,128
- ▶ Work with SLRD to review potential financial and service impacts

Amenity Agreements with the SLRD

- ▶ Currently the IPPs have amenity agreements with the SLRD for community services as follows:
 - *Miller Creek, dated July 31, 2000 – \$40,000 / year for 40 years*
 - *Rutherford Creek, dated June 18, 2001 – \$40,000 / year in perpetuity of operation.*
- ▶ It is not the intention of the proposed boundary extension to impact the amenity agreements with the SLRD, nor the funds currently being provided to the SLRD by Miller Creek and Rutherford Creek IPPs.



Potential Property Tax Impacts

► **2017 Tax Comparison (Sample Only):**

- Class 1 Residential home with land = \$300,000 and improvements = \$300,000; total assessed value = \$600,000
- Does not include other fees and charges (e.g. water rates, parcel taxes, fire insurance, etc.)

Function/Service	VoP Tax Rates	VoP Property Taxes	Area C Tax Rates	Area C Property Taxes
School	1.2695	\$762	1.2695	\$762
Sea-to-Sky Regional Hospital District	0.0369	\$22	0.0369	\$22
BC Assessment Authority	0.0432	\$26	0.0432	\$26
Municipal Finance Authority	0.0002	\$0	0.0002	\$0
Pemberton Valley Dyking District	0.7000	\$420	0.7000	\$420
Municipal Tax	2.1269	\$1,276		
Provincial Rural Tax			0.5400	\$324
Police Tax	0.2996	\$180	0.1452	\$87
SLRD General Levy	1.1805	\$708		
SLRD Area C Levy			1.0996	\$660
Pemberton Rec Commission			0.0275	\$17
Pemberton Fire Service Area			0.5016	\$301
Pemberton Valley Rec Trails			0.0558	\$33
Pemberton Refuse			0.1186	\$71
Pemberton TV (on Improvements only)			0.0369	\$22
Total Ad Valorem Taxes	5.6568	\$3,394	4.5750	\$2,745

Village of Pemberton

Regular Council Meeting No. 1468
 Tuesday, April 24, 2018

Village of Pemberton
 BOUNDARY EXTENSION UPDATE

Potential Property Tax Impacts

- ▶ Based on the sample residential property (\$600,000 assessment) and using 2017 tax rates, the potential property tax impact is approximately **\$650** (\$3,394 vs \$2,795).
- ▶ Other properties will have different impacts based on their assessment and property class (e.g. business, industry, farm). A property tax calculator will be prepared and available at the open house for individual calculations.
- ▶ Based on provincial legislation, the IPP property tax rates are capped at the current provincial rural rate.
- ▶ Houses with farm status will no longer gain provincial exemption from the rural property tax and will pay the Village residential tax rate.
 - There are 22 farm house properties with a median residential assessment of \$246,000 (\$523 impact).
 - Based on legislation, this impact can be spread out over 5 years (e.g. 20%, 40%, 60%, 80%, and then 100% of the residential tax rate)

Potential Savings

- ▶ Water Rates – there is currently a differential rate between water users inside and outside Village boundaries. Rates vary (due to metering), but the average annual savings for water for a residential property due to boundary extension is approximately \$200 / year.
- ▶ Insurance – although there likely is no immediate fire insurance savings due to boundary extension, there would be insurance savings should additional fire hydrants be added to the system (i.e. house within 1000 feet). There are a few hydrants identified that the Village could add to the system.



Next Steps

- ▶ April 24th – Formally request review / assistance from the Ministry of Municipal Affairs (see recommendation)
- ▶ Open House #1 – Wednesday, April 25th, Signal Hill Elementary, 6-8pm
- ▶ Continue to refine calculations and analysis and work with stakeholders (e.g. SLRD, MOTI, ALC, Lil'wat Nation)
- ▶ May 8th Council meeting – Council update on the first open house, and advertising for the second Open House.
- ▶ Open House #2 – Tuesday, May 15th, Signal Hill Elementary, 6-8pm
- ▶ May 25th – Finalize Background Report, Staff Report, and recommendations.
- ▶ **May 29th** Council meeting – present report for Council to consider passing a resolution requesting that the Minister consider the boundary extension

Recommendation

- ▶ April 24, 2018 Council Meeting

“THAT Council receive the information presented on April 24, 2018 regarding the Village of Pemberton Boundary Extension Update;

AND THAT Council formally request assistance from the Ministry of Municipal Affairs and Housing to review the proposed boundary extension in a timeline fashion, in order to align a potential referendum question with local government elections on October 20, 2018.”

Discussion / Questions?

An aerial photograph of a mountain range at dusk. The mountains are dark with patches of snow on their peaks. The sky is a deep blue with a bright moon. In the foreground, a town is visible with lights on, surrounded by green fields and trees.

Thank You!

Dan Huang, MCIP, RPP
Senior Planner / Principal
Urban Systems

Date: April 24, 2018
To: Nikki Gilmore, Chief Administrative Officer
From: Lisa Pedrini, Senior Planner
Subject: Development Services First Quarter Report: January – March 2018

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 First Quarter of 2018.

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 January 1 and March 31, 2018 in the following areas:

BUILDING DIVISION

January to March 2018 - Building Permit Overview

A breakdown of building permit data for the First Quarter in 2018 is provided below:

Type of Permit	# of BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling	3	\$1,393,067	\$15,598
Single Family Dwelling with suite	1	\$298,484	\$3,981
Manufactured Homes (mobile)	0	0	0
Multi Family Dwelling (owned)	0	0	0
Multi Family Dwelling (rental)	0	0	0
Institutional	0	0	0
Farm Building	0	0	0
Others (Decks, Stairs, Reno etc.)	10	\$430,500	\$4,244
Tenancy Improvements (Commercial/Industrial)	5	\$48,500	\$600
Industrial Buildings			
Excavation / Blasting	1	0	\$400.00
Total Permits – 1st Quarter	20	2,170,551	\$24,823

January to March 2018 - Development Cost Charges Overview

As noted below there were no development cost charges collected in the First Quarter of 2018:

Fund	Amount
Roads	0
Drainage	0
Sewer	0
Water	0
Parks	0
TOTAL	0

2017 DCC's Collected Year to Date: \$181,731.50

PLANNING DIVISION

2018 Current Development Applications

A list of applications currently in-house is provided below; information new to the First Quarter is shown in **bold font**.

Application #	Project	Status
DP008	1422, 1426 & 1430 Portage Road (Crestline) Stacked Townhouses	Approved; 01.16.18
DP011	7370 Highway 99 (Pemberton Mobile Home Park Ltd.) addition of new pads	In progress
DP012	7350 Crabapple Court (Orion - 45 unit Multi-family Apartment)	Approved; 02.20.18
DP013	Lot 5, Sunstone Ridge (Elevate @ Sunstone 54 unit Townhouse Project)	Received, In Progress
SO52 – Phase 2	Sunstone – 60 Lot Subdivision	In Progress TAL Issued; 03.20.18
SO61	Tiyata - 66 Lot Subdivision	Phase 1 - Nearing Completion; Phase 2 – In Progress
SO62	The Ridge - 44 Lot Subdivision	Completed; 01.15.18
SO68	1920 Carpenter Road – Strata Subdivision (Wide Open Welding)	Approved, 04.16.18
SO70	1931 Timberlane Road – 3 Lot Subdivision	Received, In Progress
DVP118	1422, 1426 & 1430 Portage Road (Crestline) – Setback, Height & Site Coverage variances	Approved; 01.16.18
DVP120	7350 Crabapple Court (Orion – Height Variance)	Approved; 02.20.18
DVP 121	7436 Frontier Street – Reduction in Parking from 1 space per 3 seats to 1 space per 4 seats (Prescott)	Received, In Progress

DVP 122	Lot 4, Sunstone – Reduction in Front and Rear Lot Line Setback in RTA-1 Zone	Received, In Progress
DPM109	7436 Frontier Street – Exterior Upgrades (Prescott, former Centennial Café)	Received, In Progress
BOV	1927 Carpenter – Relaxation of Front and Exterior Lot Line Setbacks due to hardship (Robertson)	Approved, 04.04.18
BOV	1765 Pinewood Street – Relaxation of Rear Lot Line Setback due to hardship (Monette)	Approved 04.04.18

DPA: Development Permit
 DVP: Development Variance Permit

SO: Subdivision
 BoV: Board of Variance

DPm: Minor Development Permit
 OR: Zoning Amendment

2018 Long Range Planning Projects

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

Project	Status
Zoning and Sign Bylaw Review & Update	Public Open House held April 17, 2018; Stakeholder and public review in progress; Status Update Presentation to Committee of the Whole scheduled for May 8, 2018
Affordable Housing Action Plan	Draft Background Report presented March 20, 2018 to Committee of the Whole; Final Version in Progress
Community Amenity Contribution Policy	Draft Policy to be presented at a future Committee of the Whole
Regional Growth Strategy Review	First Reading of RGS Amendment Bylaw No. 1562, 2018 occurred April 18, 2018 at the SLRD Board table; information sessions to be held in each community; formal referral for Village review and comment due by May 31 st .
OCP Amendments / Update (various)	2019 Work plan

COMMUNICATIONS

The Development Services Division 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 Division 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 2018 First 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: April 24, 2018
To: Nikki Gilmore, Chief Administrative Officer
From: Tim Harris, Manager of Operations and Development Services
Subject: Operations Department First Quarter Report: January – March 2018

PURPOSE

The purpose of this report is to inform Council on the activities of the Operations division of the Operations & Development Services Department for the First Quarter of 2018.

BACKGROUND

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

DISCUSSION & COMMENTS

The Operations Division is supported by Jeff Westlake, Superintendent, Cam Adams, Lead hand-Equipment Operator, Martin Kluffinger WWTP Operator, Lincoln Ferguson and Dan Breining Equipment Operators, Mel Leblanc, Parks Labourer, and Stephen McVeigh Engineering Technician. Melissa Sutherland provides administrative support.

In this Quarter, Neil Bedard, Labourer, retired after 13 years with the Village. Recruitment is currently underway to fill this vacant position. We would like to wish Neil best of luck in his next adventures.

Below is an overview of a number of projects completed in the First Quarter in the following areas: Public Works, Water, Sewer, Parks and Engineering.

Public Works Regular Maintenance

The following activities were either facilitated or completed in the First Quarter:

- Winter snow and ice control
- Spring street and sidewalk sweeping
- Maintenance and repair of sanding and snow removal equipment
- Sewer lift station maintenance
- Sewer line cleaning
- Waste Water Treatment Plant regular maintenance
- Water Conditioning Plant maintenance and operations

2018 Capital Projects

1. Water Treatment Plant Upgrades:

The Soda Ash injection system has been fully operational for almost a year. A detailed report has been provided in a separate report and will be presented at the April 24th Regular Meeting.

2. Downtown Enhancement Grant:

In March 2018, it was announced that the Village was successful in receiving funding, in the amount of \$5.3 Million, from the Federal Gas Tax Fund for Downtown Enhancement. The enhancements will consist of essential upgrades to failing infrastructure and key improvements related to roads, sidewalks, waterlines, storm water and street lighting. Phase one of the project March – June 2018 will consist of surveying, draft design and community engagement.

3. Friendship Trail Bridge:

In 2017, the Village of Pemberton was awarded \$500,000 for the Friendship Trail Bridge project from the Provincially funded BikeBC Program, in addition funding was received from the Regionally Significant Gas Tax Funding in the amount of \$369,000 and the generous contribution from Innergex in the amount of \$500,000. The bridge design and construction drawings were completed in 2017 and a Request for Proposals (RFP) for the construction and installation of the bridge was issued on Civic Info, BC Bid, Village Website and sent to the Chamber of Commerce. The tender period closed on Tuesday, April 17th, 2018. The proposals are under review by Staff and will be brought forward for Council's consideration upon completion of the review.

4. Soccer Field Development:

The Village's has acquired a 20 acre parcel of land, dedicated for recreation purposes, located off Pemberton Farm Road East. The site is intended to accommodate future recreational facilities, outdoor fields and parking. Council directed Staff to issue an RFP for artificial turf and/or natural grass sports fields submissions. Staff issued and posted an RFP on March 2, 2018 and with the closing date of 4pm on March 16, 2018. The proposals will be presented to Council for consideration upon completion of the review.

Engineering

The Pioneer Street Watermain Replacement project was awarded to a local contractor. In an effort to keep projects in-house and within budget the Village's Engineering Technician facilitated the work related to the design, engineering specifications and inspections. This approach eliminated the need for out sourcing with direct savings to the Village.

The project was successfully completed on March 30th, 2018.

Parks Department:

The Village's Parks Division, were busy assisting with winter snow and ice control. Now that spring has arrived the Parks Crew has shifted their attention to cleaning up all boulevards, sidewalks and park areas from the salt and sand deposits from winter operations. All parks irrigation systems have been charged and are ready for the upcoming summer season. Lawn mowing will begin in April.

Projects:

The Operations Department was busy throughout the first quarter of 2018 preparing and issuing RFP's and facilitating work related to other projects as listed below:

- Friendship Trail Bridge (RFP)
- Cross Connection Control Program
- Sports Field (RFP)
- Backhoe (RFP)
- Sewer Air Valves design review

COMMUNICATIONS

The Operations and Development Services Department works regularly with the Communication Coordinator to provide updates on the initiatives and projects that are currently underway to ensure that the Village's website is updated and information is communicated to residents through the eNEWS.

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, reserves, Provincial grants and where applicable cost recovery as per the Development Procedures Bylaw No. 725, 2013. The works noted above have all been accommodated in the 2018 budget.

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 and Parks Divisions 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 Division 2018 First 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: April 24, 2018
To: Nikki Gilmore, Chief Administrative Officer
From: Jeff Westlake, Superintendent of Public Works
Subject: Water Treatment and Soda Ash Project

PURPOSE

This report is to provide an update on the operations of the Soda Ash dosing system and results of the first optimization phase.

BACKGROUND

In June of 2016, the Village of Pemberton undertook a water sampling program to determine the best course of action to mitigate the corrosion of metallic plumbing systems and fixtures. The results indicated an immediate need to adjust the pH and alkalinity of the well water which is considered slightly acidic.

As a result, Village Engineers proposed treatment options and subsequently prepared design drawings for tendering the construction of a water conditioning plant which would use Sodium Carbonate (Soda Ash) to increase the pH and Alkalinity of Pemberton's well water. Depending on the impacts of Soda Ash, additional consideration was given to also adding Clear Hib 5 an orthophosphate.

The project is now complete and the Village Water Conditioning Plant, located in Pioneer Park and formally referred to as the well-house, has been operational since June, 2017. The Plant was initially run at a lower pH set point during the commissioning phase to establish solution concentrations, test the equipment and controls and to carefully assess the chemical reactions with Pemberton's well water. A significant effort went into establishing the ratio of soda ash to water mixture as at concentrations greater than 10%, there is potential for the solution to freeze within the injection line. The plant is currently operating at an 8% solution of Sodium Carbonate to water.

In October 2017, the Village entered into the first optimization phase whereby the Plant was setup to achieve a target pH of 7 at the injection point and maintain an alkalinity between 40 and 80mg/L CaCO₃. Although the initial optimisation phase was proposed to run at a higher pH value, the alkalinity target was achieved and stable and therefore the Village, in consultation with Village Engineers, opted to run the first phase at a pH set point of 7. At this set point, an average pH value of 7.20 has been observed in weekly water sample testing from eight (8) locations throughout the distribution system.

On February 21st and 22nd 2018, the Village set out to assess the influence Soda Ash (Sodium Carbonate) has had in mitigating corrosion in residential plumbing systems in Optimization Phase 1. In this regard, nine (9) residential locations evenly distributed throughout the distribution system were selected for sampling of which 90% of the 2018 samples were taken at locations previously sampled in 2016.

For the Optimization Phase 1 sampling program, two separate samples were taken over two days. Sample 1 was taken using a 1L container, first draw from a faucet that had not run for at least six (6) hrs. The following day, a second sample was taken using a 120mL container using the same first draw technique as the first sample. The one (1) litre sample size container was used to conform to the Federal standards for sampling for corrosion while the second 120mL container was used as a control to relate to the samples taken in 2016.

In 2016, 55% of the samples collected from the nine (9) locations, tested above the MAC (Maximum Acceptable Concentration). Out of the nine (9), 120mL and nine (9), 1L samples collected in 2018, zero exceeded the MAC for lead. A summary of the results can be seen in the chart attached (**Appendix A**) as well as the weekly pH and Alkalinity correlation (**Appendix B**).

DISCUSSION & COMMENTS

Staff has been very pleased with the results to date and the progress that has been made in addressing the adjustment in the pH balance in the water.

Going forward the System will operate under the existing conditions, setting a target pH of seven (7) with a corresponding Alkalinity target of between 40 and 80mg/L CaCO₃. Operations will continue to monitor pH and Alkalinity weekly at eight (8) sample stations within the distribution system. As well, testing will be conducted daily at the Water Conditioning Plant, in order to maintain the corrosion inhibiting properties currently observed.

Despite the upgrades to the System and the improvement to the water quality, the Village and Vancouver Coastal Health Authority encourage residents to always flush their lines until the water runs cold particularly after a prolonged period in which the taps have not been run.

COMMUNICATIONS

The Operations and Development Services Department has been working with the Communication Coordinator to regularly update the Village's website and eNews with current information related to Operations. This Report will be made available on the Water Conditioning Project page on the Village's website.

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. The Water Treatment Project was completed with funding through the Community Amenity Gas Tax Fund and our Municipal Water Reserves. No other funding was required, either under increased taxation or increased user fees to complete this project.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approval required at this time.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

The Village of Pemberton provides water services to the Pemberton North Water System (PNWS). Any upgrades and or changes to the Village's water system impacts the water provided to PNWS; therefore, the significant improvements in pH and Alkalinity have similar positive results in that area. A copy of this report will be forwarded to the SLRD for their information.

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 Water Treatment and Soda Ash Project Update report be received for information.

Submitted by:	Jeff Westlake, Public Works Superintendent
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Attachments:

- Appendix A: Comparative Metals Testing
- Appendix B: Village of Pemberton Water Sampling Program for 2017 and 2018 to date

APPENDIX A
Comparative Metals Testing

Comparative Metals Testing
2016 - 2018

Location					Benchlands	
Container size				1L	120ml	120ml
Total Metals	Units	MAC	AO	Feb 22/18	Feb 21/18	Feb 17/16
Total Copper	ug/L		1000	60.2	52.2	269
Total Iron	ug/L		300	<10	<10	30
Total Lead	ug/L	10		0.38	1.17	19
T. Manganese	ug/L		50	<1	<1	7

Location					Pemberton North	
Container size				1L	120ml	120ml
Total Metals	Units	MAC	AO	Feb 22/18	Feb 21/18	Feb 17/16
Total Copper	ug/L		1000	41.6	116	1470
Total Iron	ug/L		300	<10	16	125
Total Lead	ug/L	10		0.6	1.77	1.06
T. Manganese	ug/L		50	<1	2	6.8

Location					Creekside	
Container size				1L	120ml	120ml
Total Metals	Units	MAC	AO	Feb 22/18	Feb 21/18	Feb 17/16
Total Copper	ug/L		1000	116	554	1890
Total Iron	ug/L		300	<10	<10	53
Total Lead	ug/L	10		1.19	1.56	2.9
T. Manganese	ug/L		50	<1.0	<1.0	20

Location					Alder	
Container size				1L	120ml	120ml
Total Metals	Units	MAC	AO	Feb 22/18	Feb 21/18	Feb 17/16
Total Copper	ug/L		1000	70.1	156	719
Total Iron	ug/L		300	<10	15	31
Total Lead	ug/L	10		0.76	2.63	63
T. Manganese	ug/L		50	<1.0	2.3	11

Location					The Glen	
Container size				1L	120ml	120ml
Total Metals	Units	MAC	AO	Feb 22/18	Feb 21/18	Feb 17/16
Total Copper	ug/L		1000	12.9	35.9	536
Total Iron	ug/L		300	<10	<10	34
Total Lead	ug/L	10		0.56	2.02	48
T. Manganese	ug/L		50	<1.0	<1.0	16.9

Location					Prospect North	
Container size				1L	120ml	120ml
Total Metals	Units	MAC	AO	Feb 22/18	Feb 21/18	Feb 17/16
Total Copper	ug/L		1000	45.7	116	1660
Total Iron	ug/L		300	<10	16	73
Total Lead	ug/L	10		0.52	1.77	55.4
T. Manganese	ug/L		50	<1.0	2.0	26

Location					Pioneer/Peaks	
Container size				1L	120ml	120ml
Total Metals	Units	MAC	AO	Feb 22/18	Feb 21/18	Feb 17/16
Total Copper	ug/L		1000	47.4	217	431
Total Iron	ug/L		300	13	<10	49
Total Lead	ug/L	10		0.88	2.14	4.19
T. Manganese	ug/L		50	1.0	<1.0	16

different unit same area

Location					Town Centre	
Container size				1L	120ml	120ml
Total Metals	Units	MAC	AO	Feb 22/18	Feb 21/18	Feb 17/16
Total Copper	ug/L		1000	1550	782	4630
Total Iron	ug/L		300	14	<10	197
Total Lead	ug/L	10		0.79	0.65	6.45
T. Manganese	ug/L		50	11.8	6.6	68.4

Location					Poplar	
Container size				1L	120ml	120ml
Total Metals	Units	MAC	AO	Feb 22/18	Feb 21/18	Feb 17/16
Total Copper	ug/L		1000	518	725	4500
Total Iron	ug/L		300	<10	<10	56
Total Lead	ug/L	10		3.59	4.07	39
T. Manganese	ug/L		50	2.2	1.8	34

**APPENDIX B
2017
Water Samples**

Village of Pemberton Water Sampling Program

Location	Date	CL2	PH	Alkalinity	Notes
Health Centre	6/5/2017	0.30	6.2	26	
Village Office	6/5/2017	0.25	6.2	19	No pH adjustment
Collins	6/5/2017	0.43	6.2	18	was carried out
Plateau	6/5/2017	0.35	6.2	24	during this week
Urdal	6/5/2017	0.37	6.2	13	
Oak	6/5/2017	0.41	6.2	19	
Farm	6/5/2017	0.40	6.2	13	
meadows	6/5/2017	0.39	6.1	7	
		0.36	6.2	17.38	Weekly Average
Health Centre	6/12/2017	0.36	6.8	43	
Village Office	6/12/2017	0.31	6.8	50	
Collins	6/12/2017	0.39	6.8	48	
Plateau	6/12/2017	0.37	6.9	41	well 3
Urdal	6/12/2017	0.38	6.9	50	
Oak	6/12/2017	0.38	6.7	38	
Farm	6/12/2017	0.32	6.8	42	
meadows	6/12/2017	0.37	6.9	25	
		0.36	6.8	42.13	Weekly Average
Health Centre	6/19/2017	0.26	7.0	41	
Village Office	6/19/2017	0.32	7.0	75	
Collins	6/19/2017	0.40	7.0	56	
Plateau	6/19/2017	0.32	7.0	60	well 3
Urdal	6/19/2017	0.36	7.0	59	
Oak	6/19/2017	0.34	7.1	55	
Farm	6/19/2017	0.36	7.1	41	
meadows	6/19/2017	0.35	7.1	56	
		0.34	7.0	55.38	Weekly Average
Health Centre	6/26/2017	0.38	7.1	26	
Village Office	6/26/2017	0.28	7.1	24	
Collins	6/26/2017	0.30	7.7	46	
Plateau	6/26/2017	0.34	7.6	32	well 3
Urdal	6/26/2017	0.36	7.3	25	
Oak	6/26/2017	0.31	7.7	46	
Farm	6/26/2017	0.36	7.4	38	
meadows	6/26/2017	0.35	7.2	36	
		0.34	7.4	34.13	Weekly Average
Health Centre	7/4/2017	0.52	6.5	33	
Village Office	7/4/2017	0.33	6.3	27	
Collins	7/4/2017	0.40	6.4	37	
Plateau	7/4/2017	0.35	6.3	32	well 3
Urdal	7/4/2017	0.37	6.5	46	

Oak	7/4/2017	0.41	6.5	43	
Farm	7/4/2017	0.39	6.5	29	
meadows	7/4/2017	0.38	6.4	30	
		0.39	6.4	34.63	Weekly Average
Health Centre	7/10/2017	0.26	7.1	32	
Village Office	7/10/2017	0.26	7.1	45	
Collins	7/10/2017	0.38	7.0	51	well 3
Plateau	7/10/2017	0.33	6.9	37	
Urdal	7/10/2017	0.32	6.8	44	
Oak	7/10/2017	0.38	6.9	54	
Farm	7/10/2017	0.36	7.1	40	
meadows	7/10/2017	0.34	7.0	41	
		0.33	7.0	43	Weekly Average
Health Centre	7/18/2017	0.30	6.6	36	
Village Office	7/18/2017	0.29	6.4	42	
Collins	7/18/2017	0.40	6.8	46	
Plateau	7/18/2017	0.29	7.1	38	well 3
Urdal	7/18/2017	0.31	6.8	35	
Oak	7/18/2017	0.32	7.2	29	
Farm	7/18/2017	0.32	6.7	32	
meadows	7/18/2017	0.30	6.8	42	
		0.32	6.8	38	Weekly Average
Health Centre	7/25/2017	0.26	6.1	29	
Village Office	7/25/2017	0.19	6.2	20	
Collins	7/25/2017	0.37	6.2	25	
Plateau	7/25/2017	0.29	6.2	28	res drained and refilled
Urdal	7/25/2017	0.31	6.2	23	2 pumps running soda ash
Oak	7/25/2017	0.31	6.1	19	diluted
Farm	7/25/2017	0.37	6.2	22	
meadows	7/25/2017	0.29	6.2	29	
		0.30	6.2	24	Weekly Average
Health Centre	8/1/2017	0.31	6.7	35	
Village Office	8/1/2017	0.22	6.7	26	
Collins	8/1/2017	0.40	6.7	58	
Plateau	8/1/2017	0.32	6.7	33	well 3
Urdal	8/1/2017	0.38	6.7	39	
Oak	8/1/2017	0.38	6.7	37	
Farm	8/1/2017	0.37	6.7	53	
meadows	8/1/2017	0.37	6.7	51	
		0.34	6.7	42	Weekly Average
Health Centre	8/8/2017	0.29	6.4	29	
Village Office	8/8/2017	0.23	6.4	46	

Collins	8/8/2017	0.36	6.5	35	Well 3
Plateau	8/8/2017	0.31	6.5	46	
Urdal	8/8/2017	0.32	6.3	44	
Oak	8/8/2017	0.35	6.3	36	
Farm	8/8/2017	0.32	6.4	34	
meadows	8/8/2017	0.33	6.4	44	
		0.31	6.4	39	Weekly Average
Health Centre	8/15/2017	0.23	6.6	31	
Village Office	8/15/2017	0.20	6.7	20	soda ash system down
Collins	8/15/2017	0.33	6.7	24	over the weekend
Plateau	8/15/2017	0.23	6.5	30	well 2 running due to a fault
Urdal	8/15/2017	0.26	6.6	23	
Oak	8/15/2017	0.33	6.6	22	
Farm	8/15/2017	0.29	6.6	23	
meadows	8/15/2017	0.28	6.6	18	
		0.27	6.6	24	Weekly Average
Health Centre	8/21/2017	0.27	6.6	24	
Village Office	8/21/2017	0.19	6.6	30	
Collins	8/21/2017	0.35	6.6	29	
Plateau	8/21/2017	0.26	6.6	29	
Urdal	8/21/2017	0.33	6.7	33	
Oak	8/21/2017	0.33	6.6	22	
Farm	8/21/2017	0.32	6.7	29	
meadows	8/21/2017	0.31	6.7	27	
		0.30	6.6	28	Weekly Average
Health Centre	8/28/2017	0.28	6.4	23	
Village Office	8/28/2017	0.23	6.6	26	
Collins	8/28/2017	0.38	6.4	26	
Plateau	8/28/2017	0.30	6.6	31	
Urdal	8/28/2017	0.30	6.4	28	
Oak	8/28/2017	0.32	6.4	25	
Farm	8/28/2017	0.30	6.4	25	
meadows	8/28/2017	0.30	6.4	29	
		0.30	6.4	27	Weekly Average
Health Centre	9/5/2017	0.28	6.6	28	
Village Office	9/5/2017	0.23	6.5	24	
Collins	9/5/2017	0.38	6.5	30	
Plateau	9/5/2017	0.30	6.4	38	
Urdal	9/5/2017	0.30	6.6	24	
Oak	9/5/2017	0.32	6.6	43	
Farm	9/5/2017	0.30	6.6	26	
meadows	9/5/2017	0.30	6.5	27	
		0.30	6.5	30	Weekly Average

Health Centre	9/11/2017	0.20	6.6	26	
Village Office	9/11/2017	0.29	6.9	30	
Collins	9/11/2017	0.29	6.9	27	
Plateau	9/11/2017	0.26	6.8	29	
Urdal	9/11/2017	0.29	6.9	30	
Oak	9/11/2017	0.32	6.8	30	
Farm	9/11/2017	0.27	6.9	24	
meadows	9/11/2017	0.26	6.9	38	
		0.27	6.8	29	Weekly Average
Health Centre	9/20/2017	0.23	6.7	26	
Village Office	9/20/2017	0.35	6.4	27	
Collins	9/20/2017	0.33	6.6	26	
Plateau	9/20/2017	0.24	6.7	28	
Urdal	9/20/2017	0.24	6.8	26	
Oak	9/20/2017	0.33	6.8	22	
Farm	9/20/2017	0.27	6.7	21	
meadows	9/20/2017	0.20	6.7	28	
		0.27	6.7	26	Weekly Average
Health Centre	9/25/2017	0.24	6.4	25	
Village Office	9/25/2017	0.25	6.5	28	
Collins	9/25/2017	0.33	6.4	25	
Plateau	9/25/2017	0.29	6.4	25	
Urdal	9/25/2017	0.24	6.5	26	
Oak	9/25/2017	0.33	6.5	25	
Farm	9/25/2017	0.27	6.3	25	
meadows	9/25/2017	0.20	6.4	28	
		0.27	6.4	26	Weekly Average
Health Centre	10/2/2017	0.24	6.9	25	
Village Office	10/2/2017	0.23	6.9	27	
Collins	10/2/2017	0.32	6.9	30	
Plateau	10/2/2017	0.26	6.6	29	
Urdal	10/2/2017	0.25	6.7	25	
Oak	10/2/2017	0.31	6.8	26	
Farm	10/2/2017	0.28	6.7	30	
meadows	10/2/2017	0.25	6.7	34	
		0.27	6.8	28.25	Weekly Average
Health Centre	10/16/2017	0.25	6.4	50	
Village Office	10/16/2017	0.21	6.3	55	
Collins	10/16/2017	0.30	6.3	52	
Plateau	10/16/2017	0.26	6.3	53	
Urdal	10/16/2017	0.32	6.4	62	
Oak	10/16/2017	0.27	6.6	49	

Farm	10/16/2017	0.26	6.4	48	
meadows	10/16/2017	0.25	6.3	53	
		0.27	6.4	52.75	Weekly Average
Health Centre	10/23/2017	0.27	7.0	54	
Village Office	10/23/2017	0.20	6.9	59	
Collins	10/23/2017	0.32	7.0	55	
Plateau	10/23/2017	0.26	7.0	55	New pumps installed
Urdal	10/23/2017	0.26	6.7	56	
Oak	10/23/2017	0.29	6.9	58	
Farm	10/23/2017	0.23	7.0	59	
meadows	10/23/2017	0.27	6.7	58	
		0.26	6.9	57	
Health Centre	6/11/2017	0.28	7.4	61	
Village Office	6/11/2017	0.21	7.4	61	
Collins	6/11/2017				frozen
Plateau	6/11/2017	0.28	7.7	50	
Urdal	6/11/2017				frozen
Oak	6/11/2017	0.27	7.6	58	
Farm	6/11/2017				frozen
meadows	6/11/2017				frozen
		0.26	7.5	58	
Health Centre	14/11/2017	0.33	7.0	50	
Village Office	14/11/2017	0.30	7.0	60	
Collins	14/11/2017	0.35	7.0	57	
Plateau	14/11/2017	0.33	7.0	54	
Urdal	14/11/2017	0.31	7.0	53	
Oak	14/11/2017	0.34	7.0	53	
Farm	14/11/2017	0.31	7.0	57	
meadows	14/11/2017	0.29	7.0	50	
		0.32	7.0	54	
Health Centre	21/11/2017	0.25	7.3	62	
Village Office	21/11/2017	0.20	7.3	74	
Collins	21/11/2017	0.28	7.3	59	
Plateau	21/11/2017	0.30	7.3	52	
Urdal	21/11/2017	0.19	7.3	68	
Oak	21/11/2017	0.27	7.3	62	
Farm	21/11/2017	0.23	7.3	59	
meadows	21/11/2017	0.28	7.3	57	
		0.25	7.3	62	
Health Centre	28/11/2017	0.23	7.4	71	
Village Office	28/11/2017	0.22	7.3	58	
Collins	28/11/2017	0.34	7.3	49	

Plateau	28/11/2017	0.29	7.4	55	
Urdal	28/11/2017	0.29	7.3	53	
Oak	28/11/2017	0.29	7.3	67	
Farm	28/11/2017	0.27	7.3	56	
meadows	28/11/2017	0.29	7.4	54	
		0.28	7.3	58	
Health Centre	5/12/2017	0.26	7.1	56	
Village Office	5/12/2017	0.26	7.0	47	
Collins	5/12/2017				frozen
Plateau	5/12/2017	0.30	7.1	53	
Urdal	5/12/2017				frozen
Oak	5/12/2017	0.33	7.0	50	
Farm	5/12/2017				frozen
meadows	5/12/2017				frozen
		0.29	7.1	52	
Health Centre	11/12/2017	0.30	7.4	49	
Village Office	11/12/2017	0.24	7.4	50	
Collins	11/12/2017				frozen
Plateau	11/12/2017	0.31	7.4	56	
Urdal	11/12/2017				frozen
Oak	11/12/2017	0.34	7.4	54	
Farm	11/12/2017				frozen
meadows	11/12/2017				frozen
		0.30	7.4	52	
Health Centre	18/12/2017	0.27	7.4	55	
Village Office	18/12/2017	0.25	7.4	59	
Collins	18/12/2017	0.34	7.2	53	
Plateau	18/12/2017	0.33	7.4	55	
Urdal	18/12/2017	0.33	7.5	56	
Oak	18/12/2017	0.36	7.5	53	
Farm	18/12/2017	0.30	7.4	56	
meadows	18/12/2017	0.33	7.4	55	
		0.31	7.4	55	
Health Centre	27/12/2017				
Village Office	27/12/2017				
Collins	27/12/2017				
Plateau	27/12/2017	0.35	6.7	40	
Urdal	27/12/2017				
Oak	27/12/2017	0.38	6.8	39	
Farm	27/12/2017				
meadows	27/12/2017				
		0.37	6.7	40	

**2018
Water Sampling To Date**

Village of Pemberton Water Sampling Program

Location	Date	CL2	PH	Alkalinity	Notes
Health Centre	3/1/2018	0.31	7.6	44	
Village Office	3/1/2018	0.19	7.6	49	
Collins	3/1/2018				frozen
Plateau	3/1/2018	0.29	7.6	50	
Urdal	3/1/2018				frozen
Oak	3/1/2018	0.34	7.6	44	
Farm	3/1/2018				frozen
meadows	3/1/2018				frozen
		0.28	7.6	47	
Health Centre	8/1/2018	0.28	7.1	41	
Village Office	8/1/2018	0.35	7.1	50	
Collins	8/1/2018	0.40	7.1	49	
Plateau	8/1/2018	0.37	7.1	44	
Urdal	8/1/2018				flooded
Oak	8/1/2018	0.40	7.0	50	
Farm	8/1/2018	0.33	7.1	50	
meadows	8/1/2018	0.36	7.0	45	
		0.36	7.1	47	
Health Centre	16/1/2018	0.37	7.1	40	
Village Office	16/1/2018	0.30	7.2	49	
Collins	16/1/2018	0.37	7.1	49	
Plateau	16/1/2018	0.34	7.1	45	
Urdal	16/1/2018	0.30	7.1	39	
Oak	16/1/2018	0.36	7.1	40	
Farm	16/1/2018	0.21	7.1	45	
meadows	16/1/2018				frozen
		0.32	7.1	44	
Health Centre	22/1/2018	0.32	7.1	42	
Village Office	22/1/2018	0.28	7.2	41	
Collins	22/1/2018	0.31	7.1	45	
Plateau	22/1/2018	0.30	7.1	47	
Urdal	22/1/2018	0.31	7.1	37	
Oak	22/1/2018	0.31	7.1	42	
Farm	22/1/2018	0.27	7.1	41	
meadows	22/1/2018	0.27	7.2	44	
		0.30	7.1	42	
Health Centre	30/1/2018	0.32	7.0	54	
Village Office	30/1/2018	0.27	7.0	48	
Collins	30/1/2018	0.34	7.0	53	
Plateau	30/1/2018	0.32	7.0	51	
Urdal	30/1/2018				flooded

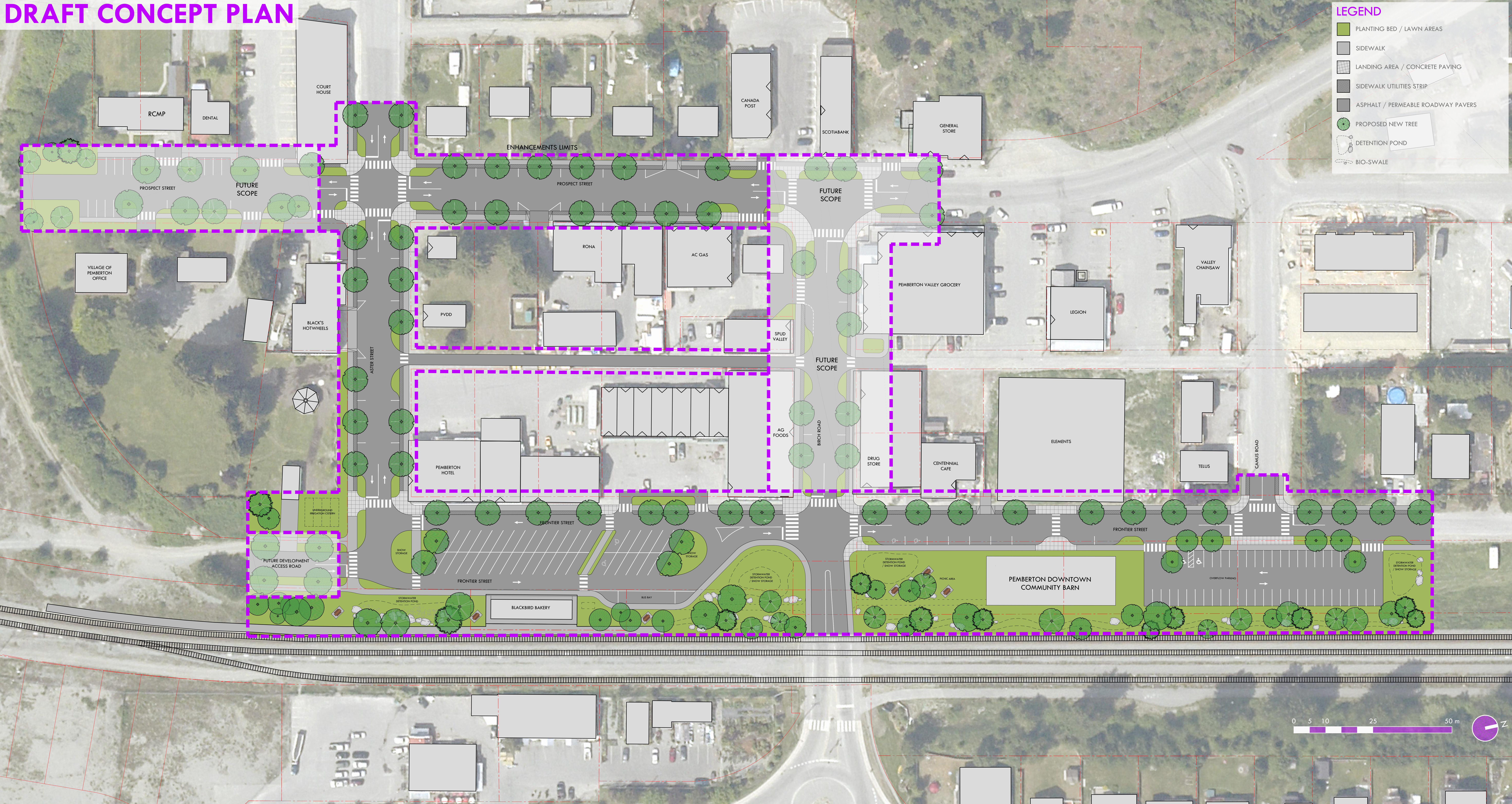
Oak	30/1/2018	0.31	7.0	56	
Farm	30/1/2018	0.29	7.0	45	
meadows	30/1/2018	0.34	7.0	50	
		0.31	7.0	51	
Health Centre	5/2/2018	0.29	7.2	44	
Village Office	5/2/2018	0.26	7.2	45	
Collins	5/2/2018	0.36	7.2	47	
Plateau	5/2/2018	0.36	7.2	44	
Urdal	5/2/2018				flooded
Oak	5/2/2018	0.36	7.2	47	
Farm	5/2/2018	0.35	7.2	43	
meadows	5/2/2018	0.35	7.2	45	
		0.33	7.2	45	
Health Centre	13/2/2018	0.32	7.5	55	
Village Office	13/2/2018	0.32	7.7	46	
Collins	13/2/2018				frozen
Plateau	13/2/2018	0.32	7.3	47	
Urdal	13/2/2018				frozen
Oak	13/2/2018	0.32	7.7	48	
Farm	13/2/2018				frozen
meadows	13/2/2018				frozen
		0.32	7.5	49	
Health Centre	20/2/2018	0.32	7.2	45	
Village Office	20/2/2018	0.31	7.2	48	
Collins	20/2/2018				frozen
Plateau	20/2/2018	0.33	7.2	50	
Urdal	20/2/2018				frozen
Oak	20/2/2018	0.36	7.2	51	
Farm	20/2/2018				frozen
meadows	20/2/2018				frozen
		0.33	7.2		
Health Centre	27/2/2018	0.34	7.2	43	
Village Office	27/2/2018	0.22	7.2	49	
Collins	27/2/2018	0.33	7.2	46	
Plateau	27/2/2018	0.34	7.2	51	
Urdal	27/2/2018				frozen
Oak	27/2/2018	0.33	7.2	44	
Farm	27/2/2018	0.31	7.2	49	
meadows	27/2/2018				frozen
		0.31	7.2	47	
Health Centre	5/3/2018	0.29	7.0	54	
Village Office	5/3/2018	0.32	7.0	53	

Collins	5/3/2018	0.37	7.0	51	
Plateau	5/3/2018	0.31	7.0	52	
Urdal	5/3/2018				flooded
Oak	5/3/2018	0.35	7.0	47	
Farm	5/3/2018	0.33	7.0	52	
meadows	5/3/2018				
		0.33	7.0	52	
Health Centre	5/20/2018	0.31	6.9	47	
Village Office	5/20/2018	0.32	7.0	48	
Collins	5/20/2018	0.35	7.0	48	
Plateau	5/20/2018	0.31	7.0	50	
Urdal	5/20/2018				flooded
Oak	5/20/2018	0.33	7.0	44	
Farm	5/20/2018	0.31	7.0	48	
meadows	5/20/2018	0.31	7.0	43	
		0.32	7.0	47	

Health Centre	5/26/2018	0.30	7.1	40	
Village Office	5/26/2018	0.28	6.9	35	
Collins	5/26/2018	0.32	7.1	40	
Plateau	5/26/2018	0.33	6.9	37	
Urdal	5/26/2018	0.30	7.1	40	
Oak	5/26/2018	0.31	7.2	40	
Farm	5/26/2018	0.31	7.3	43	
meadows	5/26/2018	0.25	6.9	39	
		0.30	7.1	39	
Health Centre	6/3/2018	0.29	6.9	51	
Village Office	6/3/2018	0.26	6.9	51	
Collins	6/3/2018	0.37	6.9	46	
Plateau	6/3/2018	0.32	6.9	46	
Urdal	6/3/2018	0.35	6.9	48	
Oak	6/3/2018	0.35	6.9	46	
Farm	6/3/2018	0.33	6.9	41	
meadows	6/3/2018	0.30	6.9	51	
		0.32	6.9	48	
Health Centre	6/9/2018	0.31	0.0	55	
Village Office	6/9/2018	0.23	0.0	47	
Collins	6/9/2018	0.36	0.0	49	pH analyzer faulty
Plateau	6/9/2018	0.34	0.0	44	
Urdal	6/9/2018	0.35	0.0	53	
Oak	6/9/2018	0.35	0.0	49	
Farm	6/9/2018	0.33	0.0	46	
meadows	6/9/2018	0.32	0.0	50	

		0.32	0.0	49	
Health Centre	6/16/2018	0.28	7.2	54	
Village Office	6/16/2018	0.32	7.3	57	
Collins	6/16/2018	0.35	7.2	49	
Plateau	6/16/2018	0.33	7.2	50	
Urdal	6/16/2018	0.36	7.2	50	
Oak	6/16/2018	0.34	7.2	54	
Farm	6/16/2018	0.33	7.2	50	
meadows	6/16/2018	0.35	7.2	43	
		0.33	7.2	51	

DRAFT CONCEPT PLAN



DOWNTOWN REVITALIZATION

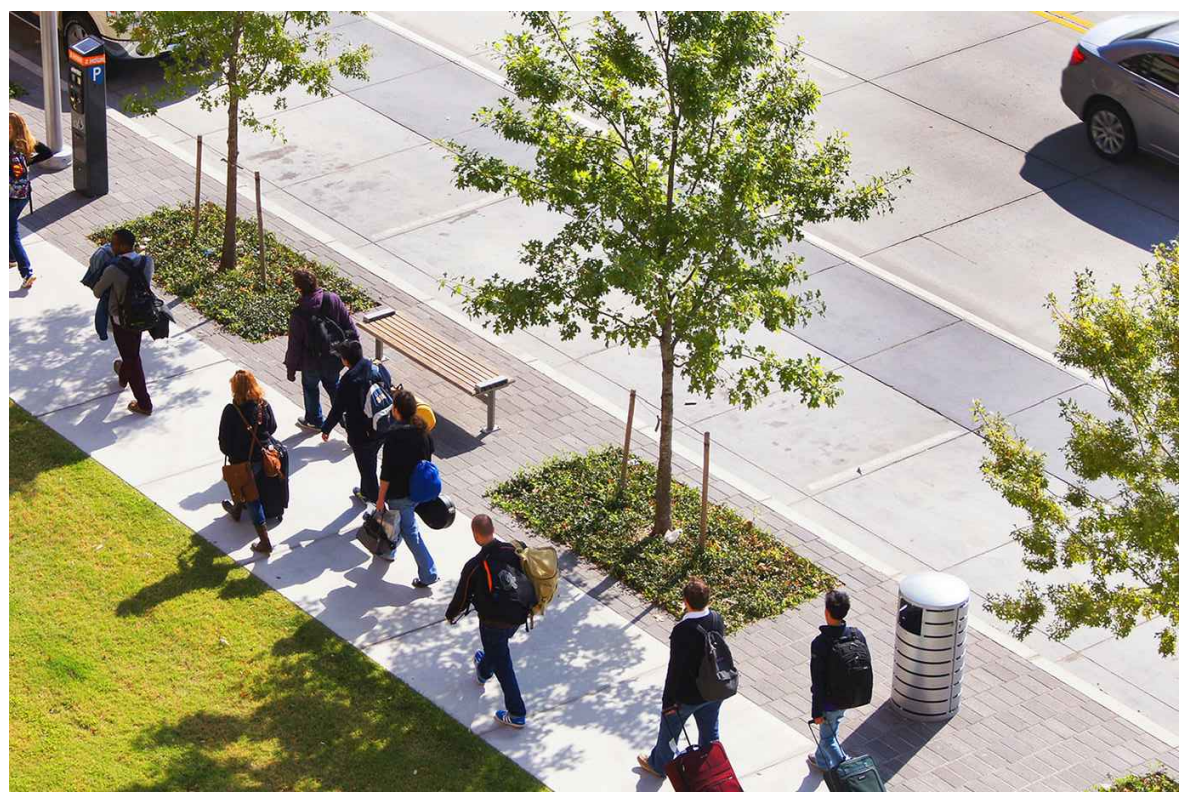
Rehabilitating the Village's downtown core is a locally and regionally significant initiative that will consist of essential upgrades to underground infrastructure and key improvements to roads, sidewalks, waterlines, stormwater management and streetlighting. These important works will build our community's resilience to climate change, while creating a walkable, vibrant downtown that will support our businesses and accommodate future growth.



WIDENED SIDEWALKS



STREET LIGHTING



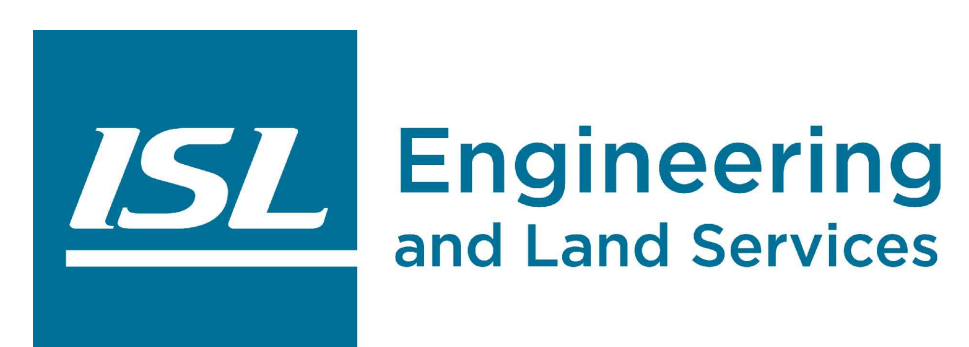
STREET TREES



PICNIC AREAS

PEMBERTON DOWNTOWN ENHANCEMENT

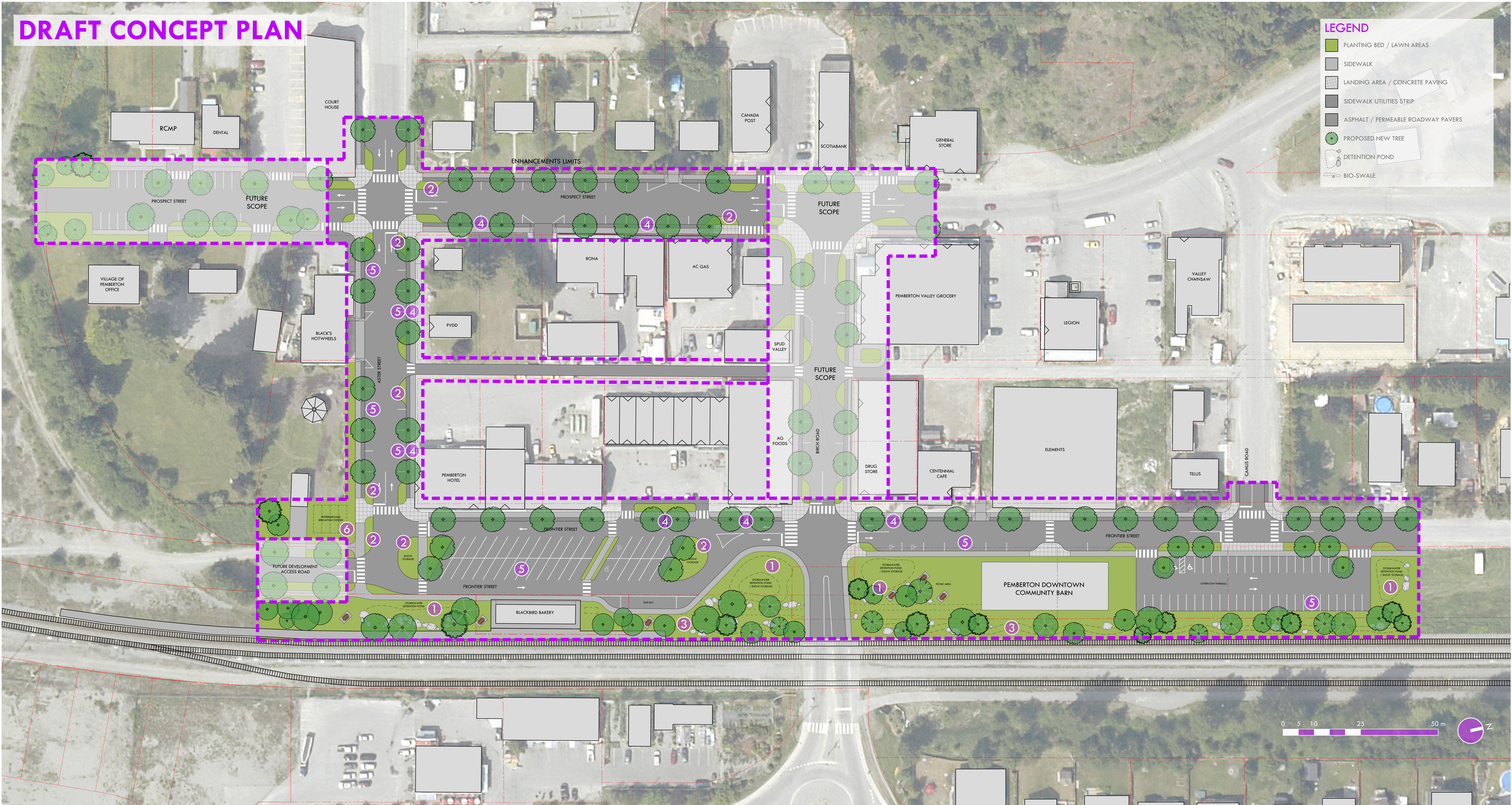
DOWNTOWN REVITALIZATION



DRAFT CONCEPT PLAN

LEGEND

- PLANTING BED / LAWN AREAS
- SIDEWALK
- LANDING AREA / CONCRETE PAVING
- SIDEWALK UTILITIES STRIP
- ASPHALT / PERMEABLE ROADWAY PAVERS
- PROPOSED NEW TREE
- DETENTION POND
- BIO-SWALE



1 STORMWATER DETENTION POND
Strategic ponds are located throughout the project to allow natural water infiltration in storm events.



2 BIO-FILTRATION BEDS
Filtration beds play a key role in reducing the amount of runoff and increasing water quality.



3 BIO-SWALE
Stormwater is purified through air exposure and plants bio-filtration.



4 STRATA CELL ROOT SYSTEM
Strata cells provide the adequate soil volumes for healthy trees in constrained locations.



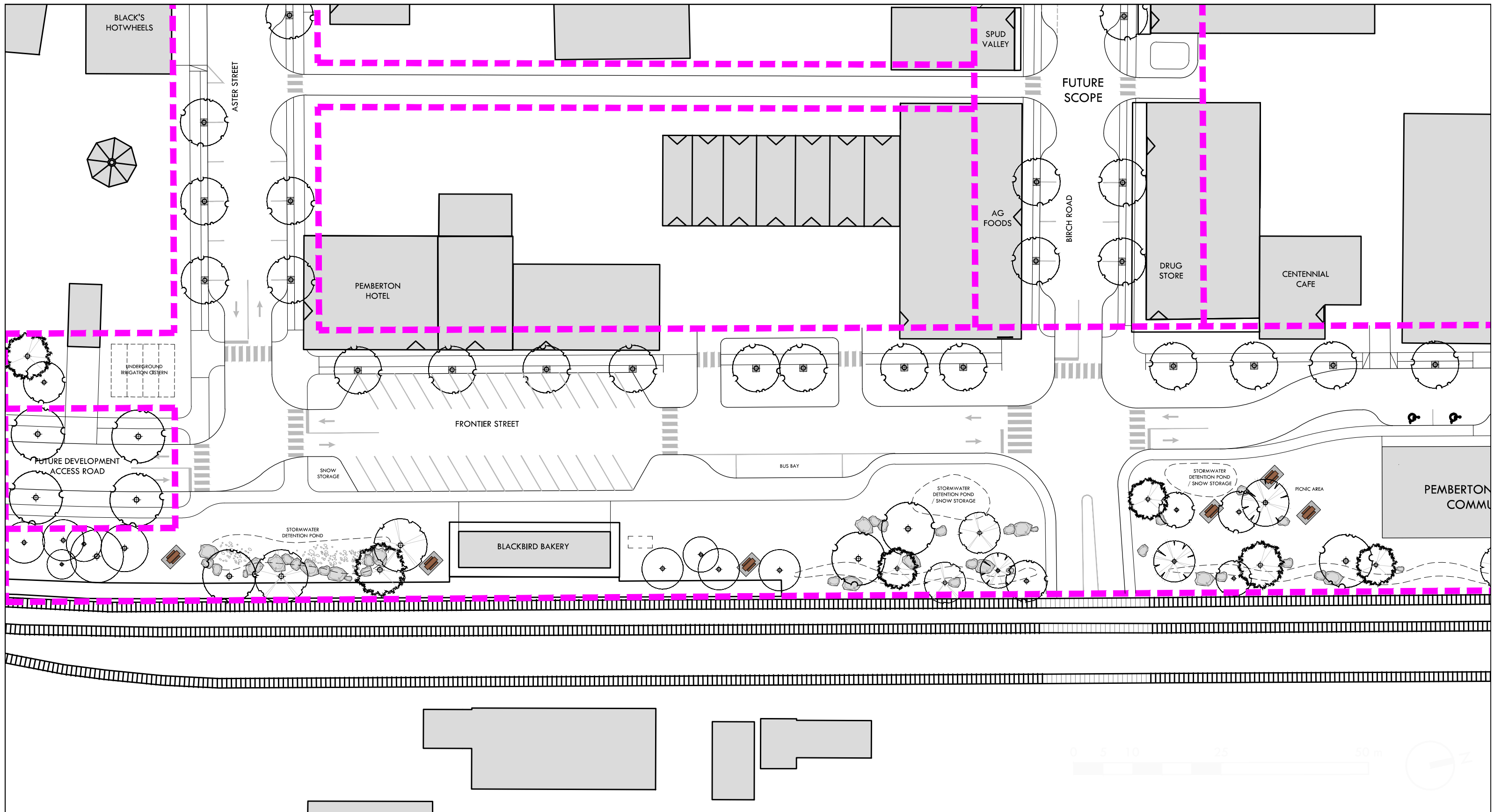
5 PERVIOUS PAVEMENT
Permeable roadway pavers will be installed in strategic parking locations to reduce stormwater runoff.



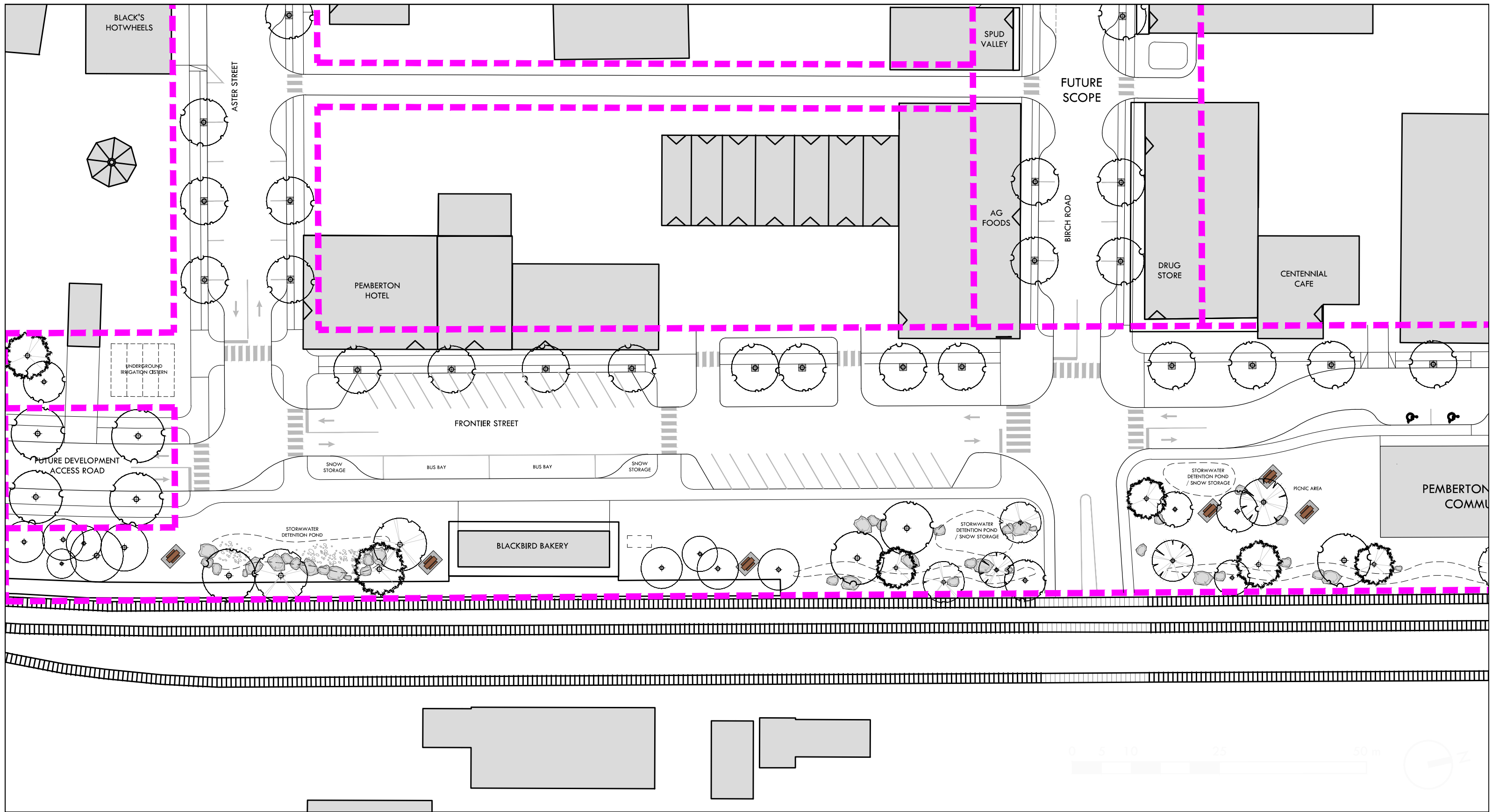
6 UNDERGROUND CISTERN
Filtered stormwater will be collected in an underground cistern system for park irrigation.



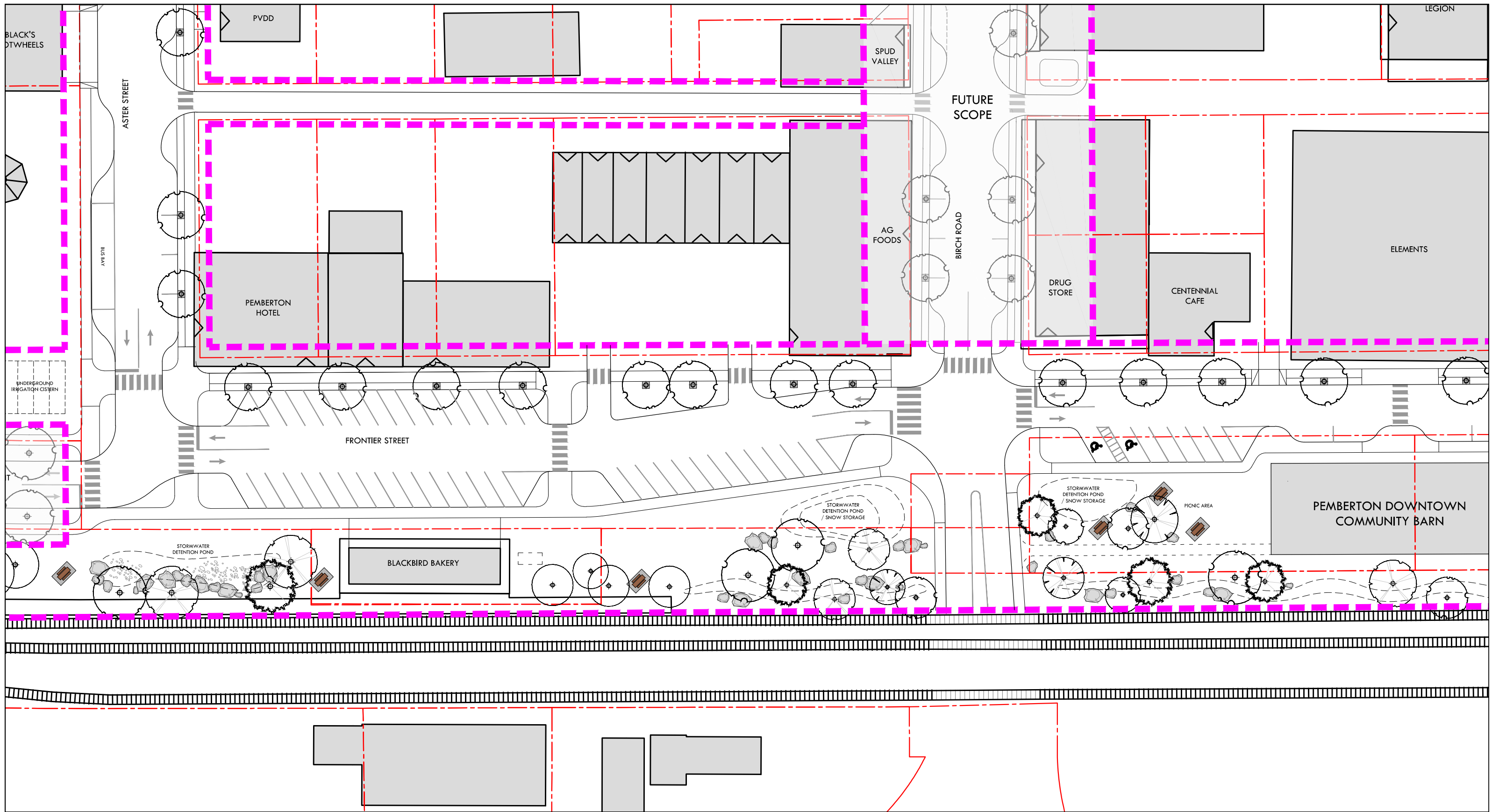
IMPROVED STORMWATER TREATMENT
State of the art treatment utilities will be installed to efficiently purify overflows and stormwater runoff.



FRONTIER STREET - Concept design - Option 2A
 PEMBERTON DOWNTOWN ENHANCEMENT



FRONTIER STREET - Concept design - Option 2B
 PEMBERTON DOWNTOWN ENHANCEMENT



FRONTIER STREET - Concept design - Revised - 18/04/17
 PEMBERTON DOWNTOWN ENHANCEMENT

Village of Pemberton																						
Downtown Enhancement Project																						
as at April 24, 2018																						
1. Timeline																						
		2nd Quarter, 2018			3rd Quarter, 2018			4th Quarter, 2018			1st Quarter, 2019			2nd Quarter, 2019			3rd Quarter, 2019			4th Quarter, 2019		
Task Name	Duration	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Design	109 days	→																				
Tender Process	20 days					→																
Project Award	20 days							→														
Construction	300 days							→														
2. Parking Stall Number Variance																						
Location	Existing	Design 1	Design 2A	Design 2B	Design 2C																	
Prospect (Rona)	34	22	22	22	22																	
Prospect (VOP)	17	17	17	17	17																	
Aster	22	15	15	15	5																	
Frontier Left	65	40	30	28	42																	
Frontier Right	17	9	9	9	11																	
Barn Parking Lot	25	47	47	47	47																	
Birch	11	11	11	11	11																	
Totals	191	161	151	149	155																	
3a Cost Estimate for Birch Street																						
Roads		\$274,000																				
Sidewalk		200,000																				
Streetlighting		144,000																				
Trees		50,000																				
Storm		124,000																				
Subtotal		792,000																				
Contingency (25%)		198,000																				
Eng. & Construction (15%)		118,800																				
Totals		\$1,108,800																				
3b Cost Estimate for Overlay, Curb & Gutter and Streetlighting																						
Roads		\$180,000																				
Curb and Gutter		\$60,000																				
Streetlighting		168,000																				
Subtotal		408,000																				
Contingency (25%)		102,000																				
Eng. & Construction (15%)		61,200																				
Totals		\$571,200																				

Date: April 24, 2018
To: Nikki Gilmore, Chief Administrative Officer
From: Robert Grossman, Fire Chief
Subject: 2018 First Quarter Fire Department Report

PURPOSE

To provide Council with a summary of the activities of the Pemberton Fire Rescue Department for the First Quarter of 2018.

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. In addition, service is provided to Lil'wat Nation through a separately negotiated Fire Service Agreement.

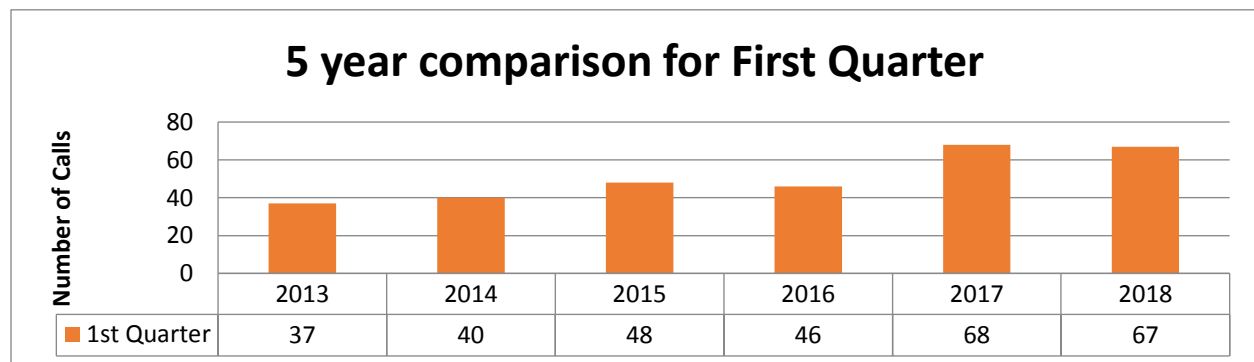
The Fire Chief is supported by twenty-five (25) paid-on-call fire fighters that include one (1) Deputy Chief, three (3) Captains, four (4) Lieutenants, ten (10) Fire Fighters and seven (7) Recruits.

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

DISCUSSION & COMMENTS

Incidents:

Pemberton Fire Rescue has been very active and is meeting the same number of incidents from the previous year for the same quarter. A comparison chart by Quarter over five (5) years is shown below.



Types of Responses:

As per the Fire Department Establishment Bylaw No. 807, 2016, Pemberton Fire Rescue responds to a number of different types of incidents.

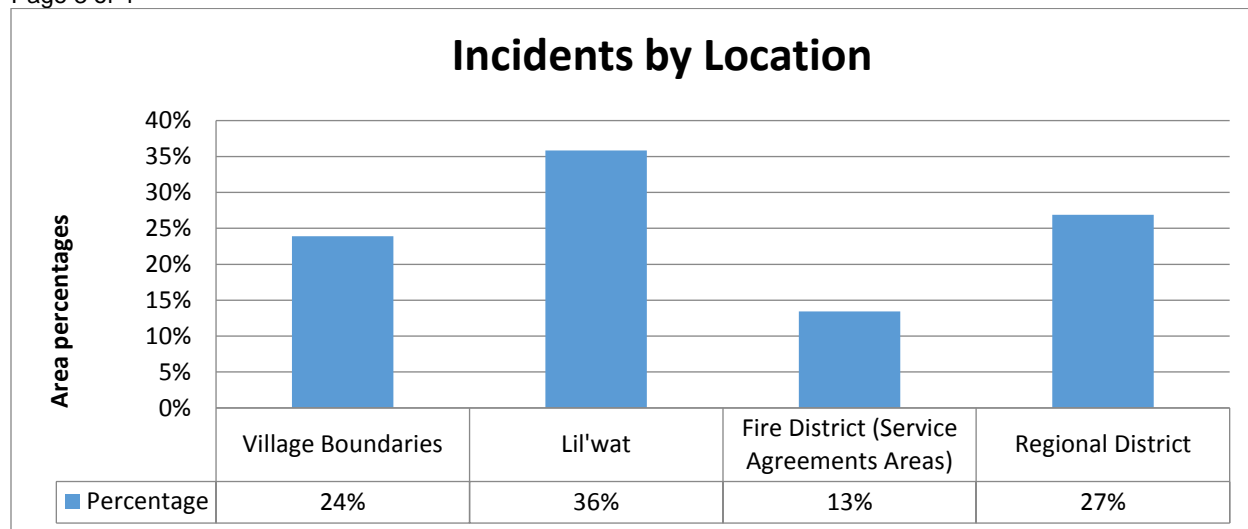
The table below summarizes of the number of callouts per type of incident attended for the First Quarter as compared to last year for the same quarter.

Response Type	1st Quarter	
	2017	2018
Alarms	12	13
Assist due to flooding	3	
Chimney Fire	2	
Fire Unclassified	1	3
Vehicle Fire	4	
Hazardous Material	1	1
Hydro Lines down, Assist Hydro	2	4
Medical Aid	26	28
Motor Vehicle Accident	12	13
Public Service	3	1
RCMP Police Assist		1
Rescue & Safety	1	1
Smoke Sighting	1	
Smoke in a structure		1
Wildland Fire		1
Total Number of Responses	68	67

Responses by Location

Pemberton Fire Rescue attends incidents in locations as identified in the Service Agreements with the SLRD and Lil'wat Nation.

The breakdown of the incident reports is categorized into the following regions: Village of Pemberton Boundaries, Lil'wat, Fire District Service Areas and Regional District (or outside the Fire District zones including north of Mount Currie, north of The Heights and south of the Village Boundaries).



Fire Prevention:

This Quarter two (2) Fire Inspections were completed as part of the business license application review for new businesses, two (2) Fire Extinguisher training seminars for businesses in Pemberton Boundaries were held and PFR also assisted the First Nations Emergency Services Society of British Columbia in Mount Currie to provide Cadet Fire Training.

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 Service Area which both benefit and impact the Squamish-Lillooet Regional District and Lil'wat Nation.

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.*

RECOMMENDATIONS

THAT the 2018 First Quarter Fire Department Report be received for information.

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

VILLAGE OF PEMBERTON

BYLAW No. 823, 2018

A bylaw for the levying of annual tax rates for Municipal, Regional District and Sea to Sky Regional Hospital District and Squamish-Lillooet Regional Hospital District purposes for the year 2018.

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

1. The following rates are hereby imposed and levied for the year 2018:
 - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of Schedule "A" attached hereto and forming a part hereof.
 - (b) For purposes of the Squamish-Lillooet Regional District on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "B" of Schedule "A" attached hereto and forming a part hereof.
 - (c) For purposes of the Sea to Sky Regional Hospital District on the assessed value of land and improvements taxable for hospital purposes, rates appearing in column "C" of Schedule "A" attached hereto and forming a part hereof.
2. The minimum amount of taxation upon a parcel of real property shall be One Dollar (\$1.00).
3. This bylaw may be cited as the "Village of Pemberton Annual Tax Rates Bylaw No. 823, 2018."

READ A FIRST TIME this 10th day of April, 2018.

READ A SECOND TIME this 10th day of April, 2018.

READ A THIRD TIME this 10th day of April, 2018.

ADOPTED this _____ day of April, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

**Village of Pemberton
Schedule "A"
Bylaw No. 823, 2018**

2018 Tax Rates

Tax Rates (dollars of tax per \$1,000 taxable value)
--

PROPERTY CLASS	A General Municipal (Includes Reserves, CEF & CIOF)	B Regional District (RD)	C Sea to Sky Regional Hospital District (STSRHD)
1 Residential	1.8836	0	0
2 Utility	10.5951	0	0
5 Light Industry	6.4042	0	0
6 Business/Other	4.2380	0	0
8 Rec/Non-Profit	1.8836	0	0
9 Farm	1.8836	0	0

*The rate for those properties that were included in the 2011 Boundary Extension (Order in Council No. 165) under Class 2 (Utility), is set each year as per Sections 5 and 6 of the Taxation (Rural Area) Act Regulation, BC Reg. 387/82. The rate established for 2018 is \$3.87 per \$1,000 of actual value of property.

VILLAGE OF PEMBERTON

BYLAW No. 824, 2018

Water Frontage Tax Amendment Bylaw

**Being a bylaw to amend “The Village of Pemberton Bylaw No. 137, 1979
Amendment Bylaw No. 813, 2017”**

WHEREAS it is deemed expedient and necessary to amend tax on frontage of owners of land by amending Bylaw No. 137, 1979 Amendment Bylaw No. 813, 2017;

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

1. This bylaw may be cited as “Village of Pemberton Bylaw No. 137, 1979 Water Frontage Tax Amendment Bylaw No. 824, 2018.”
2. a. Section 2 of “The Corporation of the Village of Pemberton Bylaw No. 137, 1979” is hereby deleted and the following substituted therefore:
 - b. The annual rate shall be Four Dollars and Fifty-Two Cents (\$4.36) per meter of taxable frontage.

READ A FIRST TIME this 10th day of April, 2018.

READ A SECOND TIME this 10th day of April, 2018.

READ A THIRD TIME this 10th day of April, 2018.

ADOPTED this _____ day of April, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

VILLAGE OF PEMBERTON

BYLAW No. 825, 2018

Sewer Frontage Tax Amendment Bylaw

Being a bylaw to amend “The Village of Pemberton Sewer Frontage Tax Bylaw No. 136, 1979 Amendment Bylaw No. 785, 2015”

WHEREAS it is deemed expedient and necessary to amend tax on frontage of owners of land by amending Bylaw No. 136, 1979 Amendment Bylaw No. 814, 2017,

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

1. This bylaw may be cited as “Village of Pemberton Bylaw No. 136, 1979 Sewer Frontage Amendment Bylaw No. 825, 2018.”
2. Section 3 (b) of “The Corporation of the Village of Pemberton Bylaw No. 136, 1979” is hereby deleted and the following substituted therefore:
 - b. The annual rate shall be Six Dollars and Ninety-One Cents (\$6.67) per meter of taxable frontage.

READ A FIRST TIME this 10th day of April, 2018.

READ A SECOND TIME this 10th day of April, 2018.

READ A THIRD TIME this 10th day of April, 2018.

ADOPTED this ____ day of April, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

VILLAGE OF PEMBERTON

BYLAW No. 826, 2018

A bylaw to amend the Village of Pemberton Sewer Rates Bylaw No. 787, 2016.

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

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

1. Schedule "A" of, Amendment Bylaw No. 787, 2016 is hereby deleted and replaced with a new Schedule "A" which is attached hereto and forms part of this bylaw, and which takes effect on January 1, 2018.
 - c) Utility billing is done on an annual basis providing residents the option to pay monthly, quarterly or annually before the tax due date of the billing year.
 - d) A 10% penalty will be added to such rates, rents and charges remaining unpaid after the tax billing due date of the billing year.
2. This bylaw may be cited for all purposes as the "Village of Pemberton Sanitary Sewer System Regulation Connection and Rates Amendment Bylaw No. 826, 2018."

READ A FIRST TIME this 10th day of April, 2018.

READ A SECOND TIME this 10th day of April, 2018.

READ A THIRD TIME this 10th day of April, 2018.

ADOPTED this day of April, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

VILLAGE OF PEMBERTON
Bylaw No. 826, 2018
Schedule "A"

2018 Annual Sewer Rates

Flat Rates (Billed Annually)		
	<u>Domestic</u>	
	1. Seniors housing projects	\$ 322.15
	2. Single family dwellings & trailers	\$ 491.49
	-In addition, per residential suite in a S/F dwelling	\$ 245.61
	3. Apartments/Duplexes/Multi-family dwellings - per unit	\$ 491.49
	4. Bed & Breakfast service, guest/rooming house	\$ 702.56
	-in addition, per rental room for > 2 rooms	\$ 113.47
	- in addition, per residential suite	\$ 245.61
	5. Swimming Pool	
	<u>Commercial</u>	
	1. Motels, Hotels, Inns, Lodges	\$ 706.85
	- per room (with or without bath)	\$ 98.09
	- per room (with kitchen)	\$ 113.47
	- for each pool &/or hot tub	
	2. Strata Hotel	\$ 706.85
	- per room (with or without bath)	\$ 98.09
	- per room (with kitchen)	\$ 113.47
	- per room (with kitchen and laundry)	\$ 245.61
	- laundry facility	\$ 280.67
	- for each pool or hot tub	
	3. Beauty parlours and barber shops (per chair)	\$ 599.93
	4. Cafe, restaurant, coffee shop or dining room	
	-40 seats maximum (including seasonal/outdoor seating)	\$ 1,489.10
	-over 40 seats	\$ 2,210.58
	5. Food & Beverage preparation facilities < 1000 sq. ft.	\$ 599.93
	-total area = 1,000 - 2,000 sq. ft.	\$ 899.52
	-total area = > 2,000 sq. ft.	\$ 1,199.59
	6. Medical/Dental Practice - one practitioner	\$ 965.33
	- per additional practitioner	\$ 482.66
	7. Retail stores, < 1000 sq. ft.	\$ 599.93
	- > 1000 sq. ft.	\$ 1,498.93
	8. Banks, offices < 1,000 sq. ft.	\$ 673.06
	- > 1,000 sq. ft.	\$ 2,038.09
	9. Service stations, garages, car washes, etc.	\$ 1,351.66
	-in addition - for unmetered vehicle wash facility	
	10. Laundries - for each washing machine	\$ 280.67
	(or minimum annual charge)	\$ 1,404.37
	11. Unmetered industrial/commercial usage	\$ 982.99
	12. Beverage rooms, lounges, pubs	\$ 2,250.68
	13. Greenhouse or Nursery (adjusted seasonal rate)	\$ 599.93
	14. Water Bottling - unmetered	\$ 599.93
	<u>Institutions</u>	
	1. Schools, per classroom	\$ 790.57
	2. Churches (flat rate)	\$ 599.93
	3. Hospitals, Emergency Services Stations	\$ 1,659.06
	-hospitals, in addition per bed	\$ 133.91

VILLAGE OF PEMBERTON
Bylaw No. 826, 2018
Schedule "A"

Metered Rates (Billed Quarterly)		
	1. Inside Municipal Boundaries - Statutory Declaration Program	
	a) Residences with Suite	
	Fixed Quarterly Meter Charge	\$ 27.92
	Plus Volumetric Rate (m3)	\$ 1.02
	b) Industrial/Commercial Users	
	Fixed Rate (under 300m3)	\$ 209.62
	Volumetric Rate (m3 after 300m3)	\$ 1.07
	c) Industrial/Commercial Users	
	Flat Rate (for Units with non-functioning or no meters)	\$ 268.26
	d) *Bulk Water Rate (m3)	
		\$ 4.33
	2. Outside Municipal Boundaries	
	a) Residential/Commercial/Industrial	
	Fixed Rate (under 300m3)	\$ 248.41
	Volumetric Rate (m3 after 300m3)	\$ 1.37
	b) Residential/Commercial/Industrial	
	Flat Rate (for Units with non-functioning or no meters)	\$ 233.93
*Large bulk sewer disposals require individual negotiated agreements.		

VILLAGE OF PEMBERTON

BYLAW No. 827, 2018

A bylaw of the Village of Pemberton respecting the Five Year Financial Plan beginning with the year 2018.

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

1. Schedule "A" attached hereto and made part of this Bylaw is hereby adopted and is the Village of Pemberton Five Year Financial Plan established with the year ended December 31, 2018.
2. This Bylaw may be cited for all purposes as the "Village of Pemberton Five Year Financial Plan Bylaw No. 827, 2018."

READ A FIRST TIME this 24th day of April, 2018.

READ A SECOND TIME this 24th day of April, 2018

READ A THIRD TIME this 24th day of April, 2018.

ADOPTED this _____ day of May, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Village of Pemberton

Village of Pemberton					
2018 - 2022 Five Year Financial Plan					
	2018	2019	2020	2021	2022
	Budget	Budget	Budget	Budget	Budget
Revenues:					
Taxation	2,015,259	2,991,010	2,924,516	2,971,586	3,095,615
Water and sewer user rates	1,682,091	1,736,089	1,736,089	1,736,089	1,746,798
User charges	1,576,620	1,606,097	1,636,164	1,666,832	1,698,114
Penalties and interest income	16,640	16,973	17,312	17,659	18,012
Government transfers:					
Provincial	1,815,825	5,408,000	378,000	378,000	398,000
Federal	-	-	-	-	-
Other local governments	365,870	426,930	334,607	296,382	350,327
Investment income	7,320	5,846	4,373	4,461	4,550
Other revenues	450,741	234,361	60,394	61,447	3,187,521
Collections on behalf of other governments	2,398,058	2,319,929	2,319,929	2,319,929	2,319,929
	10,328,424	14,745,237	9,411,385	9,452,385	12,818,866
Expenditures:					
General government	2,309,315	2,262,880	2,430,353	2,470,891	2,726,679
Fire protection services	615,274	638,109	657,647	671,405	800,138
Development and planning services	593,556	642,017	573,177	584,561	596,172
Public works and parks	1,254,709	1,435,387	1,375,418	1,390,751	1,419,934
Water utility	961,025	859,550	852,719	933,651	947,351
Sewer utility	986,606	1,008,046	1,020,934	1,034,080	1,051,489
Airport services	110,425	111,655	112,909	114,189	115,493
Transfers to other governments	2,398,058	2,319,929	2,319,929	2,319,929	2,319,929
	9,228,969	9,277,573	9,343,086	9,519,456	9,977,186
Annual (Surplus) / Deficit	(1,099,455)	(5,467,664)	(68,299)	67,071	(2,841,680)
ADJUSTMENTS REQUIRED TO BALANCE FINANCIAL PLAN TO CONFORM WITH LEGISLATIVE REQUIREMENTS					
Non-cash items included in Annual (Surplus)/Deficit					
Amortization on tangible capital assets	855,616	1,062,616	1,130,283	1,162,783	1,408,616
Cash items NOT included in Annual (Surplus)/Deficit					
Capital expenditures	2,517,260	5,856,000	2,260,000	1,275,000	6,920,000
Loan proceeds	(120,000)	(300,000)	(2,250,000)	(1,250,000)	(3,125,000)
Long term debt payments	212,270	225,806	247,613	273,887	339,572
Capital lease payments	144,507	143,235	185,273	165,273	122,498
Transfers to/(from) Statutory Reserves	(121,456)	-	-	-	(100,000)
Transfers from Non-Statutory Reserves	(644,339)	(220,000)	(12,807)	(89,645)	(627,971)
Transfers to Non-Statutory Reserves	601,038	825,241	768,503	721,197	721,197
Transfers to/(from) Unappropriated Surplus	(634,209)	-	-	-	-
Financial Plan Balance	0	0	(0)	(0)	0
General Fund (Surplus) / Deficit	0	0	(0)	(0)	0
Water Fund (Surplus) / Deficit	-	-	-	-	-
Sewer Fund (Surplus) / Deficit	-	-	-	-	-
Airport Fund (Surplus) / Deficit	-	-	-	-	-
	0	0	(0)	(0)	0

**Village of Pemberton
5 Year Financial Plan Bylaw No. 827, 2018
2018 Revenue Policy Disclosure**

- The table below shows the proportion of proposed 2018 revenue raised from each funding source. One column shows the proposed revenue including Transfer to Other Governments and the other excluding the Transfers to Other Governments. Transfers to Other Governments are funds requisitioned by other government or government agencies for specifically defined projects.

The Village has a bylaw to charge specific administrative fees for various tasks, such as tax certificates, titles searches, rentals as well as other tasks including a 10% administrative fee. This bylaw was last updated December 18th, 2012. By billing these fees to individual users, this allows a more realistic tax levy as the tax payers are not subjected to funding these miscellaneous expenses.

The Village of Pemberton will continue to seek other sources of revenue to reduce the reliance on property taxes.

In 2007, Council realized that the creation of a Capital Reserve and Equipment Reserve was prudent to reducing potential tax rate increases and borrowing for future capital projects. As such the Village will endeavor to build up reserves to fund major capital projects. Borrowing will be considered when a capital project will provide benefits to taxpayers over a long period.

Frontage and/or Parcel Taxes are taxes levied for the purpose of paying the debt on the Municipality's Infrastructure, such as the Sewer Treatment Plant and the Well. The rates are reviewed annually to determine if they meet the required debt payment schedule for the upcoming fiscal year. In 2018, amendments were brought forward for the addition of new parcels to the parcel tax roll.

Revenue Sources 2018	% Total Revenue(\$11,214,219) Including Transfers to Other Governments*	% Total Revenue(\$8,816,161) Excluding Transfers to Other Governments
Property Taxes	51.7%	38.5%
Parcel Taxes	2.7%	3.4%
User Fees & Charges	14.3%	18.2%
Grants	19.5%	24.7%
DCCs	1.1%	1.4%
Other Revenues	4.0%	5.1%
Proceeds from Borrowing	1.1%	1.4%
Transfers	5.7%	7.3%
Total	100.0%	100%

**Village of Pemberton
5 Year Financial Plan Bylaw No. 827, 2018
2018 Revenue Policy Disclosure**

2. a) The Provincial Class Multiples are established by the Provincial Government by British Columbia Regulations 426/2003 and 439/2003. These rates are used to calculate the tax rates for other government bodies (Collections for Other Governments) with the exception of the Squamish-Lillooet Regional District (SLRD). Both the Village and the SLRD's tax rates are established by the multiples set by Council. Following is a comparison of the two multiples with the variance identified in bold:

Village Multiples	Provincial Multiples
1.00	1.00
5.63	3.50
3.40	3.40
2.25	2.45
1.00	1.00
1.00	1.00

- b) In addition, the Ministry also sets a ceiling for the maximum allowable rate for Class 2 (Utilities). Following is the regulation:

BC Regulation 329/96 defines a rate ceiling for class 02 property for 2000 and subsequent years. The regulation states:

“2. In setting the tax or levy rate for class 2 property for general municipal purposes, a municipality must not exceed the greater of

- a) \$40 for each \$1,000 of assessed value, and
- b) 2.5 times the rate applicable to class 6 property for general municipal purposes in the municipality for the same taxation year.”

- c) Furthermore, those properties that were included in the 2011 Boundary Extension (Order in Council No. 165) under Class 2 (*Utility), the tax rate is set each year as per Sections 5 and 6 of the Taxation (Rural Area) Act Regulation, BC Reg. 387/82.

The following table outlines the distribution of taxes between the property tax classes.

Property Class	Municipal Tax Rates	% of Total Property Assessment Value (\$686,317,918)	% of Total Property Tax
Residential (Class 01)	1.8836	83.93%	70.06%
Utilities (Class 02)	10.5951	0.20%	0.92%
Utilities (Class 02) Rural	3.8700	2.05%	3.51%
Light Industry (Class 05)	6.4042	0.41%	1.16%
Business/Commercial (Class 06)	4.2380	12.60%	23.67%
Rec/Non-Profit (Class 08)	1.8836	0.77%	0.64%
Farm (Class 09)	1.8836	0.05%	0.04%
Total		100%	100%

* The 2018 Class 2 (Utility) Rural Tax Rate is 3.93 per each \$1,000 of actual value of property. This rate is set each year as per Sections 5 and 6 of the Taxation (Rural Area) Act Regulation, BC Reg. 387/82 as per Order in Council No. 165 (2011) Village Boundary Extension.

**Village of Pemberton
5 Year Financial Plan Bylaw No. 827, 2018
2018 Revenue Policy Disclosure**

3. Following is a list of permissive exemptions granted for the taxation year and the amount of municipal tax revenue forgone:

Municipal Land and Buildings	\$5,374
St. David's United Church (Land only)	466
Pemberton Childcare Society	1,413
Pemberton Lion's Society	3,106
Stewardship Pemberton	368
 Total Municipal Tax Revenue Forgone	 \$10,726

In 2013, Council updated the Permissive Tax Exemption Policy to clarify the criteria, establish timelines for submission and to include an application form which will provide clear guidelines and deliverables for both Staff and the Applicant. Following is the updated Policy and Purpose:

Permissive Tax Exemption Policy:

The Village of Pemberton recognizes the significant value of organizations and groups in our community who provide worthwhile programs and services to our residents

The purpose of this policy is to ensure that the organizations applying for a permissive tax exemption meet the criteria and that the application process is consistent and meets the goals, policies and general operating principles of the Village. The sources of Municipal revenue are limited and a request for an exemption must be considered in concert with other needs of the Village. Council will determine the amount of revenue to be foregone by permissive tax exemptions for non-profit organizations. Council at its sole discretion may grant varying percentages of tax exemptions up to 100% of the tax exemption.

Exemptions are not given to services that are otherwise provided on a private or for profit bases. This would provide an unfair competitive advantage and is not permitted as per Section 25 of the *Community Charter*.

Requests for permissive tax exemptions for organizations whose facilities are outside the boundaries of the Village of Pemberton will not be considered.

Further information, including the complete Policy and Application can be found on the following link on Village website:

http://www.pemberton.ca/media/177127/Permissive_Tax_Exempt_Policy-Jun2013.pdf

Village of Pemberton
5 Year Financial Plan Bylaw No. 827, 2018
Notes to the Village of Pemberton's
Financial Plan

Note 1

General 2018 Assumptions:

1. Municipal tax revenues increased by 4.45% (\$62,735) in 2018 to provide for additional allocations to reserves and contract operations.
2. The change in overall assessment value from 2017 to 2018 is 21.93%; which is made up of new construction assessments of 3.46% and 18.47% in market change.
3. Frontage tax is calculated on \$4.36 per meter for water and \$6.67 per meter for sewer. Frontage tax is amended based on the retiring or securing of debt.
4. The Industrial Park Parcel Taxes equal the debt based on the overall costs of the project to install the water infrastructure to the Industrial Park in 2007. Only those properties that did not choose to commute (pay upfront) their cost are levied.
5. User fees for water rates in 2018 will be set as per the Kerr Wood Leidal (KWL) Implementation of Water Rates 2014 – 2019 Report under Alternative 1. This report can be found on the Village website at the following link: <http://www.pemberton.ca/municipal-hall/reports-and-publications/>
6. User fees for sewer have a \$40,000 budget increase in 2018 for a new Sewer Capital Reserve.

General 2018 – 2022 Assumptions:

1. A 10% Administration Fee will be charged to individual user requests and tasks.
2. General Municipal Property Taxes will be increased for a road reserve allocation by 4% each year for the years 2019 and 2020
3. General Operating expenses will be increased for inflation by 2% per year.
4. Water rates will be increased by 7% (see number 3 above) up to 2019, and will be reassessed in 2020.
5. General debt collections, frontage and/or parcel taxes, will equal the general debenture interest and principle payments. This tax is paid by all property owners within the Village of Pemberton who have the ability to connect to the Village's Infrastructure.

**Village of Pemberton
5 Year Financial Plan Bylaw No. 827, 2018
Notes to the Village of Pemberton's
Financial Plan**

Note 2

2018 Capital Projects (\$2,552,154):

Administrative and Financial Services

Admin/ Development Vehicle	\$30,000
Bylaw Vehicle	30,000
New Office Server (reserves)	30,000
	\$90,000

Public Works & Parks

Friendship Trail Bridge	\$1,108,154
Downtown Enhancement Grant Design & Engineering	300,000
Soccer Field Grant	300,000
Zurcher Park Playground Upgrade	35,000
New Park Land Purchase	300,000
Installation of New Hydrants	20,000
Pemberton Farm Road East Paving	100,000
	\$2,163,154

Fire Department

Wireless System upgrade	\$3,000
Office Improvement	30,000
Fire Exhaust Ventilation	60,000
New Duty Truck	60,000
SCBA Equipment Grant	38,000
	\$191,000

Water

Pioneer Waterline Upgrade	\$43,000
Surge Tanks	15,000
	\$58,000

Sewer

Air Valves	\$50,000
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Total Capital Project Costs 2018	\$2,552,154
---	--------------------



March 26, 2018

Lil'wat Nation
PO Box 602
Mt Currie, BC, V0N 2K0
(604) 894-6115

Lil'wat Nation Rodeo & Pow-Wow Sponsorship Request

Hello!

It is that time of year again, where we kindly request your support. The **Lil'wat Nation** once again is hosting it's annual Rodeo. This year we are preparing for the **Annual May Day Rodeo & Pow-wow** that will be held on **May 19th, 20th & 21st, 2018** at the **Lillooet Lake Rodeo Grounds**. This will be the 2nd year that we are adding the Pow-wow to the weekend's activities. We are seeking support in the form of prizes, supplies, or cash donation. Including sponsorship for major event categories for each day (list attached), or any other resources you can provide.

The Lil'wat Nation Rodeo is an open three days event aimed at amateur rodeo stars and the Pow-wow is also a 3 day event with "Combined Specials in all Categories". The Rodeo events are Ladies Barrel Racing, Team Roping, Steer Wrestling, Ladies Breakaway Roping and Bull Riding. The first day is considered a Fun Day where contestants include Rodeo participants and audience participation – and will include activities such as foot races, cowboy hustle, and water balloon toss plus other children's activities makes this event fun for the entire family. We anticipate 50 plus participants and well over 300 spectators to attend each fun filled day, which will enhance business throughout the corridor.

In addition to the prize monies, hosting the Rodeo / Pow-wow includes covering costs such as Rodeo & Pow-wow Consultants, BC Ambulance Service, Stock Contractor, Rodeo Announcer, Judges, Timers, Portable Toilet Rental, Etc. As such, our total costs are estimated to the \$50,000+. Your contribution will help ensure an enjoyable, safe and successful three day event. The Lil'wat Nation will be able to issue an official donation receipt for income tax purposes for all donations (valued over \$20). Any financial surplus from the Rodeo will be used to support youth activities.

All sponsors will receive prominent advertising displayed at the event. If you have a company banner we would love to display it at our event.

This program will continue to be a success and we hope it will promote positive attitudes that will continue throughout the year. Thank you for your consideration of this request. I hope you will contact us to express your support for this initiative. Cheques can be made out to "**Lil'wat Nation**". If you have any additional questions or need more information, feel free to contact Maxine Bruce at (604) 894-6115.

Sincerely,

Chief Dean Nelson
Lil'wat Nation



SPONSORSHIP

Major Events	May 20 th , 2018	May 21 st , 2018	Rodeo Sponsorship for both days
Bull Riding	\$1,000	\$1,000	\$2000 + Buckle
Ladies Barrel Racing	\$1,000	\$1,000	\$2000 + Buckle
Ladies Break Away Roping	\$1,000	\$1,000	\$2,000
Team Roping	\$1,000	\$1,000	\$2,000
Steer Wrestling	\$500	\$500	\$1,000
Tie Down Roping	\$500	\$500	\$1,000
Bare Back	\$500	\$500	\$1,000
Saddle Bronc	\$500	\$500	\$1,000
Totals	\$6,000	\$6,000	\$12,000

Major Events	May 20 th , 2018	May 21 st , 2018	Rodeo Sponsorship for both days
Junior Steer Riding	\$500	\$500	\$1,000
Junior Barrel Racing	\$500	\$500	\$1,000
Pee-wee Barrel Racing	\$150	\$150	\$300
Totals	\$1,150	\$1,150	\$2,300

POW-WOW COSTS	
Host Director	\$ 1,000
Arena Director	\$ 1,000
Gate Director	\$ 400
Head of Security	\$ 800
MC	\$ 1,000
Security 1	\$ 300
Security 2	\$ 300
Gate 1	\$ 300
Gate 2	\$ 300
Sound Equipment	\$ 800
Event Coordinator	\$ 1,000
Float	\$ 500
Supplies	\$ 212
Payout	\$ 1,460
TOTAL	\$ 9,372

Dear Village of Pemberton,

The Lions have been in contact with the community center, to improve and or add on to Canada Day Celebration. Dan who works at the community center asked us to get letters of support form the Village of Pemberton, so that he can take our recommendation to his boss. I believe the concern is that the community center doesn't want to host an event that may increase their liability.

The Lion's are asking for support for is to host a beer garden, salmon bake and live bands with a dance starting around 2pm and going until 12am . We have spoken to the high school to getting local performers as well as Dakota Pearl and The Wells (The Tragically Hip Cover Band).

Although we could host our own event in the barn, we wanted to keep the event in one area off the town. There are many people in the community that have spoken to us about having a beer garden at the event and bring the program later into the evening.

Russel Mac from SLRD is in support, we have also spoken to the RCMP and Heidi Glenn the liquor inspector who have no major concerns.

Tony
Pemberton Lions

Saved



Pamela Goldsmith-Jones

Member of Parliament
West Vancouver - Sunshine Coast - Sea to Sky Country

April 2, 2018

Village of Pemberton
Box 100
Pemberton, BC
V0N 2L0

Mike and colleagues

Dear Mayor and Council,

I'm happy to report that the Minister of Infrastructure and Communities, the Honourable Amarjeet Sohi and Minister Claire Trevena have come to an agreement on the Investing in Canada Infrastructure plan. This agreement confirms long term stability for infrastructure funding.

The Investing in Canada plan is providing \$180 billion in infrastructure funding over 12 years. These investments will create long-term economic growth, build sustainable communities and support a low carbon economy.

Through this partnership, we will be able to grow and support our communities through four key areas of investment:

- Public Transit
- Green Infrastructure
- Community, Culture and Recreation Infrastructure
- Rural and Northern Communities Infrastructure

I look forward to working with you in the coming months to support community infrastructure through existing and new program investments. It is very helpful to our team if you are able to provide a copy of your project applications, so that we can help to promote your plans.

Sincerely,

Pam

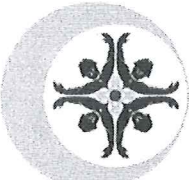
Pamela Goldsmith-Jones, M.P.
West Vancouver-Sunshine Coast-Sea to Sky Country

cc: The Honourable Amarjeet Sohi, Minister of Infrastructure and Communities

Room 583, Confederation Building | 6367 Bruce Street
 Ottawa, ON K1A 0A6 | West Vancouver, BC V7W 2B8
 Tel.: 613 947 4617 Fax: 613 947 4620 | Tel.: 604 913 2660 Fax: 604 913 2664
 pam.goldsmith-jones@parl.gc.ca
 www.pgoldsmithjones.ca

Village of Pemberton
Regular Council Meeting No. 1468
Tuesday, April 24, 2018

Sweet



FIRST NATIONS SUMMIT

Regional Community to Community Forum

Administration provided by UBCM and First Nations Summit

Funding provided by the Ministry of Municipal Affairs & Housing and Indigenous & Northern Affairs Canada

Please direct all correspondence to:

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947

April 3, 2018

Mayor Richman and Council
Village of Pemberton
Box 100
Pemberton, BC, V0N 2L0

RE: Completion of 2017/18 (Spring) Community to Community Forum

Dear Mayor Richman and Council,

Thank you for submitting the final report and financial summary for the Village of Pemberton's Community to Community Forum event held on February 23, 2018.

It is clear the event achieved the goals of the Regional Community to Community Forum Program and the objectives of the participants, including the Lil'wat Nation, N'quatqua and Samahquam First Nation.

The final report notes a total eligible expenditure of \$11,784.50. Based on this, a payment in the amount of \$2,500.00 will be issued shortly by electronic funds transfer. This is the final payment of the grant and is based on 50% of the eligible expenditures (to a maximum of the approved grant of \$5,000.00) minus the initial payment of \$2,500.00 made in May 2017.

On behalf of the Union of BC Municipalities and the First Nations Summit, I would like to congratulate the Village of Pemberton on the success of your event and hope that you will consider applying under this program again in the future.

As a reminder, the next 2018/19 C2C application deadlines are June 1 and October 19, 2018.

Sincerely,

Danyta Welch
Manager, Local Government Program Services

cc: Jill Brooksbank, Senior Communications & Grants Coordinator,
Village of Pemberton

From: Jamee Justason [mailto:jjustason@ubcm.ca]
Sent: Monday, April 9, 2018 4:34 PM
Subject: LMLGA Annual Newsletter & CivX this Thursday, April 12

****Please distribute to elected officials and senior staff****

Attn:
Mayor/Chair
Council/Board
Senior Staff

Dear Lower Mainland LGA member local governments:

2018 Annual Newsletter

Please find attached the Lower Mainland LGA Annual Newsletter. It contains important information about the upcoming AGM and Convention, May 9-11, 2018 in Whistler.

Registration for the AGM & Convention is open: [Register today](#)

Will you be attending the Pre and Post-Convention Sessions?

Let us know, by completing this fast, five question survey: <https://www.surveymonkey.com/r/LMLGASessionRSVP>

~~~~~

Coming Up in this week...a one day event you won't want to miss:

**CivX 2018**

CivX will happen on **Thursday, April 12, 2018** at the SFU Wosk Centre for Dialogue in Vancouver.

The 2018 theme is **Smart Communities, Smart Region**. Topics include: how to leverage the internet of things, local government applications for augmented reality, the promise of machine learning and artificial intelligence, and predictive modelling in service delivery.

Whether you're an elected official or a professional public servant, you will want to be there. [Register Today!](#)

Please contact me if you have any questions or comments.

Your [2017-2018 Lower Mainland LGA Executive](#) and myself look forward to seeing you at these events.

Best Regards,  
*Jamee*



**Jamee Justason**

Executive & Association Services Coordinator

**Union of BC Municipalities**

**Lower Mainland Local Government Association**

60 – 10551 Shellbridge Way

Richmond, BC V6X 2W9

Phone: 604-270-8226 Ext. 100

Email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Websites: [www.ubcm.ca](http://www.ubcm.ca) and [www.lmlga.ca](http://www.lmlga.ca)



# LOWER MAINLAND LOCAL GOVERNMENT ASSOCIATION

## Newsletter

### President's Message



Cllr. Jason Lum  
LMLGA President

It is hard to believe how quickly a year can pass. Last year I unexpectedly found myself in the role of Interim President of the Lower Mainland LGA. Then I was elected President

and proudly continue to serve. As I write my second annual President's Message, I ponder the passage of time. It has been a good year at the Lower Mainland LGA and the best is yet to come.

2018 marks the fourth year of our CivX Conference in partnership with CivicInfo BC. CivX is modelled after the popular TED Talks event. It brings together local government elected officials, staff, and speakers in a one-day forum at the Wosk Centre for Dialogue in Vancouver. This year's topic is 'Smart Communities, Smart Region' which will feature an amazing line up of speakers and experts to address our delegates in a lively and interactive way.

In May, we are excited to head back to the world-class host community of Whistler for our 2018 AGM and Convention. We are thrilled to be launching a brand new theme this year: Connectivity. Cities are about connections. Small or large, cities exist to connect people to commerce, to services, and to each other. At the 2018 Lower Mainland LGA Convention, we are going to host conversations and learning sessions on the connections that matter most to our members.

Before my time as President comes to an end, I want to thank our members for their continued support of the Lower Mainland LGA. I also want to thank my fellow Directors and our staff, all of whom have worked hard this past year to ensure the Lower Mainland LGA continues to fulfill our mandate to our members.

Looking forward to seeing you in Whistler in May!

Jason

Convention Theme:

## Connectivity

LOWER MAINLAND LGA AGM & CONVENTION, May 9 - 11, 2018 WHISTLER

### SPEAKER HIGHLIGHTS

#### Chris Lewis, Ancestral Name: Syeta'xtn

Council Member of the Squamish First Nation

Opening Plenary Keynote Speaker • Wednesday, May 9 • 7:20pm Sea to Sky Ballroom C



In 2017, Syeta'xtn was elected to his third consecutive four-year term as a member of the Squamish Nation Chiefs and Council.

Chris is currently focusing on the following areas: Intergovernmental Affairs with regional, provincial, federal governments and Aboriginal organizations; Economic Development; Governance; Fisheries and access to our aquatic resources as well as Education with the Nation.

Syeta'xtn is also honored to sit on Simon Fraser University Board of Governors as well as the Board of the MST Development Group and Coho Society of the North Shore. Previously, Chris worked for many years at the national and provincial level for the BC Assembly of First Nations focusing on First Nations advocacy and policy.

Raised by his grandparents, Chris was encouraged to learn the traditional ways of the land as well as further his academic education. Along with traditional teachings, Chris obtained a Bachelor of Arts in Geography and Planning, with a minor in First Nations Studies from Simon Fraser University.

Syeta'xtn has a passion and talent for sport, and was a key member of a National Lacrosse Championship team, North Shore Indians. Chris continues to enjoy competitive sport as well as many outdoor activities with his wife Jennifer and daughter Madison.

#### Honourable Selina Robinson

Minister of Municipal Affairs and Housing

Welcome Message • Friday, May 11 • 9:20am Sea to Sky Ballroom C



Selina Robinson was elected as the MLA for Coquitlam-Maillardville in 2013 and re-elected in 2017. She is the Minister of Municipal Affairs and Housing.

Selina served as the Official Opposition spokesperson for mental health and addictions, seniors, local government and sports.

Born and raised in the suburbs of Montreal before relocating to Richmond, BC with her family, Selina has been actively engaged in the Coquitlam community since moving there more than 20 years ago.

As a former city councillor, Selina fought to protect the health of children and families by introducing a local ban on cosmetic pesticides, and worked to improve access for people with disabilities as chair of the Coquitlam Universal Access-Ability Advisory

Committee. Prior to being elected, Selina had a home-based family therapy practice, was the Director of Development for SHARE Family and Community Services and was a Counselling Instructor and Program Developer at the University of British Columbia's Life and Learning Centre and Vancouver Community College. Selina lives with her husband Dan in the Ranch Park neighbourhood of Coquitlam-Maillardville, where they raised their now adult children, Aaron and Leya. As a cancer survivor, Selina does the annual Ride to Conquer Cancer alongside her husband and they have raised more than \$500,000 with team Way Hey! Hey! over the past 8 years. When she is not working or training for the ride, Selina can be found in her garden or in a kayak.

#### Director Wendy Booth

UBCM President

Welcome Message • Friday, May 11 • 9:00am Sea to Sky Ballroom C



Wendy Booth has been on the UBCM Executive since 2013, is currently Chair of the Presidents Committee, past Chair of the Resolutions Committee and served on both the Convention and Community Economic Development Committees.

She currently sits as a director and Vice-Chair of the Regional District of East Kootenay, representing Electoral Area F, including the communities of Windermere, Fairmont Hot Springs and Panorama Mountain Village. She remains involved in many local community initiatives, including as past President of the Fairmont Business Association and director of the Fairmont and Area Recreations and Trails Society and the Lake Windermere Ambassadors. As a former owner of a whitewater rafting company, she has a strong entrepreneurial spirit. She and her husband currently own a business in

Fairmont Hot Springs.

After growing up in Toronto and completing a business degree in Quebec, the mountains were calling. An avid skier and golfer she now calls Fairmont Hot Springs home, a resort community in the Kootenays.



## LMLGA ELECTION PROCEDURES

An eleven person Executive Board that is determined at the Annual Convention governs the ongoing administration and policy direction of the Lower Mainland LGA.

### SEVEN ELECTED POSITIONS

President  
First Vice-President  
Second Vice-President  
Third Vice-President  
Director at Large (3 positions)

### NON-ELECTED POSITIONS

Appointed representatives from:  
Fraser Valley Regional District  
Metro Vancouver  
Squamish-Lillooet Regional District

### ELEVENTH POSITION

Past President

## NOMINATIONS RECEIVED FOR 2018/2019 LMLGA EXECUTIVE

As a result of the call for nominations, the Nominating Committee has received and will be placing the following names forward for consideration:

### PRESIDENT:

Chair Jack Crompton, Squamish-Lillooet RD

### FIRST VICE-PRESIDENT:

No nominations received by the deadline

### SECOND VICE-PRESIDENT:

No nominations received by the deadline

### THIRD VICE-PRESIDENT:

No nominations received by the deadline

### DIRECTOR AT LARGE (three to be elected):

Director Ray Boucher, Fraser Valley RD  
Councillor Laura Dupont, Port Coquitlam  
Councillor Samantha Piper, Harrison Hot Springs

## BANQUET ENTERTAINMENT - THE WHISKEY RICHARDS BAND



The Whiskey Richards will keep the party going until the last note is played. This group of Celtic Gypsy party rockers has spent the better part of a decade carving a reputation for themselves as "One Heck of a Good Time". The Whiskey Richards use fiery celtic-gypsy fiddle licks, cello played like a bass, bombastic trumpet, vivacious drum beats, energetic guitar strumming, and voice to tell

stories of good times past and to play songs people know, but in a way they'd never imagine. This is sure to be a fun evening that you will not want to miss!

**WHISKEY RICHARDS BAND • THURSDAY, MAY 10 • 8:45PM - 10:30PM**

## RIDE & DRIVE - HYBRID VEHICLE EXPERIENCE

Interested in test driving a hybrid car? The Mining Association of BC is pleased to host a ride & drive with a 2018 Chevrolet Volt on Thursday, May 10th. The Chevy Volt is powered by two electric motors that work in unison to optimize efficiency and conserve electric charge. Through regenerative braking, the Volt captures its own momentum to recharge the battery as it slows down.



**TEST DRIVE OPPORTUNITIES • THURSDAY, MAY 10 • ALL DAY**

## PADS - PACIFIC ASSISTANCE DOGS SOCIETY



The successful 2018 Non-Profit Trade Show applicant and recipient of our speaker gift donations is PADS.

PADS breeds, raises, trains and places fully certified Assistance Dogs. The service and hearing dogs provide life-changing independence to those with a physical disability, other than blindness, and to those who are deaf or hard-of-hearing. PADS accredited facility dogs work with a variety of community care professionals and facilities such as educational

facilities, hospitals, hospices and police victim service units to help support healthy communities.

**LOOK FOR THE PADS DOGS VISITING THROUGHOUT CONVENTION**

## 2018 SPONSORS ~ THANK YOU

- BC Council of Forest Industries
- BC Hydro
- BCLC
- Canadian Association of Petroleum Producers (CAPP)
- E-Comm 9-1-1
- Enbridge
- FortisBC
- Great Canadian Gaming Corp.
- ICBC
- Langley Concrete Group
- Lidstone & Company
- Mining Association of BC
- Municipal Finance Authority BC
- Municipal Insurance Association of BC
- Shaw Communications Inc.
- TELUS
- Trans Mountain Expansion Project/Kinder Morgan Canada
- Vancouver Fraser Port Authority
- WoodWORKS!
- Young Anderson

## 2018 EXHIBITORS ~ THANK YOU

- BC Assessment
- BC Council of Forest Industries
- BC Hydro
- BCLC
- BC Transit
- Canadian Association of Petroleum Producers (CAPP)
- E-Comm 9-1-1
- Enbridge
- FortisBC
- ICBC
- Langley Concrete Group
- Mining Association of BC
- PADS
- Shaw Communications Inc.
- TELUS
- Trans Mountain Expansion Project / Kinder Morgan Canada
- UBCM
- Vancouver Fraser Port Authority

## THE NOMINATIONS AND ELECTIONS PROCESS

**Thursday, May 10, 2018 (during AGM)**

- Nominating Committee, Chaired by the Past President Corisa Bell, presents the nominations received.
- Nominations from the floor for Officer positions (President, First Vice-President, Second Vice-President, Third Vice-President) and three Directors at Large.
- Candidate speeches, if necessary, to follow.
- Elections for positions (as necessary).

Elections are scheduled from 4:00 – 5:00pm on May 10

## CANDIDATE FOR PRESIDENT



### CHAIR JACK CROMPTON

Jack Crompton has served on the Lower Mainland LGA board for the last 4 years. He is passionate about the direction of our communities and the region as a whole. Jack is the Chair of the Squamish Lillooet Regional District and a Councillor in Whistler. Jack's professional life has focused mainly on transportation and software. Jack also works with Empowered Startups a Whistler-based technology company incubator. Jack likes to talk politics of any description. He is fascinated by political history, local government and international affairs.

## CANDIDATES FOR DIRECTOR AT LARGE



### DIRECTOR RAY BOUCHER

First elected as the Regional Director for Electoral Area "F" in the Fraser Valley Regional District in 2011. Ray plans on running again in October 2018. During his terms as an elected official, he assisted constituents in achieving zoning changes, as well as helping with building permits, creek clean outs and variances. Ray served three years with the Lower Mainland LGA as an appointment of the FVRD. He is looking forward to the opportunity to represent the members of the Lower Mainland LGA once again, as Director at Large.



### COUNCILLOR LAURA DUPONT

First elected to Port Coquitlam Council in 2014. Laura is the Chair of the Sustainability & Environment Committee, Vice-Chair of the Finance & Budget Committee and a Member of the Community & Intergovernmental Committee, Healthy Community Committee and Smart Growth Committee. She is the City Representative on the Metro Vancouver Climate Action Committee, on the Coquitlam River Watershed Roundtable Core Committee (CRWR), and for the Fraser Valley Regional Library. Laura is currently a Director at Large for the Lower Mainland LGA.



### COUNCILLOR SAMANTHA PIPER

First elected to Council for the Village of Harrison Hot Springs in 2014. As a Councillor, Samantha proudly represents the Village on the Fraser Valley Aboriginal Relations Committee; local area Joint Emergency Program Committee; Fraser Health Municipal Regional meetings; Citizens Advisory Committee with Correctional Service Canada; and local area Community to Community Forums. She has been dedicated to municipal public service for 24 years for a neighbouring municipality in the position of Public Safety Specialist and Safer City Coordinator.

## 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*