

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

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, July 10, 2018 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1474.

“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	1
Recommendation: THAT the Agenda be approved as presented.	
3. RISE WITH REPORT FROM IN CAMERA (CLOSED)	
4. ADOPTION OF MINUTES	
a) Regular Council Meeting No. 1473, Tuesday, June 26, 2018	4
Recommendation: THAT the minutes of Regular Council Meeting No. 1473, held Tuesday, June 26, 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	
8. BYLAWS	
a) FIRST, SECOND AND THIRD READINGS	
i. Permissive Tax Exemption Bylaws	14
Recommendation: THAT the Permissive Tax Exemption Report, dated July 10, 2018, be received.	
(1) Village of Pemberton Repeal of Permissive Tax Exemption (St. David's Church) Bylaw No. 796, 2015, Bylaw No. 833, 2018	
Recommendation: THAT Village of Pemberton Repeal of Permissive Tax Exemption (St. David's Church) Bylaw No. 796, 2015, Bylaw No. 833, 2018 receive First, Second and Third Readings.	
(2) Village of Pemberton Permissive Tax Exemption (Pemberton Childcare Society) Bylaw No. 834, 2018	
Recommendation: THAT Village of Pemberton Permissive Tax Exemption (Pemberton Childcare Society) Bylaw No. 834, 2018 receive First, Second and Third Readings.	

(3) Village of Pemberton Permissive Tax Exemption (Pemberton Lions Activities Society) Bylaw No. 835, 2018

Recommendation: THAT Village of Pemberton Permissive Tax Exemption (Pemberton Lion's Activities Society) Bylaw No. 835, 2018 receive First, Second and Third Readings.

(4) Village of Pemberton Permissive Tax Exemption (Pemberton Community Church) Bylaw No. 836, 2018

Recommendation: THAT Village of Pemberton Permissive Tax Exemption (Pemberton Community Church) Bylaw No. 836, 2018 receive First, Second and Third Readings.

(5) Village of Pemberton Permissive Tax Exemption (Royal Canadian Legion – Pemberton Branch) Bylaw No. 837, 2018

Recommendation: THAT Village of Pemberton Permissive Tax Exemption (Royal Canadian Legion – Pemberton Branch) Bylaw No. 837, 2018 receive First, Second and Third Readings.

9. DELEGATIONS

There are no delegations.

10. REPORTS

a) Office of the Chief Administrative Officer

i. Verbal Report

(1) UBCM Minister Meeting Brief – Minister Responsible for Energy, Mines and Petroleum Resources 181

Recommendation: THAT Council provide direction with respect to a meeting request and submission of the Brief.

(2) 7335 Old Mill Road – Court Order Update

ii. 2017 Annual Report 182

Recommendation: THAT Council receive the 2017 Annual Report as presented.

iii. Pemberton Area Economic Development Collaborative - Terms of Reference 238

Recommendation: THAT the Economic Development Collaborative Terms of Reference be approved as presented.

b) Finance

i. 2017 Statement of Financial Information (SOFI) 242

Recommendation: THAT Council approve the 2017 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing under the *Financial Information Act*.

c) Operations and Development Services

i. Zoning Bylaw No. 832, 2018 – Report – Public Hearing and Amendments 253

Recommendation One: THAT Council receives the statutory record of the Public Hearing held for Zoning Bylaw No. 832, 2018.

Recommendation Two: THAT Council amends proposed Zoning Bylaw No. 832, 2018 to incorporate all changes identified in the Second Reading Amendments version of the proposed Bylaw attached to the Staff report dated July 10, 2018.

d) Mayor's Report

e) Councillor Reports

11. BYLAWS

a) THIRD READING

ii. Village of Pemberton Zoning Bylaw No. 832, 2018 403

Recommendation: THAT Council gives Third Reading to Zoning Bylaw No. 832, 2018, as amended;

AND THAT Zoning Bylaw No. 832, 2018 be formally referred for Ministry of Transportation and Infrastructure approval.

12. CORRESPONDENCE

There is no correspondence to be received.

13. DECISION ON LATE BUSINESS

14. LATE BUSINESS

15. NOTICE OF MOTION

16. QUESTION PERIOD 518

17. ADJOURNMENT

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, June 26, 2018 at 9:00 a.m.in Council Chambers, 7400 Prospect Street. This is Meeting No. 1473.

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

ABSENT: Councillor Jennie Helmer

STAFF IN ATTENDANCE: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Tim Harris, Manager of Operations & Development Services
Lisa Pedrini, Senior Planner
Faruq Patel, Building Inspector
Wendy Olsson, Executive Assistant
Sarah Toews, Emergency Program Coordinator
Gwendolyn Kennedy, Legislative Assistant

Public: 3

1. CALL TO ORDER

At 9:00 a.m. Mayor Richman called the meeting to order.

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

2. APPROVAL OF AGENDA

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

3. RISE WITH REPORT FROM IN CAMERA

a) Village of Pemberton Bursary Award – Recipient Announcement

Mayor Richman announced that Pemberton Secondary School graduating student Caleb Kellet was awarded the Village of Pemberton Bursary in the amount of \$2000.

4. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1472, Tuesday, June 12, 2018

Moved/Seconded

THAT the minutes of Regular Council Meeting No.1472 held Tuesday, June 12, 2018, be adopted as circulated.

CARRIED

5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

There was no business arising from the previous Regular Council Meeting.

6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

There was no business arising from the previous Committee of the Whole meeting.

7. COMMITTEE MINUTES – FOR INFORMATION

There are no minutes to be received.

8. DELEGATIONS

a) Carolyn McBain – Communities on the Move - BC Alliance for Healthy Living

Carolyn McBain presented an overview of the Communities on the Move initiative of the BC Alliance for Healthy Living. A call to action to the provincial government to improve mobility in small communities in British Columbia and endorsed by neighbouring communities Whistler, Squamish and Lil'wat, the program would be an opportunity for the Village to work with these and other small communities on shared priorities and to benefit from advocacy at provincial level.

Moved/Seconded

THAT the Village of Pemberton endorses the Communities on the Move declaration published on the BC Alliance for Healthy Living website and adds it name as an endorser.

CARRIED

Moved/Seconded

THAT the Village of Pemberton send a letter to the Minister of Transportation and Infrastructure encouraging the Province to implement the recommendations outlined in the Communities on the Move declaration.

CARRIED

9. REPORTS

a) Office of the Chief Administrative Officer

i. Village of Pemberton Bursary Award

Moved/Seconded

THAT Council adopt the Village Bursary Policy as presented;

AND THAT correspondence be sent to Pemberton Secondary School to advise of the changes to the program.

CARRIED

ii. Village Staff Appointments

Moved/Seconded

THAT Faruq Patel be appointed the Village of Pemberton Chief Building Official effective June 26, 2018.

CARRIED

Moved/Seconded

THAT Sarah Toews be appointed the Village of Pemberton Emergency Coordinator effective June 26, 2018.

CARRIED

Moved/Seconded

THAT Tim Harris' appointment as the Village of Pemberton Approving Officer be rescinded as of June 28th, 2018.

CARRIED

b) Corporate & Legislative Services

i. 7335 Old Mill Road – Section 57 - Notice on Title

Tim Harris, Manager of Operations & Development Services, presented a report summarizing past actions the Village has taken since 2008 for 7335 Old Mill Road to encourage the property owner to bring the building up to code. Furthermore, a recommendation was put forward that the Village place a Section 57 Notice on Title and make application to the Courts for a Demolition Order in the event that it is not possible to bring the building up to Code.

Moved/Seconded

THAT Staff be directed to proceed with a Section 57 Notice on Title on 7335 Old Mill Road, Pemberton, BC.

CARRIED

Moved/Seconded

THAT Staff be directed to make application to the Courts for a demolition order to have the building removed.

CARRIED

c) Finance

i. Municipal Finance Authority – Resolution for Borrowing

Moved/Seconded

THAT the report from the Chief Financial Officer, dated June 26th, 2018 regarding financing for the purchase of new Capital Equipment be received.

CARRIED

Moved/Seconded

THAT Council of the Village of Pemberton authorizes up to \$30,000 be borrowed, under Section 175 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of an Administration Vehicle.

CARRIED

Moved/Seconded

THAT Council of the Village of Pemberton authorizes up to \$30,000 be borrowed, under Section 175 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of a Bylaw Vehicle.

CARRIED

Moved/Seconded

THAT Council of the Village of Pemberton authorizes up to \$60,000 be borrowed, under Section 175 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of a Fire Duty Truck.

CARRIED

Moved/Seconded

THAT Council of the Village of Pemberton authorizes up to \$12,000 be borrowed, under Section 175 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of an Administration Printer.

CARRIED

Moved/Seconded

THAT Council of the Village of Pemberton authorizes up to \$150,000 be borrowed, under Section 175 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of a Backhoe.

CARRIED

Moved/Seconded

THAT the loan(s) be repaid within five (5) years, with no rights of renewal.

CARRIED

d) Operations & Development Services

i. Development Permit Application (DPA-013) – Elevate @ Sunstone Major DP, Sunstone Ridge, Parcel Lot 5

Moved/Seconded

THAT Development Permit Application (DPA-013) be authorized for issuance, and the Mayor and Chief Administrative Officer be authorized to execute the Permit.

CARRIED

Moved/Seconded

THAT issuance of Development Permit Application (DPA-013) be subject to provision of landscape bonding in the amount of \$337,536;

AND THAT Development Permit Application (DPA-013) hereby varies Section 508(1) of the Village of Pemberton Zoning Bylaw No. 466 by reducing the required number of Visitor Parking Stalls from 13 to 7.

CARRIED

e) Mayor's Report

Mayor Richman reported on the following:

- Extended thanks to Tim Harris, Manager of Operations & Development Services, for his hard work during his years at the Village. It was a pleasure to work with Mr. Harris and Council and Staff are sorry to see him go.
- Noted that although water levels have dropped significantly since yesterday and the threat of flooding has diminished, a high stream advisory is still in effect for the Lillooet River. Please exercise caution along river banks.
- Announced that the Village is recruiting for a Planning and GIS technician. Details are available on the Village's website at www.pemberton.ca.
- Reminded all present that the Public Hearing for Zoning Bylaw 832, 2018 will take place tonight at 7pm at the Pemberton & District Community Centre.
- Announced that this year's Canada Day celebrations will include a Spud Run, Parade and Celebration at the Pemberton & District Community Centre. Details may be found on the SLRD website at www.slrd.bc.ca.
- Acknowledged the efforts of our First Responders and high school students who organized and participated in the Mock Crash outside of Pemberton Secondary School on June 13th. The exercise was meant to address the dire

consequences of impaired driving and start a conversation on strategies to prevent impaired driving. Students reported that the display was impactful.

- Noted that the Village will be releasing its 2017 Annual Report later this week. The Annual Report is a great way to gauge the Village's progress on corporate priorities established by Council and provides information on capital projects, municipal initiatives and programs, funding applications and includes the Village's audited financial statements. It will be available on the Village's website at www.pemberton.ca later this week.
- Extended congratulations to the Laoyam Eagles for winning the gold medal in the Junior A Final at the Concord Pacific Dragon Boat Festival at False Creek on the weekend.
- Attended the 2018 Graduation Ceremony at Pemberton Secondary School and awarded the Village of Pemberton Bursary. Noted that there was tremendous community involvement and a total of \$46,000 in bursaries was awarded.
- Attended Meet the Mayor day at Pemberton Children's Centre on Thursday.
- Will attend Squamish-Lillooet Regional District Board meetings on Wednesday and Thursday this week. The Area C Zoning Bylaw will be reviewed at the Committee of the Whole Meeting on Thursday.

f) Councillor Reports

i. Councillor Craddock

Councillor Craddock reported on the following:

- Attended the Squamish-Lillooet Regional District Regional Growth Strategy meeting.
- Attended the Pemberton Valley Dyking District (PVDD) meeting.
- Advised that the new horse trail along the Arn Canal between Poplar Street and Highway 99 has been completed and thanked the Backcountry Horsemen Group for their dedication in establishing this trail.

ii. Councillor Linklater

Councillor Linklater reported on the following:

- Wished everyone a happy and safe Canada Day.
- Recognized Mayor Richman for his speech at the Pemberton Secondary School 2018 Graduation Ceremony on Saturday.
- Recognized the Laoyam Eagles Junior Team for their performance at the Concord Pacific Dragon Boat Festival and noted that it is a young team with only one member retiring at the end of this season.

- Extended congratulations to Village employees, Sarah Toews and Faruq Patel in their appointments as Emergency Coordinator and Chief Building Official.
- Attended the Pemberton Youth Soccer Association season-end party where the announcement of the new soccer field was received with applause.
- Attended Tourism Pemberton Board meeting with Jill Brooksbank, Village of Pemberton Senior Communications & Grant Coordinator.
- Acknowledged Mr. Harris and thanked him for his time with the Village.

10. BYLAWS

There were no Bylaws for consideration.

11. CORRESPONDENCE

a) For Action

- Mark Mendonca, Tourism Pemberton, dated June 21, 2018, thanking the Village for funding provided under the Community Initiative & Opportunity Fund and requesting additional funding.**

Moved/Seconded

THAT correspondence be sent to Tourism Pemberton advising that the Village is unable to provide sponsorship funding for Slow Food Cycle due to the Community Initiative and Opportunity Fund Policy restrictions;

AND THAT an invitation to meet be extended to the Tourism Pemberton Board members to discuss future funding.

CARRIED

- MP Goldsmith-Jones, West Vancouver - Sunshine Coast - Sea to Sky Country, dated June 20, 2018, regarding funding applications under the National Housing Co-Investment Fund.**

Moved/Seconded

THAT Council direct staff to review the funding program criteria.

CARRIED

b) For Information

- i. **Jonathan X. Coté, Mayor, City of New Westminster, dated June 7, 2018, requesting support for New Westminster's resolution, Changes to Strata Property Act, to be presented at the UBCM Convention in September.**

Moved/Seconded

THAT correspondence be sent to New Westminster Mayor and Council in support of their resolution, Changes to the Strata Property Act, to be presented at the UBCM Convention in September

CARRIED

OPPOSED: Councillor Ross

- ii. **Janet Naylor, received June 13, 2018, regarding public use of CN Rail bridge over Lillooet River.**

Moved/Seconded

THAT the above correspondence be received for information.

CARRIED

- iii. **Matt Herman, Executive Lead, Ministry Health, dated June 12, 2018, presenting a revised letter from the Honourable Adrian Dix, Minister of Health, regarding the British Columbia Farmers' Market Nutrition Coupon Program.**

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 for consideration.

14. NOTICE OF MOTION

There was no notice of motion for consideration.

15. QUESTION PERIOD

Joel Barde of Pique Newsmagazine requested clarification regarding the motivation for the Tourism Pemberton funding request.

At 11:15 a.m. the Regular Meeting was recessed.

At 11:31 a.m. the Regular Meeting was reconvened.

16. IN CAMERA

Moved/Seconded

THAT pursuant to Section 90 (1) (c) employee relations, (g) litigation, (k) negotiations, (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.

CARRIED

At 11:31 a.m. Council moved In Camera.

At 12:11 p.m. Council Rose without Report and the Regular Meeting was Recessed.

At 8:48 p.m. the Regular Meeting was Reconvened.

21. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

The following recommendations from the Committee of the Whole meeting held earlier in the day were brought forward for Council's consideration:

UBCM Minister Meetings Topics

- Infrastructure Improvements to Pemberton Creek Bridge
- Road Safety Improvements for Bike Tourism
- Impacts of increased tourism in the Pemberton area
- Farm Status Exemption for properties within a municipality
- Mount Currie Mountain Rock Avalanche Risk Mitigation

Moved/Seconded

THAT the UBCM briefs be accepted as presented.

CARRIED

Moved/Seconded

THAT a request for a meeting be submitted to the Premier's Office on the topics of Impacts of Increased Tourism in the Pemberton Area and Mount Currie Mountain Rock Avalanche Risk Mitigation.

CARRIED

Moved/Seconded

THAT a request for a meeting be submitted to the Minister of Tourism, Arts and Culture on the topic of Impacts of Increased Tourism in the Pemberton Area.

CARRIED

Moved/Seconded

THAT the Squamish-Lillooet Regional District and Lil'wat Nation be invited to attend the any Minister meetings granted on the topic of the Mount Currie Mountain Rock Avalanche Risk Mitigation.

CARRIED

Moved/Seconded

THAT a letter of support be requested from Lil'wat Nation and Squamish-Lillooet Regional District to accompany the Village's brief respecting the Mount Currie Mountain Rock Avalanche Risk Mitigation.

CARRIED

22. BYLAWS

a) Zoning Bylaw No. 832, 2018 – Amendment for Consideration

Moved/Seconded

THAT section 15.1.3 of proposed Village of Pemberton Bylaw No. 832, 2018 be amended by adding the following wording as a condition of use for the Town Centre Commercial (C-1) zone:

15.1.3 (d) Automotive Service Shop: The Automobile Service Shop use is permitted only on the lot legally described as Lot 1, DL 203, LLD, Plan KAP58517. PID: 023-665-131 at the time of adoption of this bylaw.

15.1.3 (d) "Equipment Sales, Servicing, Rental and Repair Shop: The Equipment Servicing, Rental and Repair Shop use is only permitted on lots legally described as Lot 7, Block 2, DL 203, LLD, Plan 1624. PID: 011-506-504 at the time of adoption of this Bylaw.

CARRIED

Moved/Seconded

THAT Staff be directed to prepare options for further public engagement on Zoning Bylaw No. 832, 2018 and defer Third Reading of the Bylaw until public consultation has been completed.

MOTION DEFEATED

23. ADJOURNMENT

Moved/Seconded

THAT the Regular Council meeting be adjourned 9:05 p.m.

CARRIED

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Date: June 26, 2018
To: Nikki Gilmore, Chief Administrative Officer
From: Lena Martin, Manager of Finance
Subject: Permissive Tax Exemption Bylaws

PURPOSE

To present to Council the Permissive Tax Exemption Bylaw(s) for Pemberton Child Care Society, Pemberton Community Church and Pemberton Lions Activities Society for First, Second and Third Readings.

BACKGROUND

Recognizing the significant value of organizations and groups in our community, a permissive tax exemption is a means for Council to support organizations that further Council's objective to enhance the quality of life while delivering services economically. Land and improvements noted below, which are set apart and in use for not for profit activities, request exemption from municipal taxation under Section 224 (2) (a) of the *Community Charter*. A Permissive Tax Exemption may be granted up to a maximum of ten (10) years.

In 2013, Council established the Permissive Tax Exemption Policy, the purpose of which, "*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.*" A copy of the Village of Pemberton Permissive Tax Exemption Policy is attached as **Appendix A**.

The Village has established several Permissive Tax Exemptions (PTE) for non-profit organizations in the past including Stewardship Pemberton, Pemberton Childcare Society, Pemberton Lions Activities Society, St. David's Church (land only) and on Municipal Lands and Buildings pursuant to the *Community Charter*.

DISCUSSION AND COMMENTS

Pemberton Child Care Society & Pemberton Lions Activities Society:

The Pemberton Child Care Society and Pemberton Lions Activities Society meet the criteria established in the Policy noted above and received a five (5) year PTE which expires in 2018. As per the Village's Policy, both Societies were contacted and indicated their desire to request a renewal and submitted applications (see **Appendix B**).

It is recommended that the Pemberton Child Care Society and the Pemberton Lions Activities Society receive a PTE for a ten (10) year period to expire in 2029.

St. David's Church & Pemberton Community Church:

In 2015, the Village issued to St. David's Church a ten (10) year exemption for the land only set to expire in 2025; however, earlier this year, the church property was sold to the Pemberton Community Church. As Permissive Tax Exemption (St. David's Church) Bylaw No.796, 2015 may not be transferred to a new entity, the Village is required to repeal Bylaw No. 796, 2015 and establish a new PTE in the name of the Pemberton Community Church.

It is recommended that Bylaw No. 796, 2015 be repealed and that the Pemberton Community Church be provided with a PTE for a period of ten (10) years on the land only as the building and land it sits on are Statutorily Exempt pursuant to section 220 (1) (h) of the *Community Charter*. The Pemberton Community Church application is included in **Appendix B**.

Royal Canadian Legion:

For the first time, the Royal Canadian Legion has applied for an exemption on one of their two lots containing land and improvements (Legion Hall and parking). In the past, first time applicants have been granted a PTE for a short period of time (ie: one (1) year or five (5) years). Council may decide on the term presented by Staff or one that is shorter or longer, to a maximum of ten (10) years. The application from the Legion is included in **Appendix B**.

It is recommended that the Royal Canadian Legion be provided with a PTE for a period of five (5) years.

The Permissive Tax Exemption Bylaws are attached in the following order as **Appendix C**:

- Village of Pemberton Repeal of Permissive Tax Exemption (St. David's Church) Bylaw No. 796, 2015, Bylaw No. 833, 2018.
- Village of Pemberton Tax Exemption (Pemberton Childcare Society) Bylaw No. 834, 2018
- Village of Pemberton Tax Exemption (Pemberton Lions Activities Society) Bylaw No. 835, 2018
- Village of Pemberton Permissive Tax Exemption (Pemberton Community Church) Bylaw No. 836, 2018
- Village of Pemberton Tax Exemption (Pemberton Legion) Bylaw No. 837, 2018

COMMUNICATIONS

The Village provided Notice as per the requirements of Section 94 of the *Community Charter* in order to meet our legislative obligations through advertisements in the local newspaper on June 28, 2018 and July 5, 2018.

Notice was also provided through the Village ENEWS and Website.

LEGAL CONSIDERATIONS

There are no legal considerations at this time.

IMPACT ON BUDGET & STAFFING

Following is the estimated forgone revenue for the Permissive Tax Exemption Bylaws presented:

Property	(Number) Years	Municipal Revenue Forgone, Year(s) 1, 2 and 3
<i>Pemberton Child Care Society</i>		
Lot B, Plan Number KAP84778, District Lot 203	10	\$1,441, \$1,470, \$1,499
<i>Pemberton Community Church</i>		
Lot 1, Plan Number KAP11025, District Lot 203	10	\$475, \$484, \$494
<i>Pemberton Lions Activities Society</i>		
Lot 25, Plan Number KAP883, District Lot 165	10	\$3,168, \$3,231, \$3,296
<i>Royal Canadian Legion</i>		
Lot 9, Plan Number KAP1624, District Lot 203	5	\$1,512, \$1,542, \$1,573

The review of PTE applications and preparation of the Report and Bylaws is incorporated into the regular routine of the Finance and Administrative Services Department. The cost of advertising was \$306.87 (including taxes) and was accounted for in the advertising budget established in 2018.

INTERDEPARTMENTAL IMPACT & APPROVAL

The processing of the exemptions has been facilitated through the Department of Finance and Administrative Services with the support of Corporate and Legislative Services.

ALTERNATIVE OPTIONS

There are no alternatives for consideration at this time.

POTENTIAL GOVERNANCE CONSIDERATIONS

Providing Permissive Tax Exemptions support Strategic Theme One: Good Governance
 The Village is committed to citizen engagement, being an open, honest and accountable government.

RECOMMENDATION

Recommendation One:

THAT the Village of Pemberton Repeal of Permissive Tax Exemption (St. David's Church) Bylaw No. 796, 2015, Bylaw No. 833, 2018 receive First, Second and Third Readings.

Recommendation Two:

THAT the Village of Pemberton Permissive Tax Exemption (Pemberton Childcare Society) Bylaw No. 834, 2018 for the Pemberton Childcare Society receive First, Second and Third Readings.

Recommendation Three:

THAT Village of Pemberton Permissive Tax Exemption (Pemberton Lion's Activities Society) Bylaw No. 835, 2018 for the Pemberton Lions Activity Society receive First, Second and Third Readings.

Recommendation Four:

THAT Village of Pemberton Permissive Tax Exemption (Pemberton Community Church) Bylaw No. 836, 2018 for the Pemberton Community Church receive First, Second and Third Readings.

Recommendation Four:

THAT Village of Pemberton Permissive Tax Exemption (Royal Canadian Legion) Bylaw No. 837, 2018 for the Royal Canadian Legion receive First, Second and Third Readings.

Attachments:

- Appendix A: Permissive Tax Exemption Policy
- Appendix B: Permissive Tax Exemption Applications
- Appendix C: Village of Pemberton Tax Exemption Bylaws

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



Permissive Tax Exemption Policy

Department:	Finance	Policy No.:	FIN-002
Sub-department:		Created By:	Nikki Gilmore
Approved By:	Council	Amended By:	Council
Approved Date:	20 June 2006	Amendment Date:	4 June 2013
Meeting No.:	1160	Meeting No.:	1336

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. A permissive tax exemption, provided under Section 224 of the *Community Charter*, is a means for Council to support organizations within the community that further Council's objective to enhance the quality of life while delivering services economically.

POLICY PURPOSE

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.

ELIGIBILITY CRITERIA

Eligibility for exemption should be based on the principal use of the property. To be eligible for a permissive tax exemption, an organization must comply with all of the eligibility criteria outlined below. There is no obligation on the part of Council to grant permissive tax exemptions in any given year. At Council's discretion, any of the following criteria requirements, except those legislated through the *Community Charter*, may be waived.

A property may be eligible for the exemption if the applicant meets all the following criteria:

- a) Is the registered owner of the property, or a tenant under a lease requiring it to pay taxes directly to the Village.
- b) Is a British Columbia registered charity or non-profit Society.

- The Finance Department will prepare a Summary Report, the Permissive Tax Exemption bylaws and public notice by the end of August. Public Notice, in accordance with *Community Charter* section 94, must be placed in 2 successive papers prior to adoption of the bylaw. Notice will also be posted on the Village's website.
- A representative from the organization seeking a Permissive Tax Exemption must be in attendance at the Council Meeting at which the Summary Report is being presented to Council. Attendance may also be required at the Council Meeting which the Bylaw is being considered for First, Second and Third Readings.
- The Permissive Tax Exemption bylaws must be adopted and notice given to BC Assessment for those properties receiving exemption prior to October 31st.
- Letters will be mailed to recipients notifying them of their exemption status for the following year.
- Late applicants will be held until the next review cycle.

PERMISSIVE TAX EXEMPTION APPLICATION

Date: _____

GENERAL INFORMATION

Official Name of Organization: _____

Alternate Name (if applicable): _____

Mailing Address: _____

Applicant Name & Position: _____

Email: _____ Business Phone: _____ Cell Phone: _____

Mailing Address (if correspondence needs to go to different address than above): _____

SOCIETY INFORMATION

Society Registration Number: _____ Charity Number: _____

Annual Report filed with the Provincial yes no Date Last Report _____
 Government: _____ Filed: _____

Society Executive Contacts

Title	Name	Email	Phone

Department: _____ Finance
 Sub-department: _____

Policy No.: _____
 Created By: _____

FN-002 Village of Pemberton
 Regular Council Meeting No. 1474
 Nikki Gilmore
 Tuesday, July 10, 2018

Is the organization run by volunteers, paid staff or a combination of both?

Number of volunteers: _____

Volunteer hours worked per year: _____

Number of paid staff, their titles and number of paid hours per year: _____

Number of staff	Title	Paid Hours per Year

Is the organization in compliance with all municipal policies, plans, bylaws, and regulations of the Village of Pemberton (ie. Business Licences, zoning bylaw, building bylaw, etc.)? If not, please give an explanation.

Has there been any change in the status or use of the building(s) or property in the last 12 months? If yes, please explain briefly.

Explain how the purposes of your organization are directly related to the objectives and purposes of the Council and the Village.

Other activities which may be pertinent to your application:

Attach the following information:

- *Audited* Financial Statements including a Balance Sheet and Income Statement for the last 3 years
- Previous years actual operating budget if the most recent Financial Statements provided are not the previous year's (please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- Operating budget for the current year (please attach a copy of the projected income and expense statement in a format consistent with the organizations financial statements)
- Projected operating budget for the next year

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the Village of Pemberton and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said Village and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the Village of Pemberton.

X

Signature of Applicant _____ *Date* _____

The personal information on this form is collected for the purpose of an operation program of the Village of Pemberton as noted in Section 26(c) of the Freedom of Information and Protection Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 604-894-6135.

APPLICATION DEADLINE – JUNE 30

APPENDIX A

General authority for permissive exemptions

224 (2) Tax exemptions may be provided under this section for the following:

(a) land or improvements that

(i) are owned or held by a charitable, philanthropic or other not for profit corporation, and

(ii) the council considers are used for a purpose that is directly related to the purposes of the corporation;

(b) land or improvements that

(i) are owned or held by a municipality, regional district or other local authority, and

(ii) the council considers are used for a purpose of the local authority;

(c) land or improvements that the council considers would otherwise qualify for exemption under section 220 [*general statutory exemptions*] were it not for a secondary use;

(d) the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if

(i) the land or improvements are owned by a public authority or local authority, and

(ii) the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization;

(e) the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if

(i) the land or improvements are owned by a person who is providing a municipal service under a partnering agreement,

(ii) an exemption under section 225 [*partnering and other special tax exemption authority*] would be available for the land or improvements in

relation to the partnering agreement if they were used in relation to the service,

(iii) the partnering agreement expressly contemplates that the council may provide an exemption under this provision, and

(iv) the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization;

(f) in relation to property that is exempt under section 220 (1) (h) [*buildings for public worship*],

(i) an area of land surrounding the exempt building,

(ii) a hall that the council considers is necessary to the exempt building and the land on which the hall stands, and

(iii) an area of land surrounding a hall that is exempt under subparagraph (ii);

(g) land or improvements used or occupied by a religious organization, as tenant or licensee, for the purpose of public worship or for the purposes of a hall that the council considers is necessary to land or improvements so used or occupied;

(h) in relation to property that is exempt under section 220 (1) (i) [*seniors' homes*],

(j) [*hospitals*] or (l) [*private schools*], any area of land surrounding the exempt building;

(i) land or improvements owned or held by an athletic or service club or association and used as a public park or recreation ground or for public athletic or recreational purposes;

(j) land or improvements owned or held by a person or organization and operated as a private hospital licensed under the *Hospital Act* or as a licensed community care facility, or registered assisted living residence, under the *Community Care and Assisted Living Act*,

(k) land or improvements for which a grant has been made, after March 31, 1974, under the *Housing Construction (Elderly Citizens) Act* before its repeal.



APPENDIX B Pemberton Childcare Society

Permissive Tax Exemption Policy & Application

PERMISSIVE TAX EXEMPTION APPLICATION

Date: May 16 2018

GENERAL INFORMATION

Official Name of Organization: Pemberton Child Care Society

Alternate Name (if applicable): Pemberton Children's Centre

Mailing Address: Po box 684, Pemberton V0N 2L0

Applicant Name & Position: Maude Ash, Manager

Email: manager@pembykids Business Phone: 604-894-1625 Cell Phone: _____

Mailing Address (if correspondence needs to go to different address than above): _____

SOCIETY INFORMATION

Society Registration Number: 87216 4520 RR0001 Charity Number: _____

Annual Report filed with the Provincial Government: yes no Date Last Report Filed: Dec 14 2017

Society Executive Contacts

Title	Name	Email	Phone
Chair	Chelsey Walker		
Secretary	Tina Foster		
treasurer	Adrienne Wilcox		
Director	Brianne Aldcroft		
Director	Maja McCloskey		

LEGAL	
Civic Address: 7396 Cottonwood St	
Roll Number: 00345.510	PID 027-219-313
Plan: KAP84778	Block
Lot: B	Parcel

The exemption applied for is under Section 224 of the Community Charter and is pursuant to Subsection 2, clause (). Please fill in the relevant clause from Section 224(2) in Appendix A. are owned or held by a charitable, philanthropic or other not for profit corporation, and (ii) the council Describe the purpose and use of the land and/or buildings:

The building is used to provide child

care services to families of Pemberton. We have an average of 115 children registered in our programs every year

Does anyone live in the building: No Yes

If yes how many people? _____ What is the square footage of the living area? _____

List all licenses held by your organization (eg. Provincial Licenses – Community Care Facility Act, Hospital Act, Health Act, Liquor Licenses etc.):
Community Care Facility act License number CHAN78FSSU A-B-C

USER STATISTICS – AS APPLICABLE

Describe the programs/services/benefits delivered from the subject property.

We offer child care services for children aged 11 months to 5 years old. We are open Monday to Friday 7:30 to 5:30. We have 115 children registered in our programs every year.

How is your organization accessible to the public?
Our Centre is open to children enrolled in our programs.

List the number of persons that are served by your organization annually: 115

List the number who are residents of the Village of Pemberton: 115

Is the organization run by volunteers, paid staff or a combination of both? combination

Number of volunteers: 115 Volunteer hours worked per year: 1380

Number of paid staff, their titles and number of paid hours per year:

Number of staff	Title	Paid Hours per Year
2	Managers	1470
11	Early Childhood Educator	32760

Is the organization in compliance with all municipal policies, plans, bylaws, and regulations of the Village of Pemberton (ie. Business Licences, zoning bylaw, building bylaw, etc.)? If not, please give an explanation.

Yes

Has there been any change in the status or use of the building(s) or property in the last 12 months? If yes, please explain briefly.

No

Explain how the purposes of your organization are directly related to the objectives and purposes of the Council and the Village.

According to the Village of Pemberton Official Community plan, 8.9% of the total population of Pemberton is aged 0 to 4 year old, the largest aged group. In order to assist their guardians to contrib

Other activities which may be pertinent to your application:

Our programs help children get ready to transition to kindergarten. We provide activities that promote healthy living, literacy, the environment and we are an integral part of the community.

Attach the following information:

- *Audited* Financial Statements including a Balance Sheet and Income Statement for the last 3 years
- Previous years actual operating budget if the most recent Financial Statements provided are not the previous year's (please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- Operating budget for the current year (please attach a copy of the projected income and expense statement in a format consistent with the organizations financial statements)
- Projected operating budget for the next year

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the Village of Pemberton and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said Village and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the Village of Pemberton.

x

Mandi ad

May 28 2018

Signature of Applicant

Date

The personal information on this form is collected for the purpose of an operation program of the Village of Pemberton as noted in Section 26(c) of the Freedom of Information and Protection Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 604-894-6135.

APPLICATION DEADLINE – JUNE 30

Department: Finance
 Sub-department: _____

Policy No.: FN-002 Page: 8 of 8
 Created By: Nikki Gilmore Village of Pemberton
 Regular Council Meeting No. 1474

Tuesday, July 10, 2018

Grants

2015

BC Canada job Grant \$2206.78

Whistler foundation \$15,000

Village of Pemberton Music Festival \$15,000

2016

Summer student \$4600

October 2016 golf tournament Pemberton Valley Supermarket \$5100.00

MCFD Minor capital funding (Carpet in dragonflies room) \$1800.00

2017

Community Foundation of Whistler: Pemberton and area Community Grant \$1612.50 For physical literacy

Summer student \$2300.20

BC Canada Job Grant 2017 \$793.34

2018

Community Foundation of Whistler Pemberton and Area Community Grant \$1375.33 for storage project

MCFD Minor capital funding (Carpet in Beetlebug room) \$1790.25

**Pemberton Child Care Society
Budget 2017-2018**

REVENUE

Sales Revenue

Society Fees	330.00
Late Fees	60.00
Drop-In Fees	500.00
NSF	25.00
Fees - Parents	52,000.00
Registration Fees	100.00
Fees - Subsidy	1,500.00

Sales		
Net Sales	<u>54,515.00</u>	<u> </u>

Other Revenue

Other Grant Revenue		
Operating Grant	8,000.00	
Sea to Sky supported Revenue	<u>2,500.00</u>	<u> </u>
Total Other Revenue	<u>10,500.00</u>	<u> </u>

TOTAL REVENUE	<u>65,015.00</u>	<u> </u>
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EXPENSE

Payroll Expenses

Wages & Salaries	53,000.00
EI Expense	950.00
CPP Expense	2,200.00
WCB Expense	600.00
MSP Expense	562.50
Chamber Group Insurance Expense	<u>700.00</u>
Total Payroll Expense	<u>58,012.50</u>

General & Administrative Expenses

Accounting & Legal	1,000.00
Advertising & Promotions	
Bad debt	230.00
Business Fees & Licenses	40.00
Cash Short/Over	0.00
Classroom supplies	350.00
Fundraising Expense	
Insurance	576.00
Interest & Bank Charges	50.00
Office Supplies	270.00
Recognition & Gifts	205.00
Repair, Maintenance & Cleaning Supp	1,978.00
Telephone	150.00
Utilities	<u>668.00</u>
Total General & Admin. Expenses	<u>5,517.00</u>

TOTAL EXPENSE	<u>63,517.00</u>	<u>0.00</u>	63,517.00
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NET INCOME	<u>1,498.00</u>	<u>0.00</u>	1,498.00
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Generated On: 12/04/17

Pemberton Child Care Society Comparative Balance Sheet

	<u>As at 08/31/16</u>	<u>As at 08/31/15</u>	<u>Percent</u>
ASSET			
Current Assets			
Petty Cash	67.83	-318.19	-121.32
Fundraising Funds Account	35,157.29	35,157.29	0.00
Scotiabank Fundraising	53,628.00	4,703.05	1,040.28
Chequing Bank Account	53,845.45	62,412.60	-13.73
Membership Equity Shares	37.38	36.91	1.27
Plan 24	58,555.88	50,025.92	17.05
Total Cash	201,291.83	152,017.58	32.41
NSCU Flex Term T.D.	0.00	32,428.75	-100.00
Total Credit Card Receivables	0.00	32,428.75	-100.00
Accounts Receivable	18,115.06	6,428.49	181.79
Total Receivable	18,115.06	6,428.49	181.79
Total Current Assets	<u>219,406.89</u>	<u>190,874.82</u>	14.95
Capital Assets			
Classroom Equipment	27,568.01	26,230.63	5.10
Classroom Equipment Accum Dep	-22,496.26	-21,395.50	5.14
Net Classroom Equipment	5,071.75	4,835.13	4.89
Building - W.I.P.	1,025,756.34	1,025,756.34	0.00
Building - Accumulated Amortization	-416,125.31	-377,212.69	10.32
Net Building	609,631.03	648,543.65	-6.00
Office Furniture & Equipment	17,060.45	16,387.34	4.11
Accum. Amort. -Furn. & Equip.	-11,632.44	-10,359.58	12.29
Net - Furniture & Equipment	5,428.01	6,027.76	-9.95
Playground Development	96,222.41	96,222.41	0.00
Accum. Amort. - Playground Dev	-78,911.44	-74,583.69	5.80
Net - Vehicle	17,310.97	21,638.72	-20.00
Total Capital Assets	<u>637,441.76</u>	<u>681,045.26</u>	-6.40
TOTAL ASSET	<u>856,848.65</u>	<u>871,920.08</u>	-1.73
LIABILITY			
Current Liabilities			
Accounts Payable	13,304.78	11,844.61	12.33
MasterCard Payable	2,553.75	1,441.10	77.21
Total Credit Card Payables	2,553.75	1,441.10	77.21
Vacation payable	17,064.32	11,557.54	47.65
EI Payable	-0.21	-987.65	-99.98
CPP Payable	-0.50	-1,945.84	-99.97

Federal Income Tax Payable	<u>2,197.43</u>	<u>-2,396.92</u>	-191.68
Total Receiver General	2,196.72	-5,330.41	-141.21
WCB Payable	1,288.88	925.50	39.26
GRP INS EMP Deduction	-1,101.50	-1,157.61	-4.85
MSP EMP Deduction	84.82	-448.17	-118.93
Deduction 3 Payable	<u>-544.16</u>	<u>0.00</u>	0.00
Total Current Liabilities	<u>34,847.61</u>	<u>18,832.56</u>	85.04
Long Term Liabilities			
Deferred Revenue - expansion	5,334.95	0.00	0.00
Deferred Revenue - playground	45,965.29	0.00	0.00
Loan Payables - Comm Futures	22,514.07	22,514.07	0.00
Current Portion Long Term Debt	<u>-22,733.91</u>	<u>0.00</u>	0.00
Total Long Term Liabilities	<u>51,080.40</u>	<u>22,514.07</u>	126.88
TOTAL LIABILITY	<u>85,928.01</u>	<u>41,346.63</u>	107.82
EQUITY			
Fund Balances			
Investments in Capital Buildings	837,117.96	859,924.96	-2.65
Capital/Building Reserve	280,243.04	257,436.04	8.86
General Fund - Previous Year	-286,762.55	-288,447.85	-0.58
Current Earnings	<u>-59,677.81</u>	<u>1,660.30</u>	-3,694.40
Total Retained Earnings	<u>770,920.64</u>	<u>830,573.45</u>	-7.18
TOTAL EQUITY	<u>770,920.64</u>	<u>830,573.45</u>	-7.18
LIABILITIES AND EQUITY	<u>856,848.65</u>	<u>871,920.08</u>	-1.73

Generated On: 10/27/16

Pemberton Child Care Society

Income Statement 09/01/2013 to 08/31/2014

REVENUE

Sales Revenue	
Society Fees	2,545.00
Volunteer Hour Fees	1,021.00
Drop - In Fees	8,486.00
Daycare Fees	464,776.28
Registration Fees	745.00
Subsidy Registration Fess	57,446.16
NSF Fees	117.50
Net Sales Revenue	<u>535,136.94</u>

Fundraising Revenue	
NSCU Golf Fundraiser	5,000.00
Book Fair Sales	-594.50
General Fundraising Revenue	4,333.04
Net Revenue	<u>8,738.54</u>

Other Revenue	
Grants	98,138.36
Sea to Sky Supported Childcare	13,482.30
Interest Revenue	169.10
Donations	600.00
Total Other Revenue	<u>112,389.76</u>

TOTAL REVENUE 656,265.24

EXPENSE

Cost of Goods Sold	
Classroom Supplies	1,664.70
General Fundraising Expenses	4,985.86
Total Cost of Goods Sold	<u>6,650.56</u>

New Building Expenses	
Permits & Fees	37.47
Insurance	4,911.81
New Building Expense	<u>4,949.28</u>

General & Administrative Expenses	
Membership, due & subscription fees	28.00
Permits & Fees	2,050.00

Extended Health Insurance	7,703.49
Wage Expense	483,389.52
CPP Comp Exp	21,550.42
EI Comp Expense	13,233.19
Wage accrual	20,266.19
Medical Service Plan	6,380.41
WCB Expense	3,988.02
Property Tax Expense	171.37
Directors & Officers Insurance	183.36
Interest & Bank Charges	693.68
Interest - Long Term Debt	6,318.35
Bookkeeping Expense	5,966.02
Office Supplies	174.75
Telephone Exp	1,658.57
Hydro	7,688.25
Meeting Costs	231.39
Cleaning & Maintenance	24,427.27
Staff Thank You's	463.29
Signage & Advertising	1,194.41
Security	556.92
Cash Over/Short	0.40
Building Repairs & Maintenance	0.00
PIER Report CPP Expense	0.00
Total General & Admin. Expenses	<u>608,317.27</u>
TOTAL EXPENSE	<u>619,917.11</u>
NET INCOME	<u><u>36,348.13</u></u>

Generated On: 06/04/2018

Pemberton Child Care Society

Income Statement 09/01/2013 to 08/31/2014

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Sales Revenue	
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Building Repairs & Maintenance	0.00
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Total General & Admin. Expenses	<u>608,317.27</u>
TOTAL EXPENSE	<u>619,917.11</u>
NET INCOME	<u><u>36,348.13</u></u>

Generated On: 06/04/2018

Pemberton Child Care Society Comparative Income Statement

	Actual 09/01/15 to 08/31/16	Actual 09/01/14 to 08/31/15	Percent
REVENUE			
Sales Revenue			
Society Fees	3,560.00	930.00	282.80
Late Fees	450.00	424.00	6.13
Volunteer Hour Fees	2,535.00	585.00	333.33
Drop-In Fees	6,931.75	9,745.00	-28.87
NSF	30.00	105.00	-71.43
Fees - Parents	517,400.76	525,593.28	-1.56
Registration Fees	1,800.00	850.00	111.76
Fees - Subsidy	44,390.78	38,554.24	15.14
Fundraising Revenue	0.00	10,724.71	-100.00
Net Sales	<u>577,098.29</u>	<u>587,511.23</u>	-1.77
Other Revenue			
Other Grant Revenue	2,870.94	1,932.00	48.60
Operating Grant	104,071.24	102,036.88	1.99
Sea to Sky supported Revenue	23,325.76	25,114.15	-7.12
Interest Revenue	556.37	658.25	-15.48
Total Other Revenue	<u>130,824.31</u>	<u>129,741.28</u>	0.83
TOTAL REVENUE	<u>707,922.60</u>	<u>717,252.51</u>	-1.30
EXPENSE			
Payroll Expenses			
Wages & Salaries	585,691.58	531,684.43	10.16
EI Expense	14,659.54	17,155.63	-14.55
CPP Expense	25,055.18	28,190.09	-11.12
WCB Expense	6,536.80	5,358.28	21.99
MSP Expense	9,324.00	7,101.79	31.29
Chamber Group Insurance Expense	7,398.45	6,066.80	21.95
Total Payroll Expense	<u>648,665.55</u>	<u>595,557.02</u>	8.92
General & Administrative Expenses			
Accounting & Legal	14,131.32	6,743.26	109.56
Advertising & Promotions	509.30	554.51	-8.15
Bad Debts	0.00	2,697.75	-100.00
Business Fees & Licenses	1,307.40	1,485.50	-11.99
Cash Short/Over	-896.05	-122.01	634.41
Classroom supplies	2,698.76	2,629.29	2.64
Courier & Postage	123.16	26.78	359.90

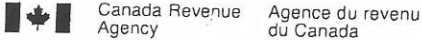
Amortization Expense	45,613.99	48,410.81	-5.78
Fundraising Expense	5,769.35	1,616.99	256.80
Insurance	5,991.92	5,165.93	15.99
Interest & Bank Charges	606.66	1,067.22	-43.16
Office Supplies	1,946.30	851.08	128.69
Property Taxes	98.85	0.00	0.00
Miscellaneous Expenses	311.52	247.46	25.89
Recognition & Gifts	2,775.72	3,853.64	-27.97
Repair, Maintenance & Cleaning Supp	22,213.75	26,593.71	-16.47
Security	884.61	838.95	5.44
Telephone	2,057.09	1,923.55	6.94
Training & Evaluation	2,204.42	6,954.79	-68.30
Travel & Entertainment	186.96	10.00	1,769.60
Utilities	10,399.83	8,485.98	22.55
Total General & Admin. Expenses	<u>118,934.86</u>	<u>120,035.19</u>	-0.92
TOTAL EXPENSE	<u>767,600.41</u>	<u>715,592.21</u>	7.27
NET INCOME	<u><u>-59,677.81</u></u>	<u><u>1,660.30</u></u>	-3,694.40

Generated On: 10/27/16

Pemberton Child Care Society
General Ledger Report 09/01/15 to 08/31/16
Sorted by: Date

Accounting &		Date	Comment	Source #	JE#	Debits	Credits	Balance
5610	Legal							0.00 Dr
		09/30/15	W.A. Janyk & Co. Inc.	7092674	J108	976.08	0.00	976.08 Dr
		10/31/15	W.A. Janyk & Co. Inc.	7092706	J177	1,039.08	0.00	2,015.16 Dr
		11/30/15	W.A. Janyk & Co. Inc.	7092726	J290	1,021.86	0.00	3,037.02 Dr
		01/05/16	W.A. Janyk & Co. Inc.	2031.96	J432	2,031.96	0.00	5,068.98 Dr
		01/31/16	W.A. Janyk & Co. Inc.	7092790	J616	1,357.02	0.00	6,426.00 Dr
		02/29/16	W.A. Janyk & Co. Inc.	7092840	J761	1,648.92	0.00	8,074.92 Dr
		03/31/16	W.A. Janyk & Co. Inc.	7092869	J1007	505.68	0.00	8,580.60 Dr
		04/30/16	W.A. Janyk & Co. Inc.	7092905	J1166	1,078.98	0.00	9,659.58 Dr
		05/31/16	W.A. Janyk & Co. Inc.	7092929	J1244	1,178.52	0.00	10,838.10 Dr
		06/30/16	W.A. Janyk & Co. Inc.	7092967	J1377	880.32	0.00	11,718.42 Dr
		07/31/16	W.A. Janyk & Co. Inc.	7092972	J1517	1,194.06	0.00	12,912.48 Dr
		08/31/16	W.A. Janyk & Co. Inc.	7093018	J1664	1,218.84	0.00	14,131.32 Dr
						<u>14,131.32</u>	<u>0.00</u>	
5790	Utilities							0.00 Dr
		09/30/15	to record monthly pre-authorized debits	bank statement	J371	3,220.48	0.00	3,220.48 Dr
		10/31/15	to record monthly pre-authorized debits	bank statement	J386	985.01	0.00	4,205.49 Dr
		11/30/15	to record monthly pre-authorized debits	bank statement	J406	629.14	0.00	4,834.63 Dr
		12/31/15	to record monthly pre-authorized debits	bank statement	J622	759.56	0.00	5,594.19 Dr
		01/31/16	to record monthly pre-authorized debits	bank statement	J758	931.46	0.00	6,525.65 Dr
		02/29/16	to record monthly pre-authorized debits	bank statement	J900	1,149.65	0.00	7,675.30 Dr
		03/31/16	to record monthly pre-authorized debits	bank statement	J1075	857.09	0.00	8,532.39 Dr
		04/30/16	to record monthly pre-authorized debits	bank statement	J1211	586.74	0.00	9,119.13 Dr
		05/31/16	to record monthly pre-authorized debits	bank statement	J1308	400.52	0.00	9,519.65 Dr
		06/30/16	to record monthly pre-authorized debits	bank statement	J1456	288.18	0.00	9,807.83 Dr
		07/31/16	to record monthly pre-authorized debits	bank statement	J1638	288.50	0.00	10,096.33 Dr
		08/31/16	To record Operating account pre-auth debits	Bank	J1759	303.50	0.00	10,399.83 Dr
						<u>10,399.83</u>	<u>0.00</u>	

Generated On: 10/27/16



Registered Charity Information Return

Protected B when completed

Section A: Identification

To help you fill out this form, refer to Guide T4033, *Completing the Registered Charity Information Return*. It can be found at cra.gc.ca/E/pub/tg/t4033.

Note: Even if a charity is inactive, an information return must be filed to maintain its registered status.

If you did not receive a barcode label to attach to the return, complete the following:

1. Charity name:

Pemberton Child Care Society

2. Return for fiscal period ending:

Year Month Day
2017-08-31

3. BN/registration number:

872164520RR0001

4. Web address (if applicable):

A1 Was the charity in a subordinate position to a parent organization?

If yes, give the name and BN/registration number of the organization.

1510 Yes No

Name:

BN (if applicable)

A2 Has the charity wound-up, dissolved, or terminated operations?

1570 Yes No

A3 Is your charity designated as a public foundation or private foundation?

If yes, you must complete Schedule 1, *Foundations*. Refer to Form TF725, *Registered Charity Basic Information Sheet*, to confirm the designation. (Form TF725 is part of the return.)

1600 Yes No

Section B: Directors/trustees and like officials

B1 All charities must complete Form T1235, *Directors/Trustees and Like Officials Worksheet*. Only the public information section of the worksheet is available to the public. Charities subject to the *Ontario Corporations Act* must also complete Form RC232-WS, *Director/Officer Worksheet and Ontario Corporations Information Act Annual Return*.

Section C: Programs and general information

C1 Was the charity active during the fiscal period?

1800 Yes No

If no, explain why in the "Ongoing programs" space below at C2.

C2 In the space below, describe all ongoing and new charitable programs the charity carried on this fiscal period to further its purpose(s) (as defined in its governing documents). "Programs" includes all of the charitable activities that the charity carries out on its own through employees or volunteers as well as through qualified donees and intermediaries. The charity may also use this space to describe the contributions of its volunteers in carrying out its activities, for example, number of volunteers and/or hours. Do not include the names of employees or volunteers. Grant-making charities should describe the types of organizations they support. Do not describe fundraising activities in this space.

Do not attach additional sheets of paper or annual reports.

Ongoing programs:

The society raises funds to support local daycare. The society purchases assets for the daycare through various fundraising activities.

New programs:

BN/registration number 872164520RR0001 Fiscal period end 2017-08-31

Registered charities may make gifts to qualified donees. Qualified donees are other registered Canadian charities, as well as certain other organizations described in the *Income Tax Act*.

C3 Did the charity make gifts or transfer funds to qualified donees or other organizations? **2000** Yes No
If yes, you must complete Form T1236, *Qualified Donees Worksheet/Amounts Provided to Other Organizations*.

C4 Did the charity carry on, fund, or provide any resources through employees, volunteers, agents, joint ventures, contractors, or any other individuals, intermediaries, entities, or means (other than qualified donees) for any activity/program/project outside Canada? **2100** Yes No
If yes, you must complete Schedule 2, *Activities Outside Canada*.

C5 Political Activities

A registered charity may pursue political activities only if the activities are non-partisan, related to its charitable purposes, and limited in extent. A political activity is any activity that explicitly communicates to the public that a law, policy or decision of any level of government inside or outside Canada should be retained, opposed, or changed.

(a) Did the charity carry on any political activities during the fiscal period, including making gifts to qualified donees that were intended for political activities? **2400** Yes No
If yes, you must complete Schedule 7, *Political Activities*.

(b) Total amount spent by the charity on these political activities. **5030** \$

(c) Of the amount at line 5030, the total amount of gifts made to qualified donees. **5031** \$

(d) Total amount received from outside Canada that was directed to be spent on political activities. **5032** \$
If you entered an amount on line 5032 you must complete Schedule 7, *Political Activities*, Table 3.

C6 If the charity carried on fundraising activities or engaged third parties to carry on fundraising activities on its behalf, tick all fundraising methods that it used during the fiscal period:

- | | | |
|--|--|---|
| 2500 <input type="checkbox"/> Advertisements/print/radio/TV commercials | 2570 <input checked="" type="checkbox"/> Sales | 2620 <input type="checkbox"/> Telephone/TV solicitations |
| 2510 <input type="checkbox"/> Auctions | 2575 <input type="checkbox"/> Internet | 2630 <input type="checkbox"/> Tournament/sporting events |
| 2530 <input type="checkbox"/> Collection plate/boxes | 2580 <input type="checkbox"/> Mail campaigns | 2640 <input type="checkbox"/> Cause-related marketing |
| 2540 <input type="checkbox"/> Door-to-door solicitation | 2590 <input type="checkbox"/> Planned-giving programs | 2650 <input type="checkbox"/> Other |
| 2550 <input type="checkbox"/> Draws/lotteries | 2600 <input type="checkbox"/> Targeted corporate donations/sponsorships | 2660 Specify: _____ |
| 2560 <input type="checkbox"/> Fundraising dinners/galas/concerts | 2610 <input type="checkbox"/> Targeted contacts | |

C7 Did the charity pay external fundraisers? **2700** Yes No
If yes, you must complete the following lines, and complete Schedule 4, *Confidential Data*, Table 1.

(a) Enter the gross revenue collected by the fundraisers on behalf of the charity. **5450** \$

(b) Enter the amounts paid to and/or retained by the fundraisers. **5460** \$

(c) Tick the method of payment to the fundraiser:

- | | | |
|--|---|--|
| 2730 <input type="checkbox"/> Commissions | 2750 <input type="checkbox"/> Finder's fee | 2770 <input type="checkbox"/> Honoraria |
| 2740 <input type="checkbox"/> Bonuses | 2760 <input type="checkbox"/> Set fee for services | 2780 <input type="checkbox"/> Other |
| | | 2790 Specify: _____ |

(d) Did the fundraiser issue tax receipts on behalf of the charity? **2800** Yes No

C8 Did the charity compensate any of its directors/trustees or like officials or persons not at arm's length from the charity for services provided during the fiscal period (other than reimbursement for expenses)? **3200** Yes No

C9 Did the charity incur any expenses for compensation of employees during the fiscal period? **3400** Yes No
If yes, you must complete Schedule 3, *Compensation*.

C10 Did the charity receive any donations or gifts of any kind valued at \$10,000 or more from any donor that was not resident in Canada and was not any of the following? **3900** Yes No

- a Canadian citizen, nor
- employed in Canada, nor
- carrying on a business in Canada, nor
- a person having disposed of taxable Canadian property?

If yes, you must complete Schedule 4, *Confidential Data*, Table 2, for each donation of \$10,000 or more.

Protected B when complete

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- C11** Did the charity receive any gifts in kind (non-cash gifts) for which it issued tax receipts? **4000** Yes No
If yes, you must complete Schedule 5, *Gifts in kind*.
- C12** Did the charity acquire a non-qualifying security? **5800** Yes No
- C13** Did the charity allow any of its donors to use any of its property? (except for permissible uses) **5810** Yes No
- C14** Did the charity issue any of its tax receipts for donations on behalf of another organization? **5820** Yes No
- C15** Did the charity have direct partnership holdings at any time during the fiscal period? **5830** Yes No

Section D: Financial information

Fill out either Section D or Schedule 6, *Detailed financial information*.

Skip this section if any of the following applies to the charity:

- (a) The charity's revenue exceeds \$100,000.
- (b) The amount of all property (for example, investments, rental properties) not used in charitable activities is more than \$25,000.
- (c) The charity has permission to accumulate funds during this fiscal period.

Show all amounts to the nearest single Canadian dollar. Do not enter "See attached financial statements." All relevant fields must be filled out.

D1 Was the financial information reported below prepared on an accrual or cash basis? **4020** Accrual Cash

D2 Summary of financial position:

Using the charity's own financial statements, enter the following:

Did the charity own land and/or buildings? **4050** Yes No

Total assets (including land and buildings) **4200** \$ _____

Total liabilities **4350** \$ _____

Did the charity borrow from, loan to, or invest assets with any non-arm's length persons? **4400** Yes No

D3 Revenue:

Did the charity issue tax receipts for gifts? **4490** Yes No

If yes, enter the total eligible amount of all gifts for which the charity issued tax receipts **4500** \$ _____

Total amount of 10 year gifts received **4505** \$ _____

Total amount received from other registered charities **4510** \$ _____

Total other gifts received for which a tax receipt was not issued by the charity (excluding amounts at lines 4575 and 4630) **4530** \$ _____

Did the charity receive any revenue from any level of government in Canada? **4565** Yes No

If yes, total amount received **4570** \$ _____

Total tax-receipted revenue from all sources outside of Canada (government and non-government) **4571** \$ _____

Total non tax-receipted revenue from all sources outside of Canada (government and non-government) **4575** \$ _____

Total non tax-receipted revenue from fundraising **4630** \$ _____

Total revenue from sale of goods and services (except to any level of government in Canada) **4640** \$ _____

Other revenue not already included in the amounts above **4650** \$ _____

Total revenue (add lines 4500, 4510 to 4570, and 4575 to 4650) **4700** \$ _____

D4 Expenditures:

Professional and consulting fees **4860** \$ _____

Travel and vehicle expenses **4810** \$ _____

All other expenditures not already included in the amounts above (excluding gifts to qualified donees) **4920** \$ _____

Total expenditures (excluding gifts to qualified donees) (add lines 4860, 4810, and 4920) **4950** \$ _____

Of the amount at line 4950:

(a) Total expenditures on charitable activities **5000** \$ _____

(b) Total expenditures on management and administration **5010** \$ _____

Total amount of gifts made to all qualified donees **5050** \$ _____

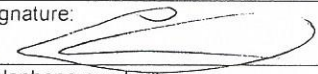
Total expenditures (add lines 4950 and 5050) **5100** \$ _____

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Section E: Certification

This return must be signed by a person who has authority to sign on behalf of the charity. It is a serious offence under the *Income Tax Act* to provide false or deceptive information.

I certify that the information given on this form, the basic information sheet, and any attachment is, to the best of my knowledge, correct, complete, and current.

Name (print): <u>CHELSEY WALKER</u>		Signature: 
Position in charity: <u>CHAIR OF BOARD OF DIRECTORS</u>	Date: <u>2018-02-19</u>	Telephone number: <u>(604) 894-1625</u>

Section F: Confidential data

F1 Enter the physical address of the charity and the address in Canada for the charity's books and records. Post office box numbers and rural routes are not sufficient.

	Physical address of the charity	Address for the charity's books and records
Complete street address	7396 Cottonwood Road	
City	Pemberton	
Province or territory and postal code	BC V0N 2L1	

F2 Name and address of individual who completed this return.

Name: <u>Aime Fear</u>	
Company name (if applicable): <u>W.A. Jaynk & Co. Inc.</u>	
Complete street address: <u>103-7331 Arbutus Street</u>	
City, province or territory, and postal code: <u>Pemberton, BC V0N2L1</u>	
Telephone number: <u>(604) 894-2086</u>	Is this the same individual who certified in Section E? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Privacy statement

Personal information is collected under the authority of the *Income Tax Act* and is used to establish and validate the identity and contact information of directors, trustees, officers and/or like officials and authorized representatives of the organization. This information will also be used as a basis for the indirect collection of additional personal information from other internal and external sources, which includes social insurance number (SIN), personal tax information, and relevant financial and biographical information, which may be used to assess the overall risk of registration with respect to the obligations of registration as outlined in the Act and the common law. The social insurance number is collected pursuant to subsection 237 of the Act and is used for identification purposes.

The Canada Revenue Agency (CRA) will make this form and all attachments available to the public on the Charities Directorate website, except for information or data identified as confidential. Personal information may also be disclosed to the organization in question and/or its authorized representatives and other third parties pursuant to the disclosure provisions under Section 241 of the Act. Personal information may also be shared with other government departments and agencies under information-sharing agreements in accordance with the disclosure provisions under Section 241 of the Act. Incomplete or inaccurate information may result in a range of actions including suspension of tax-receipting privileges, up to and including revocation of registered status.

Information is described in Charities Program CRA PPU 200 and is protected under the *Privacy Act*. Individuals have a right of protection, access to and correction or notation of their personal information. Please be advised that you are entitled to complain to the Privacy Commissioner of Canada regarding our handling of your information.

Notification to directors and like officials: The CRA strongly encourages the charity to voluntarily inform directors and like officials that their personal information has been collected and disclosed to the CRA for the submission of its annual information return.

I confirm that I have read the Privacy statement above.

Checklist

A charity's complete annual information return includes:

- ✓ Form T3010, *Registered Charity Information Return*, and all applicable schedules;
- ✓ Form TF725, *Registered Charity Basic Information Sheet*;
- ✓ a copy of the charity's financial statements;
- ✓ Form T1235, *Directors/Trustees and Like Officials Worksheet*;
- N/A ✓ Form RC232-WS, *Director/Officer Worksheet and Ontario Corporations Information Act Annual Return*, or Form RC232, *Ontario Corporations Information Act Annual Return* (if applicable);
- N/A ✓ Form T1236, *Qualified Donees Worksheet/Amounts Provided to Other Organizations* (if applicable); and
- N/A ✓ Form T2081, *Excess Corporate Holdings Worksheet for Private Foundations* (if applicable).

If financial statements are not included, your charity's registration may be revoked.

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Foundations

Schedule 1

- 1** Did the foundation acquire control of a corporation? **100** Yes No
- 2** Did the foundation incur any debts other than for current operating expenses, purchasing or selling investments, or in administering charitable activities? **110** Yes No

For private foundations only:

- 3** Did the foundation hold any shares, rights to acquire shares, or debts owing to it that meet the definition of a non-qualified investment? **120** Yes No
- 4** Did the foundation own more than 2% of any class of shares of a corporation at any time during the fiscal period? **130** Yes No

If yes, you must complete and attach Form T2081, *Excess Corporate Holdings Worksheet*.

Activities outside Canada

Schedule 2

For more information about carrying on activities outside of Canada, go to cra.gc.ca/chrts-gvng/chrts/plcy/cgd/tsd-cnd-eng.html.

- 1** Total expenditures on activities/programs/projects carried on outside Canada, excluding gifts to qualified donees **200** \$ _____
- 2** Were any of the charity's financial resources spent on programs outside of Canada under any kind of an arrangement including a contract, agency agreement, or joint venture to any other individual or organization (excluding gifts to qualified donees)? **210** Yes No

If yes, enter the amounts of the total reported on line 200 transferred to these individuals/organizations as required in the following table:

Name of individual/organization	Using the country codes at the end of Schedule 2, enter the code where the activities were carried out.	Amount (\$) Show amounts to the nearest Canadian dollar

- 3** Using the list below, enter the country code where the charity itself carried on programs or devoted any of its resources.

- 4** Are any projects undertaken outside Canada funded by the Canadian International Development Agency (CIDA)? **220** Yes No
If yes, what was the total amount the charity spent under this arrangement? **230** \$ _____
- 5** Were any of the charity's activities outside of Canada carried out by employees of the charity? **240** Yes No
- 6** Were any of the charity's activities outside of Canada carried out by volunteers of the charity? **250** Yes No
- 7** Is the charity exporting goods as part of its charitable activities? **260** Yes No

If yes, list the items being exported, their value (in Canadian dollars), their destination and the country code.

Item	Value	Destination (city/region)	Country code

BN/registration number 872164520RR0001

Fiscal period end 2017-08-31

Country codes

AF-Afghanistan	CU-Cuba	KP-North Korea	RO-Romania
AL-Albania	CY-Cyprus	KR-South Korea	RU-Russia
DZ-Algeria	DK-Denmark	KW-Kuwait	RW-Rwanda
AO-Angola	DO-Dominican Republic	KG-Kyrgyzstan	SA-Saudi Arabia
AR-Argentina	EC-Ecuador	LA-Laos	RS-Serbia
AM-Armenia	EG-Egypt	LB-Lebanon	SL-Sierra Leone
AZ-Azerbaijan	SV-El Salvador	LR-Liberia	SG-Singapore
BD-Bangladesh	ET-Ethiopia	MK-Macedonia	SO-Somalia
BY-Belarus	FR-France	MG-Madagascar	ES-Spain
BT-Bhutan	GA-Gabon	MY-Malaysia	LK-Sri Lanka
BO-Bolivia	GM-Gambia	ML-Mali	SD-Sudan
BA-Bosnia and Herzegovina	GE-Georgia	MU-Mauritius	SY-Syrian Arab Republic
BW-Botswana	DE-Germany	MX-Mexico	TJ-Tajikistan
BR-Brazil	GH-Ghana	MN-Mongolia	TZ-United Republic of Tanzania
BN-Brunei Darussalam	GT-Guatemala	ME-Montenegro	TH-Thailand
BG-Bulgaria	GY-Guyana	MZ-Mozambique	TL-Timor-Leste
BI-Burundi	HT-Haiti	MM-Myanmar (Burma)	TR-Turkey
KH-Cambodia	HN-Honduras	NA-Namibia	UG-Uganda
CM-Cameroon	IN-India	NL-Netherlands	UA-Ukraine
CF-Central African Republic	ID-Indonesia	NI-Nicaragua	GB-United Kingdom
TD-Chad	IR-Iran	NE-Niger	US-United States of America
CL-Chile	IQ-Iraq	NG-Nigeria	UY-Uruguay
CN-China	IL-Israel	OM-Oman	UZ-Uzbekistan
CO-Columbia	PS-Israeli Occupied Territories	PK-Pakistan	VE-Venezuela
KM-Comoros	IT-Italy	PA-Panama	VN-Vietnam
CD-Democratic Republic of Congo	JM-Jamaica	PE-Peru	YE-Yemen
CG-Republic of Congo	JP-Japan	PH-Philippines	ZM-Zambia
CR-Costa Rica	JO-Jordan	PL-Poland	ZW-Zimbabwe
CI-Côte d'Ivoire	KZ-Kazakhstan	QA-Qatar	
HR-Croatia	KE-Kenya	RE-Réunion	

Use the following codes for countries not listed above:

- QS-Other countries in Africa
- QR-Other countries in Asia and Oceania
- QM-Other countries in Central and South America
- QP-Other countries in Europe
- QO-Other countries in the Middle East
- QN-Other countries in North America

BN/registration number 872164520RR0001 Fiscal period end 2017-08-31

Compensation

Schedule 3

1 (a) Enter the number of permanent, full-time, compensated positions in the fiscal period. This number should represent the number of positions the charity had including both managerial positions and others, and should not include independent contractors. Do not enter a dollar amount.

300 2

(b) For the ten (10) highest compensated, permanent, full-time positions enter the number of positions that are within each of the following annual compensation categories. Do not tick the boxes, use numbers.

- | | | |
|---|--|---|
| 305 <input type="checkbox"/> <u>9</u> \$1 – \$39,999 | 310 <input type="checkbox"/> <u>1</u> \$40,000 – \$79,999 | 315 <input type="checkbox"/> \$80,000 – \$119,999 |
| 320 <input type="checkbox"/> \$120,000 – \$159,999 | 325 <input type="checkbox"/> \$160,000 – \$199,999 | 330 <input type="checkbox"/> \$200,000 – \$249,999 |
| 335 <input type="checkbox"/> \$250,000 – \$299,999 | 340 <input type="checkbox"/> \$300,000 – \$349,999 | 345 <input type="checkbox"/> \$350,000 and over |

2 (a) Enter the number of part-time or part-year (for example, seasonal) employees the charity employed during the fiscal period.

370 12

(b) Total expenditure on compensation for part-time or part-year employees in the fiscal period.

380 \$ 88,182

3 Total expenditure on all compensation in the fiscal period.

390 \$ 709,507

Confidential data

Schedule 4

The information in this schedule is for the CRA's use and may be shared as permitted by law (for example, with certain other government departments and agencies).

1. Information about fundraisers

Enter the name(s) and arm's length status of each external fundraiser.

Name	At arm's length? Yes/No

2. Information about donors not resident in Canada

Complete this schedule to report any gift of any kind valued at \$10,000 or more received from any donor that was not resident in Canada and was not any of the following:

- a Canadian citizen, nor
- employed in Canada, nor
- carrying on business in Canada, nor
- a person having disposed of taxable Canadian property.

Enter the name of each donor and the value of the gift in the chart below. Tick whether the donor was an organization (for example a business, corporate entity, charity, non-profit organization), a government or an individual.

Name	Value	Organization	Government	Individual
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Gifts in kind

Schedule 5

1 Tick all types of gifts in kind received for which a tax receipt was issued:

- | | | |
|---|---|--|
| 500 <input type="checkbox"/> Artwork/wine/jewellery | 525 <input type="checkbox"/> Ecological properties | 550 <input type="checkbox"/> Publicly traded securities/ commodities/mutual funds |
| 505 <input type="checkbox"/> Building materials | 530 <input type="checkbox"/> Life insurance policies | 555 <input type="checkbox"/> Books |
| 510 <input type="checkbox"/> Clothing/furniture/food | 535 <input type="checkbox"/> Medical equipment/supplies | 560 <input type="checkbox"/> Other |
| 515 <input type="checkbox"/> Vehicles | 540 <input type="checkbox"/> Privately-held securities | 565 Specify: _____ |
| 520 <input type="checkbox"/> Cultural properties | 545 <input type="checkbox"/> Machinery/equipment/ computers/software | |

2 Enter the total amount of tax-receipted gifts in kind

580 \$ _____

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Detailed financial information

Schedule 6

Fill out this schedule if any of the following applies to the charity:

- (a) The charity's revenue exceeds \$100,000.
- (b) The amount of all property (for example, investments, rental properties) not used in charitable activities is more than \$25,000.
- (c) The charity has permission to accumulate funds during this fiscal period.

Was the financial information reported below prepared on an accrual or cash basis? **4020** Accrual Cash

Statement of financial position

Show all amounts to the nearest single Canadian dollar. Do not enter "see attached financial statements." All relevant fields must be filled out.

Assets:		Liabilities:	
Cash, bank accounts, and short-term investments	4100 \$ 240,942	Accounts payable and accrued liabilities	4300 \$ 12,819
Amounts receivable from non-arm's length persons	4110 \$	Deferred revenue	4310 \$
Amounts receivable from all others	4120 \$ 5,457	Amounts owing to non-arm's length persons	4320 \$
Investments in non-arm's length persons	4130 \$	Other liabilities	4330 \$ 79,002
Long-term investments	4140 \$	Total liabilities (add lines 4300 to 4330)	4350 \$ 91,821
Inventories	4150 \$		
Land and buildings in Canada	4155 \$ 1,025,756		
Other capital assets in Canada	4160 \$ 140,851		
Capital assets outside Canada	4165 \$		
Accumulated amortization of capital assets	4166 \$ -571,305	Amount included in lines 4150, 4155, 4160, 4165 and 4170 not used in charitable activities	4250 \$
Other assets	4170 \$		
10 year gifts	4180 \$		
Total assets (add lines 4100 to 4170)	4200 \$ 841,701		

Statement of operations

Revenue:	
Total eligible amount of all gifts for which the charity issued tax receipts	4500 \$
Total eligible amount of tax-receipted tuition fees	5610 \$
Total amount of 10 year gifts received	4505 \$
Total amount received from other registered charities	4510 \$ 30,188
Total other gifts received for which a tax receipt was not issued by the charity (excluding amounts at lines 4575 and 4630)	4530 \$
Total revenue received from federal government	4540 \$
Total revenue received from provincial/territorial governments	4550 \$ 104,403
Total revenue received from municipal/regional governments	4560 \$ 32,339
Total tax-receipted revenue from all sources outside of Canada (government and non-government)	4571 \$
Total non tax-receipted revenue from all sources outside Canada (government and non-government)	4575 \$
Total interest and investment income received or earned	4580 \$ 151
Gross proceeds from disposition of assets	4590 \$
Net proceeds from disposition of assets (show a negative amount with brackets)	4600 \$
Gross income received from rental of land and/or buildings	4610 \$
Total non tax-receipted revenues received for memberships, dues and association fees	4620 \$
Total non tax-receipted revenue from fundraising	4630 \$
Total revenue from sale of goods and services (except to any level of government in Canada)	4640 \$ 630,937
Other revenue not already included in the amounts above	4650 \$ 7,704
Specify type(s) of revenue included in the amount reported at 4650	4655 Other grant revenue
Total revenue (add lines 4500, 4510 to 4560, 4575, 4580, and 4600 to 4650)	4700 \$ 805,722

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Expenditures:

Advertising and promotion		4800	\$	17
Travel and vehicle expenses		4810	\$	
Interest and bank charges		4820	\$	68
Licences, memberships, and dues		4830	\$	43
Office supplies and expenses		4840	\$	3,24
Occupancy costs		4850	\$	40,48
Professional and consulting fees		4860	\$	10,20
Education and training for staff and volunteers		4870	\$	5,00
Total expenditure on all compensation (enter the amount reported at line 390 in Schedule 3, if applicable)		4880	\$	709,50
Fair market value of all donated goods used in charitable activities		4890	\$	
Purchased supplies and assets		4891	\$	6,89
Amortization of capitalized assets		4900	\$	42,14
Research grants and scholarships as part of charitable activities		4910	\$	
All other expenditures not included in the amounts above (excluding gifts to qualified donees)		4920	\$	5,01
Specify type(s) of expenditures included in the amount reported at 4920	4930			
Total expenditures before gifts to qualified donees (add lines 4800 to 4920)		4950	\$	823,78

Of the amounts at lines 4950 and 5031 (reported at C5 Political Activities (c)):

(a) Total expenditures on charitable activities	5000	\$	766,421
(b) Total expenditures on management and administration	5010	\$	10,207
(c) Total expenditures on fundraising	5020	\$	
(d) Total expenditures on political activities, inside or outside Canada, from question C5 (b)	5030	\$	
(e) Total other expenditures included in line 4950	5040	\$	47,161
Total amount of gifts made to all qualified donees	5050	\$	
Total expenditures (add lines 4950 and 5050)	5100	\$	823,78

Other financial information

Permission to accumulate property:

Only registered charities that have written permission to accumulate should complete this section.

• Enter the amount accumulated for the fiscal period, including income earned on accumulated funds	5500	\$	
• Enter the amount disbursed for the fiscal period for the specified purpose	5510	\$	

Permission to reduce disbursement quota:

If the charity has received approval to make a reduction to its disbursement quota, enter the amount for the fiscal period

5750 \$

Property not used in charitable activities:

Enter the value of property not used for charitable activities or administration during:

• The 24 months before the beginning of the fiscal period	5900	\$	
• The 24 months before the end of the fiscal period	5910	\$	

BN/registration number 872164520RR0001

Fiscal period end 2017-08-31

Political activities

Schedule 7

A registered charity may pursue political activities only if the activities are non-partisan, related to its charitable purposes, and limited in extent. A political activity is any activity that explicitly communicates to the public that a law, policy or decision of any level of government inside or outside Canada should be retained, opposed, or changed.

1 Describe the charity's political activities, including gifts to qualified donees intended for political activities, and explain how these relate to its charitable purposes.

2 Identify the way the charity participated in or carried out political activities during the fiscal period.

		Resources used Tick all the boxes that apply			
		Staff	Volunteers	Financial	Property
Media releases and advertisements	700	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conferences, workshops, speeches, or lectures	701	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Publications (printed or electronic)	702	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rallies, demonstrations, or public meetings	703	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Petitions, boycotts (calls to action)	704	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Letter writing campaign (printed or electronic)	705	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Internet (website, social media (Twitter, YouTube))	706	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gifts to qualified donees for political activities	707	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify):	708	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Funding from outside of Canada for political activities

3 If the charity entered an amount on line 5032, complete the fields below. Enter the political activity that the funds were intended to support, the amount received from each country outside Canada, and the corresponding country code (using the codes provided in Schedule 2). For more information on how to complete this table, see Guide T4033.

Political activity	Amount	Country Code

PEMBERTON CHILD CARE SOCIETY

STATEMENT OF FINANCIAL POSITION (Unaudited - See Notice to Reader) AS AT AUGUST 31, 2017

ASSETS

CURRENT

Cash
Accounts receivable



23 2017-08-31 87216 4520 RR 0001 3013578

2017

\$ 240,942
5,457

246,399

PROPERTY, PLANT and EQUIPMENT (Note 1)

595,302

LIABILITIES

\$ 841,701

CURRENT

Accounts payable and accrued liabilities
Due to Government agencies
Wages payable

\$ 12,818
387
20,256

33,461

DEFERRED INCOME

58,359

91,820

NET ASSETS

Capital Reserve

301,420

Deficit, end of year

(367,480)


Invested in property, plant and equipment

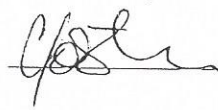
815,941

749,881

\$ 841,701

APPROVED ON BEHALF OF THE BOARD:

 Director
CIRKSEY WALKER

 Director
TINA FOSTER

The accompanying notes are an integral part of these financial statements.



Directors/Trustees and Like Officials Worksheet

Protected B when completed

You must give us complete information for each director/trustee and like official who, at any time during the fiscal period of this return, was and like officials are persons who govern a registered charity. See the reverse for information on filling out this form.

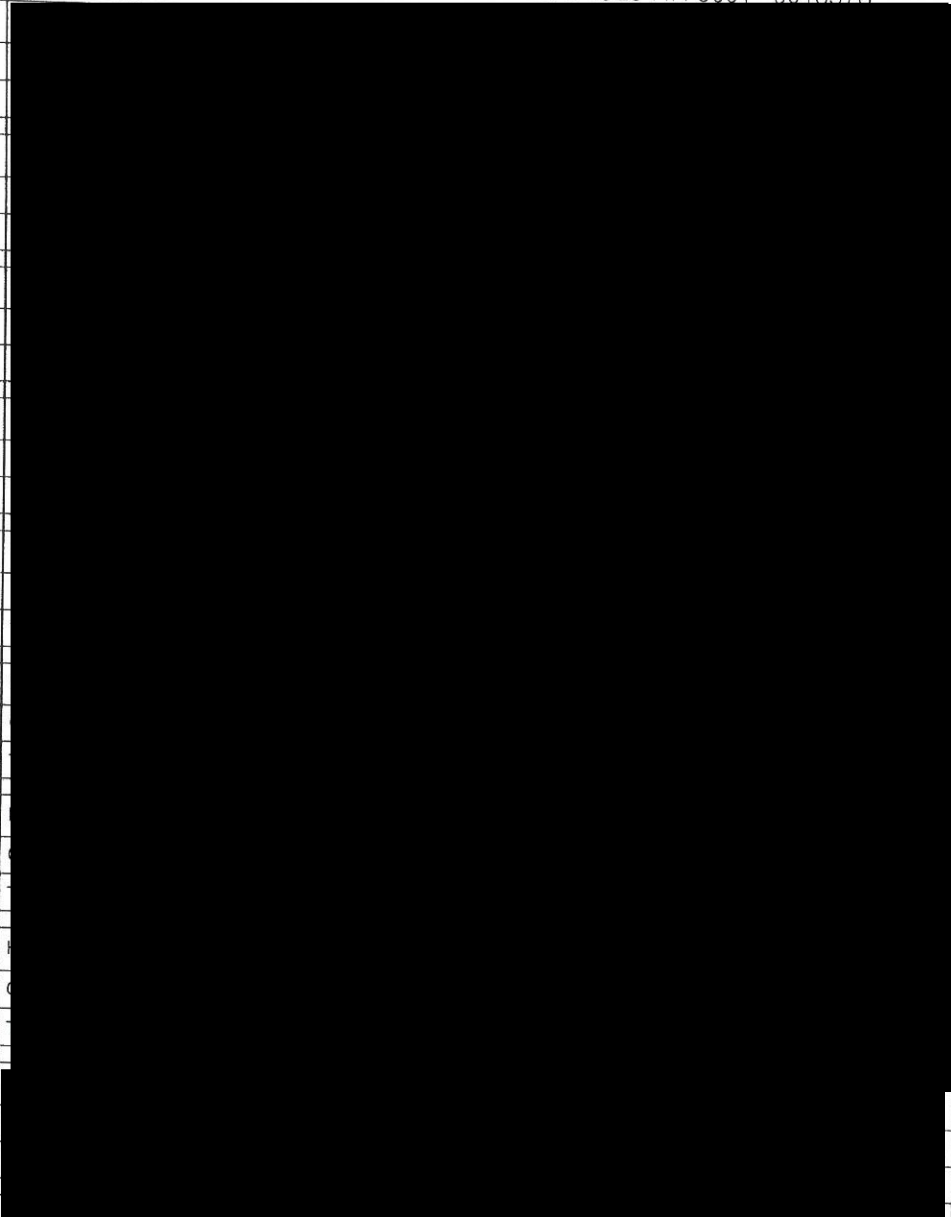
Total number of directors/trustees and like officials: 13

Page 1 of 2



23 2017-08-31 87216 4520 RR 0001 3013578

Public information		Confidential data
Last name: Aldcroft	First name: Brianne	Initial: []
Term ▶ Start date (Y/M/D): 20120901	End date (Y/M/D): []	
Position: Director	At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: Elder	First name: Gwen	Initial: K
Term ▶ Start date (Y/M/D): 20140901	End date (Y/M/D): 20170701	
Position: Director	At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: JONES	First name: Nicola	Initial: []
Term ▶ Start date (Y/M/D): 20140901	End date (Y/M/D): []	
Position: Director	At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: Neill	First name: Christina	Initial: []
Term ▶ Start date (Y/M/D): 20140901	End date (Y/M/D): 20170831	
Position: Director	At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: Foster	First name: Tina	Initial: []
Term ▶ Start date (Y/M/D): 20140901	End date (Y/M/D): []	
Position: Director Secretary	At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: Fordyce	First name: Laura	Initial: []
Term ▶ Start date (Y/M/D): 20140901	End date (Y/M/D): 20170831	
Position: Treasurer	At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: Czekurlon	First name: Kelly	Initial: []
Term ▶ Start date (Y/M/D): 20140901	End date (Y/M/D): []	
Position: Director	At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: Simmans	First name: Laura	Initial: Y
Term ▶ Start date (Y/M/D): 20150901	End date (Y/M/D): 20170630	
Position: Director	At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: Walker	First name: Chelsea	Initial: S
Term ▶ Start date (Y/M/D): 20150901	End date (Y/M/D): []	
Position: Chair	At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	





Directors/Trustees and Like Officials Worksheet

You must give us complete information for each director/trustee and like official who, at any time during the fiscal period of this return, was a director/trustee and like official. Directors and like officials are persons who govern a registered charity. See the reverse for information on filling out this form.



23 2017-08-31 87216 4520 RR 0001 3013578

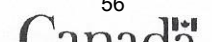
Total number of directors/trustees and like officials: 13 Page 2 of 2

Public information	Confidential data
Last name: <u>Seretis</u> First name: <u>Georgia</u> Initial: _____ Term Start date (Y/M/D): <u>20150901</u> End date (Y/M/D): _____ Position: <u>Director</u> At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	[REDACTED]
Last name: <u>Sammot</u> First name: <u>Mike</u> Initial: _____ Term Start date (Y/M/D): <u>20160901</u> End date (Y/M/D): <u>20170831</u> Position: <u>Director</u> At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: <u>Priestland</u> First name: <u>Clare</u> Initial: _____ Term Start date (Y/M/D): <u>20150201</u> End date (Y/M/D): _____ Position: <u>Director</u> At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Last name: <u>Hamel</u> First name: <u>Veronique</u> Initial: _____ Term Start date (Y/M/D): <u>20160901</u> End date (Y/M/D): <u>20161031</u> Position: <u>Director</u> At arm's length with other Directors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Home address - Street number and name: _____
City: _____ Prov/Terr: _____ Postal code: _____
Telephone number: _____ Date of birth (Y/M/D): _____
Home address - Street number and name: _____
City: _____ Prov/Terr: _____ Postal code: _____
Telephone number: _____ Date of birth (Y/M/D): _____
Home address - Street number and name: _____
City: _____ Prov/Terr: _____ Postal code: _____
Telephone number: _____ Date of birth (Y/M/D): _____
Home address - Street number and name: _____
City: _____ Prov/Terr: _____ Postal code: _____
Telephone number: _____ Date of birth (Y/M/D): _____
Home address - Street number and name: _____
City: _____ Prov/Terr: _____ Postal code: _____
Telephone number: _____ Date of birth (Y/M/D): _____

Village of Pemberton

Regular Council Meeting No. 1474
Tuesday, July 10, 2018





FILE COPY

mailed 2/26/18

23 2017-08-31 87216 4520 RR 0001 3013578

You must return this sheet with your information return as it is an integral part of your return. When you sign your *Registered Charity Information Return*, you are also confirming the information on this sheet.

- This basic information sheet contains information that we have on file for the charity.
- For your convenience, you may make changes to the information on this form where a box is provided.
- To make changes to any other information, you must send us a written request with appropriate documentation.

Designation: Charitable Organization Fiscal period end: 08-31 Registration date: 2000-05-02 BN/registration number: 87216 4520 RR 0001

Telephone number:
(604) 894-1625

Fax number:
(604) 894-1680

Email address:
INFO@PEMBYKIDS.COM

Web site address:
WWW.PEMBYKIDS.COM

Public contact name or position:
MAUDE ASH

Names the charity is known by other than its registered name:

Telephone number
Fax number
Email address:
Web site address:
Public contact name or position:
Names the charity is known by other than its registered name:

Program areas:

The three primary areas in which the charity is now carrying on programs to achieve its charitable purposes are listed below. The program areas are ranked according to the percentage of time and resources devoted to each program area. (See the guide for a description of programs and field codes.)

Rank	Description	Field code	% of emphasis
1	Day Care / After School Care	H9	100
2			
3			

Program areas:

If the charity's primary areas of activity for the fiscal period ending 2017-08-31 were different from those for the previous fiscal period, correct the information in the box below. (See the guide for a description of programs and field codes.)

Rank	Description	Field code	% of emphasis
1			
2			
3			

TITLE SEARCH PRINT

2018-06-01, 13:31:58

File Reference:

Requestor: Suzanne Belanger

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Title Issued Under SECTION 98 LAND TITLE ACT

Land Title District KAMLOOPS
Land Title Office KAMLOOPS

Title Number LB111311
From Title Number S71499

Application Received 2007-09-17

Application Entered 2007-09-25

Registered Owner in Fee Simple
Registered Owner/Mailing Address: THE CORPORATION OF THE VILLAGE OF PEMBERTON
PO BOX 100
PEMBERTON, BC
V0N 2L0

DETERMINABLE FEE, SEE S71499

Taxation Authority North Shore - Squamish Valley Assessment Area
Pemberton, Village of
Pemberton Valley Dyking District

Description of Land
Parcel Identifier: 027-219-313
Legal Description:
LOT B DISTRICT LOT 203 LILLOOET DISTRICT PLAN KAP84778

Legal Notations
SUBJECT TO PROVISOS, SEE CROWN GRANT S71499F

Charges, Liens and Interests
Nature: POSSIBILITY OF REVERTER
Registration Number: S72485
Registration Date and Time: 1981-09-03 12:11
Registered Owner: HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF
BRITISH COLUMBIA
Remarks: INTER ALIA
DD S71499

TITLE SEARCH PRINT

2018-06-01, 13:31:58

Requestor: Suzanne Belanger

File Reference:

Nature:	COVENANT
Registration Number:	LA134127
Registration Date and Time:	2006-09-27 09:59
Registered Owner:	VILLAGE OF PEMBERTON
Remarks:	INTER ALIA

Nature:	LEASE
Registration Number:	LB162853
Registration Date and Time:	2008-02-01 11:32
Registered Owner:	PEMBERTON CHILD CARE SOCIETY INCORPORATION NO. S0041496

Nature:	MORTGAGE
Registration Number:	CA724772
Registration Date and Time:	2008-03-14 11:21
Registered Owner:	NORTH SHORE CREDIT UNION INCORPORATION NO. FI 18
Remarks:	OF LEASE LB162853

Nature:	ASSIGNMENT OF RENTS
Registration Number:	CA724773
Registration Date and Time:	2008-03-14 11:21
Registered Owner:	NORTH SHORE CREDIT UNION INCORPORATION NO. FI 18
Remarks:	OF MORTGAGE OF LEASE LB162853

Duplicate Infeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

Pemberton Lions Activities Society



Permissive Tax Exemption Policy & Application

PERMISSIVE TAX EXEMPTION APPLICATION

Date: May 25, 2018



Official Name of Organization: Pemberton Lion's Activities Society

Alternate Name (if applicable): _____

Mailing Address: PO Box 364

Applicant Name & Position: Linda Brown, Bookkeeper & Property Manager

Email: [Redacted] Business Phone: 604-894-2086 Cell Phone: [Redacted]

Mailing Address (if correspondence needs to go to different address than above): _____



Society Registration Number: S-0007550 Charity Number: _____

Annual Report filed with the Provincial Government: yes no Date Last Report Filed: May 2018

Society Executive Contacts

Title	Name	Email	Phone
President	David Russell	[Redacted]	[Redacted]
Director	Janice Kennett	[Redacted]	[Redacted]
Director	Angie Royle	[Redacted]	[Redacted]
Director	Tony Medd	[Redacted]	[Redacted]
Director	Cynthia Hood	[Redacted]	[Redacted]

Department: Finance Policy No.: FN-002 Page: 4 of 8
 Sub-department: _____ Created By: Nikki Gilmore Village of Pemberton
 Regular Council Meeting No. 1474

Tuesday, July 10, 2018



LEGAL	
Civic Address: 7420 Flint Street	
Roll Number: 6000	PID
Plan: 883	Block
Lot: DL 165	Parcel

The exemption applied for is under Section 224 of the Community Charter and is pursuant to Subsection 2, clause (). Please fill in the relevant clause from Section 224(2) in Appendix A.

Describe the purpose and use of the land and/or buildings:

to provide low cost housing to seniors on low income and disabled persons

Does anyone live in the building: No Yes

If yes how many people? 31 What is the square footage of the living area? 600

List all licenses held by your organization (eg. Provincial Licenses – Community Care Facility Act, Hospital Act, Health Act, Liquor Licenses etc.):

NONE

USER STATISTICS – AS APPLICABLE

Describe the programs/services/benefits delivered from the subject property.

low income housing based on income for seniors and persons with disabilities

How is your organization accessible to the public?

Via BC Housing website and housing links, community references and signage on site

List the number of persons that are served by your organization annually: 250

List the number who are residents of the Village of Pemberton: 250



Is the organization run by volunteers, paid staff or a combination of both? combination

Number of volunteers: 7-10 Volunteer hours worked per year: 700-1000

Number of paid staff, their titles and number of paid hours per year:

Number of staff	Title	Paid Hours per Year
1	Fitness Instructor	300
1	Property Manager	480

Is the organization in compliance with all municipal policies, plans, bylaws, and regulations of the Village of Pemberton (ie. Business Licences, zoning bylaw, building bylaw, etc.)? If not, please give an explanation.

YES

Has there been any change in the status or use of the building(s) or property in the last 12 months? If yes, please explain briefly.

NO

Explain how the purposes of your organization are directly related to the objectives and purposes of the Council and the Village.

The Villa provides safe, well maintained accommodations for seniors and persons with disabilities that is close to medical services, and social services

Other activities which may be pertinent to your application:

We are dedicated to serving the needs of all seniors in the community

INCOME, GRANTS and FUNDING ASSISTANCE

Does your organization receive any income from rental or use of the building(s), parking lot(s), or other portions of the land(s)? No Yes If yes please indicate:

Income Source	Annual Income	Hours Per Day or Days Per Week
Unit rental	\$84,075	rental units 365 days/year
	(amount is fiscal year total)	(July 2012 - June 2013)

Has your organization received other grants in the last three years from the Village of Pemberton? If yes, please indicate the year, the amount and the purpose of the grant: NO

Year	Amount	Purpose

List funding assistance and grants received from senior governments (Federal/Provincial), local or regional governments (other than the Village of Pemberton) or other funding agencies in the past three years:

Year	Amount	Name of Contributor
2012	\$40,911	BC Housing Corp (July 2011 - June 2012)
		(Any overpayment is returned at each fiscal year end)
		Amount for: 2012 = \$6291
		2011\$772, 2010 = \$7617



Attach the following information:

- Audited Financial Statements including a Balance Sheet and Income Statement for the last 3 years
- Previous years actual operating budget if the most recent Financial Statements provided are not the previous year's (please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- Operating budget for the current year (please attach a copy of the projected income and expense statement in a format consistent with the organizations financial statements)
- Projected operating budget for the next year

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

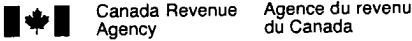
I hereby agree to indemnify and save harmless the Village of Pemberton and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said Village and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the Village of Pemberton.

x David F. Rusuff
Signature of Applicant

May 30/18
Date

The personal information on this form is collected for the purpose of an operation program of the Village of Pemberton as noted in Section 26(c) of the Freedom of Information and Protection Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 604-894-6135.

DECLARATION



Non-Profit Organization (NPO) Information Return

- This return is for:
 - non-profit organizations (NPOs) described in paragraph 149(1)(l) of the *Income Tax Act*, and
 - organizations described in paragraph 149(1)(e) of the Act (agricultural organizations, boards of trade or chambers of commerce).
- An organization has to file this return if:
 - it received or is entitled to receive taxable dividends, interest, rentals or royalties totalling more than \$10,000 in the fiscal period;
 - it owned assets valued at more than \$200,000 at the end of the immediately preceding fiscal period; or
 - it had to file an NPO information return for a previous fiscal period.
- To determine if the organization you represent has to complete this return, see Guide T4117, *Income Tax Guide to the Non-Profit Organization (NPO) Information Return*.
- Mail your completed return to: Ottawa Technology Centre, 875 Heron Road, Ottawa ON K1A 1A2

Do not use this area

Part 1 – Identification				Business number, if any	
Fiscal period		Year Month Day		123899494	
from		to			
		2016-07-01		2017-06-30	
Name of organization				Trust (T3) number, if any	
Pemberton Lions Activities Society					
Apt., suite				Is this the final return to be filed by this organization?	
Number, street, P.O. box				1 Yes <input type="checkbox"/> 2 No <input checked="" type="checkbox"/>	
Pemberton Lions Villa PO Box 364				If yes, attach an explanation.	
City		Province	Postal code	Type of organization (see Guide T4117)	
Pemberton		BC	V0N 2L0		
Name and title of person to contact				Telephone number	
David Russell - Director				[REDACTED]	

Part 2 – Amounts received during the fiscal period			
Membership dues, fees, and assessments	100		
Federal, provincial, and/or municipal grants and payments	101	24,591.00	
Interest, taxable dividends, rentals, and royalties	102	146,955.00	
Proceeds of disposition of capital property	103		
Gross sales and revenues from organizational activities	104		
Gifts	105		
Other receipts (specify)	106		
Total receipts (add lines 100 to 106)	107	171,546.00	171,546.00

Part 3 – Statement of assets and liabilities at the end of the fiscal period			
Assets			
Method used to record assets			
Cash and short-term investments	108	156,846.00	
Amounts receivable from members	109	86,246.00	
Amounts receivable from all others (not included on line 109)	110	1,840.00	
Prepaid expenses	111	18,649.00	
Inventory	112		
Long-term investments	113		
Fixed assets	114		
Other assets (specify) Capital Assets	115	3,121,759.00	
Total assets (add lines 108 to 115)	116	3,385,340.00	3,385,340.00
Liabilities			
Amounts owing to members	117	279,163.00	
Amounts owing to all others (specify) Accounts payable & accrued liabs	118	13,053.00	
Total liabilities (add lines 117 and 118)	119	292,216.00	292,216.00

Protected B when completed

Part 4 – Remuneration

Total remuneration and benefits paid to all employees and officers	120	0.00
Total remuneration and benefits paid to employees and officers who are members	121	0.00
Other payments to members (specify)	122	0.00
Number of members in the organization		0
Number of members who received remuneration or other amounts		0

Part 5 – The organization's activities

Briefly describe the activities of the organization. If this is the organization's first year filing this return, attach a copy of the organization's Mission Statement.

The Pemberton Lions Activities Society has two divisions:

Phase I:

Provides subsidised housing with 8 units for low income senior individuals.

The project is administered by the BC Housing Management Commission.

Any operating surplus is repaid to the commission

Phase II:

Operation of low cost housing

Are any of the organization's activities carried on outside of Canada? 1 Yes 2 No

If yes, indicate where:

Part 6 – Location of books and records

Leave this area blank if the information is the same as in Part 1.

Name of person to contact

David Russell

Apt., suite

Number, street, P.O. box

Pemberton Lions Villas PO Box 364

City

Pemberton

Province, state, country

BC

Postal code

V0N 2L0

Telephone number

[REDACTED]

Part 7 – Certification

I certify that the information given on this return and in any attached documents is correct and complete.

David Russell

Name of authorized officer

Director

Position

2017-12-07

Authorized officer's signature

Date (YYYY/MM/DD)

Language of correspondence
Indicate the language of your choice

1 English
Anglais

Langue de correspondance
Indiquer la langue de votre choix

2 Français
French

Pemberton Lions Activities Society

FINANCIAL STATEMENTS

(Unaudited - See Notice To Reader)

JUNE 30, 2017

Pemberton Lions Activities Society

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FINANCIAL STATEMENTS	
Statement of Financial Position	2
Statement of Operations and Changes in Fund Balances	
- Housing Fund	3
- Replacement Reserve Fund (Phase I)	4
- Replacement Reserve Fund (Phase II)	5
- Capital Asset Fund	6
Statement of Cash Flows	7
Notes to Financial Statements	8

W.A. Janyk & Co. Inc.
Chartered Professional Accountant

103 - 7331 Arbutus Street
Pemberton, BC V0N 2L1
Phone: (604) 894-2086

NOTICE TO READER

On the basis of information provided by management, I have compiled the statement of financial position of Pemberton Lions Activities Society as at June 30, 2016, the statement of operations and changes in fund balances, and the statement of cash flows for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements and accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Pemberton, B.C.
December 7, 2017

Chartered Professional Accountant

Pemberton Lions Activities Society

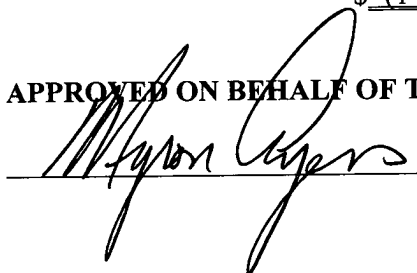
STATEMENT OF FINANCIAL POSITION

(Unaudited - See Notice to Reader)

AS AT JUNE 30, 2017

	Housing Fund (Phase I)	Housing Fund (Phase II)	Replacement Reserve (Phase I)	Replacement Reserve (Phase II)	Capital Asset Fund	2017	2016
CURRENT ASSETS							
Cash	\$ 15,278	\$ 44,381	\$ 773	\$ 96,414	\$ -	\$ 156,846	\$ 138,203
Accounts receivable	-	824	-	-	-	824	2,382
Due from government agencies	1,255	585	-	-	-	1,840	3,249
Due from other funds	4,764	28,688	-	-	51,970	85,422	62,878
Prepaid expenses	<u>2,902</u>	<u>13,747</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>16,649</u>	<u>8,342</u>
	24,199	88,225	773	96,414	51,970	261,581	215,054
CAPITAL ASSETS (Note 2)	-	-	-	-	<u>3,121,759</u>	<u>3,121,759</u>	<u>3,292,666</u>
	<u>\$ 24,199</u>	<u>\$ 88,225</u>	<u>\$ 773</u>	<u>\$ 96,414</u>	<u>\$ 3,173,729</u>	<u>\$ 3,383,340</u>	<u>\$ 3,507,720</u>
CURRENT LIABILITIES							
Accounts payable and accrued liabilities	\$ 3,650	\$ 9,403	\$ -	\$ -	\$ -	\$ 13,053	\$ 18,446
Current portion of long-term debt	-	-	-	-	36,154	36,154	35,684
Damage deposits	889	4,539	-	-	-	5,428	5,524
Due to other funds	<u>-</u>	<u>-</u>	<u>22,415</u>	<u>74,908</u>	<u>-</u>	<u>97,323</u>	<u>74,916</u>
	4,539	13,942	22,415	74,908	36,154	151,958	134,570
LONG-TERM LIABILITIES							
Mortgage payable (Note 3)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>140,258</u>	<u>140,258</u>	<u>176,422</u>
	4,539	13,942	22,415	74,908	176,412	292,216	310,992
FUND BALANCES (DEFICIT)							
	<u>(19,464)</u>	<u>105,238</u>	<u>10,523</u>	<u>67,053</u>	<u>2,929,774</u>	<u>3,093,124</u>	<u>3,196,728</u>
	<u>\$ (14,925)</u>	<u>\$ 119,180</u>	<u>\$ 32,938</u>	<u>\$ 141,961</u>	<u>\$ 3,106,186</u>	<u>\$ 3,385,340</u>	<u>\$ 3,507,720</u>

APPROVED ON BEHALF OF THE BOARD:

 Director

 Director

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES

HOUSING FUND (PHASE I AND PHASE II)

(Unaudited - See Notice to Reader)

FOR THE YEAR ENDED JUNE 30, 2017

	Budget (Phase I)	Housing Fund (Phase I)	Housing Fund (Phase II)	<u>2017</u>	<u>2016</u>
REVENUE					
Rental income	\$ 41,791	\$ 39,187	\$ 107,766	\$ 146,953	\$ 149,051
Subsidies	-	23,806	785	24,591	8,286
Donation	-	-	-	-	100
Interest income	<u>-</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>
	41,791	62,994	108,552	171,546	157,439
EXPENSES					
Administration	3,200	5,818	11,867	17,685	14,780
Audit and legal	1,617	418	1,151	1,569	3,224
Building - interior maintenance	3,000	5,047	16,025	21,072	8,849
Contingency	5,760	-	-	-	-
Electricity	5,433	3,119	1,076	4,195	16,643
Garbage removal	1,968	2,006	161	2,167	4,126
Grounds maintenance	4,000	7,438	13,968	21,406	16,122
Insurance	2,113	245	673	918	6,909
Property taxes	140	2,699	7,422	10,121	10,436
Water and sewer	<u>4,925</u>	<u>5,149</u>	<u>4,830</u>	<u>9,979</u>	<u>9,235</u>
	<u>32,156</u>	<u>31,939</u>	<u>57,173</u>	<u>89,112</u>	<u>90,324</u>
NET EXCESS	<u>\$ 9,635</u>	<u>31,055</u>	<u>51,379</u>	<u>82,434</u>	<u>67,115</u>
FUND BALANCES, beginning		(25,041)	67,667	42,626	34,061
INTERFUND TRANSFERS					
Mortgage principal repayments	25,487	22,106	13,589	35,695	35,224
Replacement reserve provision	-	-	-	-	19,266
Mortgage interest	-	3,372	219	3,591	4,060
FUND BALANCES, ending		<u>\$ (19,464)</u>	<u>\$ 105,238</u>	<u>\$ 85,774</u>	<u>\$ 42,626</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES
REPLACEMENT RESERVE FUND (PHASE I)
(Unaudited - See Notice to Reader)
FOR THE YEAR ENDED JUNE 30, 2017

	<u>2017</u>	<u>2016</u>
REVENUES		
Transfers from Housing Fund		
Replacement reserve provision	\$ 14,218	\$ 19,266
Interest	<u>-</u>	<u>-</u>
	14,218	19,266
EXPENDITURES		
Appliances	2,180	8,094
Flooring	-	-
Hot Water Tanks	-	-
Roof	-	-
Painting	<u>-</u>	<u>-</u>
	<u>2,180</u>	<u>8,094</u>
NET EXCESS (DEFICIENCY)	12,038	11,172
FUND BALANCE, beginning	<u>(1,515)</u>	<u>(12,687)</u>
FUND BALANCE, ending	<u>\$ 10,523</u>	<u>\$ (1,515)</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES
REPLACEMENT RESERVE FUND (PHASE II)
(Unaudited - See Notice to Reader)
FOR THE YEAR ENDED JUNE 30, 2017

	<u>2017</u>	<u>2016</u>
REVENUES		
Transfers from Housing Fund		
Replacement reserve provision	\$ 5,402	\$ 24,676
Prior period adjustment	(29,029)	(36,412)
Interest	<u>48</u>	<u>60</u>
	(23,579)	(11,676)
EXPENDITURES	-	-
NET EXCESS (DEFICIENCY)	(23,579)	(11,676)
FUND BALANCE, beginning	<u>90,632</u>	<u>102,308</u>
FUND BALANCE, ending	<u>\$ 67,053</u>	<u>\$ 90,632</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES

CAPITAL ASSET FUND

(Unaudited - See Notice to Reader)

FOR THE YEAR ENDED JUNE 30, 2017

	<u>2017</u>	<u>2016</u>
REVENUES		
Transfers from Housing Fund		
Mortgage principal repayments	\$ 35,695	\$ 35,225
EXPENDITURES		
Amortization	<u>170,906</u>	<u>170,436</u>
NET EXCESS	(135,211)	(135,211)
FUND BALANCE, beginning	<u>3,064,985</u>	<u>3,200,196</u>
FUND BALANCE, ending	<u>\$ 2,929,774</u>	<u>\$ 3,064,985</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF CASH FLOWS

(Unaudited - See Notice to Reader)

FOR THE YEAR ENDED JUNE 30, 2017

	Housing Fund (Phase I)	Housing Fund (Phase II)	Replacement Reserve (Phase I)	Replacement Reserve (Phase II)	Capital Fund	<u>2017</u>	<u>2016</u>
CASH PROVIDED FROM (USED FOR) OPERATING ACTIVITIES							
Subsidy assistance received	\$ 23,806	\$ 785	\$ -	\$ -	\$ -	\$ 24,591	\$ 8,386
Rental revenue received	39,187	107,766	-	-	-	146,953	149,051
Other receipts	-	2	-	48	-	50	62
Payments for operating expenses	(31,939)	(57,173)	-	-	-	(89,112)	(90,324)
Allocation to reserve	(14,218)	-	14,218	-	-	-	-
Payments for mortgage interest	(3,372)	(219)	-	-	-	(3,591)	(4,060)
Working capital	<u>15,549</u>	<u>(24,468)</u>	<u>(15,774)</u>	<u>(40)</u>	<u>(36,164)</u>	<u>(60,897)</u>	<u>(9,456)</u>
	<u>29,013</u>	<u>26,693</u>	<u>(1,556)</u>	<u>8</u>	<u>(36,164)</u>	<u>17,994</u>	<u>53,659</u>
CASH PROVIDED (USED FOR) FINANCING ACTIVITIES							
Mortgage principal repaid	(22,106)	(13,589)	-	-	-	(35,695)	(35,224)
Increase in long-term debt	-	-	-	-	36,164	36,164	-
	<u>(22,106)</u>	<u>(13,589)</u>	<u>-</u>	<u>-</u>	<u>36,164</u>	<u>469</u>	<u>(35,224)</u>
INVESTING ACTIVITIES							
Additions to capital assets	-	-	2,180	-	-	2,180	8,095
	<u>-</u>	<u>-</u>	<u>2,180</u>	<u>-</u>	<u>-</u>	<u>2,180</u>	<u>8,095</u>
CHANGES IN UNRESTRICTED CASH & EQUIVALENTS DURING PERIOD							
	6,907	13,104	624	8	-	20,643	26,530
UNRESTRICTED CASH & EQUIVALENTS, beginning of year							
	<u>10,371</u>	<u>31,277</u>	<u>149</u>	<u>96,406</u>	<u>-</u>	<u>138,203</u>	<u>111,673</u>
UNRESTRICTED CASH & EQUIVALENTS, end of year							
	<u>17,278</u>	<u>44,381</u>	<u>773</u>	<u>96,414</u>	<u>-</u>	<u>158,846</u>	<u>138,203</u>
REPRESENTED BY:							
Cash	\$ 15,278	\$ 44,381	\$ 773	\$ 96,414	\$ -	\$ 156,846	\$ 138,203

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2017

NOTE 1: PURPOSE

The purpose of the Society is to administer a low-income housing complex that is subsidized by British Columbia Housing Management Commission (BCHMC). The complex is in the name of Provincial Rental Housing Corporation and held in trust by this Society.

NOTE 2: CAPITAL ASSETS

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>NBV 2017</u>	<u>NBV 2016</u>
Land	\$ 33,536	\$ -	\$ 33,536	\$ 33,536
Building (Phase I)	443,130	318,743	124,387	146,494
Building (Phase II)	3,820,000	892,800	2,927,200	3,076,000
Equipment	13,856	-	13,856	13,856
Paving	<u>22,780</u>	<u>-</u>	<u>22,780</u>	<u>22,780</u>
	<u>\$ 4,333,302</u>	<u>\$ 2,211,543</u>	<u>\$ 3,121,759</u>	<u>\$ 3,292,666</u>

NOTE 3: LONG-TERM DEBT

First mortgage, payable to Canada Mortgage and Housing Corporation (CMHC), 2.86% due December 1, 2013. A second mortgage, payable to Community Futures, due July 1, 2019. Blended payments of \$3,332 per month.

	<u>2017</u>	<u>2016</u>
	\$ 176,411	\$ 212,107
Less: Current portion	<u>36,154</u>	<u>35,684</u>
	<u>\$ 140,257</u>	<u>\$ 176,423</u>

The aggregate amount of principal repayments required in each of the next four years on the above is as follows: 2018: \$39,184; 2019: \$39,184; 2020: \$25,678; 2021: \$25,595. The new renewal date is January 1, 2019.

Pemberton Lions Activities Society

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2017

NOTE 4: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

More significant accounting policies affecting Pemberton Lions Activities Society are as follows:

CAPITAL ASSETS - recorded at cost.

REVENUE AND EXPENSES - recorded on the accrual basis of accounting in the Housing Fund.

AMORTIZATION - is provided on the Phase I building complex purchased from a loan insured by CMHC at a rate equal to the principal reduction of the mortgage. Phase II building complex are being amortized on a straight line basis over 25 years. No amortization is charged on other assets; however, a Replacement Reserve is maintained to provide for future asset replacement.

REPLACEMENT RESERVE - created by a charge against income.

NOTE 5: METHOD OF ACCOUNTING FOR CONTRIBUTIONS

The Society uses the deferred method of accounting for contributions.

NOTE 6: SUBSIDY ASSISTANCE PAYMENTS

The building complex has received subsidy assistance from CMHC on behalf of the Federal Government and the BCHMC on behalf of the Provincial Government to enable the complex to provide housing to low income senior individuals. The amount of the assistance received for the year ended June 30, 2017 was \$24,591 (2016: \$8,386) with respect to the eligible residential component.

Pemberton Lions Activities Society

FINANCIAL STATEMENTS

(Unaudited - See Notice To Reader)

JUNE 30, 2016

Pemberton Lions Activities Society

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W.A. Janyk & Co. Inc.
Chartered Professional Accountant

103 - 7331 Arbutus Street
Pemberton, BC V0N 2L1
Phone: (604) 894-2086

NOTICE TO READER

On the basis of information provided by management, I have compiled the statement of financial position of Pemberton Lions Activities Society as at June 30, 2016, the statement of operations and changes in fund balances, and the statement of cash flows for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements and accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Some of the prior year's figures have been restated.

Pemberton, B.C.
April 6, 2017

Chartered Professional Accountant

Pemberton Lions Activities Society

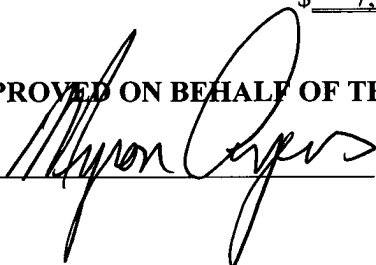
STATEMENT OF FINANCIAL POSITION

(Unaudited - See Notice to Reader)

AS AT JUNE 30, 2016

	Housing Fund (Phase I)	Housing Fund (Phase II)	Replacement Reserve (Phase I)	Replacement Reserve (Phase II)	Capital Asset Fund	<u>2016</u>	<u>2015</u>
CURRENT ASSETS							
Cash	\$ 10,371	\$ 31,277	\$ 149	\$ 96,406	\$ -	\$ 138,203	\$ 111,673
Accounts receivable	427	1,955	-	-	-	2,382	4,386
Due from government agencies	3,129	120	-	-	-	3,249	2,774
Due from other funds	6,761	-	-	-	56,117	62,878	45,602
Prepaid expenses	<u>2,087</u>	<u>6,255</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,342</u>	<u>8,264</u>
	<u>22,775</u>	<u>39,607</u>	<u>149</u>	<u>96,406</u>	<u>56,117</u>	<u>215,054</u>	<u>172,699</u>
CAPITAL ASSETS (Note 2)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,292,666</u>	<u>3,292,666</u>	<u>3,463,101</u>
	<u>\$ 22,775</u>	<u>\$ 39,607</u>	<u>\$ 149</u>	<u>\$ 96,406</u>	<u>\$ 3,348,783</u>	<u>\$ 3,507,720</u>	<u>\$ 3,635,800</u>
CURRENT LIABILITIES							
Accounts payable and accrued liabilities	\$ 5,014	\$ 13,432	\$ -	\$ -	\$ -	\$ 18,446	\$ 13,769
Current portion of long-term debt	-	-	-	-	35,684	35,684	35,231
Damage deposits	889	4,635	-	-	-	5,524	5,149
Due to other funds	<u>26,407</u>	<u>-</u>	<u>35,321</u>	<u>13,188</u>	<u>-</u>	<u>74,916</u>	<u>45,673</u>
	32,310	18,067	35,321	13,188	35,684	134,570	99,822
LONG-TERM LIABILITIES							
Mortgage payable (Note 3)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>176,422</u>	<u>176,422</u>	<u>212,100</u>
	32,310	18,067	35,321	13,188	212,106	310,992	311,922
FUND BALANCES (DEFICIT)	<u>(25,041)</u>	<u>67,667</u>	<u>(1,515)</u>	<u>90,632</u>	<u>3,064,985</u>	<u>3,196,728</u>	<u>3,323,878</u>
	<u>\$ 7,269</u>	<u>\$ 85,734</u>	<u>\$ 33,806</u>	<u>\$ 103,820</u>	<u>\$ 3,277,091</u>	<u>\$ 3,507,720</u>	<u>\$ 3,635,800</u>

APPROVED ON BEHALF OF THE BOARD:

 Director

 Director

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES

HOUSING FUND (PHASE I AND PHASE II)

(Unaudited - See Notice to Reader)

FOR THE YEAR ENDED JUNE 30, 2016

	Budget (Phase I)	Housing Fund (Phase I)	Housing Fund (Phase II)	<u>2016</u>	<u>2015</u>
REVENUE					
Rental income	\$ -	\$ 40,796	\$ 108,255	\$ 149,051	\$ 135,102
Subsidies	-	8,286	-	8,286	22,480
Donation	-	100	-	100	-
Interest income	<u>-</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>23</u>
	-	49,183	108,256	157,439	157,605
EXPENSES					
Administration	3,200	3,673	11,107	14,780	19,993
Audit and legal	1,617	138	3,086	3,224	262
Building - interior maintenance	3,000	634	8,215	8,849	6,259
Contingency	5,760	-	-	-	-
Electricity	5,433	5,268	11,375	16,643	15,374
Garbage removal	1,411	1,768	2,358	4,126	3,746
Grounds maintenance	4,000	4,207	11,915	16,122	14,753
Insurance	5,726	1,842	5,067	6,909	6,411
Property taxes	426	2,783	7,653	10,436	1,202
Water and sewer	<u>4,183</u>	<u>2,463</u>	<u>6,772</u>	<u>9,235</u>	<u>17,560</u>
	<u>34,756</u>	<u>22,776</u>	<u>67,548</u>	<u>90,324</u>	<u>85,560</u>
Revenue under expenditure before the following		26,407	40,708	67,115	72,045
BC Housing manageable cost adjustment		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET EXCESS	\$ (34,756)	<u>26,407</u>	<u>40,708</u>	<u>67,115</u>	<u>72,045</u>
FUND BALANCES, beginning		(6,733)	40,794	34,061	32,760
INTERFUND TRANSFERS					
Mortgage principal repayments	-	21,636	13,588	35,224	34,781
Replacement reserve provision	-	19,266	-	19,266	31,458
Mortgage interest	-	3,813	247	4,060	4,505
FUND BALANCES, ending		<u>\$ (25,041)</u>	<u>\$ 67,667</u>	<u>\$ 42,626</u>	<u>\$ 34,061</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES

REPLACEMENT RESERVE FUND (PHASE I)

(Unaudited - See Notice to Reader)

FOR THE YEAR ENDED JUNE 30, 2016

	<u>2016</u>	<u>2015</u>
REVENUES		
Transfers from Housing Fund		
Replacement reserve provision	\$ 19,266	\$ 11,968
Interest	<u> -</u>	<u> 2</u>
	19,266	11,970
EXPENDITURES		
Appliances	8,094	3,927
Flooring	-	-
Hot Water Tanks	-	-
Roof	-	-
Painting	<u> -</u>	<u>15,661</u>
	<u>8,094</u>	<u>19,588</u>
NET EXCESS (DEFICIENCY)	11,172	(7,618)
FUND BALANCE, beginning	<u>(12,687)</u>	<u>(5,069)</u>
FUND BALANCE, ending	<u>\$ (1,515)</u>	<u>\$ (12,687)</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES
REPLACEMENT RESERVE FUND (PHASE II)
(Unaudited - See Notice to Reader)
FOR THE YEAR ENDED JUNE 30, 2016

	<u>2016</u>	<u>2015</u>
REVENUES		
Transfers from Housing Fund		
Replacement reserve provision	\$ 24,676	\$ 19,274
Prior period adjustment	(36,412)	19,493
Interest	<u>60</u>	<u>93</u>
	(11,676)	38,860
EXPENDITURES	-	-
NET EXCESS (DEFICIENCY)	(11,676)	38,860
FUND BALANCE, beginning	<u>102,308</u>	<u>63,448</u>
FUND BALANCE, ending	<u>\$ 90,632</u>	<u>\$ 102,308</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES

CAPITAL ASSET FUND

(Unaudited - See Notice to Reader)

FOR THE YEAR ENDED JUNE 30, 2016

	<u>2016</u>	<u>2015</u>
REVENUES		
Transfers from Housing Fund		
Mortgage principal repayments	\$ 35,225	\$ 34,781
EXPENDITURES		
Amortization	<u>170,436</u>	<u>169,992</u>
NET EXCESS	(135,211)	(135,211)
FUND BALANCE, beginning	<u>3,200,196</u>	<u>3,335,407</u>
FUND BALANCE, ending	<u>\$ 3,064,985</u>	<u>\$ 3,200,196</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF CASH FLOWS

(Unaudited - See Notice to Reader)

FOR THE YEAR ENDED JUNE 30, 2016

	Housing Fund (Phase I)	Housing Fund (Phase II)	Replacement Reserve (Phase I)	Replacement Reserve (Phase II)	Capital Fund	<u>2016</u>	<u>2015</u>
CASH PROVIDED FROM (USED FOR) OPERATING ACTIVITIES							
Subsidy assistance received	\$ 8,386	\$ -	\$ -	\$ -	\$ -	\$ 8,386	\$ 22,480
Rental revenue received	40,796	108,255	-	-	-	149,051	135,102
Other receipts	-	2	-	60	-	62	95
Payments for operating expenses	(22,776)	(67,548)	-	-	-	(90,324)	(85,560)
Allocation to reserve	(19,266)	-	19,266	-	-	-	(216)
Payments for mortgage interest	(3,813)	(247)	-	-	-	(4,060)	(4,505)
Working capital	<u>20,136</u>	<u>(22,173)</u>	<u>(27,385)</u>	<u>19,966</u>	<u>-</u>	<u>(9,456)</u>	<u>(49,276)</u>
	<u>23,463</u>	<u>18,289</u>	<u>(8,119)</u>	<u>20,026</u>	<u>-</u>	<u>53,659</u>	<u>18,120</u>
CASH PROVIDED (USED FOR) FINANCING ACTIVITIES							
Mortgage principal repaid	(21,636)	(13,588)	-	-	-	(35,224)	(34,781)
Increase in long-term debt	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>(21,636)</u>	<u>(13,588)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(35,224)</u>	<u>(34,781)</u>
INVESTING ACTIVITIES							
Additions to capital assets	<u>-</u>	<u>-</u>	<u>8,095</u>	<u>-</u>	<u>-</u>	<u>8,095</u>	<u>19,588</u>
	<u>-</u>	<u>-</u>	<u>8,095</u>	<u>-</u>	<u>-</u>	<u>8,095</u>	<u>19,588</u>
CHANGES IN UNRESTRICTED CASH & EQUIVALENTS DURING PERIOD							
	1,827	4,701	(24)	20,026	-	26,530	2,927
UNRESTRICTED CASH & EQUIVALENTS, beginning of year							
	<u>8,544</u>	<u>26,576</u>	<u>173</u>	<u>76,380</u>	<u>-</u>	<u>111,673</u>	<u>108,746</u>
UNRESTRICTED CASH & EQUIVALENTS, end of year							
	<u>10,371</u>	<u>31,277</u>	<u>149</u>	<u>96,406</u>	<u>-</u>	<u>138,203</u>	<u>111,673</u>
REPRESENTED BY:							
Cash	\$ 10,371	\$ 31,277	\$ 149	\$ 96,406	\$ -	\$ 138,203	\$ 111,673

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2016

NOTE 1: PURPOSE

The purpose of the Society is to administer a low-income housing complex that is subsidized by British Columbia Housing Management Commission (BCHMC). The complex is in the name of Provincial Rental Housing Corporation and held in trust by this Society.

NOTE 2: CAPITAL ASSETS

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>NBV 2016</u>	<u>NBV 2015</u>
Land	\$ 33,536	\$ -	\$ 33,536	\$ 33,536
Building (Phase I)	443,130	296,637	146,494	168,129
Building (Phase II)	3,820,000	744,000	3,076,000	3,224,800
Equipment	13,856	-	13,856	13,856
Paving	<u>22,780</u>	<u>-</u>	<u>22,780</u>	<u>22,780</u>
	<u>\$ 4,333,302</u>	<u>\$,040,637</u>	<u>\$ 3,292,666</u>	<u>\$ 3,463,101</u>

NOTE 3: LONG-TERM DEBT

First mortgage, payable to Canada Mortgage and Housing Corporation (CMHC), 2.86% due December 1, 2013. A second mortgage, payable to Community Futures, due July 1, 2019. Blended payments of \$3,332 per month.

	<u>2016</u>	<u>2015</u>
	\$ 212,107	\$ 247,331
Less: Current portion	<u>35,684</u>	<u>35,231</u>
	<u>\$ 176,423</u>	<u>\$ 212,100</u>

The aggregate amount of principal repayments required in each of the next five years on the above is as follows: 2017: \$39,184; 2018: \$39,184; 2019: \$39,184; 2020: \$25,678; 2021: \$25,595. The new renewal date is January 1, 2019.

Pemberton Lions Activities Society

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2016

NOTE 4: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

More significant accounting policies affecting Pemberton Lions Activities Society are as follows:

CAPITAL ASSETS - recorded at cost.

REVENUE AND EXPENSES - recorded on the accrual basis of accounting in the Housing Fund.

AMORTIZATION - is provided on the Phase I building complex purchased from a loan insured by CMHC at a rate equal to the principal reduction of the mortgage. Phase II building complex are being amortized on a straight line basis over 25 years. No amortization is charged on other assets; however, a Replacement Reserve is maintained to provide for future asset replacement.

REPLACEMENT RESERVE - created by a charge against income.

NOTE 5: METHOD OF ACCOUNTING FOR CONTRIBUTIONS

The Society uses the deferred method of accounting for contributions.

NOTE 6: SUBSIDY ASSISTANCE PAYMENTS

The building complex has received subsidy assistance from CMHC on behalf of the Federal Government and the BCHMC on behalf of the Provincial Government to enable the complex to provide housing to low income senior individuals. The amount of the assistance received for the year ended June 30, 2016 was \$8,286 (2015: \$22,480) with respect to the eligible residential component.

Pemberton Lions Activities Society

FINANCIAL STATEMENTS

(Unaudited - See Notice To Reader)

JUNE 30, 2015

Pemberton Lions Activities Society

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W.A. Janyk & Co. Inc.
Chartered Professional Accountant

103 - 7331 Arbutus Street
Pemberton, BC V0N 2L1
Phone: (604) 894-2086

NOTICE TO READER

On the basis of information provided by management, I have compiled the statement of financial position of Pemberton Lions Activities Society as at June 30, 2015, the statement of operations and changes in fund balances, and the statement of cash flows for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements and accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Pemberton, B.C.
December 31, 2015

Chartered Professional Accountant

Pemberton Lions Activities Society

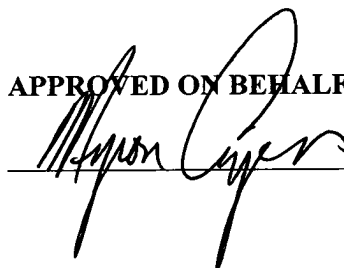
STATEMENT OF FINANCIAL POSITION

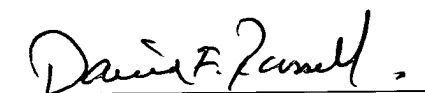
(Unaudited - See Notice to Reader)

AS AT JUNE 30, 2015

	Housing Fund (Phase I)	Housing Fund (Phase II)	Replacement Reserve (Phase I)	Replacement Reserve (Phase II)	Capital Asset Fund	<u>2015</u>	<u>2014</u>
CURRENT ASSETS							
Cash	\$ 8,544	\$ 26,576	\$ 173	\$ 76,380	\$ -	\$ 111,673	\$ 110,049
Accounts receivable	431	3,955	-	-	-	4,386	3,387
Due from government agencies	2,629	145	-	-	-	2,774	1,753
Due from other funds	6,761	-	-	36,149	2,692	45,602	45,604
Prepaid expenses	<u>2,000</u>	<u>6,264</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,264</u>	<u>1,400</u>
	20,365	36,940	173	112,529	2,692	172,699	162,193
CAPITAL ASSETS (Note 2)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,463,101</u>	<u>3,463,101</u>	<u>3,629,093</u>
	<u>\$ 20,365</u>	<u>\$ 36,940</u>	<u>\$ 173</u>	<u>\$ 112,529</u>	<u>\$ 3,465,793</u>	<u>\$ 3,635,800</u>	<u>\$ 3,791,286</u>
CURRENT LIABILITIES							
Accounts payable and accrued liabilities	\$ 3,574	\$ 10,195	\$ -	\$ -	\$ -	\$ 13,769	\$ 16,470
Current portion of long-term debt	-	-	-	-	35,231	35,231	29,627
Damage deposits	639	4,510	-	-	-	5,149	4,819
Due to other funds	<u>26,407</u>	<u>-</u>	<u>19,266</u>	<u>-</u>	<u>-</u>	<u>45,673</u>	<u>45,672</u>
	30,620	14,705	19,266	-	35,231	99,822	96,588
LONG-TERM LIABILITIES							
Mortgage payable (Note 3)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>212,100</u>	<u>212,100</u>	<u>268,152</u>
	30,620	14,705	19,266	-	247,331	311,922	364,740
FUND BALANCES (DEFICIT)	<u>(6,733)</u>	<u>40,794</u>	<u>(12,687)</u>	<u>102,308</u>	<u>3,200,196</u>	<u>3,323,878</u>	<u>3,426,546</u>
	<u>\$ 23,887</u>	<u>\$ 55,499</u>	<u>\$ 6,579</u>	<u>\$ 102,308</u>	<u>\$ 3,447,527</u>	<u>\$ 3,635,800</u>	<u>\$ 3,791,286</u>

APPROVED ON BEHALF OF THE BOARD:

 Director

 Director

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES HOUSING FUND (PHASE I AND PHASE II) (Unaudited - See Notice to Reader) FOR THE YEAR ENDED JUNE 30, 2015

	Budget (Phase I)	Housing Fund (Phase I)	Housing Fund (Phase II)	<u>2015</u>	<u>2014</u>
REVENUE					
Rental income	\$ -	\$ 33,055	\$ 102,047	\$ 135,102	\$ 132,294
Subsidies	-	22,480	-	22,480	32,762
Other BC Housing subsidy	-	-	-	-	-
Interest income	-	-	23	23	-
	<u>-</u>	<u>55,535</u>	<u>102,070</u>	<u>157,605</u>	<u>165,056</u>
EXPENSES					
Administration	3,200	7,863	12,130	19,993	11,973
Audit and legal	1,617	68	194	262	5,667
Building - interior maintenance	3,000	2,937	3,322	6,259	10,072
Contingency	8,561	-	-	-	-
Electricity	5,433	8,537	6,837	15,374	12,010
Garbage removal	1,411	1,632	2,114	3,746	2,936
Grounds maintenance	4,000	6,316	8,437	14,753	19,013
Insurance	5,726	2,116	4,295	6,411	6,063
Office overhead	-	-	-	-	-
Property taxes	426	322	880	1,202	1,518
Water and sewer	<u>4,182</u>	<u>4,655</u>	<u>12,905</u>	<u>17,560</u>	<u>16,082</u>
	<u>37,556</u>	<u>34,446</u>	<u>51,114</u>	<u>85,560</u>	<u>85,334</u>
Revenue under expenditure before the following		21,089	50,956	72,045	79,722
BC Housing manageable cost adjustment		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET EXCESS	\$ <u>(37,556)</u>	<u>21,089</u>	<u>50,956</u>	<u>72,045</u>	<u>79,722</u>
FUND BALANCES, beginning		9,596	23,164	32,760	77,257
INTERFUND TRANSFERS					
Mortgage principal repayments	-	21,192	13,589	34,781	28,646
Replacement reserve provision	-	11,968	19,490	31,458	34,359
Mortgage interest	-	4,258	247	4,505	22,226
Prior period adjustment	-	<u>-</u>	<u>-</u>	<u>-</u>	<u>38,988</u>
FUND BALANCES, ending		\$ <u>(6,733)</u>	\$ <u>40,794</u>	\$ <u>34,061</u>	\$ <u>32,760</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES
REPLACEMENT RESERVE FUND (PHASE I)
(Unaudited - See Notice to Reader)
FOR THE YEAR ENDED JUNE 30, 2015

	<u>2015</u>	<u>2014</u>
REVENUES		
Transfers from Housing Fund		
Replacement reserve provision	\$ 11,968	\$ 9,683
Interest	<u>2</u>	<u>20</u>
	11,970	9,703
EXPENDITURES		
Appliances	3,927	2,614
Flooring	-	287
Hot Water Tanks	-	1,640
Roof	-	42,076
Painting	<u>15,661</u>	<u>-</u>
	<u>19,588</u>	<u>46,617</u>
NET EXCESS (DEFICIENCY)	(7,618)	(36,914)
FUND BALANCE, beginning	<u>(5,069)</u>	<u>31,845</u>
FUND BALANCE, ending	<u>\$ (12,687)</u>	<u>\$ (5,069)</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES
REPLACEMENT RESERVE FUND (PHASE II)
(Unaudited - See Notice to Reader)
FOR THE YEAR ENDED JUNE 30, 2015

	<u>2015</u>	<u>2014</u>
REVENUES		
Transfers from Housing Fund		
Replacement reserve provision	\$ 19,274	\$ 24,676
Prior period adjustment	19,493	38,988
Interest	<u>93</u>	<u>113</u>
	<u>38,860</u>	<u>63,777</u>
EXPENDITURES	<u>-</u>	<u>-</u>
NET EXCESS (DEFICIENCY)	38,860	63,777
FUND BALANCE, beginning	<u>63,448</u>	<u>(329)</u>
FUND BALANCE, ending	<u>\$ 102,308</u>	<u>\$ 63,448</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES

CAPITAL ASSET FUND

(Unaudited - See Notice to Reader)

FOR THE YEAR ENDED JUNE 30, 2015

	<u>2015</u>	<u>2014</u>
REVENUES		
Transfers from Housing Fund		
Mortgage principal repayments	\$ 34,781	\$ 28,646
	<u> -</u>	<u> -</u>
EXPENDITURES		
Amortization	<u>169,992</u>	<u>173,151</u>
NET EXCESS	(135,211)	(144,505)
FUND BALANCE, beginning	<u>3,335,407</u>	<u>3,479,912</u>
FUND BALANCE, ending	<u>\$ 3,200,196</u>	<u>\$ 3,335,407</u>

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

STATEMENT OF CASH FLOWS (Unaudited - See Notice to Reader) FOR THE YEAR ENDED JUNE 30, 2015

	Housing Fund (Phase I)	Housing Fund (Phase II)	Replacement Reserve (Phase I)	Replacement Reserve (Phase II)	Capital Fund	<u>2015</u>	<u>2014</u>
CASH PROVIDED FROM (USED FOR) OPERATING ACTIVITIES							
Subsidy assistance received	\$ 22,480	\$ -	\$ -	\$ -	\$ -	\$ 22,480	\$ 32,762
Rental revenue received	33,055	102,047	-	-	-	135,102	132,294
Other receipts	-	-	2	93	-	95	133
Payments for operating expenses	(34,446)	(51,114)	-	-	-	(85,560)	(131,951)
Allocation to reserve	(11,968)	(19,490)	11,968	19,274	-	(216)	-
Payments for mortgage interest	(4,258)	(247)	-	-	-	(4,505)	(22,226)
Working capital	<u>17,693</u>	<u>(51,101)</u>	<u>(45,582)</u>	<u>29,714</u>	<u>-</u>	<u>(49,276)</u>	<u>8,940</u>
	<u>22,556</u>	<u>(19,905)</u>	<u>(33,612)</u>	<u>49,081</u>	<u>-</u>	<u>18,120</u>	<u>19,952</u>
CASH PROVIDED (USED FOR) FINANCING ACTIVITIES							
Mortgage principal repaid	(21,192)	(13,589)	-	-	-	(34,781)	(28,646)
Increase in long-term debt	-	-	-	-	-	-	-
	<u>(21,192)</u>	<u>(13,589)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(34,781)</u>	<u>(28,646)</u>
INVESTING ACTIVITIES							
Additions to capital assets	-	-	19,588	-	-	19,588	-
	<u>-</u>	<u>-</u>	<u>19,588</u>	<u>-</u>	<u>-</u>	<u>19,588</u>	<u>-</u>
CHANGES IN UNRESTRICTED CASH & EQUIVALENTS DURING PERIOD							
	1,364	(33,494)	(14,024)	49,081	-	2,927	(8,694)
UNRESTRICTED CASH & EQUIVALENTS, beginning of year							
	<u>7,180</u>	<u>60,070</u>	<u>14,197</u>	<u>27,299</u>	<u>-</u>	<u>108,746</u>	<u>117,440</u>
UNRESTRICTED CASH & EQUIVALENTS, end of year							
	<u>8,544</u>	<u>26,576</u>	<u>173</u>	<u>76,380</u>	<u>-</u>	<u>111,673</u>	<u>108,746</u>
REPRESENTED BY:							
Cash	\$ 8,544	\$ 26,576	\$ 173	\$ 76,380	\$ -	\$ 111,673	\$ 110,049

The accompanying notes are an integral part of these financial statements.

Pemberton Lions Activities Society

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2015

NOTE 1: PURPOSE

The purpose of the Society is to administer a low-income housing complex that is subsidized by British Columbia Housing Management Commission (BCHMC). The complex is in the name of Provincial Rental Housing Corporation and held in trust by this Society.

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	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>NBV 2015</u>	<u>NBV 2014</u>
Land	\$ 33,536	\$ -	\$ 33,536	\$ 33,536
Building (Phase I)	443,130	275,001	168,129	189,321
Building (Phase II)	3,820,000	595,200	3,224,800	3,369,600
Equipment	13,856	-	13,856	13,856
Paving	<u>22,780</u>	<u>-</u>	<u>22,780</u>	<u>22,780</u>
	<u>\$ 4,333,302</u>	<u>\$ 870,201</u>	<u>\$ 3,463,101</u>	<u>\$ 3,629,093</u>

NOTE 3: LONG-TERM DEBT

First mortgage, payable to Canada Mortgage and Housing Corporation (CMHC), 2.86% due December 1, 2013. A second mortgage, payable to Community Futures, due July 1, 2019. Blended payments of \$3,332 per month.

	<u>2015</u>	<u>2014</u>
	\$ 247,331	\$ 297,779
Less: Current portion	<u>35,231</u>	<u>29,627</u>
	<u>\$ 212,100</u>	<u>\$ 268,152</u>

The aggregate amount of principal repayments required in each of the next five years on the above is as follows: 2016: \$39,184; 2017: \$39,184; 2018: \$39,184; 2019: \$39,184; 2020: \$25,678. The new renewal date is January 1, 2019.

Pemberton Lions Activities Society

NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2015

NOTE 4: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

More significant accounting policies affecting Pemberton Lions Activities Society are as follows:

CAPITAL ASSETS - recorded at cost.

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REPLACEMENT RESERVE - created by a charge against income.

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The Society uses the deferred method of accounting for contributions.

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The building complex has received subsidy assistance from CMHC on behalf of the Federal Government and the BCHMC on behalf of the Provincial Government to enable the complex to provide housing to low income senior individuals. The amount of the assistance received for the year ended June 30, 2015 was \$22,480 (2014 - \$32,762) with respect to the eligible residential component.

TITLE SEARCH PRINT

File Reference:
Declared Value \$1.00

2018-05-31, 15:44:45
Requestor: Suzanne Belanger

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Land Title District KAMLOOPS
Land Title Office KAMLOOPS

Title Number KE36
From Title Number X220888
CROWN GRANT

Application Received 1990-12-31

Application Entered 1991-01-02

Registered Owner in Fee Simple
Registered Owner/Mailing Address: PROVINCIAL RENTAL HOUSING CORPORATION, INC.NO. 52129
SUITE 601-4555 KINGSWAY
BURNABY, BC
V5H 4V8

Taxation Authority North Shore - Squamish Valley Assessment Area
Pemberton, Village of
Pemberton Valley Dyking District

Description of Land
Parcel Identifier: 004-765-923
Legal Description:
LOT 25 DISTRICT LOT 165 LILLOOET DISTRICT PLAN 883

Legal Notations
THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL
GOVERNMENT ACT, SEE CA4347594

NOTICE OF INTEREST, BUILDERS LIEN ACT (S.3(2)), SEE KN35241
FILED 1999-04-28

Charges, Liens and Interests
Nature: STATUTORY RIGHT OF WAY
Registration Number: X218077
Registration Date and Time: 1987-10-22 14:34
Registered Owner: BRITISH COLUMBIA HYDRO AND POWER AUTHORITY
Remarks: PART ON PLANS B3514, CG246, CG489 AND A1908
WITH ANCILLARY RIGHTS OVER THE REMAINDER

TITLE SEARCH PRINT

2018-05-31, 15:44:45

File Reference:

Requestor: Suzanne Belanger

Declared Value \$1.00

Nature: STATUTORY RIGHT OF WAY
Registration Number: X219823
Registration Date and Time: 1987-10-29 13:28
Registered Owner: THE CORPORATION OF THE VILLAGE OF PEMBERTON
Remarks: AS TO PART ON PLAN A15203

Nature: LEASE
Registration Number: X258521
Registration Date and Time: 1988-05-16 11:35
Registered Owner: PEMBERTON LIONS ACTIVITIES SOCIETY
INCORPORATION NO. 7550S

Nature: RIGHT OF FIRST REFUSAL
Registration Number: X258522
Registration Date and Time: 1988-05-16 11:35
Registered Owner: PEMBERTON LIONS ACTIVITIES SOCIETY
INCORPORATION NO. 7550S
Remarks: TO LEASE

Nature: MORTGAGE
Registration Number: X261731
Registration Date and Time: 1988-05-31 11:19
Registered Owner: PEOPLES TRUST COMPANY (REG NO 150T)
Remarks: OF X258521
TRANSFERRED TO KG91604
MODIFIED BY KM113277

Nature: ASSIGNMENT OF RENTS
Registration Number: X261732
Registration Date and Time: 1988-05-31 11:19
Registered Owner: PEOPLES TRUST COMPANY (REG NO 150T)
Remarks: OF X261731 (SEE ALSO X258521)
TRANSFERRED TO KG91605

Nature: UNDERSURFACE RIGHTS
Registration Number: KE39A
Registration Date and Time: 1990-12-31 13:14
Registered Owner: HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH
COLUMBIA
Remarks: INTER ALIA
SEE KE15 SECTION 47 LAND ACT

TITLE SEARCH PRINT

2018-05-31, 15:44:45

File Reference:

Requestor: Suzanne Belanger

Declared Value \$1.00

Nature: MORTGAGE
Registration Number: KG91604
Registration Date and Time: 1993-09-20 09:05
Registered Owner: SCOTIA MORTGAGE CORPORATION
INCORPORATION NO. A23965
Remarks: OF X258521
TRANSFER OF X261731 REC'D 31/05/1988 @ 11:19
TRANSFERRED TO KM97229

Nature: ASSIGNMENT OF RENTS
Registration Number: KG91605
Registration Date and Time: 1993-09-20 09:05
Registered Owner: SCOTIA MORTGAGE CORPORATION
INCORPORATION NO. A23965
Remarks: DD KG91604
OF X258521
TRANSFER OF X261732 REC'D 31/05/1988 @ 11:19
TRANSFERRED TO KM97230

Nature: MORTGAGE
Registration Number: KM97229
Registration Date and Time: 1998-09-30 08:59
Registered Owner: CANADA MORTGAGE AND HOUSING CORPORATION
Remarks: TRANSFER OF X261731 (OF LEASE X258521)
SEE ALSO KG91604

Nature: ASSIGNMENT OF RENTS
Registration Number: KM97230
Registration Date and Time: 1998-09-30 08:59
Registered Owner: CANADA MORTGAGE AND HOUSING CORPORATION
Remarks: TRANSFER OF X261732 SEE ALSO KG91605

Nature: MORTGAGE
Registration Number: KM113277
Registration Date and Time: 1998-11-13 12:41
Remarks: MODIFICATION OF X261731
OF X258521 (SEE ALSO KG91604 AND KM97229)

Nature: STATUTORY RIGHT OF WAY
Registration Number: LB355303
Registration Date and Time: 2009-12-01 14:27
Registered Owner: PEMBERTON VALLEY DYKING DISTRICT
Remarks: PART ON PLAN KAP90069

TITLE SEARCH PRINT

2018-05-31, 15:44:45

File Reference:

Requestor: Suzanne Belanger

Declared Value \$1.00

Nature: PRIORITY AGREEMENT
 Registration Number: LB355304
 Registration Date and Time: 2009-12-01 14:27
 Remarks: GRANTING LB355303 PRIORITY OVER X258521 AND X258522

Nature: PRIORITY AGREEMENT
 Registration Number: LB355305
 Registration Date and Time: 2009-12-01 14:27
 Remarks: GRANTING LB355303 PRIORITY OVER X261731 (ASSIGNED TO KG91604 AND KM97229), MODIFIED BY KM113277 AND PRIORITY OVER X261732 (ASSIGNED TO KG91605 AND KM97230)

Nature: STATUTORY RIGHT OF WAY
 Registration Number: CA3687790
 Registration Date and Time: 2014-04-23 11:22
 Registered Owner: VILLAGE OF PEMBERTON INCORPORATION NO. 52129
 Remarks: PART IN PLAN EPP37759

Nature: PRIORITY AGREEMENT
 Registration Number: CA3687791
 Registration Date and Time: 2014-04-23 11:22
 Remarks: GRANTING CA3687790 PRIORITY OVER X258521

Nature: PRIORITY AGREEMENT
 Registration Number: CA3687792
 Registration Date and Time: 2014-04-23 11:22
 Remarks: GRANTING CA3687790 PRIORITY OVER X258522

Nature: PRIORITY AGREEMENT
 Registration Number: CA3687793
 Registration Date and Time: 2014-04-23 11:22
 Remarks: GRANTING CA3687790 PRIORITY OVER X261731

Nature: PRIORITY AGREEMENT
 Registration Number: CA3687794
 Registration Date and Time: 2014-04-23 11:22
 Remarks: GRANTING CA3687790 PRIORITY OVER X261732

Nature: COVENANT
 Registration Number: CA6299002
 Registration Date and Time: 2017-09-14 16:03
 Registered Owner: BRITISH COLUMBIA HOUSING MANAGEMENT COMMISSION

TITLE SEARCH PRINT

2018-05-31, 15:44:45

File Reference:

Requestor: Suzanne Belanger

Declared Value \$1.00

Nature:	MORTGAGE
Registration Number:	CA6299003
Registration Date and Time:	2017-09-14 16:03
Registered Owner:	BRITISH COLUMBIA HOUSING MANAGEMENT COMMISSION
Remarks:	OF X258521

Nature:	PRIORITY AGREEMENT
Registration Number:	CA6299167
Registration Date and Time:	2017-09-14 16:26
Remarks:	GRANTING CA6299002 PRIORITY OVER X261731, X261732, KG91604, KG91605, KM97229, KM97230 AND KM113277

Duplicate Infeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE



Pemberton Community Church

Permissive Tax Exemption Policy & Application

PERMISSIVE TAX EXEMPTION APPLICATION

Date: June 1, 2016

GENERAL INFORMATION

Official Name of Organization: Pemberton Community Church

Alternate Name (if applicable):

Mailing Address: PO Box 301, Pemberton, BC, V0N 2L0

Applicant Name & Position: Linda Den Duyf, Treasurer/Elder

Email: linda@pembertonchurch.ca Business Phone: 6049059404 Cell Phone: [REDACTED]

Mailing Address (if correspondence needs to go to different address than above):

SOCIETY INFORMATION

Society Registration Number: 863851366RR0001 Charity Number:

Annual Report filed with the Provincial Government: yes no Date Last Report Filed: 2017

Society Executive Contacts

Title	Name	Email	Phone
Elder / Moderator	Mark Leverton	mark@pembertonchurch.ca	[REDACTED]
Elder	Michael Haywood	michael@pembertonchurch.ca	[REDACTED]
Elder / Administrator	Michelle Staehli	michelle@pembertonchurch.ca	[REDACTED]
Elder / Treasurer	Linda Den Duyf	linda@pembertonchurch.ca	[REDACTED]

LEGAL

Civic Address: 7422 Dogwood Street, Pemberton, BC, V0N 2L0	
Roll Number: 009-529-926	PID
Plan: KAP 11025	Block
Lot: DL 203	Parcel Lot 1

The exemption applied for is under Section 224 of the Community Charter and is pursuant to Subsection 2, clause (). Please fill in the relevant clause from Section 224(2) in Appendix A.

Describe the purpose and use of the land and/or buildings: Christian Church with programs open

to the public. We also offer rental use of the building to the public for community and personal events.

Does anyone live in the building: No Yes

If yes how many people? _____ What is the square footage of the living area? _____

List all licenses held by your organization (eg. Provincial Licenses – Community Care Facility Act, Hospital Act, Health Act, Liquor Licenses etc.):

USER STATISTICS – AS APPLICABLE

Describe the programs/services/benefits delivered from the subject property.

Church services, Support Groups, Community concerts, Children's programs, Weddings, Funerals, Meeting place.

How is your organization accessible to the public?
We are open to public requests for use of space. Social media (FB), Message boards,

and word of mouth promotes the building use. Church services are open to anyone.

List the number of persons that are served by your organization annually: 100-150

List the number who are residents of the Village of Pemberton: 100-150

Is the organization run by volunteers, paid staff or a combination of both? both

Number of volunteers: 10-20 Volunteer hours worked per year: undeterminable

Number of paid staff, their titles and number of paid hours per year:

Number of staff	Title	Paid Hours per Year
	Administrator	240
	Transitional Pastor	1200+

Is the organization in compliance with all municipal policies, plans, bylaws, and regulations of the Village of Pemberton (ie. Business Licences, zoning bylaw, building bylaw, etc.)? If not, please give an explanation.

To the best of my knowledge.

Has there been any change in the status or use of the building(s) or property in the last 12 months? If yes, please explain briefly.

Yes. We recently purchased the church property/building in Feb 2018.

Explain how the purposes of your organization are directly related to the objectives and purposes of the Council and the Village.

We support community events, gatherings, music events, support groups, children programs, weddings, funerals, safe place.

Other activities which may be pertinent to your application:

We also support the community in need. Soup kitchens, Christmas hampers, anyone in need (sick transportation, temporary financial need)

INCOME, GRANTS and FUNDING ASSISTANCE

Does your organization receive any income from rental or use of the building(s), parking lot(s), or other portions of the land(s)? No Yes If yes please indicate:

Income Source	Annual Income	Hours Per Day or Days Per Week
Girl guides	yet to be determined	1 day per week
AA	\$500	1 day per week
Sparks	yet to be determined	1 day per week
Birthday parties/ weddings	yet to be determined	

Has your organization received other grants in the last three years from the Village of Pemberton? If yes, please indicate the year, the amount and the purpose of the grant:

Year	Amount	Purpose
n/a		

List funding assistance and grants received from senior governments (Federal/Provincial), local or regional governments (other than the Village of Pemberton) or other funding agencies in the past three years:

Year	Amount	Name of Contributor
n/a		

Attach the following information:

- *Audited* Financial Statements including a Balance Sheet and Income Statement for the last 3 years
- Previous years actual operating budget if the most recent Financial Statements provided are not the previous year's (please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- Operating budget for the current year (please attach a copy of the projected income and expense statement in a format consistent with the organizations financial statements)
- Projected operating budget for the next year

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the Village of Pemberton and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said Village and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the Village of Pemberton.

X



June 1, 2018

Signature of Applicant

Date

The personal information on this form is collected for the purpose of an operation program of the Village of Pemberton as noted in Section 26(c) of the Freedom of Information and Protection Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 604-894-6135.

APPLICATION DEADLINE – JUNE 30

	FT 2018	ACTUAL
INCOME		
Receiptable Offerings	98,722.00	40,945.15
Non-receiptable Offerings	7,000.00	2,438.88
GST Refund	200.00	
PRRG		-
Interest Income		-
Other Income		-
TOTAL INCOME	105,922.00	43,384.03 does not include church building funds

EXPENSES**A-CONFERENCE DONATIONS**

BC Conference of MB Churches	5,000.00	-
Canadian Conference of MB Churches	3,000.00	-
TOTAL A-CONF. DONATIONS	8,000.00	-

B-MISSIONS

MB Missions & Services Int'l (Youseffs)	1,500.00	-
N.A.I.M. (DeHarts)	2,400.00	1,000.00
Red Soul Rising		
YL - Support	2,400.00	-
TOTAL B-MISSIONS	6,300.00	1,000.00

C-STAFF

Salaries	xxx	-
Travel Allowance	xxx	-
Pastor Expense	xxx	-
Taxes & Benefits	xxx	-
WCB	xxx	-
Pension	xxx	-
Honorariums for Guest Speakers	2,000.00	250.00
Administrator Coordinator	5,400.00	2,048.03
Payroll admin fee	120.00	60.00
Transitional Pastor - Contracted	39,000.00	12,000.00
Transitional Pastor Allowance	5,200.00	1,600.00
TOTAL C-STAFF	51,720.00	15,958.03

D-FACILITIES

1> Church Building

Insurance	2,352.00	2,231.00
Maintenance	5,000.00	2,334.68
Water/Sewer	1,500.00	
Hydro - Church Building	4,800.00	630.79
Snow Clearing	1,500.00	564.90
	15,152.00	

2> Housing

Housing	12,000.00	5,000.00
Hydro - Suite	1,800.00	227.13
	13,800.00	

3> Operations

Community Center Rentals		692.37
Equipment & Machines	500.00	-
Office Expenses	400.00	35.50
Renewals/Subscriptions	200.00	-
Audio & Visual Equipment	500.00	-
Telephone/Internet	1,800.00	459.15
Website	500.00	-
Bank Charges	200.00	18.00
	4,100.00	

TOTAL D-FACILITIES	33,052.00	12,193.52
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E-OUTREACH

Chamber Dues		70.00
Refugee Outreach		
Red Soul Rising meals		
VBS		
Celebration 'Looking Back Moving Forward'		
Valentines Dinner		206.76
Cards & Gifts		99.80
Pemberton ChildCare Society		200.00

TOTAL E-OUTREACH	3,000.00	576.56
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F-PROGRAMS

Sunday School		
Bible Studies		

TOTAL F-PROGRAMS	3,000.00	-
-------------------------	-----------------	----------

G-OTHER

\$259,700 Loan repayment		7,000.00
TOTAL G-OTHER	850.00	7,000.00

TOTAL EXPENSES	105,922.00	36,728.11
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NET TOTAL	0	6,655.92
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Petty Cash	227.13
BC Conference Savings	26,861.06
Blueshore Equity Shares	7.90

2018 Pledges	46,000.00
2018 Pledges received	3,025.00
<i>outstanding pledges</i>	42,975.00

PEMBERTON COMMUNITY CHURCH
BALANCE SHEET
FOR YEAR END DECEMBER 31, 2017

ASSETS

Current

Cash	84,438.64
Deposits	26,861.06
	<u>111,299.70</u>

Capital assets

19,864.00
<u><u>131,163.70</u></u>

LIABILITIES AND EQUITY

Current

Accounts Payable

-
-
<u>-</u>

PEMBERTON COMMUNITY CHURCH
INCOME STATEMENT
JANUARY 1, 2017 to DECEMBER 31, 2017

INCOME

Receiptable Offerings	187,667.00
Cash Offerings	5,414.87
GST/PST Refund	215.01
Designated Offering - refugee crisis	
Interest Income	529.27
Other Income	
TOTAL INCOME	193,826.15

EXPENSES

A-CONFERENCE DONATIONS

BC Conference of MB Churches	5,000.00
Candadian Conference of MB Churches	3,000.00
TOTAL A-CONF. DONATIONS	8,000.00

B-MISSIONS

MB Missions & Services Int'l (Youseffs)	1,500.00
N.A.I.M. (DeHarts)	2,400.00
YL - Staff	2,400.00
TOTAL B-MISSIONS	6,300.00

C-STAFF

Salaries	45,034.03
Travel Allowance	750.00
Pastor Expense	990.00
Taxes & Benefits	4,230.31
PCC matched Contributions to RRSP	-
WCB	331.00
Honorariums for Guest Speakers	2,850.00
Office Administrator	5,406.24
TOTAL C-STAFF	59,591.58

D-FACILITIES

Insurance	981.00
Maintenance	-
Bank Charges	230.70
Equipment & Machines	-
Office Expenses	255.06
Office/Suite Hydro	43.65
Rent / Worship Facilities	11,795.24
Renewals/Subscriptions	443.10
Audio & Visual Equipment	-
Telephone/Internet	1,317.39
Website	982.80
Payroll Admin fee	190.00
TOTAL <i>D-FACILITIES</i>	16,238.94

E-OUTREACH

Chamber of Commerce Dues	60.00
Mission Outreach	171.64
Church on the lawn	349.98
Remembrance Day Wreath	55.00
Randy Jackson Concert	135.00
Building purchase expenses	99.68
Welcome gift	44.79
TOTAL <i>E-OUTREACH</i>	916.09

F-PROGRAMS

Pastor and Spouses Retreat	513.00
Going away gift for Cumins	100.00
TOTAL <i>F-PROGRAMS</i>	613.00

G-OTHER

Contracted Transitional Pastor	10,200.00
TOTAL <i>G-OTHER</i>	10,200.00

TOTAL EXPENSES	101,859.61
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NET TOTAL	91,966.54
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Savings Account Balance 2015-12-31	26,861.06
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PEMBERTON COMMUNITY CHURCH
BALANCE SHEET
FOR YEAR END DECEMBER 31, 2016

ASSETS

Current

Cash	8,869.00
Deposits	<u>25,780.00</u>
	34,649.00

Capital assets

<u>20,714.00</u>
<u><u>55,363.00</u></u>

LIABILITIES AND EQUITY

Current

Accounts Payable	-
	<u>-</u>
	-

PEMBERTON COMMUNITY CHURCH
INCOME STATEMENT
JANUARY 1, 2016 to DECEMBER 31, 2016

INCOME

Receiptable Offerings	109,396.18
Cash Offerings	6,033.40
GST/PST Refund	194.04
Designated Offering - refugee crisis	
Interest Income	552.00
Other Income	
TOTAL INCOME	116,175.62

EXPENSES

A-CONFERENCE DONATIONS

BC Conference of MB Churches	2,000.00
Candadian Conference of MB Churches	1,000.00
TOTAL A-CONF. DONATIONS	3,000.00

B-MISSIONS

MB Missions & Services Int'l (Youseffs)	1,500.00
MB Missions 0482 Worker Support	1,800.00
N.A.I.M. (DeHarts)	2,400.00
YL - Staff	2,400.00
TOTAL B-MISSIONS	8,100.00

C-STAFF

Salaries	74,060.16
Travel Allowance	1,500.00
Pastor Expense	1,980.00
Taxes & Benefits	6,329.08
PCC matched Contributions to RRSP	-
WCB	143.56
Honorariums for Guest Speakers	2,200.00

Office Administrator	4,054.68
TOTAL C-STAFF	<hr/> 90,267.48

D-FACILITIES

Insurance	735.00
Maintenance	-
Bank Charges	75.74
Equipment & Machines	411.00
Office Expenses	248.78
Rent - Worship Facilities	9,347.12
Renewals/Subscriptions	422.40
Audio & Visual Equipment	1,136.69
Telephone/Internet	1,800.00
Website	468.00
TOTAL D-FACILITIES	<hr/> 14,644.73

E-OUTREACH

Chamber of Commerce Dues	60.00
Mission Outreach	40.00
Alpha	219.34
Church on the Lawn	330.40
Remembrance Day Wreath	55.00
Seniors Banquet	22.96
TOTAL E-OUTREACH	<hr/> 727.70

F-PROGRAMS

Pastor and Spouses Retreat	468.00
Sunday School	35.38
TOTAL F-PROGRAMS	<hr/> 503.38

G-OTHER

GST	587.80
PST	213.40
Miscellaneous	1,266.22
TOTAL G-OTHER	<hr/> 2,067.42

TOTAL EXPENSES	<u><u>119,310.71</u></u>
NET TOTAL	<u><u>(3,135.09)</u></u>
Savings Account Balance 2015-12-31	25,779.76

PEMBERTON COMMUNITY CHURCH
BALANCE SHEET
FOR YEAR END DECEMBER 31, 2015

ASSETS

Current

Cash	12,117
Deposits	25,779
	37,896

Capital assets

19,547
57,443

LIABILITIES AND EQUITY

Current

Accounts Payable	0
	0

Linda Den Duyf		Date	
Treasurer			

PEMBERTON COMMUNITY CHURCH
 INCOME STATEMENT
 JANUARY 1, 2015 to DECEMBER 31, 2015

16-05-28 prepared by LD

INCOME

Receiptable Offerings	116,823.50
Cash Offerings	6,566.04
GST/PST Refund	469.00
Designated Offering - refugee crisis	
Interest Income	-
Other Income	
TOTAL INCOME	123,858.54

EXPENSES

A-CONFERENCE DONATIONS	
BC Conference of MB Churches	6,500.00
Canadian Conference of MB Churches	3,900.00
ACTS/MB Biblical Seminary	-
TOTAL A-CONF. DONATIONS	10,400.00
B-MISSIONS	
MB Missions & Services Int'l (Youseffs)	1,500.00
MB Missions 0482 Worker Support	1,800.00
N.A.I.M. (DeHarts)	2,400.00
YL - Staff	8,292.96
TOTAL B-MISSIONS	13,992.96
C-STAFF	
Salaries	74,060.11
Travel Allowance	1,500.00
Pastor Expense	1,980.00
Taxes & Benefits	6,364.91
PCC matched Contributions to RRSP	
WCB	226.87
Honorariums for Guest Speakers	2,000.00
Office Administrator	
TOTAL C-STAFF	86,131.89
D-FACILITIES	
Insurance	582.00
Maintenance	-
Bank Charges	226.93

Equipment & Machines	
Office Expenses	-
Rent - Worship Facilities	720.32
Renewals/Subscriptions	8,219.95
Audio & Visual Equipment	301.30
Telephone/Internet	1,844.31
Website	1,800.00
	683.00
TOTAL D-FACILITIES	14,377.81

E-OUTREACH	
Chamber of Commerce Dues	65.00
Christmas Outreach Event(s)	-
Church Retreat	226.20
Community Outreach Event(s)	943.60
Community Ministry	500.00
Congregational Ministry	920.00
Food Bank/Soup Kitchen	341.53
PCF Community Promotion	2,688.82
Remembrance Day Wreath	-
Lunch Program at Signal Hill Elementary	-
VBS/Summer Youth Ministry	-
TOTAL E-OUTREACH	5,685.15

F-PROGRAMS	
Decorations	-
Devotional Material	-
Library	80.74
Special Music	400.00
Seminars/Conferences	134.51
Home groups	-
Hearts & Flowers	-
Sunday School	1,382.88
Church Bus	1,143.19
TOTAL F-PROGRAMS	3,141.32

G-OTHER	
GST	677.00
PST	269.43
Miscellaneous	-
TOTAL G-OTHER	946.43

TOTAL EXPENSES 134,675.56

NET TOTAL (10,817.02)

Savings Account Balance 2015-12-31 25,779.00



Government
of Canada

Gouvernement
du Canada

[Home](#) → [Canada Revenue Agency](#) → [Charities and giving](#) → [Charities Listings](#) → Search

Pemberton Community Church — Quick View

[Charity's detail page](#)

Registration no.:

863851366 RR0001

Charity status:

Registered

Effective date of status:

1982-07-01

Designation:

Charitable organization ⓘ

Website:

WWW.PEMBERTONCHRISTIAN.COM

Reporting period views

Quick View

2016-12-31

2015-12-31

2014-12-31

2013-12-31

2012-12-31

Full View

2016-12-31

2015-12-31

2014-12-31

2013-12-31

2012-12-31

Reporting period ending: 2016-12-31

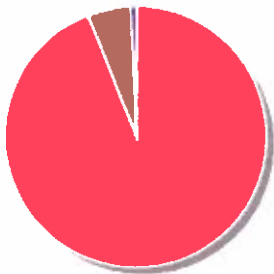
Programs and activities:

Ongoing programs:

We: 1) hold weekly worship services; 2) provide pastoral care; 3) provide weekly, monthly ministries for men, women, youth & children; 4) donate funds to denominated headquarters for missionary activities; 5) facilitate a church family retreat weekend.

New programs:

Revenue



Receipted donations \$109,396 (94%)

Non-receipted donations \$6,033 (5%)

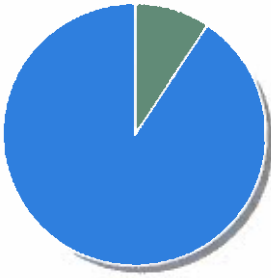
Gifts from other charities (0%)

Government funding (0%)

All other revenue \$746 (1%)

Total revenue: \$116,175

Expenses



Charitable program \$0 (0%)

Management and administration (0%)

Fundraising (0%)

Political activities (0%)

Gifts to other registered charities and qualified donees \$11,100 (9%)

Other \$108,211 (91%)

Total expenses: \$119,311

Compensation

Total compensation for all positions **\$88,767**

Full-time employees 1

Part-time employees 1

Professional and consulting fees

Compensated full-time positions:

\$40,000 - \$79,999 1

Additional information

[How to amend the return](#)

[Information for Charity Quick View users](#)

[View the complete T3010 return for the period being displayed](#)

TITLE SEARCH PRINT

File Reference:
Declared Value \$330000

2018-05-28, 15:21:16
Requestor: Suzanne Belanger

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Land Title District KAMLOOPS
Land Title Office KAMLOOPS

Title Number CA6601829
From Title Number X245501

Application Received 2018-01-31

Application Entered 2018-02-15

Registered Owner in Fee Simple
Registered Owner/Mailing Address: THE B.C. CONFERENCE OF THE MENNONITE BRETHERN CHURCHES,
INC.NO. S-0002633
302-32025 GEORGE FERGUSON WAY
ABBOTSFORD, BC
V2T 2K7

Taxation Authority North Shore - Squamish Valley Assessment Area
Pemberton, Village of
Pemberton Valley Dyking District

Description of Land
Parcel Identifier: 009-529-926
Legal Description:
LOT 1 DISTRICT LOT 203 LILLOOET DISTRICT PLAN 11025

Legal Notations
THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL
GOVERNMENT ACT, SEE LB148678

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL
GOVERNMENT ACT, SEE LB354123

Charges, Liens and Interests
Nature: MORTGAGE
Registration Number: CA6601830
Registration Date and Time: 2018-01-31 13:27
Registered Owner: NELLIE DEN DUYF

Duplicate Infeasible Title NONE OUTSTANDING

TITLE SEARCH PRINT

File Reference:

Declared Value \$330000

2018-05-28, 15:21:16

Requestor: Suzanne Belanger

Transfers

NONE

Pending Applications

NONE

PERMISSIVE TAX EXEMPTION APPLICATION

Date: 6th June 2018

GENERAL INFORMATION

Official Name of Organization: Royal Canadian Legion - Pemberton Branch 201

Alternate Name (if applicable): _____

Mailing Address: P O Box 182, Pemberton, V0N 2L0

Applicant Name & Position: Lesley Clark - President

Email: legionbranch201@shaw.ca Business Phone: 604 894 6561 Cell Phone: _____

Mailing Address (if correspondence needs to go to different address than above): _____

SOCIETY INFORMATION

Society Registration Number: PA000027 Charity Number: _____

Annual Report filed with the Provincial Government: yes no ^{N/A} Date Last Report Filed: _____

Society Executive Contacts

Title	Name	Email	Phone
President	Lesley Clark	legionbranch201@shaw.ca	604 894 6561
1st Vice	Sean Joyce	"	"
2nd Vice	Vicki Carson	"	"
Secretary/Bar Manager	Tanis Ayers	"	"
Treasurer	Arlene McLean	"	"

LEGAL

Civic Address: 7442 Prospect St.	
Roll Number:	PID 011 506 539
Plan: KAP1624 District Lot 203 LD27	Block
Lot: Lot 9	Parcel

The exemption applied for is under Section 224 of the Community Charter and is pursuant to Subsection 2, clause (). Please fill in the relevant clause from Section 224(2) in Appendix A. a(i); i

Describe the purpose and use of the land and/or buildings: see attached

Does anyone live in the building: No Yes

If yes how many people? _____ What is the square footage of the living area? _____

List all licenses held by your organization (eg. Provincial Licenses – Community Care Facility Act, Hospital Act, Health Act, Liquor Licenses etc.):

Liquor Licence with Family Food Service, Commercial Kitchen Food Permit

USER STATISTICS – AS APPLICABLE

Describe the programs/services/benefits delivered from the subject property.

see attached

How is your organization accessible to the public?
Anyone who supports the purposes and objectives of the Legion can become a member. As a result of our recent Liquor Licensing change, the lounge is open to the public daily 2:00pm to 8:30pm.

List the number of persons that are served by your organization annually: unquantifiable

List the number who are residents of the Village of Pemberton:

Is the organization run by volunteers, paid staff or a combination of both? Combination

Number of volunteers: 8 Exec Volunteer hours worked per year: 1650 +

Number of paid staff, their titles and number of paid hours per year:

Number of staff	Title	Paid Hours per Year
3	Bartender	2912
1	Book-keeper	312

Is the organization in compliance with all municipal policies, plans, bylaws, and regulations of the Village of Pemberton (ie. Business Licences, zoning bylaw, building bylaw, etc.)? If not, please give an explanation.

Yes as far as aware we are compliant.

Has there been any change in the status or use of the building(s) or property in the last 12 months? If yes, please explain briefly.

No

Explain how the purposes of your organization are directly related to the objectives and purposes of the Council and the Village.

Promote Remembrance, Conduct Service of Remembrance. Promote service within our community & offer support financial/in kind to Food Bank, School Lunch Program, Bursaries, other service groups

Other activities which may be pertinent to your application:

Other groups (Lions, Rotary, Red Devil Alumni, Pemberton Youth Soccer Association, Pemberton Off Road Cycling Association, Snowmobile Club etc) all use our premise for meetings/events

Pemberton seniors weekly drop in + monthly pot luck

INCOME, GRANTS and FUNDING ASSISTANCE

Does your organization receive any income from rental or use of the building(s), parking lot(s), or other portions of the land(s)? No Yes If yes please indicate:

Income Source	Annual Income	Hours Per Day or Days Per Week
Pemberton Valley Supermarket	Lease equiv to taxes on Lot 8	24hr day/year round
Kitchen/Hall Rentals Lot 9	Net \$1000 per month	variable.

Has your organization received other grants in the last three years from the Village of Pemberton? If yes, please indicate the year, the amount and the purpose of the grant:

Year	Amount	Purpose

List funding assistance and grants received from senior governments (Federal/Provincial), local or regional governments (other than the Village of Pemberton) or other funding agencies in the past three years:

Year	Amount	Name of Contributor
Mar 2015	\$25000	Federal Government of Canada - Kitchen renovations
Feb 2016	\$18139	Pemb Music Festival Community Fund - Building reno
2017 2017	\$2000 \$3200	PEMBERTON HEALTHCARE FOUNDATION - DEARBILATOR Federal Government of Canada - Replacement chairs
2016	\$5000	SLRD - GLASSWASHER
2016	\$1000	WOMENS INST. - GLASSWASHER

The Royal Canadian Legion Branch 201 is located at 7442 & 7444 Prospect Street Pemberton.

The building is at 7442 Prospect St, and is the Meeting Hall for our members. We also have a liquor licence and the lounge bar is our only source of income. The only paid staff we have are the bartenders (3) and a book keeper. The revenue created by our lounge bar has to support the day to day costs of maintaining our building.

When members of the Community require a venue for Celebrations of Life/Memorial Services, we provide the venue, and our volunteers often assist/cater the provision of food.

We conduct our Remembrance service and fundraising activities from the Meeting Hall – and also provide the venue “in kind” to other local groups for meetings and fundraising activities. The kitchen is rented occasionally to people who need to do food prep (for farmer markets/food trucks etc.) in a VCH approved commercial kitchen.

The lot at 7444 Prospect St is leased to the Pemberton Valley Supermarket to assist them with their parking requirements. In return, they conduct snow clearing, maintenance and pay the equivalent of the taxes for that lot.

The Pemberton Legion also owns the Pemberton Cemetery. The cemetery is overseen by a volunteer board of directors. The administration of the Cemetery is handled by the Legion Bookkeeper and Legion volunteers.

Funding Model

The Royal Canadian Legion is a not-for-profit, membership-based organization. We provide for Veterans and their families in need, promote Remembrance, and provide essential services within our communities. Funding to fulfill our mission is provided through a number of sources, including:

Membership dues

Membership dues are determined at the Branch level and help support Branch operations. Dues are \$45 Senior -\$50 per member per year. (Pemberton Branch has 228 members) A portion of member dues (\$40.11) support national and provincial operations such as administration, veteran programs and benefits, and lobbying the Federal Government on behalf of Veterans.

Publically accessible grants

The Legion is not affiliated with any political party or organization and we do not accept financial assistance from any government party for our operations. However, Branches are able to pursue grants through federal, provincial or municipal government programs for initiatives outside of normal operations. These grants are available to all not-for-profits, and Legions only use the funds as defined in the grant guidelines.

Fee-for-service contracts

Branches often supplement income by renting out their facilities and providing food and entertainment services in their community.

Fundraising

A large part of funding for Legion Branches is through fundraising. Branch members volunteer their time to organize fundraising activities such as BBQs and dinners to raise additional monies for operations and programming.

During our dinners we conduct meat draws. All revenues from meat draws must be donated and can't be used for our Branch operations.

Additionally we allow community groups the use of our premise to hold their event/fundraising activity, in return we receive revenue from the lounge.

Poppy Trust Fund

Donations to the Legion Poppy Trust Fund are never used for Legion operations. Donations to the Poppy Trust Fund are placed in trust to be used to help Veterans and their dependents in need, and to honour their sacrifices

- Grants for food, heating costs, clothing, prescription medication, medical appliances and equipment, essential home repairs and emergency shelter or assistance for Veterans and their families in need
- Housing accommodation and care facilities for Veterans
- Funding for Veteran Transition Programs that are directly related to the training, education and support needs of Veterans and their families
- Comforts for Veterans and their surviving spouses who are hospitalized and in need
- Veterans visits, transportation, reading programs and day trips
- Accessibility modifications to assist Veterans with disabilities
- Educational bursaries for children, grandchildren and great-grandchildren of Veterans
- Support of cadet units
- Community drop-in centres, meals-on-wheels, and seniors services in communities where Veterans would benefit
- Community medical appliances, medical training and medical research which will assist in the care of Veterans in the community
- Support the work of Legion Command and Branch Service Officers across Canada in assisting and representing Veterans
- Donations for relief of disasters declared by federal or provincial governments which impact Veteran in those communities
- Promotion and administering of Remembrance activities to ensure Canadians never forget the sacrifices of Canada's Veterans

Attach the following information:

- *Audited* Financial Statements including a Balance Sheet and Income Statement for the last 3 years
- Previous years actual operating budget if the most recent Financial Statements provided are not the previous year's (please attach a copy of the income and expense statement in a format consistent with the organization's financial statements)
- Operating budget for the current year (please attach a copy of the projected income and expense statement in a format consistent with the organizations financial statements)
- Projected operating budget for the next year

DECLARATION

I hereby declare that the statements and information contained in the material submitted in support of this application are to the best of my belief true and correct in all respects.

I hereby agree to indemnify and save harmless the Village of Pemberton and its employees against all claims, liabilities, judgments, costs and expenses of whatsoever kind which may in any way occur against the said Village and its employees in consequence of and incidental to, the granting of this exemption, if issued, and I further agree to conform to all requirements of the applicable bylaw and all other statutes and bylaws in force in the Village of Pemberton.

X



Signature of Applicant

06 June 2018

Date

The personal information on this form is collected for the purpose of an operation program of the Village of Pemberton as noted in Section 26(c) of the Freedom of Information and Protection Privacy Act. If you have any questions about the collection and use of this information, please contact the Freedom of Information Coordinator at 604-894-6135.

APPLICATION DEADLINE – JUNE 30

**The Royal Canadian Legion
Branch 201**

FINANCIAL STATEMENTS

(Unaudited - see Notice to Reader)

DECEMBER 31, 2017

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W.A. Janyk & Co. Inc.
Chartered Professional Accountant

103-7331 Arbutus Street
Pemberton, BC V0N 2L1
P: (604) 894-2086
F: (604) 894-9447

NOTICE TO READER

To the Directors of
The Royal Canadian Legion Branch 201

On the basis of information provided by management, I have compiled the balance sheet of The Royal Canadian Legion Branch 201 as at December 31, 2017 and the statement of loss for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Pemberton, BC
March 26, 2018



CHARTERED PROFESSIONAL ACCOUNTANT

The Royal Canadian Legion Branch 201

BALANCE SHEET

As At December 31, 2017

(Unaudited - see Notice to Reader)

	2017	2016
ASSETS		
Current		
Cash	\$ 18,138	\$ 16,259
Floats	2,620	2,620
Accounts receivable	2,775	3,241
Inventory		
Liquor	1,096	1,310
Wine	437	545
Beer, cider, coolers	2,585	2,851
Draught	1,463	1,521
Pop	218	676
Bar drink and food	204	130
Lottery (pull tabs)	1,893	2,175
	<u>7,897</u>	<u>9,208</u>
Prepaid Expenses	<u>550</u>	<u>640</u>
	<u>31,980</u>	<u>31,967</u>
Capital Assets (Schedule IV)	77,943	80,654
	<u><u>\$ 109,922</u></u>	<u><u>\$ 112,620</u></u>
LIABILITIES AND BRANCH SURPLUS		
LIABILITIES		
Current		
Accounts payable and accruals	\$ 1,200	\$ 1,200
Wages payable	1,501	1,906
WCB payable	326	361
GST/PST payable	2,028	1,722
	<u>5,055</u>	<u>5,189</u>
BRANCH SURPLUS		
Balance as at January 1	107,432	122,753
Current net (loss) profit	<u>(2,565)</u>	<u>(15,321)</u>
	<u>104,867</u>	<u>107,432</u>
	<u><u>\$ 109,922</u></u>	<u><u>\$ 112,621</u></u>

APPROVED ON BEHALF OF THE BOARD:

Director

Village of Fernie
Director
Regular Council Meeting No. 1474
Tuesday, July 10, 2018

The Royal Canadian Legion Branch 201

STATEMENT OF LOSS

For The Year Ended December 31, 2017

(Unaudited - see Notice to Reader)

	2017	2016
INCOME		
Canteen (Schedule I)	\$ 19,078	\$ 16,906
Membership	10,565	9,029
Donations	22,229	15,209
Grants	3,500	18,139
Pull Tabs (Schedule III)	2,084	430
Keno (Schedule V)	7,075	6,784
	<u>64,531</u>	<u>66,496</u>
EXPENSES		
Bank, credit card charges and interest	1,591	1,541
Convention	2,556	4,608
Donations	3,160	3,192
Grant Kitchen Expenses	-	-
Grant Building Expenses	2,973	-
Grant Painting Expenses	1,120	16,276
Insurance	7,152	7,061
Interest on long-term debt	50	38
Legal and accounting	1,912	1,334
Bookkeeping	941	-
Legion supplies	240	211
Propane (heating & bbq)	1,251	2,218
Office, postage and freight	2,819	2,871
Per capita tax	9,312	7,833
Cash (Over)Short	(918)	591
Security	314	300
Property, dyking, water & sewer taxes	13,873	14,954
Telephone	973	923
Utilities - electricial	8,006	7,524
Waste disposal	1,846	1,706
	<u>59,168</u>	<u>73,178</u>
Net Income before amortization	5,363	(6,682)
Amortization	7,952	8,693
Net Loss after amortization	<u>(2,589)</u>	<u>(15,375)</u>
Other Income	24	54
NET LOSS	<u>\$ (2,565)</u>	<u>\$ (15,321)</u>

The Royal Canadian Legion Branch 201

CANTEEN PROFIT - Schedule I

For The Year Ended December 31, 2017

(Unaudited - see Notice to Reader)

	2017	2016		
SALES			<u>Other canteen income</u>	
Gross profit on sales - (Schedule II)	\$ 96,154	\$ 102,251	special events	\$ 1,145
Games revenue	-	-	miscellaneous	211
Sales tax commission	1,084	1,193	Friday BBQ	-
Other canteen income	<u>1,356</u>	<u>2,334</u>	Convention Income	-
	\$ 98,594	\$ 105,778		<u>\$ 1,356</u>
EXPENSES			<u>Other canteen expenses</u>	
Bar wages and employee benefits	\$ 49,734	\$ 53,452	special event	\$ 1,091
Bar maintenance and repairs	7,292	7,395	bar expense	2,847
Bar supplies	2,189	3,197	mix/cocktail supplies	-
Games and music	6,841	7,713	decorations	29
Janitorial supplies	87	240	Friday BBQ	287
Janitor	2,138	4,650	promo & adv	2,217
Licenses and permits	2,015	1,687	Sundry-meat draw	-
Spillage loss	2,750	1,144		<u>\$ 6,471</u>
Other canteen expenses	<u>6,471</u>	<u>9,395</u>		
	79,516	88,872		
NET PROFIT	<u>\$ 19,078</u>	<u>\$ 16,906</u>		

The Royal Canadian Legion Branch 201

CANTEEN GROSS PROFIT ON SALES - Schedule II

For The Year Ended December 31, 2017

(Unaudited - see Notice to Reader)

Current Year 2017	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 21,544	\$ 15,717	\$ 74,776	\$ 47,402		\$ 1,715	\$ 161,154
COST OF GOODS SOLD							
Opening Inventory	\$ 7,656	\$ 9,256	\$ 31,562	\$ 24,626	\$ -	\$ 1,579	\$ 74,679
Plus: Purchases	\$ 112	\$ (4,068)	\$ 4,068	\$ (3,875)	\$ -	\$ 87	\$ (3,676)
Less: Closing Inventory	\$ 1,314	\$ 437	\$ 2,585	\$ 1,463	\$ -	\$ 204	\$ 6,003
	\$ 6,454	\$ 4,751	\$ 33,045	\$ 19,289	\$ -	\$ 1,462	\$ 65,000
GROSS PROFIT	\$ 15,089	\$ 10,966	\$ 41,732	\$ 28,113	\$ -	\$ 254	\$ 96,154
GROSS MARGIN	70%	70%	56%	59%	-	15%	60%

2016	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 23,950	\$ 25,477	\$ 69,414	\$ 56,283		\$ 1,806	\$ 176,930
COST OF GOODS SOLD							
Opening Inventory	\$ 10,487	\$ 10,051	\$ 26,550	\$ 28,144	\$ -	\$ 1,433	\$ 76,666
Plus: Purchases	\$ (846)	\$ (249)	\$ 7,863	\$ (1,997)	\$ -	\$ 275	\$ 5,046
Less: Closing Inventory	\$ 1,985	\$ 545	\$ 2,851	\$ 1,521	\$ -	\$ 130	\$ 7,032
	\$ 7,656	\$ 9,256	\$ 31,562	\$ 24,626	\$ -	\$ 1,579	\$ 74,679
GROSS PROFIT	\$ 16,294	\$ 16,221	\$ 37,852	\$ 31,657	\$ -	\$ 227	\$ 102,251
GROSS MARGIN	68%	64%	55%	56%	-	13%	58%

2015	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 32,344	\$ 26,195	\$ 61,654	\$ 68,363	\$ -	\$ 1,700	\$ 190,257
COST OF GOODS SOLD							
Opening Inventory	\$ 10,506	\$ 10,024	\$ 22,574	\$ 26,367	\$ -	\$ 1,834	\$ 71,305
Plus: Purchases	\$ 1,791	\$ 553	\$ 6,933	\$ 4,118	\$ -	\$ (340)	\$ 13,054
Less: Closing Inventory	\$ 1,810	\$ 526	\$ 2,957	\$ 2,340	\$ -	\$ 61	\$ 7,693
	\$ 10,487	\$ 10,051	\$ 26,550	\$ 28,144	\$ -	\$ 1,433	\$ 76,666
GROSS PROFIT	\$ 21,856	\$ 16,144	\$ 35,104	\$ 40,219	\$ -	\$ 267	\$ 113,591
GROSS MARGIN	68%	62%	57%	59%	-	16%	60%

2014	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 32,204	\$ 28,987	\$ 56,989	\$ 67,535	\$ -	\$ 1,990	\$ 187,706
COST OF GOODS SOLD							
Opening Inventory	\$ 9,842	\$ 9,639	\$ 23,662	\$ 24,077	\$ -	\$ 1,851	\$ 69,070
Plus: Purchases	\$ 2,822	\$ 1,231	\$ 1,860	\$ 5,214	\$ -	\$ 232	\$ 11,360
Less: Closing Inventory	\$ 2,157	\$ 846	\$ 2,948	\$ 2,925	\$ -	\$ 249	\$ 9,125
	\$ 10,506	\$ 10,024	\$ 22,574	\$ 26,367	\$ -	\$ 1,834	\$ 71,305
GROSS PROFIT	\$ 21,698	\$ 18,963	\$ 34,415	\$ 41,169	\$ -	\$ 156	\$ 116,401
GROSS MARGIN	67%	65%	60%	61%	-	8%	62%

2013	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 29,255	\$ 29,773	\$ 59,880	\$ 60,007	\$ -	\$ 2,213	\$ 181,128
COST OF GOODS SOLD							
Opening Inventory	\$ 2,277	\$ 427	\$ 2,358	\$ 1,062	\$ -	\$ 125	\$ 6,249
Plus: Purchases	\$ 9,909	\$ 9,902	\$ 24,399	\$ 25,745	\$ -	\$ 1,883	\$ 71,839
Less: Closing Inventory	\$ 2,344	\$ 690	\$ 3,096	\$ 2,730	\$ -	\$ 158	\$ 9,018
	\$ 9,842	\$ 9,639	\$ 23,662	\$ 24,077	\$ -	\$ 1,851	\$ 69,070
GROSS PROFIT	\$ 19,413	\$ 20,134	\$ 36,218	\$ 35,930	\$ -	\$ 363	\$ 112,058
GROSS MARGIN	66%	68%	60%	60%	-	16%	62%

The Royal Canadian Legion Branch 201

PULL TABS PROFIT - Schedule III

For The Year Ended December 31, 2017

(Unaudited - see Notice to Reader)

	2017	2016
NET SALES	\$ 4,592	\$ 3,337
Cost of Sales		
Inventory at beginning of year	2,175	1,353
Plus: Purchases, net of payouts and commissions	2,226	3,730
Less: Inventory at end of year	(1,893)	(2,175)
	<u>2,508</u>	<u>2,907</u>
NET PROFIT	<u>\$ 2,084</u>	<u>\$ 430</u>

The Royal Canadian Legion Branch 201

CAPITAL ASSETS - Schedule IV

For The Year Ended December 31, 2017

(Unaudited - see Notice to Reader)

Capital assets are recorded at cost. Amortization is provided for using the following annual rates and methods, except in the year of acquisition when amortization is applied at one-half the stated rate:

Building	4% Declining balance
Furniture	20% Declining balance
Computer	30% Declining balance

	Cost	Accumulated Amortization	Net 2017	Net 2016
Land	\$ 4,994	\$ -	\$ 4,994	\$ 4,994
Building	112,153	65,514	46,639	48,582
Furniture	191,748	165,921	25,827	26,388
Computer	3,479	2,996	483	690
	<u>\$ 312,374</u>	<u>\$ 234,432</u>	<u>\$ 77,943</u>	<u>\$ 80,654</u>

The Royal Canadian Legion Branch 201

KENO PROFIT - Schedule V

For The Year Ended December 31, 2017

(Unaudited - see Notice to Reader)

	2017	2016
SALES	\$ 80,104	\$ 68,564
COST OF SALES	73,029	61,780
NET PROFIT	<u>\$ 7,075</u>	<u>\$ 6,784</u>

The Royal Canadian Legion Branch 201

Funds Held in Trust - Schedule VI

For The Year Ended December 31, 2017

(Unaudited - see Notice to Reader)

Note:

The Royal Canadian Legion Branch 201 holds trust funds on behalf of the Poppy Fund. Trust funds held by the Royal Canadian Legion Branch 201 amounted to \$19,408 at December 31, 2017 (2016 - \$19,751).

The Royal Canadian Legion Branch 201

GAMING PROFIT - Schedule VII

For The Year Ended December 31, 2017

Meat Draw

(Unaudited - see Notice to Reader)

	2017	2016
SALES		
Raffle tickets	\$ 3,847	\$ 5,209
EXPENSES		
Cost of prizes	1,401	2,153
Bank charges	36	36
	<u>1,437</u>	<u>2,189</u>
NET	<u>2,410</u>	<u>3,020</u>
Less: Donations	<u>1,300</u>	<u>2,670</u>
NET PROFIT	<u><u>\$ 1,110</u></u>	<u><u>\$ 350</u></u>

**The Royal Canadian Legion
Branch 201**

FINANCIAL STATEMENTS

(Unaudited - see Notice to Reader)

DECEMBER 31, 2016

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W.A. Janyk & Co. Inc.
Chartered Professional Accountant

103-7331 Arbutus Street
Pemberton, BC V0N 2L1
P: (604) 894-2086
F: (604) 894-9447

NOTICE TO READER

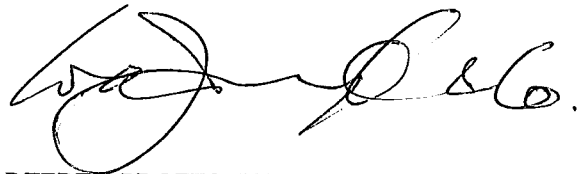
To the Directors of
The Royal Canadian Legion Branch 201

On the basis of information provided by management, I have compiled the balance sheet of
The Royal Canadian Legion Branch 201 as at December 31, 2016 and the statement of income
for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements
and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Pemberton, BC
March 2, 2017



CHARTERED PROFESSIONAL ACCOUNTANT

The Royal Canadian Legion Branch 201

BALANCE SHEET

As At December 31, 2016

(Unaudited - see Notice to Reader)

	2016	2015
ASSETS		
Current		
Cash	\$ 16,259	\$ 30,221
Floats	2,620	2,620
Accounts receivable	3,241	4,146
InVENTORY		
Liquor	1,310	1,116
Wine	545	526
Beer, cider, coolers	2,851	2,957
Draught	1,521	2,340
Pop	676	694
Bar drink and food	130	61
Lottery (pull tabs)	2,175	1,353
	<u>9,208</u>	<u>9,046</u>
Prepaid Expenses	<u>640</u>	<u>642</u>
	31,967	46,675
Capital Assets (Schedule IV)	80,654	78,596
	<u>\$ 112,621</u>	<u>\$ 125,271</u>
LIABILITIES AND BRANCH SURPLUS		
LIABILITIES		
Current		
Accounts payable and accruals	\$ 1,200	\$ 1,199
Wages payable	1,906	764
WCB payable	361	555
GST/PST payable	1,722	-
	<u>5,189</u>	<u>2,517</u>
BRANCH SURPLUS		
Balance as at January 1	122,753	96,340
Current net (loss) profit	<u>(15,321)</u>	<u>26,413</u>
	107,432	122,753
	<u>\$ 112,621</u>	<u>\$ 125,271</u>

APPROVED ON BEHALF OF THE BOARD:

Director

Village of Pemberton
Regular Council Meeting No. 1474
Tuesday, July 10, 2018

The Royal Canadian Legion Branch 201

STATEMENT OF INCOME

For The Year Ended December 31, 2016

(Unaudited - see Notice to Reader)

	2016	2015
INCOME		
Canteen (Schedule I)	\$ 16,906	\$ 34,909
Membership	9,029	10,045
Donations	15,209	15,308
Grants	18,139	36,285
Pull Tabs (Schedule III)	430	1,313
Keno (Schedule V)	6,784	5,834
	<u>66,496</u>	<u>103,694</u>
EXPENSES		
Bank, credit card charges and interest	1,541	1,633
Convention	4,608	2,041
Donations	3,192	3,332
Grant Kitchen Expenses	-	14,431
Grant Building Expenses	-	-
Grant Painting Expenses	16,276	-
Insurance	7,061	7,040
Interest on long-term debt	38	16
Legal and accounting	1,334	2,503
Bookkeeping	-	-
Legion supplies	211	505
Propane (heating & bbq)	2,218	747
Office, postage and freight	2,871	3,000
Per capita tax	7,833	8,471
Cash (Over)Short	591	(343)
Security	300	300
Property, dyking, water & sewer taxes	14,954	15,953
Telephone	923	903
Utilities - electrical	7,524	7,220
Waste disposal	1,706	1,609
	<u>73,178</u>	<u>69,363</u>
Net Income before amortization	(6,682)	34,331
Amortization	8,693	8,086
Net (Loss) Income after amortization	<u>(15,375)</u>	<u>26,245</u>
Other Income	54	168
NET (LOSS) PROFIT	<u>\$ (15,321)</u>	<u>\$ 26,413</u>

The Royal Canadian Legion Branch 201

CANTEEN PROFIT - Schedule I

For The Year Ended December 31, 2016

(Unaudited - see Notice to Reader)

	2016	2015		
SALES				
Gross profit on sales - (Schedule II)	\$ 102,251	\$ 113,591	<u>Other canteen income</u>	
Games revenue	-	-	special events	\$ 1,000
Sales tax commission	1,193	1,267	miscellaneous	182
Other canteen income	<u>2,334</u>	<u>2,690</u>	Friday BBQ	652
	\$ 105,778	\$ 117,548	Convention Income	500
				<u>\$ 2,334</u>
EXPENSES				
Bar wages and employee benefits	\$ 53,452	\$ 51,486	<u>Other canteen expenses</u>	
Bar maintenance and repairs	7,395	5,671	special event	\$ 2,245
Bar supplies	3,197	2,709	bar expense	4,524
Games and music	7,713	8,311	mix/cocktail supplies	-
Janitorial supplies	240	423	decorations	-
Janitor	4,650	3,795	Friday BBQ	838
Licenses and permits	1,687	1,375	promo & adv	1,787
Spillage loss	1,144	1,086	Sundry-meat draw	-
Other canteen expenses	<u>9,395</u>	<u>7,784</u>		<u>\$ 9,395</u>
	88,872	82,639		
NET PROFIT	<u>\$ 16,906</u>	<u>\$ 34,909</u>		

The Royal Canadian Legion Branch 201
CANTEEN GROSS PROFIT ON SALES - Schedule II
For The Year Ended December 31, 2016

(Unaudited - see Notice to Reader)

Current Year 2016	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 23,950	\$ 25,477	\$ 69,414	\$ 56,283		\$ 1,806	\$ 176,930
COST OF GOODS SOLD							
Opening Inventory	\$ 10,487	\$ 10,051	\$ 26,550	\$ 28,144	\$ -	\$ 1,433	\$ 76,666
Plus: Purchases	\$ (846)	\$ (249)	\$ 7,863	\$ (1,997)	\$ -	\$ 275	\$ 5,046
Less: Closing Inventory	\$ 1,985	\$ 545	\$ 2,851	\$ 1,521	\$ -	\$ 130	\$ 7,032
	\$ 7,656	\$ 9,256	\$ 31,562	\$ 24,626	\$ -	\$ 1,579	\$ 74,679
GROSS PROFIT	\$ 16,294	\$ 16,221	\$ 37,852	\$ 31,657	\$ -	\$ 227	\$ 102,251
GROSS MARGIN	68%	64%	55%	56%	-	13%	58%

Current Year 2015	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 32,344	\$ 26,195	\$ 61,654	\$ 68,363	\$ -	\$ 1,700	\$ 190,257
COST OF GOODS SOLD							
Opening Inventory	\$ 10,506	\$ 10,024	\$ 22,574	\$ 26,367	\$ -	\$ 1,834	\$ 71,305
Plus: Purchases	\$ 1,791	\$ 553	\$ 6,933	\$ 4,118	\$ -	\$ (340)	\$ 13,054
Less: Closing Inventory	\$ 1,810	\$ 526	\$ 2,957	\$ 2,340	\$ -	\$ 61	\$ 7,693
	\$ 10,487	\$ 10,051	\$ 26,550	\$ 28,144	\$ -	\$ 1,433	\$ 76,666
GROSS PROFIT	\$ 21,856	\$ 16,144	\$ 35,104	\$ 40,219	\$ -	\$ 267	\$ 113,591
GROSS MARGIN	68%	62%	57%	59%	-	16%	60%

2014	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 32,204	\$ 28,987	\$ 56,989	\$ 67,535	\$ -	\$ 1,990	\$ 187,706
COST OF GOODS SOLD							
Opening Inventory	\$ 9,842	\$ 9,639	\$ 23,662	\$ 24,077	\$ -	\$ 1,851	\$ 69,070
Plus: Purchases	\$ 2,822	\$ 1,231	\$ 1,860	\$ 5,214	\$ -	\$ 232	\$ 11,360
Less: Closing Inventory	\$ 2,157	\$ 846	\$ 2,948	\$ 2,925	\$ -	\$ 249	\$ 9,125
	\$ 10,506	\$ 10,024	\$ 22,574	\$ 26,367	\$ -	\$ 1,834	\$ 71,305
GROSS PROFIT	\$ 21,698	\$ 18,963	\$ 34,415	\$ 41,169	\$ -	\$ 156	\$ 116,401
GROSS MARGIN	67%	65%	60%	61%	-	8%	62%

2013	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 29,255	\$ 29,773	\$ 59,880	\$ 60,007	\$ -	\$ 2,213	\$ 181,128
COST OF GOODS SOLD							
Opening Inventory	\$ 2,277	\$ 427	\$ 2,358	\$ 1,062	\$ -	\$ 125	\$ 6,249
Plus: Purchases	\$ 9,909	\$ 9,902	\$ 24,399	\$ 25,745	\$ -	\$ 1,883	\$ 71,839
Less: Closing Inventory	\$ 2,344	\$ 690	\$ 3,096	\$ 2,730	\$ -	\$ 158	\$ 9,018
	\$ 9,842	\$ 9,639	\$ 23,662	\$ 24,077	\$ -	\$ 1,851	\$ 69,070
GROSS PROFIT	\$ 19,413	\$ 20,134	\$ 36,218	\$ 35,930	\$ -	\$ 363	\$ 112,058
GROSS MARGIN	66%	68%	60%	60%	-	16%	62%

2012	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 20,578	\$ 29,498	\$ 66,928	\$ 60,435	\$ -	\$ 2,569	\$ 180,009
COST OF GOODS SOLD							
Opening Inventory	\$ 2,153	\$ 627	\$ 2,828	\$ 1,530	\$ -	\$ 101	\$ 7,239
Plus: Purchases	\$ 6,001	\$ 9,390	\$ 25,281	\$ 22,981	\$ -	\$ 2,272	\$ 65,924
Less: Closing Inventory	\$ 2,277	\$ 427	\$ 2,358	\$ 1,062	\$ -	\$ 125	\$ 6,249
	\$ 5,878	\$ 9,589	\$ 25,750	\$ 23,449	\$ -	\$ 2,248	\$ 66,914
GROSS PROFIT	\$ 14,700	\$ 19,908	\$ 41,178	\$ 36,986	\$ -	\$ 321	\$ 113,095
GROSS MARGIN	71%	67%	62%	61%	-	12%	63%

The Royal Canadian Legion Branch 201

PULL TABS PROFIT (LOSS) - Schedule III

For The Year Ended December 31, 2016

(Unaudited - see Notice to Reader)

	2016	2015
NET SALES	\$ 3,337	\$ 4,029
Cost of Sales		
Inventory at beginning of year	1,353	2,488
Plus: Purchases, net of payouts and commissions	3,730	1,580
Less: Inventory at end of year	<u>(2,175)</u>	<u>(1,353)</u>
	2,907	2,716
NET PROFIT	<u>\$ 430</u>	<u>\$ 1,313</u>

The Royal Canadian Legion Branch 201

CAPITAL ASSETS - Schedule IV

For The Year Ended December 31, 2016

(Unaudited - see Notice to Reader)

Capital assets are recorded at cost. Amortization is provided for using the following annual rates and methods, except in the year of acquisition when amortization is applied at one-half the stated rate:

Building	4% Declining balance
Furniture	20% Declining balance
Computer	30% Declining balance

	Cost	Accumulated Amortization	Net 2016	Net 2015
Land	\$ 4,994	\$ -	\$ 4,994	\$ 4,994
Building	112,153	63,571	48,582	39,632
Furniture	186,508	160,120	26,388	32,985
Computer	3,479	2,790	690	986
	<u>\$ 307,133</u>	<u>\$ 226,481</u>	<u>\$ 80,654</u>	<u>\$ 78,596</u>

The Royal Canadian Legion Branch 201

KENO PROFIT - Schedule V

For The Year Ended December 31, 2016

(Unaudited - see Notice to Reader)

	2016	2015
SALES	\$ 68,564	\$ 62,546
COST OF SALES	61,780	56,712
NET PROFIT	<u>\$ 6,784</u>	<u>\$ 5,834</u>

The Royal Canadian Legion Branch 201

Funds Held in Trust - Schedule VI
For The Year Ended December 31, 2016

(Unaudited - see Notice to Reader)

Note:

The Royal Canadian Legion Branch 201 holds trust funds on behalf of the Poppy Fund. Trust funds held by the Royal Canadian Legion Branch 201 amounted to \$19,751 at December 31, 2016 (2015 - \$20,793).

The Royal Canadian Legion Branch 201

GAMING PROFIT - Schedule VII

For The Year Ended December 31, 2016

Meat Draw

(Unaudited - see Notice to Reader)

	2016	2015
SALES		
Raffle tickets	\$ 5,209	\$ 4,186
EXPENSES		
Cost of prizes	2,153	1,961
Bank charges	36	36
	<u>2,189</u>	<u>1,997</u>
NET	3,020	2,189
	<u>2,670</u>	<u>3,073</u>
Less: Donations	2,670	3,073
NET PROFIT	<u>\$ 350</u>	<u>\$ (884)</u>

**The Royal Canadian Legion
Branch 201**

FINANCIAL STATEMENTS

(Unaudited - see Notice to Reader)

DECEMBER 31, 2015

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W.A. Janyk & Co. Inc.
Chartered Professional Accountant

103-7331 Arbutus Street
Pemberton, BC V0N 2L1
P: (604) 894-2086
F: (604) 894-9447

NOTICE TO READER

To the Directors of
The Royal Canadian Legion Branch 201

On the basis of information provided by management, I have compiled the balance sheet of
The Royal Canadian Legion Branch 201 as at December 31, 2015 and the statement of income
for the year then ended.

I have not performed an audit or a review engagement in respect of these financial statements
and, accordingly, I express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Pemberton, BC
April 19, 2016


CHARTERED PROFESSIONAL ACCOUNTANT

The Royal Canadian Legion Branch 201

BALANCE SHEET

As At December 31, 2015

(Unaudited - see Notice to Reader)

	2015	2014
ASSETS		
Current		
Cash	\$ 30,221	\$ 12,087
Floats	2,620	2,220
Accounts receivable	4,146	3,333
Inventory		
Liquor	1,116	1,283
Wine	526	846
Beer, cider, coolers	2,957	2,948
Draught	2,340	2,925
Pop	694	874
Bar drink and food	61	249
Lottery (pull tabs)	1,353	2,488
	<u>9,046</u>	<u>11,613</u>
Prepaid Expenses	<u>642</u>	<u>718</u>
	46,675	29,972
Capital Assets (Schedule IV)	78,596	68,812
	<u>\$ 125,271</u>	<u>\$ 98,784</u>
LIABILITIES AND BRANCH SURPLUS		
LIABILITIES		
Current		
Accounts payable and accruals	\$ 1,199	\$ 1,200
Wages payable	764	462
WCB payable	555	782
	<u>2,517</u>	<u>2,444</u>
BRANCH SURPLUS		
Balance as at January 1	96,340	98,902
Current net (loss) profit	26,413	(2,562)
	<u>122,753</u>	<u>96,340</u>
	<u>\$ 125,271</u>	<u>\$ 98,784</u>

APPROVED ON BEHALF OF THE BOARD:



Director



Director
Village of Pemberton

Regular Council Meeting No. 1474
Tuesday, July 10, 2018

2

The Royal Canadian Legion Branch 201

STATEMENT OF INCOME

For The Year Ended December 31, 2015

(Unaudited - see Notice to Reader)

	2015	2014
INCOME		
Canteen (Schedule I)	\$ 34,909	\$ 33,199
Membership	10,045	9,916
Donations	15,308	12,774
Grants	36,285	-
Pull Tabs (Schedule III)	1,313	1,637
Keno (Schedule V)	5,834	2,552
	<u>103,694</u>	<u>60,077</u>
EXPENSES		
Bank, credit card charges and interest	1,633	1,631
Convention	2,041	2,823
Donations	3,332	9,064
Grant Kitchen Expenses	14,431	-
Insurance	7,040	7,432
Interest on long-term debt	16	22
Legal and accounting	2,503	-
Bookkeeping	-	-
Legion supplies	505	1,115
Propane (heating & bbq)	747	2,853
Office, postage and freight	3,000	2,874
Per capita tax	8,471	7,933
Cash (Over)Short	(343)	(343)
Security	300	300
Property, dyking, water & sewer taxes	15,953	10,259
Telephone	903	904
Utilities - electrical	7,220	6,873
Waste disposal	1,609	1,609
	<u>69,362</u>	<u>55,348</u>
Net Income before amortization	34,331	4,729
Amortization	8,086	7,304
Net (Loss) Income after amortization	<u>26,245</u>	<u>(2,575)</u>
Other Income	168	13
NET (LOSS) PROFIT	<u>\$ 26,413</u>	<u>\$ (2,562)</u>

The Royal Canadian Legion Branch 201

CANTEEN PROFIT - Schedule I

For The Year Ended December 31, 2015

(Unaudited - see Notice to Reader)

	2015	2014		
SALES			<u>Other canteen income</u>	
Gross profit on sales - (Schedule II)	\$ 113,591	\$ 116,401	special events	\$ 2,690
Games revenue	-	\$ -	miscellaneous	-
Sales tax commission	1,267	\$ 1,250	Friday BBQ	-
Other canteen income	<u>2,690</u>	<u>\$ 7,608</u>	Convention Income	-
	\$ 117,548	\$ 125,260		<u>\$ 2,690</u>
EXPENSES			<u>Other canteen expenses</u>	
Bar wages and employee benefits	\$ 51,486	\$ 52,795	special event	\$ 3,771
Bar maintenance and repairs	5,671	6,540	bar expense	2,132
Bar supplies	2,709	1,754	mix/cocktail supplies	-
Games and music	8,311	7,589	decorations	148
Janitorial supplies	423	231	Friday BBQ	204
Janitor	3,795	5,321	promo & adv	1,464
Licenses and permits	1,375	1,951	Sundry-meat draw	66
Spillage loss	1,086	1,303		<u>\$ 7,784</u>
Other canteen expenses	<u>7,784</u>	<u>14,577</u>		
	82,639	92,061		
NET PROFIT	<u>\$ 34,909</u>	<u>\$ 33,199</u>		

The Royal Canadian Legion Branch 201

CANTEEN GROSS PROFIT ON SALES - Schedule 11

For The Year Ended December 31, 2015

(Unaudited - see Notice to Reader)

Current Year 2015	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 32,344	\$ 26,195	\$ 61,654	\$ 68,363	\$ -	\$ 1,700	\$ 190,257
COST OF GOODS SOLD							
Opening Inventory	\$ 10,506	\$ 10,024	\$ 22,574	\$ 26,367	\$ -	\$ 1,834	\$ 71,305
Plus: Purchases	\$ 1,791	\$ 553	\$ 6,933	\$ 4,118	\$ -	\$ (340)	\$ 13,054
Less: Closing Inventory	\$ 1,810	\$ 526	\$ 2,957	\$ 2,340	\$ -	\$ 61	\$ 7,693
	\$ 10,487	\$ 10,051	\$ 26,550	\$ 28,144	\$ -	\$ 1,433	\$ 76,666
GROSS PROFIT	\$ 21,856	\$ 16,144	\$ 35,104	\$ 40,219	\$ -	\$ 267	\$ 113,591
GROSS MARGIN	68%	62%	57%	59%	-	16%	60%

2014	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 32,204	\$ 28,987	\$ 56,989	\$ 67,535	\$ -	\$ 1,990	\$ 187,706
COST OF GOODS SOLD							
Opening Inventory	\$ 9,842	\$ 9,639	\$ 23,662	\$ 24,077	\$ -	\$ 1,851	\$ 69,070
Plus: Purchases	\$ 2,822	\$ 1,231	\$ 1,860	\$ 5,214	\$ -	\$ 232	\$ 11,360
Less: Closing Inventory	\$ 2,157	\$ 846	\$ 2,948	\$ 2,925	\$ -	\$ 249	\$ 9,125
	\$ 10,506	\$ 10,024	\$ 22,574	\$ 26,367	\$ -	\$ 1,834	\$ 71,305
GROSS PROFIT	\$ 21,698	\$ 18,963	\$ 34,415	\$ 41,169	\$ -	\$ 156	\$ 116,401
GROSS MARGIN	67%	65%	60%	61%	-	8%	62%

2013	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 29,255	\$ 29,773	\$ 59,880	\$ 60,007	\$ -	\$ 2,213	\$ 181,128
COST OF GOODS SOLD							
Opening Inventory	\$ 2,277	\$ 427	\$ 2,358	\$ 1,062	\$ -	\$ 125	\$ 6,249
Plus: Purchases	\$ 9,909	\$ 9,902	\$ 24,399	\$ 25,745	\$ -	\$ 1,883	\$ 71,839
Less: Closing Inventory	\$ 2,344	\$ 690	\$ 3,096	\$ 2,730	\$ -	\$ 158	\$ 9,018
	\$ 9,842	\$ 9,639	\$ 23,662	\$ 24,077	\$ -	\$ 1,851	\$ 69,070
GROSS PROFIT	\$ 19,413	\$ 20,134	\$ 36,218	\$ 35,930	\$ -	\$ 363	\$ 112,058
GROSS MARGIN	66%	68%	60%	60%	-	16%	62%

2012	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 20,578	\$ 29,498	\$ 66,928	\$ 60,435	\$ -	\$ 2,569	\$ 180,009
COST OF GOODS SOLD							
Opening Inventory	\$ 2,153	\$ 627	\$ 2,828	\$ 1,530	\$ -	\$ 101	\$ 7,239
Plus: Purchases	\$ 6,001	\$ 9,390	\$ 25,281	\$ 22,981	\$ -	\$ 2,272	\$ 65,924
Less: Closing Inventory	\$ 2,277	\$ 427	\$ 2,358	\$ 1,062	\$ -	\$ 125	\$ 6,249
	\$ 5,878	\$ 9,589	\$ 25,750	\$ 23,449	\$ -	\$ 2,248	\$ 66,914
GROSS PROFIT	\$ 14,700	\$ 19,908	\$ 41,178	\$ 36,986	\$ -	\$ 321	\$ 113,095
GROSS MARGIN	71%	67%	62%	61%	-	12%	63%

2011	Liquor	Wine	Bottled Beer	Draught Beer	Tobacco	Snack Food	Total
SALES	\$ 17,814	\$ 24,762	\$ 73,331	\$ 69,352	\$ -	\$ 3,302	\$ 188,561
COST OF GOODS SOLD							
Opening Inventory	\$ 2,402	\$ 532	\$ 2,901	\$ 1,260	\$ -	\$ 417	\$ 7,512
Plus: Purchases	\$ 5,567	\$ 8,227	\$ 26,709	\$ 25,337	\$ -	\$ 2,611	\$ 68,451
Less: Closing Inventory	\$ 2,153	\$ 627	\$ 2,828	\$ 1,530	\$ -	\$ 101	\$ 7,239
	\$ 5,815	\$ 8,132	\$ 26,783	\$ 25,067	\$ -	\$ 2,927	\$ 68,724
GROSS PROFIT	\$ 11,998	\$ 16,630	\$ 46,548	\$ 44,285	\$ -	\$ 375	\$ 119,837
GROSS MARGIN	67%	67%	63%	64%	-	11%	64%

The Royal Canadian Legion Branch 201

PULL TABS PROFIT (LOSS) - Schedule III

For The Year Ended December 31, 2015

(Unaudited - see Notice to Reader)

	2015	2014
NET SALES	\$ 4,029	\$ 4,659
Cost of Sales		
Inventory at beginning of year	2,488	(1,257)
Plus: Purchases, net of payouts and commissions	1,580	6,767
Less: Inventory at end of year	(1,353)	(2,488)
	<u>2,716</u>	<u>3,022</u>
NET PROFIT	<u>\$ 1,313</u>	<u>\$ 1,637</u>

The Royal Canadian Legion Branch 201

CAPITAL ASSETS - Schedule IV

For The Year Ended December 31, 2015

(Unaudited - see Notice to Reader)

Capital assets are recorded at cost. Amortization is provided for using the following annual rates and methods, except in the year of acquisition when amortization is applied at one-half the stated rate:

Building	4% Declining balance
Furniture	20% Declining balance
Computer	30% Declining balance

	Cost	Accumulated Amortization	Net 2015	Net 2014
Land	\$ 4,994	\$ -	\$ 4,994	\$ 4,994
Building	101,403	61,770	39,632	41,283
Furniture	186,508	153,523	32,985	21,127
Computer	3,479	2,494	986	1,408
	<u>\$ 296,383</u>	<u>\$ 217,788</u>	<u>\$ 78,596</u>	<u>\$ 68,812</u>

The Royal Canadian Legion Branch 201

KENO PROFIT - Schedule V

For The Year Ended December 31, 2015

(Unaudited - see Notice to Reader)

	2015	2014
SALES	\$ 62,546	\$ 37,523
COST OF SALES	56,712	34,972
NET PROFIT	<u>\$ 5,834</u>	<u>\$ 2,552</u>

The Royal Canadian Legion Branch 201

Funds Held in Trust - Schedule VI

For The Year Ended December 31, 2015

(Unaudited - see Notice to Reader)

Note:

The Royal Canadian Legion Branch 201 holds trust funds on behalf of the Poppy Fund. Trust funds held by the Royal Canadian Legion Branch 201 amounted to \$20,793 at December 31, 2015 (2014 - \$20,458).

ROYAL CANADIAN LEGION BRANCH 201

PROPERTY, PLANT & EQUIPMENT SCHEDULE

December 31, 2015

THIS SPREADSHEET IS NOT TO BE ISSUED WITH THE FINANCIAL STATEMENTS. IT IS HERE ONLY FOR OUR TRACKING PURPOSES (TO BE FILLED IN EACH YEAR).

PRINTED ON: 19/04/16

PREPARED BY	
REVIEWED BY	
DCO	

CCA class #	Rate %	CARRYING COST				AMORTIZATION EXPENSE & ACCUMULATED AMORTIZATION				NET BOOK VALUE AT END OF YEAR
		Beginning of year cost	ADDITIONS during year	DISPOSITIONS during year	End Balance	Beg of year bal. of Accum. Amort.	Amortization Expense for year	Disp	End of year bal. of Accum amort	
1 Building #1	4%	101,402.59			101,402.59	60,119.15	1,651.34		61,770.49	39,632.10
6 Building #2	10%									
8 Furniture & fixtures	20%	168,637.09	17,870.46		186,507.55	147,510.48	6,012.37		153,522.85	32,984.70
8 Machinery & equipment	20%									
8 Equipment - other 1	20%									
8 Equipment - other 2	20%									
10 Vehicle	30%									
10 Computer equip - Tanis Ayers	30%	3,478.94			3,478.94	2,071.08	422.36		2,493.44	985.50
10 Computer equip - Peace Arch retail machine	30%									
10.1 Passenger vehicle #1 >\$30,000	30%									
10.1 Passenger vehicle #2 >\$30,000	130%									
12 Regular software & cutlery, linen etc. <\$200	100%									
45 Systems software & hardware bought AFTER 3/22/04	45%									
46 Data network instrctr equip bought after 3/22/04	30%									
▼ ADD FURTHER NEEDED CLASSES & RATES HERE ▼										
LAND (if applicable)		4,993.88			4,993.88					4,993.88
TOTALS		278,512.50	17,870.46	-	296,382.96	209,700.71	\$ 8,086.06	-	217,786.77	\$ 78,596.19
SUMMARY BY CLASS										
<i>Multi-category class sub-totals</i>										
1 Buildings		101,402.59	-	-	101,402.59	60,119.15	1,651.34	-	61,770.49	39,632.10
8 Equipment		168,637.09	17,870.46	-	186,507.55	147,510.48	6,012.37	-	153,522.85	32,984.70
10 Autos, comp. hardware & software bought after 3/23/04		3,478.94	-	-	3,478.94	2,071.08	422.36	-	2,493.44	985.50
10.1 Passenger vehicles > \$30,000		-	-	-	-	-	-	-	-	-
12 Software / video cassettes		-	-	-	-	-	-	-	-	-
45 Software & Comp. equip bought AFTER 3/22/04		-	-	-	-	-	-	-	-	-
46 Computer equipment		-	-	-	-	-	-	-	-	-
XXXX FURTHER NEEDED CLASSES (SUMMED TOGETHER)		-	-	-	-	-	-	-	-	-
LAND		4,993.88	-	-	4,993.88	-	-	-	-	4,993.88
TOTALS		278,512.50	17,870.46	-	296,382.96	209,700.71	8,086.06	-	217,786.77	78,596.19

The Royal Canadian Legion Branch 201

GAMING PROFIT - Schedule VII

For The Year Ended December 31, 2015

Meat Draw

(Unaudited - see Notice to Reader)

	2015	2014
SALES		
Raffle tickets	\$ 4,186	\$ 4,801
EXPENSES		
Cost of prizes	1,961	2,171
Bank charges	36	36
	<u>1,997</u>	<u>2,207</u>
NET	<u>2,189</u>	<u>2,594</u>
Donations	<u>3,073</u>	<u>3,110</u>
NET LOSS	<u><u>\$ (884)</u></u>	<u><u>\$ (516)</u></u>

TITLE SEARCH PRINT

File Reference: 7142737

Declared Value \$NA

2018-05-14, 16:33:00

Requestor: Crizza Garcia

****CURRENT AND CANCELLED INFORMATION SHOWN****

Title Issued Under

SECTION 172 LAND TITLE ACT

Land Title District

Land Title Office

KAMLOOPS
KAMLOOPS

Title Number

From Title Number

F44156
192421

Application Received

1971-11-26

Application Entered

1972-01-11

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

PEMBERTON (PACIFIC NO. 201) BRANCH OF THE ROYAL
CANADIAN LEGION
PEMBERTON, BC

Taxation Authority

North Shore - Squamish Valley Assessment Area
Pemberton, Village of
Pemberton Valley Dyking District

Description of Land

Parcel Identifier:

011-506-521

Legal Description:

LOT 8 BLOCK 2 DISTRICT LOT 203 LILLOOET DISTRICT PLAN 1624

Legal Notations

NONE

Charges, Liens and Interests

Nature:

LEASE

Registration Number:

KD870

Registration Date and Time:

1990-01-04 11:38

Registered Owner:

THE CORPORATION OF THE VILLAGE OF PEMBERTON
WITH RIGHT OF RENEWAL

Remarks:

Cancelled By:

KH66993

Cancelled Date:

1994-06-30

TITLE SEARCH PRINT

File Reference: 7142737

Declared Value \$NA

2018-05-14, 16:33:00

Requestor: Crizza Garcia

****CURRENT AND CANCELLED INFORMATION SHOWN****

Title Issued Under	SECTION 172 LAND TITLE ACT
Land Title District Land Title Office	KAMLOOPS KAMLOOPS
Title Number From Title Number	159250 123710
Application Received	1953-01-27
Application Entered	1953-01-27
Registered Owner in Fee Simple Registered Owner/Mailing Address:	CANADIAN LEGION B.E.S.L. (PEMBERTON) BRANCH NO. 201 PEMBERTON, BC
Taxation Authority	North Shore - Squamish Valley Assessment Area Pemberton, Village of Pemberton Valley Dyking District
Description of Land Parcel Identifier: Legal Description:	011-506-539 LOT 9 BLOCK 2 DISTRICT LOT 203 LILLOOET DISTRICT PLAN 1624
Legal Notations	NONE
Charges, Liens and Interests	NONE
Duplicate Indefeasible Title To: Application Number:	ISSUED 1953-01-30 CANADIAN LEGION NO. 201 159250
Transfers	NONE
Pending Applications	NONE
Corrections	NONE

TITLE SEARCH PRINT

File Reference: 7142737

Declared Value \$NA

2018-05-14, 16:33:00

Requestor: Crizza Garcia

Nature:	RIGHT OF FIRST REFUSAL
Registration Number:	KD871
Registration Date and Time:	1990-01-04 11:38
Registered Owner:	THE CORPORATION OF THE VILLAGE OF PEMBERTON

Nature:	LEASE
Registration Number:	KH66994
Registration Date and Time:	1994-06-30 13:33
Registered Owner:	THE CORPORATION OF THE VILLAGE OF PEMBERTON
Remarks:	WITH RIGHT OF RENEWAL
Cancelled By:	KN38388
Cancelled Date:	1999-05-05

Nature:	STATUTORY RIGHT OF WAY
Registration Number:	CA4745482
Registration Date and Time:	2015-10-15 13:35
Registered Owner:	ROGERS COMMUNICATIONS INC. INCORPORATION NO. BC0921753

Duplicate Infeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

Corrections

LB294949 2009-03-26 12:00:00 TITLE OWNER NAME CORRECTED

APPENDIX C

Village of Pemberton

Bylaw No. 833, 2018

A bylaw to Repeal the Village of Pemberton Permissive Tax Exemption
(St. David's Church) Bylaw No. 796, 2015

WHEREAS Council did, on the 22nd day of October, 2015, adopt Bylaw No. 796, 2015 of the Village cited as the "Village of Pemberton Permissive Tax Exemption (St. David's Church) Bylaw No. 796, 2015;

AND WHEREAS the Trustees of St. David's Church are no longer the owners of the portion of the land granted exemption from municipal property taxation under Section 224 (2) (f) of the *Community Charter* through the Village of Pemberton Permissive Tax Exemption (St. David's Church) Bylaw No. 796, 2015;

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

Title

1. This Bylaw may be cited for all purposes as the "Village of Pemberton Repeal of Permissive Tax Exemption (St. David's Church) Bylaw No. 796, 2015, Bylaw No. 833, 2018.

Repeal

2. Permissive Tax Exemption (St. David's Church) Bylaw No. 796, 2015, A Bylaw to Provide for a Permissive Tax Exemption for St. David's United Church, adopted on October 22, 2015, is hereby repealed.

READ A FIRST TIME THIS 10th day of July, 2018.

READ A SECOND TIME THIS 10th day of July, 2018

READ A THIRD TIME THIS 10th day of July, 2018.

ADOPTED this _____ day of July, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

VILLAGE OF PEMBERTON

BYLAW No. 834, 2018

Permissive Tax Exemption for the Pemberton Childcare Society

A Bylaw to Provide for a Permissive Tax Exemption for the Pemberton Childcare Society

WHEREAS pursuant to Section 224 (2) (a) of the *Community Charter*, the Council may, by bylaw exempt certain land, improvements or both from taxation;

AND WHEREAS it is deemed advisable to enact a new bylaw granting exemption to the Pemberton Childcare Society;

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

1. The land hereinafter described and the improvements thereon which are set apart and in use for not for profit activities, are hereby exempt from taxation under Section 224 (2) (a) of the *Community Charter* for ten (10) year period from 2019 – 2029:

(a) Lot B, KAP 84778, District Lot 203, Lillooet Land District
PID 027-219-313

2. This Bylaw may be cited for all purposes as the “Village of Pemberton Tax Exemption (Pemberton Childcare Society) Bylaw No. 834, 2018.”

NOTICE OF INTENTION TO PROVIDE a Permissive Tax Exemption to the Pemberton Childcare Society was **PUBLISHED IN** the Pique Newsmagazine on June 28, 2018 and July 5, 2018.

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

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

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

ADOPTED this ____ day of July, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

VILLAGE OF PEMBERTON

BYLAW No. 835, 2018

Permissive Tax Exemption for the Pemberton Lions Activities Society

A Bylaw to Provide for a Permissive Tax Exemption for the Pemberton Lions Activities Society

WHEREAS pursuant to Section 224 (2) (a) of the *Community Charter*, the Council may, by bylaw exempt certain land, improvements or both from taxation;

AND WHEREAS it is deemed advisable to enact a new bylaw granting exemption to the Pemberton Lion's Society;

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

1. The land hereinafter described and the improvements thereon which are set apart and in use for not for profit activities, are hereby exempt from taxation under Section 224 (2) (a) of the *Community Charter* for a ten (10) year period from 2019 – 2029:

(a) Lot 25, Plan 883, District Lot 165, Lillooet Land District
PID 004-765-923

2. This Bylaw may be cited for all purposes as the "Village of Pemberton Tax Exemption (Pemberton Lions Activities Society) Bylaw No. 835, 2018."

NOTICE OF INTENTION TO PROVIDE a Permissive Tax Exemption to the Pemberton Lions Activities Society was **PUBLISHED IN** the Pique Newsmagazine on June 28, 2018 and July 5, 2018.

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

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

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

ADOPTED this ____ day of July, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

VILLAGE OF PEMBERTON

BYLAW No. 836, 2018

Permissive Tax Exemption for the Pemberton Community Church

A Bylaw to Provide for a Permissive Tax Exemption for Pemberton Community Church.

WHEREAS pursuant to Section 224 (2) (f) of the *Community Charter*, the Council may, by bylaw exempt certain land, improvements or both from taxation;

AND WHEREAS it is deemed advisable to enact a new bylaw granting exemption in relation to property that is exempt in part under Section 220 (1) (h) for buildings for public worship;

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

1. The portion of the land hereinafter described which is the entirety of the said lands surrounding the exempt church which is set apart and in use for the purpose of public worship, is hereby exempted from municipal property taxation under Section 224 (2) (f) of the *Community Charter* for a ten (10) year period from 2019 until 2029:
 - (a) Lot 1, Plan 11025, District Lot 203, Lillooet Land District.
2. This Bylaw may be cited for all purposes as the "Village of Pemberton Permissive Tax Exemption (Pemberton Community Church) Bylaw No. 836, 2018".

NOTICE OF INTENTION TO PROVIDE a Permissive Tax Exemption to the Pemberton Childcare Society was **PUBLISHED IN** the Pique Newsmagazine on June 28, 2018 and July 5, 2018.

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

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

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

ADOPTED this ____ day of July, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

VILLAGE OF PEMBERTON

BYLAW No. 837, 2018

Permissive Tax Exemption for the Pemberton Legion

A Bylaw to Provide for a Permissive Tax Exemption for the Pemberton Legion

WHEREAS pursuant to Section 224 (2) (a) of the *Community Charter*, the Council may, by bylaw exempt certain land, improvements or both from taxation;

AND WHEREAS it is deemed advisable to enact a new bylaw granting exemption to the Pemberton Legion;

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

1. The land hereinafter described and the improvements thereon which are set apart and in use for not for profit activities, are hereby exempt from taxation under Section 224 (2) (a) of the *Community Charter* for five (5) year period from 2019 – 2023:

(a) Lot 9, KAP1624, District Lot 2013, LLD

2. This Bylaw may be cited for all purposes as the “Village of Pemberton Tax Exemption (Pemberton Legion) Bylaw No. 837, 2018.”

NOTICE OF INTENTION TO PROVIDE a Permissive Tax Exemption to the Pemberton Childcare Society was **PUBLISHED IN** the Pique Newsmagazine on June 28, 2018 and July 5, 2018.

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

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

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

ADOPTED this ____ day of July, 2018.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

To: Honourable Michelle Mungall, Minister of Energy, Mines and Petroleum Resources

From: Mayor Mike Richman

Key Topics of Discussion: BC Hydro and Fortis BC's Residential Inclining Block Rate

Background: The Village of Pemberton is appreciative of the commitment the Province has made to British Columbians as noted in the Ministers Mandate Letter to make life more affordable, to deliver the services that people count on and to address financial inequality by building a strong and sustainable economy.

Discussion: The Village of Pemberton, like many other communities in British Columbia, is home to many lower to middle income families and senior citizens. These residents are hit the hardest by the increasingly high cost of living in BC, including the rising cost of basic needs such as household energy.

In 2016, the BC Utilities Commission requested the Village's and its residents' input on the BC Hydro and Power Authority and FortisBC – Residential Inclining Block Rate Report to the Government of British Columbia. Following receipt of the report, the Village sent correspondence to the BC Utilities Commission expressing concerns over the impact to residents of the two-tiered billing system and that a revision to the system be considered. To date no response has been received.

The implementation of BC Hydro and Fortis BC's two-tiered rate structure has a detrimental financial impact on residents, especially those with families, as they struggle to keep within the threshold of the first tier and as such, their expenditure for energy is high.

The Village's concerns over the financial impact of the two-tiered billing system are compounded by the fact that, unlike in many other communities, our residents do not have access to alternative sources of power to reduce costs. As such, the Village asks for the Province's support in working with BC Hydro and Fortis BC to address the negative financial impact of the two-tier rate system to lower to middle income families.

Request: That the Province direct BC Hydro and Fortis BC to revise the threshold of the two-tier rate system to reduce the negative financial impact to lower to middle income families.

Contact

Nikki Gilmore
Chief Administrative Officer
VILLAGE OF PEMBERTON
Phone: 1.604.894.6135, ext. 228
Email: ngilmore@pemberton.ca



2017

Annual Report

'Committed to Community'





The Village of Pemberton is located within the unceded territory of Lil'wat Nation and honours the language, culture and history of the Lil'wat7ul.

To learn more about Lil'wat Nation, visit www.lilwat.ca.

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Village of Pemberton Vision

To set a stable course for the Village of Pemberton, balancing social, economic and environmental goals to ensure the Village maintains its unique character and enviable quality of life.

Village of Pemberton Council

Comprised of one Mayor and four Councillors, the Village of Pemberton Council is the governing body that provides leadership and establishes bylaws, policies and all governing matters delegated to local government by the *Community Charter* and *Local Government Act*. Council is also responsible for establishing budgets for operating and capital expenditures. Council Meetings and Committee of the Whole Meetings are open to the public; meeting schedules, agendas and minutes can be viewed and downloaded at pemberton.ca.

Council develops a Strategic Plan based on community values, to direct Staff on how to allocate resources toward meeting its short and long-term goals. Village of Pemberton Staff produces an Annual Report to present performance measures in meeting the goals stated in the Strategic Plan. The Annual Report includes information respecting activities that took place the previous year (2016), activities and initiatives planned for the current year (2017) and actions expected for the following year (2018) as well as the previous years audited financial statements. The Annual Report is presented at a public meeting to be held two weeks after the report is made available to the public. There were no disqualified Council Members in 2017.

Committee of the Whole Meetings vs. Regular Council Meetings

The Committee of Whole is a Committee made up of all of the Council members, designed to streamline discussions relating to business of a Municipality. Staff bring forward information on relevant topics to be discussed at the Committee of the Whole meeting.

If the Committee of Whole supports the recommendations in a Staff Report a recommendation is forwarded to Council for consideration of approval. This separation of time between the discussion of an issue at Committee of Whole and a final decision at Council, gives Council time to further consider the issues before a final decision is made.

Village of Pemberton Council Members

(Front Row) Councillor James Linklater, Mayor Mike Richman, Councillor Jennie Helmer
(Back Row) Councillor Karen Ross, Councillor Ted Craddock





Message from Mayor Richman

The Annual Report and the Mayor's message are an opportunity for us to review the previous year and share our progress and successes over the last 12 months. Looking back on year three of our Council's term, I see a year of building: building towards the completion of our Strategic Priorities, building relationships, and building in its most literal sense, as our doors were opened to the construction of new developments and amenities.

We have made significant progress on our Strategic Priorities identified at the beginning of the term, starting with the very first priority, the construction of the Friendship Trail Bridge. Council was thrilled at the Province's announcement that they would contribute \$500,000 from BikeBC towards the Bridge, and as I write this message, I am happy to report that work has already begun on this important project.

One of the Strategic Priorities completed in 2017 was the completion of the Fire Service Agreement between the Village and Lil'wat Nation. Our two communities continue to work together on another Strategic Priority, the Community Forest Partnership Agreement. In 2017 the Village completed negotiations with Lil'wat Nation on the Limited Partnership Agreement and Shareholder Agreement; with these agreements in place, application can now be submitted to the Ministry of Forest, Lands and Natural Resource Operations for consideration to move forward on the project.

I believe these successes can be attributed in part to the efforts we make towards relationship-building with our First Nations neighbours.

In the spring of 2017 the first Nu'kw7ántwaí Regional Gathering took place; the Gathering included participants from Lil'wat Nation, Lower St'atl'imx Tribal Council, N'Quatqua, Samahquam, Squamish-Lillooet Regional District (SLRD), and the Village of Pemberton, who make up the Nu'kw7ántwaí Intergovernmental Relations Committee.

Nu'kw7ántwaí means "To help each other." This initiative is part of on-going effort to strengthen relationships between neighboring communities, as we recognize that the future is stronger and brighter when we work together. We also recognize that we cannot move toward the future without understanding the past. In the spring and fall of 2017, Council and Staff participated in a "Building Bridges Through Understanding the Village", an experiential learning course which allowed us to further acknowledge our difficult shared history and how we can move forward.

A little further down the page but no less important is the Strategic Priority of Recreation Service delivery. A major building block fell into place in 2017, as we began the process for the development of a soccer field on land located on Pemberton Farm Road East, which was gifted to the Village by the Den Duyf family. This is another project which, as I write this message, continues to progress successfully.

Recreation in many forms is popular in our Valley. A major impact to our community in 2017 was the cancellation of Pemberton Festival. The festival provided great exposure for Pemberton and significantly contributed to our local economy. The cancellation of the Festival was a surprising and disappointing loss to many residents and local businesses.

Though there was no longer a festival, our community was home to many other special events in 2017. I would like to express my gratitude to all our community groups, whose volunteers make tireless efforts to enhance Pemberton's culture and offer opportunities for the community to get together and celebrate.

Reflecting on special events, I am reminded of what I see as an integral role of Council, to listen to the direction of the public. In 2017 Council withdrew support for the renewal of IRONMAN Canada's route through Pemberton, in response to overwhelming concern from our community for public safety. Our community is the driver of all that we do as Council, and I would like to take this opportunity thank you for the trust you've put in me as Mayor, in our Council and our Staff.

There is no question that opening our doors will mean change in our population, in tourism and in our very landscape. Council recognizes the economic prosperity that comes with growth and the opportunity to make what I truly believe to be the best place on earth, even better. But as we build towards the future, we are keenly aware of the need to be true to our roots and character. We do not take our roles decision-makers lightly, knowing that it is our responsibility to make sure everyone is, and remains, Pembie-proud.

A handwritten signature in black ink, appearing to read 'M. Richman', with a stylized flourish at the end.

Mike Richman, Mayor



Message from the Chief Administrative Officer

Nikki Gilmore

On behalf of the Village Staff, I am pleased to present the Village of Pemberton's 2017 Annual Report. As Chief Administrative Officer, I am responsible for overseeing a team of professionals who manage the delivery of services to the public and the fulfilment of Council's Strategic Priorities. The Village has a dedicated team who take pride in their work, from the day-to-day operations to major projects; the Annual Report reflects our accomplishments.

In 2017, all Village Staff worked together to develop a Customer Service Policy. The content of the Policy reflects our promise of what our customers can expect from our service, which includes being treated with dignity, respect and courtesy in a way that demonstrates that we care about their concerns, suggestions and inquiries. Brainstorming as a team, we generated our customer service statement: "Committed to Community".

I would like to take this opportunity to highlight some of the areas that show such a commitment.

2017 saw the launch of the Village's new website, the end goal of a thorough process to enhance communication, increase transparency and provide our residents with improved ease of access to information. A new search function, Emergency Notification Banner Alert and a dedicated Projects page are just some of the features we are proud to offer through the new website.

Our community is known as a great place to play and as such our commitment also lives in the world of recreation. In 2017 we began the process for the development of a soccer field on land located on Pemberton Farm Road East about 3 km from Downtown, which was gifted to the Village by the Den Duyf family. We are grateful for the generous gift and excited to see this project come to fruition in the near future.

Commitment is not confined to new initiatives; indeed, it is truly shown when we see a major project through to its completion. A top priority in 2017 was the installation of our Water Conditioning system, which injects soda ash (Sodium Carbonate) into the Village's source water to increase pH and alkalinity levels. I am happy to report that the system has been fully operational since October 2017. Recent sampling indicates that the change in water chemistry has significantly reduced the corrosive nature of Pemberton's water which will mitigate impacts on household plumbing systems and ultimately improve water quality.

When you enter the Village of Pemberton, you are greeted by a sign which states "Adventure Begins Here". Combine the Village's commitment to community, with a community committed to adventure, and you have a place I am proud to call home, to welcome visitors, and to see the growth and prosperity that awaits us just around the corner. I invite everyone to review this Annual Report which shows what we have achieved and what we are excited to focus on as we move forward.

Village of Pemberton Strategic Priorities

Strategic Priority | Economic Vitality

The Village values and supports a competitive and diversified economy with engaged corporate citizens with an aim to:

- Develop an innovative working relationship with industry leaders in the Pemberton area
- Foster investment in each of the Village of Pemberton's economic areas
- Explore and develop revenue creation alternatives for the Village of Pemberton
- Support the tourism sector in the greater Pemberton area

Economic Vitality Performance Measures

The Village of Pemberton has and will continue to focus on the reduction and mitigation of barriers to investment in Pemberton, and the strengthening of relationships. The Industrial (Business) Park, Downtown Core, Hillside/Plateau area and Pemberton Airport are recognized as unique economic zones for our Village.

Strategic Priority | Good Governance

The Village is committed to citizen engagement, being an open and accountable government, and to fiscal responsibility and will:

- Develop boundary extension alternatives that more accurately represent the 'functional' Pemberton community
- Lead key initiatives that impact the Village of Pemberton
- Engage the Province to secure supportive solutions to Pemberton's short and long-term objectives

Good Governance Performance Measures

Pemberton governance involves a complex relationship between jurisdictions such as the Squamish-Lillooet Regional District, Lil'wat Nation, Pemberton Valley Dyking District and the Provincial and Federal governments through to the Agricultural Land Commission. Addressing this complexity in the short and long term has prompted Pemberton to explore and implement new ways of communicating with citizens and other levels of government; to more actively engage stakeholders to find creative solutions to long standing barriers, and to seek methods for harmonizing or simplifying procedures. The intent of these efforts is to increase accountability, increase transparency and to help increase the likelihood of success for our community and its citizens.



Strategic Priority | Excellence in Service

The Village is committed to delivering the highest quality level of municipal services within the scope of our resources through the following:

- Streamline internal processes and develop performance measures
- Implement asset maintenance plans and capital projects
- Complete human resources structures, policies and plans for ratification
- Review asset management and capital spending procedures
- Continue to deliver quality municipal services

Excellence in Service Performance Measures

Understanding who we serve and what their needs are is central to achieving success in municipal service. Pemberton has undertaken a number of internal structures and processes with a particular focus on development, finance, administration, water planning and infrastructure, asset management and maintenance.

Strategic Priority | Social Responsibility

The Village strives to create a strong and vibrant community, recognizing the importance and benefits of healthy, engaged citizens as well as an accessible and well managed natural environment and is committed to:

- Engage regional partners and Pemberton residents to review recreational services and assess the greater communities' future needs
- Attend to public safety
- Develop and pilot an innovative communication strategy

Social Responsibility Performance Measures

Whether through the issuance of a public notice, the establishment of environmental standards or the development of a long-term plan, local government plays an important role in the fabric of our community. Pemberton has explored new and enhanced approaches to engaging the public and to better support the strong spirit of volunteerism and entrepreneurship that exists within the community. In some cases, Pemberton has taken a lead role and in other cases a support role; in every case the intent is to generate positive results that better reflect the interests and ambitions within the community.



2017 STRATEGIC PRIORITIES CHART

CORPORATE PRIORITIES (Council/CAO)

NOW

1. **FRIENDSHIP TRAIL BRIDGE: Construction**
2. **COMMUNITY FOREST: Partnership Agreement**
3. **BOUNDARY EXTENSION: Analysis**
4. **HOUSING STRATEGY: Review**
5. **FN SHARED SERVICES: Fire Agreement**

NEXT (in order of priority)

- ASSET MANAGEMENT
- CAPITAL STRATEGY
- RECREATION SERVICE DELIVERY
- FIRST NATION SHARED SERVICES – Water Agreement
- ECONOMIC DEVELOPMENT STRATEGY
- SEWER FEES

ADVOCACY / PARTNERSHIPS

- **Gas Tax Grant**
- **Friendship Trail Bridge Grant**

CHIEF ADMINISTRATIVE OFFICER

1. **BOUNDARY EXTENSION: Analysis**
2. **FN SHARED SERVICES: Fire Agreement**
3. **HOUSING STRATEGY: Review**

- Quarterly Update Project
- Grant Funding Applications

FIRE/EMERGENCY

1. SLRD Fire Services Agreement
2. New Compressor
3. Emergency Management Plan Update

-
-

CORPORATE & LEGISLATIVE SERVICES

1. **COMMUNITY FOREST: Partner Agreement**
2. Airport Establishment Bylaw
3. Bylaw Enforcement Policy

- Film Permit Bylaw
- Street Naming Bylaw

OPERATIONS

1. **FRIENDSHIP TRAIL BRIDGE: Design**
2. Water pH System
3. Soccer Fields – Costing

- ONE MILE LAKE: Construction
- Underground Servicing RFP – Phase 2

FINANCE / ADMINISTRATION

1. Tax/Utility Notice Preparation
2. Expense Policy Review
3. IT: RFP

- Benefits: RFP
-

DEVELOPMENT

1. Zoning and Sign Bylaw – Public Consultation
2. Community Amenity Contribution Policy
3. OCP Amendments

-
-

CODES: BOLD CAPITALS = NOW Priorities; CAPITALS = NEXT Priorities; *Italics* = Advocacy;
Regular Title Case = Operational Strategies

Office of the Chief Administrative Officer (CAO) Report

The CAO is responsible to Council for the management of the municipal workforce, and for overseeing the implementation of the directions and policies established by Council. The CAO provides leadership to the Village of Pemberton and coordinates the departments in the discharge of their responsibilities. The department consists of the CAO, Executive Assistant/HR Coordinator and Sr. Communications & Grants Coordinator.

The main tasks of the CAO are to:

- Provide advice and support to the Mayor and Council
- Ensure that the direction/decisions of Mayor and Council are implemented
- Be the principle liaison between the municipal Council and Staff
- Provide leadership to the municipal workforce
- Develop and maintain an effective organizational structure for the municipality that reflects operational needs
- Ensure the acquisition and effective management of the fiscal, human, and physical resources
- Ensure a high level of customer service and seek continuous improvement
- Ensure the effective functioning of all municipal operations
- Develop and maintain key relationships with other municipal and provincial organizations
- Ensure effective financial and administrative systems are in place
- Oversee management of the Pemberton Regional Airport (the CAO is appointed as Airport Manager)



Office of the CAO Priorities

2017 Council Priorities

Friendship Trail Bridge
Boundary Expansion
First Nations Shared Services
Recreation Service Delivery
Economic Development Strategy

2017 Operational Priorities

Quarterly Update Project
Municipal Building Review
Grant Funding Applications
Gas Tax Grant for Downtown Enhancement
Bike BC Friendship Trail Grant Advocacy
Customer Service Policy
Special Events Bylaw Update
Personnel Policies
Crisis Communications Plan
Airport Development & Operations
Indigenous Relations

Friendship Trail Bridge

In 2017, the Village was awarded \$500,000 from Bike BC for the Friendship Trail Bridge project. In 2018, the Village plans to issue an RFP for the construction of the Bridge. It is anticipated that the Bridge will be completed in the Fall of 2018.

Boundary Extension

Since the conclusion of the previous boundary extension in 2011, which saw the inclusion of lands south of the Village to the Motocross Track, properties along Airport Road and the Hillside Land incorporated into the Village boundaries, work has been taking place to identify opportunity and options for further expansion based on governance considerations.

Work on this initiative was set aside in 2016 due to other competing priorities, however, discussions related to boundary extension will be reinvigorated in 2018, and will include:

- A review of the previous boundary extension options as listed below:
 - A small extension to include the old fire protection area
 - A larger option to include Pemberton Meadows and the Independent Power Projects (IPPs)
 - Amalgamate with Electoral Area C to form a new District Municipality
 - A smaller extension to include the Pemberton North Water Service Area, properties between Harrow Road and the Industrial Park and the Independent Power Projects closer to the Village
- Discussions with other local jurisdictions and the Ministry of Municipal Affairs and Housing and the Ministry of Transportation and Infrastructure

- If it is determined to proceed with boundary expansion, a referendum on the question will be held in 2018 as part of the general municipal elections to be held in October.

First Nations Shared Services

The Village signed a Fire Protection Agreement with Lil'wat Nation in November 2017. The Agreement is intended to provide structural fire support services to all road accessible structures on Lil'wat Nation IRs 1,2,3,8,10 and 6. This Agreement also provides support to Lil'wat Nation in re-establishing their own Fire Department and Service. In 2018, it is anticipated that negotiations on the Water Service Agreement between the Village and Lil'wat Nation to provide water to the Industrial Park will conclude and an Agreement will be signed.

Recreation Service Delivery

In 2017, the Village began to explore options for the transfer of recreation services delivery and management to the Village, with the aim of bringing the information forward to the Pemberton Valley Services and Utilities Committee (PVUS) and Council for consideration. In 2018, negotiations will commence respecting the development of the service transfer and management, with the anticipation of the transfer taking place in early 2019.

Economic Development Strategy

In 2017, the Regional Economic Development Collaborative was formed, led by the Pemberton & District Chamber of Commerce. The Collaborative includes Elected Officials and Staff from the Village, SLRD, Lil'wat Nation, the Lil'wat Nation Business Corporation and representatives from the Chamber and Tourism Pemberton. The Village supported an application to the Rural Dividend Fund for the development of an Economic Development Data Portal. In October, the Collaborative was notified that the application to their Rural Dividend was successful, and Village Staff supported the project by sitting on a Steering Committee to help inform the scope of the project. The Village continued to sit on the Collaborative throughout 2017. For 2018, Village Staff will continue to support this Regional Collaborative through representation and support for funding applications. In 2019, Village Staff will explore funding opportunities for the development of an Economic Development Strategy.

Quarterly Update Project

In late 2016, Village Departments began providing Quarterly Department Reports to Council which included project status, number of permits issued, as well as other department initiatives. The updates continued in 2017 and have been incorporated into each Department's workplans. The Quarterly Reports are presented to Council and can be found in the Council agenda packages issued the month after the quarter ends.

Municipal Building Review

Staff continue to explore options and opportunities for a new Municipal Hall. This initiative is ongoing.

Grant Funding Applications

In 2017, the Village made the following applications:

Gas Tax Grant for Downtown Enhancement

In 2017, the Village made application to the Federal Gas Tax Fund in the amount of \$5.3 million dollars for the revitalization of Pemberton's downtown core. The Gas Tax Strategic Priorities Fund, which will be funding the

Downtown Enhancement project, supports infrastructure projects that align with the program objectives of productivity and economic growth, a clean environment and strong cities and communities. This particular intake was also focused on climate change resiliency. The concepts within the funding application were informed by the Downtown Enhancement Strategy (2009) and the Frontier Street Master Plan (2010). The scope of the proposed project includes:

- rehabilitating downtown roads and sidewalks using recycled asphalt from Frontier, Aster and Prospect Streets, where possible;
- reducing the impervious surfaces to allow for stormwater infiltration and reduced overall runoff;
- decommissioning the failing asbestos concrete (AC) watermain and replacing it with PVC piping;
- creating a downtown stormwater system focused on green infrastructure, such as infiltration swales and recycling of runoff for irrigation purposes; and
- improving pedestrian safety by installing LED street lighting.

Bike BC Friendship Trail Grant

The Village was awarded \$500,000 from the Province of BC's BikeBC Program for the construction of the Friendship Trail Bridge. This funding supports cycling infrastructure that is for the purposes of commuting.

BC Air Access Grant

The Village received funding in the amount of \$194,755 for the rehabilitation of the Airport apron, adjacent taxiway and the addition of an alternate emergency access road.

UBCM Community to Community Forum

In 2017, the Village applied for and was successful in obtaining \$5,000 to host the 2018 Nu'kw7ántwał Regional Gathering.

Policy Development

In 2017, Village Staff collaborated to create a Customer Service Policy, which outlines our service commitment to both internal and external customers. The Policy is centered around the promise to treat our co-workers and residents with respect and courtesy, and includes standards related to management support, consistent messaging and defined response time for inquiries. Through the Policy development process, Staff generated a customer service statement: "Committed to Community", now seen in our e-mail signatures and planned to be included in more Village communications channels in the future.

The Village also completed its Communications Policy, centered around the Village's methods of disseminating information to our residents, the media and other stakeholders. The Village's goal when it comes to communication is to increase knowledge and understanding of the Village's role as a municipal government, and to encourage engagement and participation in municipal and community matters. The Driver's Standards Policy was also developed and adopted, and the Employee Manual underwent significant updates in 2017 and is expected to be completed in 2018.

Special Event Bylaw Update

The Special Event Bylaw was updated in 2017 to include a fee structure, advertising restrictions and application timelines.

Crisis Communications Plan

In 2017, a draft Crisis Communications Plan was prepared for internal review, to be brought forward in 2018.

Airport Development & Operations

In 2016, the Village was successful in receiving funding through the BC Air Access Program to undertake crack sealing repairs and line painting of the runway. This work was completed in 2016 except for the line painting which was delayed to 2017 due to inclement weather.

In 2017, the Village applied a second time to the BC Air Access Program and was awarded funding in the amount of \$194,754 for improvements to Airport safety. This facilitated crack sealing repairs and line painting of the main apron area located in front of Blackcomb Helicopters Hangar and Terminal Building. This grant application also supported the development of an emergency access road to connect the East Taxiway to Airport Road. All of the works for this project were completed in 2017.

2017 saw the conclusion of negotiations of a lease agreement for a private party; it is anticipated that the hangar will be constructed in 2018. Discussions took place with Pemberton Search and Rescue (PSAR) to solidify the tenancy of the PSAR Base at the Airport. The Village will continue to work with interested parties to see this area developed. The Village also entered into a Memorandum of Understanding (MOU) to explore development opportunities at the Airport with 3BP Solutions.

Indigenous Relations

In 2017, the Village prioritized establishing stronger ties with Lil'wat Nation by expanding our knowledge of the traditions and culture of our important neighbours. To accomplish this, Council and Staff attended the "Building Bridges Through Understanding" workshop, organized in partnership with the Squamish-Lillooet Regional District (SLRD). The Village was also invited to sit on an Organizing Committee for the first annual Nu'kw7ántwał Regional Gathering. Staff representatives from the Village, SLRD, Lil'wat Nation, N'Quatqua, and Lower Stl'at'imx Tribal Council helped organized a regional gathering focused on relationship building and exploring the meaning of reconciliation. The event was held in Lil'wat Traditional Territory at the Ull'us Community Complex. As a result of the Gathering, four recommendations were put forth to Councils in attendance that would further our efforts of relationship building and collaboration. In May 2017, Council moved to support the recommendations.

Also in 2017, the Village worked with Lil'wat Nation to develop a Territory Acknowledgement statement, which was adopted by Council in June and incorporate into all Council Meetings.

In 2018, the Village will continue to build on our relationships with our Indigenous neighbours by applying for funding to host the second annual Nu'kw7ántwał Regional Gathering. Work will continue on partnership development as opportunities that are mutually beneficial to our communities arise including Community Forest as noted above.

Corporate & Legislative Services Report

Corporate & Legislative Services is responsible for the corporate administration of the Village including the preparation, preservation and safekeeping of all minutes, records of Council and committee business, administration of oaths, certifying Village documents and other duties established in Section 148 of the *Community Charter*. The Manager of Corporate & Legislative Services is responsible for the above noted, maintains Village of Pemberton bylaws and is the appointed Corporate Officer for the Village. Village of Pemberton bylaws address and regulate concerns such as zoning, building, parking, animal control, noise levels and licensing and are passed by Village Council with enforcement provided by Village Officials or the Bylaw Enforcement Officer depending on the form of the Bylaw.

The Corporate & Legislative Services Department is responsible for policy development and report writing and oversees all Freedom of Information requests. The Corporate Officer is appointed the Villages' Freedom of Information Officer. The Department consists of the Manager of Corporate & Legislative Services, Legislative Assistant and Bylaw Enforcement Officer.

Corporate & Legislative Services Priorities

2017 Council
Priorities

Community Forest Agreement & Agreement

2017 Operational
Priorities

Airport Establishment Bylaw
Bylaw Enforcement Policy
Film Permit Bylaw
Street Naming Bylaw
Administrative Fees & Services Bylaw
Property Acquisition & Disposition
Community Organization Support (CEF/CIOF Management)

Community Forest Agreement & Application

In 2015, the Village issued a Request for Proposals for a Community Forest Feasibility Study. The completed Study was presented to Council in March 2016. The Study concluded that a Community Forest was viable and recommended consideration of partnership opportunities. In early 2017, the Village entered into partnership agreement discussions with Lil'wat Nation with an aim to complete negotiations and undertake the preparation of an application for a Community Forest to the Province. It is anticipated that the Community Forest Application will be submitted to the Ministry of Forest, Lands and Natural Resource Operations for consideration in 2018.

Bylaw Development

In 2017, the following Bylaws were adopted by Council; Airport Operations & Fees Establishment Bylaw 817, 2017, Filming Bylaw 818, 2017, and the Street Naming & Civic Addressing Bylaw 819, 2017.

Policy Development

In 2017, the Village implemented the Filming Policy to align with the Village of Pemberton Filming Bylaw 818, 2017.

Property Acquisition and Disposition

The Village entered negotiations with BCR Properties for the purchase of 7452 Frontier Street (between Camus & Walnut Street) and also negotiated a purchase of a portion of the Wye Lands, in partnership with the SLRD.

Community Organization Support

Through the *Community Initiative & Opportunity Fund (CIOF)*, the Village provides seed, long term or one time/single event funding to not-for-profit organizations, entities or societies based within the Village of Pemberton. The intent of the funding is to support organizations that contribute to the community through the development, advancement, support or initiation of opportunities or promote partnerships that will enhance the economic well-being within the Village and to the improvement of the quality of life of its residents.

The *Community Enhancement Fund* is the Village's second granting source that provides funding to not-for-profit organizations based within the Village of Pemberton that are considered by Council to be contributing to the general interest and benefits of its residents in the areas of Sport, Recreation and Education, Arts and Culture or Special Events.

Finance & Administrative Services Report

Finance and Administrative Services is responsible for the statutory financial administration duties of the Village of Pemberton under the *Community Charter* and *Local Government Act*. This department is overseen by the Manager of Finance and Administrative Services, who is also appointed as the Chief Financial Officer. Responsibilities of this Department include: tax and utility billing, accounts payable and receivable, tax certificates and budgeting.

This team is also responsible for reception, IT, administrative support for all Village departments, and purchasing for central supplies/office equipment.

The Department consists of the Manager of Finance & Administrative Services, Senior Accountant Assistant, Accounts Payable Clerk, Accounts Receivable Clerk, Administrative Assistant and contract IT services.

Main duties of the Finance & Administration Department include:

- Preparation of financial and statistical reports, statements and returns and year-end audit working papers
- Development of the department's long term financial plans, policies, goals and objectives
- Preparation of the various returns and reports required by other levels of governments and liaising with the external auditors in the conduct of the audit.

- Preparation of the Five Year Financial Plan, which includes providing assistance to other departments in the preparation of their budgets; reviewing specific budget submissions and coordinating data and providing advice and assistance on the monitoring of budgets to the CAO
- Preparation of Financial Bylaws which include utilities & taxes rate bylaws, permissive tax exemption bylaws
- Monthly reconciliation of all bank accounts, Investments, Borrowing, Municipal Finance Authority accounts, Taxes, Utilities and Special Services
- Administration of Account Receivables, Accounts Payables, Permitting and Licensing

Finance & Administrative Services Priorities

**2017 Council
Priorities**

**Asset Management
Sewer Fees**

**2017 Operational
Priorities**

**Tax/Utility Notice Preparation
Expense Policy Review
IT Services Request for Proposal
Benefits Request for Proposal**

Asset Management

In 2017, the development of the assessment management program was deferred due to other priorities. In 2018, the review and assessment of next phase of underground services will commence and will be completed in 2019. For more information, see Capital Strategy/Asset Management under the Operations & Development Services section.

Sewer Fees

In 2017, the review of sewer rates was put on hold. In 2018, it is anticipated sewer rates will be increased to establish a new Sewer Reserve. In 2018, we will be conducting a rates analysis with implementation in 2019.

Tax & Utility Notice Amalgamation & Preparation

In 2016, Council approved the amalgamation of the tax and utility notices with an aim to realize efficiencies in staff time, administrative costs and postage costs. For the first time in 2017, the Notices were sent out as one and established that all taxes and fees were due on the same date. Due to the success of this new billing program, this billing structure will continue going forward.

Expense Policy Review

This project has been deferred to 2018.

Request for Proposals

Employee Benefits Request for Proposals was issued in 2017. In 2018, Staff will review responses and determine next steps. The IT Services Request for Proposal was deferred until 2018; however, in 2018 the Village plans to issue the RFP for IT Services and award the contract.

Administrative Fees and Services Bylaw

This project has been deferred to 2018.

Operations & Development Services Report

The Operations & Development Services Department manages all functions and services related to planning, land use, zoning, subdivision, building and permitting, as well as operations (Public Works) for the Village.

Operations Division

Under the direction of the Manager of Operations & Development Services, the Operations Division of the Department is responsible for the planning, operation and maintenance of water, sewer, storm water, parks, roads and sidewalks and street lighting. This Department includes the Public Works Supervisor, Wastewater Treatment Plant Operator, Lead Hand, two Equipment Operators, one Parks Labourer and one Labourer.

Operations Division Priorities

**2017 Council
Priorities**

**Friendship Trail Bridge Construction
Capital Strategy**

**2017 Operational
Priorities**

**Water pH System
Soccer Fields
One Mile Lake Park Upgrades
Underground Services Request for Proposals**

Friendship Trail Bridge Construction

The Friendship Trail is part of the Sea to Sky Trail, a pedestrian/cycling trail that will run from West Vancouver to D'Arcy and will have a significant tourism draw. The critical piece of the Friendship Trail is the multi-use bridge (pedestrian, cycling and equestrian) over the Lillooet River. Several trail alignments and crossings were identified, and through Community Consultation in 2013, it was identified that a bridge crossing over the Lillooet River along Highway 99 and North Arm Channel were the two most desired and cost-efficient locations. In 2016, it was established that the most cost-efficient crossing would be at Highway 99 and an RFP issued with an aim to see the bridge constructed in 2017.

However, due to unavoidable delays, the installation of the bridge was deferred to 2018. An RFP will be issued in 2018 for construction, and it is anticipated that the Bridge will be completed by fall 2018.

Capital Strategy/Asset Management

The first phase of the Asset Management Plan, which included an assessment of the main roads in the Downtown core, was completed in 2014. In 2015, the Village applied for funding for the Downtown Enhancement Project but was unsuccessful. The Village will continue to seek further opportunities for funding the Downtown Enhancement and Municipal Asset Management Plan. This will include Phase II of the Village's underground servicing for areas outside of the downtown core to determine age and condition of water and sewer infrastructure which will take place in 2017-2018. The data received through the Asset Management assessment will be included in a comprehensive Asset Management Plan, slated for completion in 2019.

Water pH System

In 2016, Council committed to upgrading the Village's Water Treatment Plant to address issues related to pH and alkalinity in the Village's water source. In 2017, the Water Treatment Plant upgrades were completed and after resolving warranty/design issues, Soda Ash is now being added to the water system to meet the baseline pH and Alkalinity. In the Fourth Quarter, Village Staff began collecting daily measurements at the Water Treatment Plant and weekly measurements within the distribution system. During this period, water quality parameters (lead, pH, alkalinity, copper and iron) will also be measured to assess the impact of the target set point. This information collection will continue into 2018. If required, an additional optimization phase, which will include testing impacts of pH values above 7, can be added. However, early indications are that Pemberton's water reacts favorably to the addition of Soda Ash.

Soccer Fields

The Squamish-Lillooet Regional District and the Village of Pemberton have entered into discussions regarding a soccer field being proposed by the Village at the site near the Pemberton Plateau neighbourhood. The lands were gifted to the Village for recreation purposes by the Den Duyf Family. The Village has been pursuing the possibility of developing a soccer field at the location since 2016, which is a component of the Recreation Site concept plan, created in 2013. In 2017, the Village received Community Amenity Contributions (CAC) from 'The Ridge at Pemberton' developers in the form of pre-load to prepare the land for the construction of the soccer fields. In 2018, the Village anticipates issuing an RFP for the construction of the fields. The anticipated completion date of the project will be 2019.

One Mile Lake Park Upgrades

In 2016, the One Mile Lake Master Plan was completed and through recommendations of the Master Plan, Public Works completed the expansion of the main swimming beach area in 2017. The Village also supported the Rotary Club of Pemberton in upgrading the North East boardwalk and expansion of the Dog Beach. In 2018, the Village will be working with the Canoe Association on an installation of a new dock to facilitate paddling activities. Boardwalk repairs are slated to take place in 2019.

Development Services Division

Reporting to the Manager of Operations and Development Services, the Development Services Division consists of the Chief Building Official, Senior Planner, Engineering Technician, and Operations and Development Services Coordinator. The Village also contracts with ISL Engineering to assist with development review and infrastructure work as well as

other planning consultants as required. The responsibilities of Development Services are related to the use of land within the community, specifically:

- Long Range Planning Policy
- Current Development Application Review and Approvals (Subdivision, Zoning and OCP Amendment applications, Development Permits, Development Variance Permits, Temporary Use Permits, Board of Variance applications)
- Building Permits
- Development and other land related public enquiries

Development Services Priorities



Housing Strategy

In May 2017, Council amended the Strategic Priorities to include a Housing Strategy Review, in response to the changing housing availability and affordability. A review of the 2009 Strategy Background Report took place in 2017. An update to the Report will be brought forward in 2018 for consideration and direction by Council.

Bylaw Development

In 2016, an RFP was issued for the Zoning and Sign Bylaw Review which has been a work plan direction since 2011. The Zoning & Sign Bylaw Review process was launched in early 2017 that included a gap assessment and general issues identification related to both the Zoning & Sign Bylaws. Public consultation took place throughout 2017 to inform

development of draft Bylaws. Once draft Bylaws are prepared, further consultation will occur in 2018, with the goal of adoption in the summer of 2018.

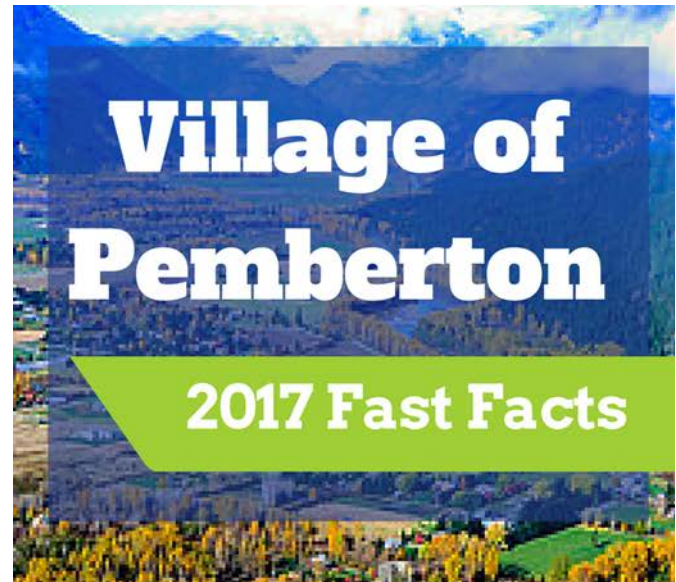
Although on the work plan, review of the Subdivision and Development Control Bylaw was deferred to 2018 due to other priorities.

The Agricultural Enhancement Advisory Commission Bylaw No. 815, 2017 and Site Alteration Bylaw No. 822, 2017, were adopted in 2017.

In 2017, the Community Amenity Contribution Policy was reviewed. An updated Community Amenity Contribution Policy will be brought forward in 2018. A review of the Official Community Plan was initially planned for 2018 that included incorporating a number of changes and updates as directed by Council. This initiative has been deferred to 2019 to facilitate the completion of the Zoning and Sign Bylaw Review in 2018.

Regional Growth Strategy (RGS)

The Squamish-Lillooet Regional District RGS was adopted in 2010, as a means to guide the SLRD Electoral Areas and the member municipalities: Village of Pemberton, District of Lillooet, Resort Municipality of Whistler and District of Squamish with respect to land use decisions in accordance with their legislative authority. The *Local Government Act* recommends contemplating a review of RGS documents every five years. The decision was made in 2015 to not undertake a review until a scoping period could be performed by the RGS Steering Committee. Development Services Staff participated in this scoping period, as a member of the RGS Steering Committee, to review the main topics and issues to be brought forward as part of a future formal review of the RGS in 2016. The Village Chief Administrative Officer, Manager of Operations and Development Services, Village Planner and all Council members continued to participate in the formal review in 2016 along with all member municipalities’ Staff and elected officials from across the region, as formal endorsement of the RGS by the Village Council is a necessary part of its eventual adoption. The review period was not completed in 2017 and will continue into 2018.



The Village issued 51 Building Permits

An icon of a two-story green building with a white door and windows, set against a blue background.

The Village issued 190 Dog Licences in 2017

An icon of a light blue dog sitting, set against a green background.

The Village issued 30 Park Use Permits and 4 Special Event Permits

An icon of purple streamers and colorful confetti, set against a green background.

The Village contributed over \$31,403 to local community groups

An icon of two overlapping hearts, one red and one white, set against a dark blue background.

Fire Services Department & Emergency Management

Fire Services & Emergency Management Priorities

**2017 Council
Priorities**

First Nations Shared Services

**2017 Operational
Priorities**

ESS Review

SLRD Fire Services Agreement

New Compressor

Emergency Management Plan Update

Community Wildfire Protection Plan Update



Fire Services Department

The Fire Services Department, known as Pemberton Fire Rescue Department, is overseen by the Fire Chief, who is supported by the volunteer Deputy Fire Chief. Responsibilities of Pemberton Fire Rescue include preservation of life and property in the Pemberton area, delivery of fire safety public education, fire inspections and volunteer firefighter recruitment.

Pemberton Fire Rescue has a dedicated crew of 27 members at the end of 2017 with a total combination of 123 years of Fire Service experience. In 2017, Pemberton Fire Rescue responded to 326 incidents, an increase of 22% over 2016. The members of the Department put in a combined total 10,011 man hours of training, and attending special events, and public education sessions.

Pemberton Fire Rescue participated in the Canada Day Parade as well as provided traffic control for the event. Department members were also on standby for the Ironman Canada Triathlon event (July 29, 2017), Slow Food Cycle Sunday (August 20, 2017), the Diamond Rally (May 6, 2017) and the Porsche 911 Rally (September 24, 2017) held at the Airport. Pemberton Fire Rescue provided assistance during Halloween festivities with traffic control and fireworks. The Fire Department also assisted with traffic control and participated in the Remembrance Day Parade, at the Christmas Sing-A-Long with Olof at The Barn, hosted by Growing Great Children, delivered Christmas Hampers and was present at the Gingerbread Project collecting donations for the Food Bank. Finally, Pemberton Fire Rescue supported the first Winterfest New Year's Eve celebrations by facilitating the fireworks show which took place at Signal Hill Elementary School.

At the request of the Office of the Fire Commissionaire, Pemberton Fire Rescue assisted with the wildland fires in the province in the summer of 2017 sending one (1) engine and three (3) crews of four (4) firefighters at various times. In

the process of helping with the wildland fires, the crews met and worked with members of fire departments throughout the province. Working alongside members of other departments offered the opportunity to exchange training plans and strategies. The information learned and exchanged gives members new ideas to continue to move Pemberton Fire Rescue forward.

By providing assistance to the province for the wildland fires of 2017, Pemberton Fire Rescue was able to purchase and outfit a 1999 75-foot Ladder Truck, replacing the 1981 55-foot Ladder Truck. This newer truck was purchased from Vancouver Fire.

To review the 2017 Pemberton Fire Rescue Annual Report as presented visit www.pemberton.ca.

First Nations Shared Services

In November of 2017, the Village of Pemberton and Lil'wat Nation reached an agreement to enter into a 3-year service agreement for Pemberton Fire Rescue to provide the same service levels provided to both the Village and SLRD. Pemberton Fire Rescue is pleased to be providing assistance to the residents of Lil'wat and looks forward to working closely with the Lil'wat Nation Fire Department on coordinated training and operational initiatives.

Emergency Social Services Review

Throughout 2017, the Village continued its partnership with the Canadian Red Cross to develop and manage a highly trained team of local volunteers to provide Emergency Social Services (ESS) to residents in the event of an emergency or disaster. Fortunately, there were no emergency events that took place in 2017. However, during extreme rainfalls in January, Red Cross personnel attended ESS volunteer briefings to ensure there was sufficient response capacity in the event of flooding.



New Compressor

The Fire Department's new air compressor was purchased in 2017. This essential piece of equipment is used to fill the breathing air that the firefighters use when going into immediately dangerous to life or health environments. This new compressor replaces the older unit that was approximately 25 years old. The old compressor was sold to a smaller department in the area that will help them for many years.

Community Wildfire Protection Plan Update

The Strategic Wildfire Prevention Initiative (SWPI) and the Community Wildfire Protection Plan (CWPP) update was completed and has been adopted by Council. The Fire Department has incorporated a number of the CWPP recommendations into the 2017 work plan and are working on a draft Action Plan for the completion of the Recommendations over the next five (5) years.

Emergency Management

Overseen by the Office of the Chief Administrative Officer, the Village's Emergency Management Program is administered by the Emergency Measures Bylaw No. 539, 2004; as well as Local Authority Emergency Management Regulation, which outlines the roles, responsibilities and legislative duties that local governments adhere to. The Emergency Program Coordinator (EPC), is responsible for the management and coordination of emergency preparedness, response and recovery, and for the facilitation of developing and maintaining an emergency management program for the community.

The EPC works closely with neighbouring EPCs in the corridor (Whistler, Pemberton, Squamish-Lillooet Regional District (SLRD), District of Squamish and Lil'wat Nation) and reviews and discusses various concerns facing all of our communities including: hazards, risks, vulnerabilities, training, resources, collaboration, coordination and communication, information and knowledge sharing.

In 2017, the EPC continued public education by organizing a multi-partner Emergency Preparedness Open House at the Downtown Community Barn during Emergency Preparedness Week. The event focused on preparedness for floods, wildfires and landslides. In partnership with the SLRD, the Village also offered residents an opportunity to drop off yard waste, free of charge.

In February 2017, the SLRD, with the support of the Village and Lil'wat Nation, issued a Request for Proposals for Quantitative Landslide Risk Assessment for Mount Currie Mountain. BGC Engineering was contracted to undertake the works. The multi-agency Steering Committee, with representation from the Village, SLRD, Lil'wat Nation, EMBC and the Ministry of Forest, Lands and Natural Resource Operations (MFLNRO), continued to meet throughout the drafting of the study. Two community meetings were held in January 2018, one in Pemberton and one in Lil'wat, to present the findings to the Community. The next steps will be to jointly seek assistance from the Federal and Provincial Governments for ongoing monitoring of the Mountain.

Throughout 2017, the Village continued its partnership with the Canadian Red Cross to develop and manage a highly trained team of local volunteers to provide Emergency Social Services to residents in the event of an emergency or disaster.

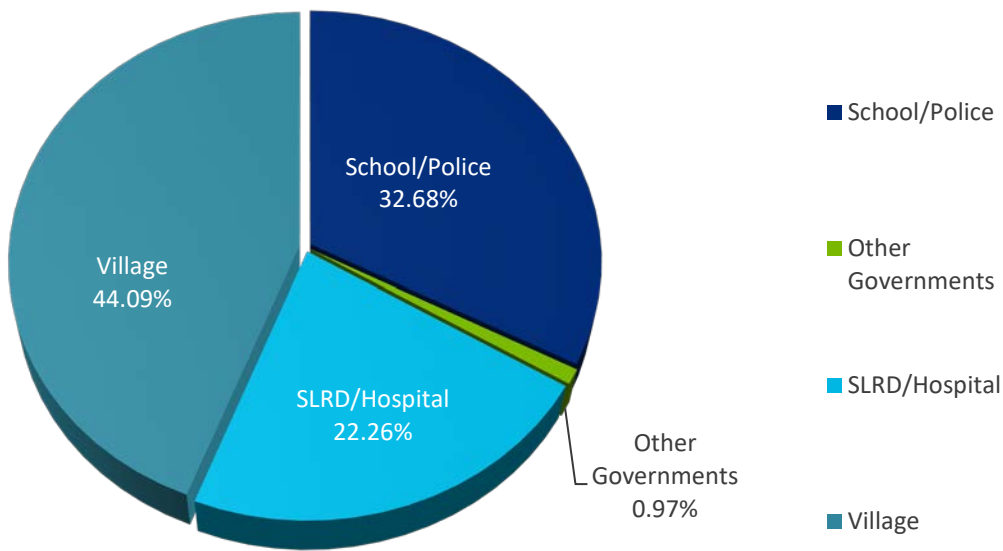
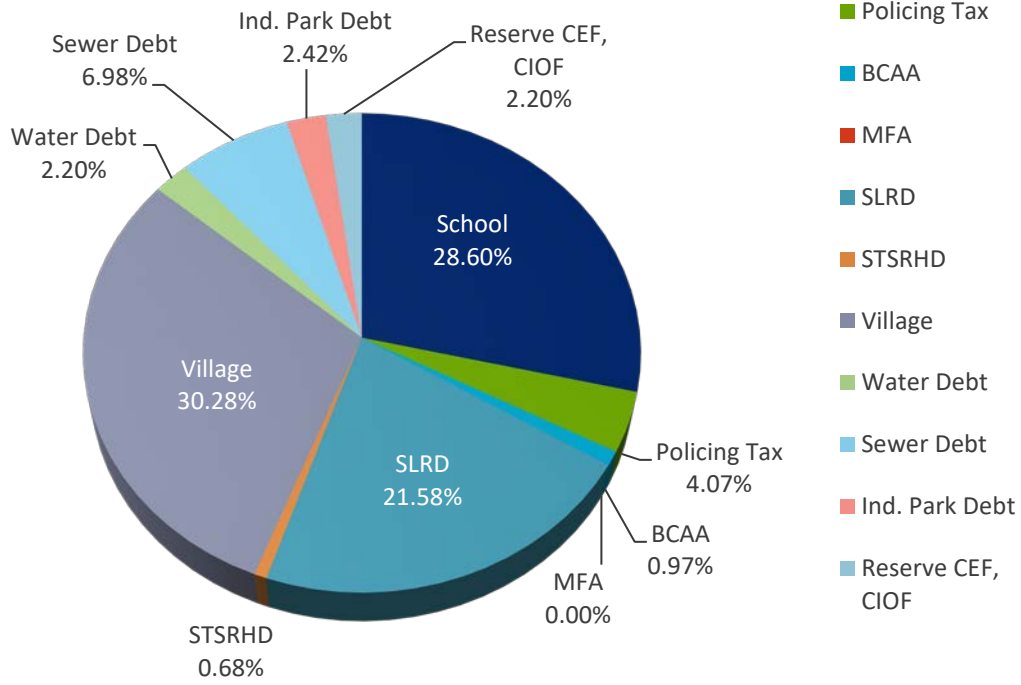
In August 2017, the EPC position became vacant and Staff within the Office of the Chief Administrative Officer assumed tasks related to this position as well as beginning the recruiting process for rehiring the EPC position.

The Village of Pemberton Emergency Management Plan is the governance document that provides framework and an overall strategy for the Village to conduct its Emergency Management Program. In 2017, the EPC began to draft an update of the Village's Emergency Management Plan to replace the 2005 Village of Pemberton Emergency Response/Recovery Plan. The information found in this document has been streamlined and updated to create an up-to-date comprehensive plan in order to reflect the changing nature of the community.

2017 Emergency Responses

The EPC is on-call 24/7 to provide support to first responder agencies as required. Additionally, the EPC may be called upon to assist of jointly activate an Emergency Operations Centre (EOC). Fortunately, in 2017, the Village did not have to activate an EOC, despite High Streamflow Advisories issued in the spring and fall. However, to assist residents with flooding in low lying areas, the Village opened a sandbag station at the Municipal Hall on three occasions; January 17th, February 15th and November 21st.

2017 Tax Collection Pie Chart



Shared Services

The Pemberton Valley Utilities and Services (PVUS) Committee is a committee of the Squamish-Lillooet Regional District (SLRD) Board that discusses shared services between the Village of Pemberton and the SLRD Electoral Area C.

The PVUS Committee provides funding of:

- Pemberton/Area C Rescue Service
- Pemberton & District Search and Rescue Service
- Pemberton Recreation Centre
- Pemberton & District Museum
- Pemberton/Area C Library
- Pemberton Television Rebroadcasting
- Pemberton Valley Trails
- Pemberton/Area C Cemetery
- Pemberton Refuse Grounds (Transfer Station)



2017 Capital Projects, Funding & Tax Exemptions

Capital Projects

CATEGORY	PROJECT	COST	STATUS
Land	Developer Contribution of Parkland	\$786,000	Complete
	Purchase of Addition of 1350 Aster Street	\$65,614	Complete
Building and Improvements	Salt Storage Shed	\$60,000	Complete
	Fire Hall HVAC Improvements	\$7,800	In Progress
	Office Improvement	\$18,665	Complete
Engineering Structures	One Mile Lake Park Lawn Improvements	\$13,741	Complete
	LED Streetlighting Improvements	\$78,834	Complete
	Airport Runway Improvements	\$247,112	Complete
Machinery & Equipment	General Computers & Hardware	\$13,054	Complete
	Fire Department Used Ladder Truck	\$65,880	Complete
	Fire Department New Compressor	\$33,438	Complete
	Fire Department Assorted Equipment	\$29,320	Complete
	Public Works Used Work Truck	\$15,508	Complete
Water	Water Conditioning System - Phase 2	\$449,057	Complete
	Industrial Park Water Looping Design	\$10,772	Complete

Grants Received

PROJECT	FUNDER	AMOUNT
Friendship Trail Bridge	Bike BC	\$500,000
Apron Rehabilitation and Alternate Emergency Road Project	BC Air Access Program	\$183,159
Nukw7ántwał Regional Gathering	UBCM Community to Community Program	\$5,000

Community Initiative & Opportunity Fund (CIOF)

Organization/Initiative	Amount
Pemberton BMX Society	\$2,750
Pemberton & District Chamber of Commerce	\$4,000
Tourism Pemberton	\$4,000
Pemberton Farmers Market	\$3,000
Spirit of BC Winterfest	\$4,500
Pemberton Arts & Culture Council	\$4,000
CIOF Total:	\$22,250

Community Enhancement Fund (CEF)

Organization/Initiative	Amount
Village of Pemberton Bursary	\$2,000
Pemberton Creek Community Garden (Harvest Box/Pergola)	\$850
Rotary/Lions Fall Barn Dance (Sponsorship)	\$1,500
Sea to Sky Clean Air Society (Bike to Work Week)	\$1,000
Signal Hill Elementary School (Buddy Bench)	\$803
Young Life (Purchase of Sports Equipment)	\$3,000
CEF Total:	\$9,153

2017 Tax Exemptions

Organization	Property Value	Exempt Value
Municipal Land and Buildings	\$1,185,000	\$5,670
St. David's United Church*	\$238,000	\$506
Pemberton Childcare Society	\$757,000	\$1,610
Pemberton Lion's Society	\$1,060,000	\$2,254
Stewardship Pemberton	\$192,500	\$409
Tax Exemption Total:		\$10,449

*Land only

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2017 Audited Financial Statements

Village of Pemberton
Financial Statements
December 31, 2017

Village of Pemberton Contents

For the year ended December 31, 2017

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Management's Responsibility

To the Mayor and Council of the Village of Pemberton,

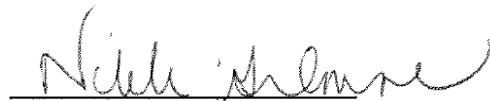
Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Mayor and Council are composed entirely of individuals who are neither management nor employees of the Village. The Mayor and Council are responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Mayor and Council fulfill these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Mayor and Council are also responsible for appointing the Village's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by the Mayor and Council to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with, both the Council and management to discuss their audit findings.

May 8, 2018



Chief Administrative Officer

Independent Auditors' Report

To the Mayor and Council of the Village of Pemberton,

We have audited the accompanying financial statements of the Village of Pemberton, which comprise the statement of financial position as at December 31, 2017, and the statements of operations and accumulated surplus, changes in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

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

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Village of Pemberton as at December 31, 2017 and the results of its operations, changes in net debt and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Kelowna, British Columbia

May 8, 2018

MNP LLP

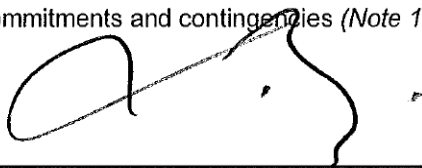
Chartered Professional Accountants

Village of Pemberton
Statement of Financial Position

As at December 31, 2017

	2017	2016
Financial assets		
Cash and cash equivalents (Note 2)	4,384,476	4,563,260
Accounts receivable (Note 3)	1,215,883	1,504,161
Municipal Finance Authority debt reserve	93,324	91,538
	5,693,683	6,158,959
Financial liabilities		
Accounts payable and accrued liabilities	597,844	504,289
Deferred revenue (Note 4)	1,579,925	1,511,364
Deposits and permits	1,586,849	2,385,739
Long-term debt (Note 5)	5,230,686	5,210,276
Obligations under capital leases	-	447,083
	8,995,304	10,058,751
Net debt	(3,301,621)	(3,899,792)
Non-financial assets		
Prepaid expenses	98,292	26,022
Tangible capital assets (Note 6)	21,826,722	20,661,199
	21,925,014	20,687,221
Accumulated surplus (Note 7)	18,623,393	16,787,429

Commitments and contingencies (Note 10)



Mayor

Village of Pemberton
Statement of Operations and Accumulated Surplus
For the year ended December 31, 2017

	Budget (Note 12)	2017	2016
Revenue			
Taxation (Note 8)	1,932,042	1,836,489	1,705,046
Water and sewer user rates	1,588,090	1,703,447	1,672,958
User charges	1,426,401	441,015	398,756
Penalties and interest income	19,279	95,911	82,296
Government transfers (Note 9)			
Federal and provincial	1,699,878	913,898	476,668
Other local governments	271,095	349,191	243,297
Investment income	8,727	38,501	21,289
Contributions	-	817,711	436,463
Other	791,272	358,932	309,618
Gain on disposal of tangible capital assets	-	4,283	150,200
	7,736,784	6,559,378	5,496,591
Expenses			
General government	2,145,558	1,295,638	1,316,714
Fire protection services	670,590	567,692	574,922
Development and planning services	463,090	421,595	272,902
Public works and parks	1,155,680	683,167	616,208
Water utility	937,475	867,466	793,810
Sewer utility	967,792	777,656	822,189
Airport services	111,768	110,200	91,239
	6,451,953	4,723,414	4,487,984
Annual surplus	1,284,831	1,835,964	1,008,607
Accumulated surplus, beginning of year	16,787,429	16,787,429	15,778,822
Accumulated surplus (Note 7)	18,072,260	18,623,393	16,787,429

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Statement of Changes in Net Debt
For the year ended December 31, 2017

	Budget (Note 12)	2017	2016
Annual surplus	1,284,831	1,835,964	1,008,607
Acquisition of tangible capital assets	(2,227,573)	(1,970,419)	(1,928,494)
Gain on disposal of tangible capital assets	-	(4,283)	(150,200)
Proceeds on disposition of tangible capital assets	-	6,885	150,200
Amortization of tangible capital assets	858,325	802,294	763,608
	(1,369,248)	(1,165,523)	(1,164,886)
Change in prepaid expenses	-	(72,270)	28,558
Decrease (increase) in net debt	(84,417)	598,171	(127,721)
Net debt, beginning of year	(3,899,792)	(3,899,792)	(3,772,071)
Net debt, end of year	(3,984,209)	(3,301,621)	(3,899,792)

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Statement of Cash Flows

For the year ended December 31, 2017

	2017	2016
Cash provided by (used for) the following activities		
Operating Activities		
Annual surplus	1,835,964	1,008,607
Items not involving cash included in annual surplus:		
Amortization of tangible capital assets	802,294	763,608
Gain on disposal of tangible capital assets	(4,283)	(150,200)
Actuarial reduction of debt	(72,809)	(71,442)
Contributions of tangible capital assets	(786,000)	(292,705)
Change in financial assets and liabilities:		
Accounts receivable	288,278	(13,270)
Municipal Finance Authority debt reserve	(1,786)	(4,293)
Accounts payable and accrued liabilities	93,555	(244,602)
Deferred revenues	68,561	199,236
Deposits	(798,890)	1,937,702
Change in non-financial assets:		
Prepays	(72,270)	28,558
	1,352,614	3,161,199
Capital Activities		
Acquisition of tangible capital assets	(1,184,419)	(1,635,789)
Proceeds on disposition of tangible capital assets	6,885	150,200
	(1,177,534)	(1,485,589)
Financing Activities		
Principal repayments of long-term debt	(319,724)	(228,844)
Advances of long-term debt	412,943	804,794
Repayment of obligations under capital lease	(447,083)	(86,449)
	(353,864)	489,501
Increase (decrease) in cash and cash equivalents	(178,784)	2,165,111
Cash and cash equivalents, beginning of year	4,563,260	2,398,149
Cash and cash equivalents, end of year	4,384,476	4,563,260

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

The Village of Pemberton (the "Village") was incorporated as a Village in 1956 under statute of the Province of British Columbia. Its principal activities include the provision of local government services to residents of the incorporated area. These include general government, fire protection, planning and development, public works, parks and cultural services, water utility, sewer utility, and airport services.

The Village is committed to building and maintaining a village which preserves and enhances the natural environment, heritage and uniqueness of the community. The Village's objectives are to provide open, fair, and responsive government, recognizing the impact of decisions on the residents of the community; to provide opportunities for commerce and industry; and to deliver municipal services in an effective manner at a cost acceptable to the taxpayers.

1. Significant accounting policies

The financial statements of the Village are prepared by management in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board (PSAB) of CPA Canada. Significant accounting policies adopted by the Village are as follows:

(a) Basis of accounting

The Village follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) Revenue recognition

Property taxes, including frontage taxes and special assessments, are recognized as revenue in the year in which they are levied. Water and sewer user rates, connection fees, sale of services, interest and penalties are recognized as revenue in the year the related service is provided.

The Village recognizes a government transfer as revenue when the transfer is authorized and all eligibility criteria, if any, have been met. A government transfer with stipulations giving rise to an obligation that meets the definition of a liability is recognized as a liability. In such circumstances, the Village recognizes revenue as the liability is settled.

(c) Deferred revenue

Deferred revenue represents development cost charges (DCCs), licenses and other fees which have been collected, but for which the related services or expense have yet to be performed or incurred. These amounts will be recognized as revenues in the fiscal year the services are performed or expenses incurred.

(d) Investment income

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

1. Significant accounting policies (continued)

(e) Reserves

Reserves for operating and capital purposes represent amounts reserved either internally or by statute for specific future purposes.

(f) Cash and cash equivalents

Cash and cash equivalents include cash and highly liquid investments with a term to maturity of 90 days or less at acquisition and readily convertible to cash.

(g) Long-term debt

Long-term debt is recorded net of principal repayments and actuarial adjustments.

(h) Liability for contaminated sites

A liability for remediation of a contaminated site is recognized at the best estimate of the amount required to remediate the contaminated site when contamination exceeding an environmental standard exists, the Village is either directly responsible or accepts responsibility, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount is determinable. The best estimate of the liability includes all costs directly attributable to remediation activities and is reduced by expected net recoveries based on information available at December 31, 2017.

(i) Non-financial assets

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

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost less residual value of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful life - years
Buildings and building improvements	50
Engineering structures	20-40
Machinery, equipment and vehicles	5-15
Water systems	50
Sewer systems	50

Annual amortization is charged in the year of acquisition. Amortization is charged to the date the asset is sold in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

1. Significant accounting policies (continued)

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Natural resources

Natural resources that have not been purchased are not recognized as assets in the financial statements.

(iv) Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

(v) Interest capitalization

The Village does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

(vi) Leased tangible capital assets

Leases, which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

(j) Use of estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period.

Significant estimates include assumptions used in estimating provisions for accrued liabilities, estimated useful lives of tangible capital assets, and valuation of accounts receivable.

Liabilities for contaminated sites are estimated based on the best information available regarding potential contamination where the Village is responsible.

(k) Recent accounting pronouncements

(i) PS 2200 *Related Party Disclosures*

In March 2015, as part of the CPA Canada Public Sector Accounting Handbook Revisions Release No. 42, the Public Sector Accounting Board (PSAB) issued a new standard, PS 2200 *Related Party Disclosures*.

1. Significant accounting policies (continued)

This new Section defines related party and established disclosures required for related party transactions. Disclosure of information about related party transactions and the relationship underlying them is required when they have occurred at a value different from that which would have been arrived at if the parties were unrelated, and they have, or could have, a material financial effect on the financial statements.

This Section is effective for fiscal years beginning on or after April 1, 2017. Early adoption is permitted.

The Village does not expect application of the new Standard to have a material effect on the financial statements.

(ii) PS 3210 Assets

In June 2015, new PS 3210 Assets was included in the CPA Canada Public Sector Accounting Handbook (PSA HB). The new Section provides guidance for applying the definition of assets set out in PS 1000 Financial Statement Concepts. The main features of this standard are as follows:

Assets are defined as economic resources controlled by a government as a result of past transactions or events and from which future economic benefits are expected to be obtained.

Economic resources can arise from such events as agreements, contracts, other government's legislation, the government's own legislation, and voluntary contributions.

The public is often the beneficiary of goods and services provided by a public sector entity. Such assets benefit public sector entities as they assist in achieving the entity's primary objective of providing public goods and services.

A public sector entity's ability to regulate an economic resource does not, in and of itself, constitute control of an asset, if the interest extends only to the regulatory use of the economic resource and does not include the ability to control access to future economic benefits.

A public sector entity acting as a trustee on behalf of beneficiaries specified in an agreement or statute is merely administering the assets, and does not control the assets, as future economic benefits flow to the beneficiaries. An economic resource may meet the definition of an asset, but would not be recognized if there is no appropriate basis for measurement and a reasonable estimate cannot be made, or if another Handbook Section prohibits its recognition. Information about assets not recognized should be disclosed in the notes.

The standard is effective for fiscal years beginning on or after April 1, 2017. Earlier adoption is permitted.

The Village does not expect application of the new Standard to have a material effect on the financial statements.

1. Significant accounting policies (continued)

(iii) PS 3320 *Contingent Assets*

In June 2015, new PS 3320 *Contingent Assets* was included in the CPA Canada Public Sector Accounting Handbook. The new Section establishes disclosure standards on contingent assets. The main features of this Standard are as follows:

Contingent assets are possible assets arising from existing conditions or situations involving uncertainty. That uncertainty will ultimately be resolved when one or more future events not wholly within the public sector entity's control occurs or fails to occur. Resolution of the uncertainty will confirm the existence or non-existence of an asset.

Passing legislation that has retroactive application after the financial statement date cannot create an existing condition or situation at the financial statement date.

Elected or public sector entity officials announcing public sector entity intentions after the financial statement date cannot create an existing condition or situation at the financial statement date.

Disclosures should include existence, nature, and extent of contingent assets, as well as the reasons for any non-disclosure of extent, and the bases for any estimates of extent made.

When a reasonable estimate can be made, disclosure should include a best estimate and a range of possible amounts (or a narrower range of more likely amounts), unless such a disclosure would have an adverse impact on the outcome.

The Standard is effective for fiscal years beginning on or after April 1, 2017. Earlier adoption is permitted. The Village does not expect application of the new Standard to have a material effect on the financial statements.

(iv) PS 3380 *Contractual Rights*

In June 2015, new PS 3380 *Contractual Rights* was included in the CPA Canada Public Sector Accounting Handbook. This new Section establishes disclosure standards on contractual rights, and does not include contractual rights to exchange assets where revenue does not arise. The main features of this Standard are as follows:

Contractual rights are rights to economic resources arising from contracts or agreements that will result in both an asset and revenue in the future.

Until a transaction or event occurs under a contract or agreement, an entity only has a contractual right to an economic resource. Once the entity has received an asset, it no longer has a contractual right. Contractual rights are distinct from contingent assets as there is no uncertainty related to the existence of the contractual right.

Disclosures should include descriptions about nature, extent, and timing.

The standard is effective for fiscal years beginning on or after April 1, 2017. Earlier adoption is permitted. The Village does not expect application of the new Standard to have a material effect on the financial statements.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

2. Cash and cash equivalents

	2017	2016
Restricted cash and cash equivalents		
Development cost charges	698,162	581,941
Other	25,000	25,000
	723,162	606,940
Unrestricted cash and cash equivalents	3,661,314	3,956,319
	4,384,476	4,563,260

Cash equivalents include investments in Municipal Finance Authority Money Market Fund and term deposits.

3. Accounts Receivable

	2017	2016
Taxes receivable	384,750	505,684
Utilities receivable	79,958	294,634
Goods and Services Tax receivable	91,390	69,539
Trade receivables	659,785	634,304
	1,215,883	1,504,161

4. Deferred revenue

	December 31, 2016	Collections	Transfers	December 31, 2017
Development cost charges				
General	293,742	69,703	-	363,445
Water utility	180,451	37,988	-	218,439
Sewer utility	107,748	79,987	-	187,735
	581,941	187,678	-	769,619
Deferred revenue				
Unspent gas tax funding	536,819	156,624	(327,688)	365,755
Deferred grants	77,149	2,500	(1,000)	78,649
Future local improvements	100,998	-	(2,229)	98,769
Prepaid utilities and taxes	23,589	76,264	(23,589)	76,264
Other	190,869	-	-	190,869
	929,423	235,388	(354,506)	810,306
	1,511,364	423,066	(354,506)	1,579,925

Gas tax funding is provided by the Government of Canada. The use of the funding is established by a funding agreement between the Municipality and the Union of British Columbia Municipalities. Gas tax funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreements.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

5. Long-term debt

	2017	2016
Outstanding debt, beginning of year	5,210,276	4,705,768
Issues of debt	412,943	804,794
Repayment of debt	(319,724)	(228,844)
Actuarial reduction of debt	(72,809)	(71,442)
	5,230,686	5,210,276

Bylaw	Year Maturing	% Rate	Cash Payments		Balance Outstanding	
			Interest	Principal	2017	2016
427	2022	3.05	11,375	19,658	225,817	264,737
515	2025	1.80	37,800	77,200	1,035,902	1,146,475
580	2036	3.00	35,273	35,939	1,530,934	1,584,132
756	2024	3.00	8,100	22,489	199,800	224,123
776	2040	2.75	33,000	30,809	1,137,304	1,169,191
795	2036	2.10	11,204	19,856	513,680	533,536
747	2019	variable	1,044	20,000	60,000	80,000
1433	2020	variable	1,576	23,673	94,760	118,433
N/A	2018	variable	326	28,579	19,291	-
N/A	2018	variable	89	5,084	6,883	-
N/A	2021	variable	1,250	20,667	68,983	89,650
N/A	2021	variable	3,145	15,772	337,332	-
			144,182	319,724	5,230,686	5,210,276

During the year, all outstanding capital leases were converted to equipment financing loans. The Village's equipment financing loans have been presented as additions to long-term debt during the year.

The estimated aggregate repayments on long-term debt over the next five years are as follows:

2018	282,072
2019	256,902
2020	257,985
2021	249,432
2022	222,670

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

6. Tangible capital assets

	Land	Buildings	Engineering Structures	Machinery, Equipment and Vehicles	Water Systems	Sewer Systems	Assets Under Construction	Total
2017								
Cost								
Balance, beginning of year	830,087	2,066,915	5,507,590	3,929,702	6,356,297	13,401,023	96,540	32,188,154
Disposals	-	-	-	(8,918)	-	-	-	(8,918)
Additions	851,614	26,465	339,687	168,005	459,829	-	124,819	1,970,419
Balance, end of year	1,681,701	2,093,380	5,847,277	4,088,789	6,816,126	13,401,023	221,359	34,149,655
Accumulated amortization								
Balance, beginning of year	-	485,052	3,189,461	2,496,636	1,314,071	4,041,735	-	11,526,955
Amortization reversal on disposal	-	-	-	(6,316)	-	-	-	(6,316)
Amortization expense	-	52,290	121,462	224,315	137,400	266,827	-	802,294
Balance, end of year	-	537,342	3,310,923	2,714,635	1,451,471	4,308,562	-	12,322,933
Net book value, end of year	1,681,701	1,556,038	2,536,354	1,374,154	5,364,655	9,092,461	221,359	21,826,722

Included in tangible capital assets are fully depreciated assets with cost and accumulated amortization of \$1,131,583.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

6. Tangible capital assets (continued)

	Land	Buildings	Engineering Structures	Machinery, Equipment and Vehicles	Water Systems	Sewer Systems	Assets Under Construction	Total
Cost								
Balance, beginning of year	830,087	2,045,487	4,904,741	3,211,606	5,813,658	13,391,040	63,041	30,259,660
Disposals	-	-	-	-	-	-	-	-
Additions	-	21,428	602,849	718,096	542,639	9,983	33,499	1,928,494
Balance, end of year	830,087	2,066,915	5,507,590	3,929,702	6,356,297	13,401,023	96,540	32,188,154
Accumulated amortization								
Balance, beginning of year	-	438,053	3,079,581	2,282,999	1,187,806	3,774,908	-	10,763,347
Amortization reversal on disposal	-	-	-	-	-	-	-	-
Amortization expense	-	46,999	109,880	213,637	126,265	266,827	-	763,608
Balance, end of year	-	485,052	3,189,461	2,496,636	1,314,071	4,041,735	-	11,526,955
Net book value, end of year	830,087	1,581,863	2,318,129	1,433,066	5,042,226	9,359,288	96,540	20,661,199

The total cost of tangible capital assets under capital lease obligations in 2016 was \$911,383 and total accumulated amortization was \$361,316 for a net book value of \$550,067.

Included in tangible capital assets are fully depreciated assets with cost and accumulated amortization of \$922,270.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

7. Accumulated surplus

Accumulated surplus consists of individual fund surplus and reserves as follows:

	2017	2016
Surplus		
Invested in tangible capital assets	16,596,037	15,003,840
Unrestricted	1,118,979	1,233,896
	17,715,016	16,237,736
Non-statutory reserves		
General reserve	203,543	346,561
Reserves set aside by Council		
Equipment replacement	22,969	22,969
Centennial building	7,161	7,161
Capital	314,317	117,749
Fire department	187,794	-
Water – general	159,753	55,253
Transit	12,840	-
	704,834	203,132
	18,623,393	16,787,429

8. Taxation

Taxation revenue, reported on the statement of operations, is made up of the following:

	2017	2016
Municipal and school property taxes levied	4,067,324	3,852,487
Payments in-lieu of taxes	89,078	102,695
	4,156,402	3,955,182
Less transfers to other governments		
Squamish-Lillooet Regional District	872,988	861,005
Province of B.C. – School taxes	1,194,650	1,153,199
Policing costs	185,644	170,053
B.C. Assessment Authority	39,778	39,192
Sea to Sky Regional Hospital District	26,708	26,566
Municipal Finance Authority	145	121
	2,319,913	2,250,136
Net taxation revenue available for municipal purposes	1,836,489	1,705,046

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

9. Government transfers

The government transfers reported on the statement of operations are:

	2017	2016
Federal and provincial grants		
Social assistance and community development	389,870	387,146
Gas tax	327,688	-
Capital improvements	188,257	75,057
Miscellaneous	8,083	14,465
	913,898	476,668
Other municipalities and regional districts		
Fire protection	279,916	154,122
Rescue services	64,275	63,076
Other	5,000	26,099
	349,191	243,297
Total government transfer revenues	1,263,089	719,965

10. Commitments and contingencies

(a) Under the provisions of the Local Government Act, Regional District debt is a direct, joint and several liability of the Regional District and each member municipality within the Regional District, including the Village of Pemberton. At December 31, 2017 the Squamish-Lillooet Regional District had net debt owing of \$48,998,601, \$52,105,136 less \$3,106,535 sinking funds (2016 - \$51,530,513, \$54,813,166 less \$3,282,653 sinking funds).

(b) The Village and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2015, the plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 37,000 contributors from local governments.

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

The most recent valuation for the Municipal Pension Plan as at December 31, 2015, indicated a \$2.224 billion funding surplus for basic pension benefits on a going concern basis.

The Village of Pemberton paid \$150,960 (2016 - \$127,914) for employer contributions to the plan in fiscal 2017.

The next valuation will be as at December 31, 2018, with results available in 2019.

Village of Pemberton

Notes to the Financial Statements

For the year ended December 31, 2017

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

- (d) From time to time, the Village is brought forth as defendant in various lawsuits. The Village reviews its exposure to any potential litigation, for which it would not be covered by insurance, and assesses whether a successful claim against the Village would significantly affect the financial statements of the Village. Management has determined that potential liabilities, if any, arising from these claims will not be significant to the financial statements.
- (e) The Village is a participant in the Municipal Insurance Association of British Columbia. Should the Association pay out claims in excess of premiums received, it is possible the Village, along with the other participants, would be required to contribute towards the deficit. The likelihood or amount of any potential liability is not determinable at this time.
- (f) At December 31, 2017, the Village has entered into an agreement to purchase land in exchange for consideration of \$300,000. The purchase was completed subsequent to year end.

11. Segmented information

Segmented information has been identified based upon lines of service provided by the Village. Village services are provided by departments and their activities are reported by functional area in the body of the financial statements. Certain lines of service that have been separately disclosed in the segmented information, along with the services they provide, are as follows

(i) General government

General government operations provide the functions of corporate administration, finance, human resources, legislative services, building services and maintenance, and any other functions not categorized to a specific department.

(ii) Fire protection services

The Fire department is responsible to provide fire suppression services, fire prevention programs, training and education related to prevention, and detection or extinguishment of fires.

(iii) Development services

Development services work to achieve the Village's goals to maintain and enhance community spirit and vitality and use of public space. It does so through official community plans, urban design, zoning and other policy initiatives.

(iv) Public works and parks

The public works and parks department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, the maintenance of parks and open space, and street lighting.

11. Segmented information (continued)

(v) Water and sewer utilities

The Village is responsible for environmental programs including the engineering and operation of the potable drinking water and wastewater systems.

(vi) Airport services

The Village operates the Pemberton Regional Airport, collecting landing and lease fees and maintaining the grounds and facilities.

Certain allocation methodologies are employed in the preparation of segmented financial information. Taxation and payments-in-lieu of taxes are allocated to the segments based on the segment's budgeted net expenditure. User charges and other revenue have been allocated to the segments based upon the segment that generated the revenue.

Government transfers have been allocated to the segment based upon the purpose for which the transfer was made. Development charges earned and developer contributions received were allocated to the segment for which the charge was collected.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

11. Segmented information (continued)

2017	General Government	Fire Protection Services	Development & Planning Service	Public Works and Parks	Water Utility	Sewer Utility	Airport Services	Total
Revenues								
Taxation	599,814	349,777	195,037	316,043	99,985	200,113	75,720	1,836,489
Water and sewer user rates	-	-	-	-	938,446	765,001	-	1,703,447
User fees	189,272	-	228,411	-	-	-	23,332	441,015
Penalties and interest income	75,682	-	-	-	10,233	9,996	-	95,911
Government transfers	402,953	344,191	-	2,923	317,349	-	195,673	1,263,089
Investment income	36,818	-	-	-	578	1,105	-	38,501
Contributions	-	-	-	787,000	30,711	-	-	817,711
Other	37,240	213,529	100,953	447	-	1,359	5,404	358,932
Gain on disposal	-	4,283	-	-	-	-	-	4,283
	1,341,779	911,780	524,401	1,106,413	1,397,302	977,574	300,129	6,559,378
Expenses								
Wages, salaries and benefits	557,407	248,939	210,505	389,735	490,933	277,898	27,824	2,203,241
Materials, supplies and contracted services	390,009	310,881	211,090	289,357	211,442	207,884	25,193	1,645,856
Debt servicing	7,337	7,872	-	4,075	27,691	25,048	-	72,023
Amortization	340,885	-	-	-	137,400	266,826	57,183	802,294
	1,295,638	567,692	421,595	683,167	867,466	777,656	110,200	4,723,414
Annual surplus (deficit)	46,141	344,088	102,806	423,243	529,840	199,918	189,929	1,835,964

Village of Pemberton
Notes to the Financial Statements

For the year ended December 31, 2017

11. Segmented information (continued)

2016	General Government	Fire Protection Services	Development & Planning Service	Public Works and Parks	Water Utility	Sewer Utility	Airport Services	Total
Revenues								
Taxation	582,023	307,801	119,679	270,233	129,590	244,520	51,200	1,705,046
Water and sewer user rates	-	-	-	-	927,339	745,619	-	1,672,958
User fees	224,355	-	149,314	-	-	-	25,088	398,756
Penalties and interest income	66,131	-	-	-	8,969	7,195	-	82,296
Government transfers	419,709	217,199	-	27,098	-	-	55,959	719,965
Investment income	19,102	-	-	-	811	1,376	-	21,289
Contributions	50,336	-	-	294,278	91,850	-	-	436,463
Other	68,626	102,668	103,346	12,283	-	13,515	9,179	309,618
Gain on disposal	150,200	-	-	-	-	-	-	150,200
	1,580,482	627,668	372,339	603,892	1,158,559	1,012,225	141,426	5,496,591
Expenses								
Wages, salaries and benefits	529,926	324,139	134,494	370,132	452,121	262,394	28,535	2,101,741
Materials, supplies and contracted services	457,581	249,397	138,408	243,652	169,194	218,563	13,758	1,490,553
Debt servicing	7,637	1,386	-	2,424	46,230	74,405	-	132,082
Amortization	321,570	-	-	-	126,265	266,827	48,946	763,608
	1,316,714	574,922	272,902	616,208	793,810	822,189	91,239	4,487,984
Annual surplus (deficit)	263,768	52,746	99,437	(12,316)	364,749	190,036	50,187	1,008,607

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2017

12. Budget data

The budget data presented in these financial statements is based upon the 2017 operating and capital budgets adopted by Council on May 4, 2017. The following table reconciles the approved budget to the budget figures reported in these financial statements.

	Budget amount
Surplus – Statement of Operations	1,284,831
Adjust for budgeted cash items not included in statement of operations	
Capital expenditures	(2,227,573)
Loan proceeds	-
Amortization	858,325
Reduction in long-term debt	(205,949)
Repayment of obligations under capital lease	(149,579)
Transfers from Statutory Reserves	-
Transfers from Non-Statutory Reserves	134,468
Transfers to Non-Statutory Reserves	(335,164)
Transfers from Unrestricted Surplus	640,641
Total adjustments	(1,016,107)
Financial plan balance	-

Date: Tuesday, July 10, 2018

To: Nikki Gilmore, Chief Administrative Officer

From: Jill Brooksbank, Sr. Communications & Grants Coordinator

Subject: Pemberton Area Economic Development Collaborative

PURPOSE

The purpose of this report is to present the Pemberton Area and Economic Development Collaborative Terms of Reference (TOR) for information and to seek Council endorsement.

BACKGROUND

In March 2017, the Village received an invitation from the Pemberton & District Chamber of Commerce for Village representation on a newly formed Economic Development Task Force.

At Regular Meeting No. 1447, held on April 11, 2017, Council appointed Councillor Karen Ross, Nikki Gilmore, CAO and Jill Brooksbank, Senior Communications and Grant Coordinator to the Pemberton and District Chamber of Commerce Economic Development Task Force. Intended to be a continuation of the work done during the Economic Development Building Block workshop (held February 2016), the Task Force would be a forum to share and identify opportunities and challenges related to economic development and identify initiatives of common interest.

To establish membership and intent of the Task Force, a TOR was jointly drafted. Membership is open to the following representatives:

- Douglas First Nation
- Lil'wat Nation
- Lower Stl'at'imx Tribal Council
- N'Quatqua
- Pemberton & District Chamber of Commerce
- Samahquam
- Skatin Nation
- Squamish-Lillooet Regional District
- Tourism Pemberton
- Village of Pemberton

Since inception, the Task Force (now known as the Economic Development Collaborative) has met six times.

As established in the TOR (attached), the Collaborative is not a decision-making group. The purpose of the Collaborative is to share information, build relationships and collaboratively explore and facilitate economic development opportunities within the Pemberton

DISCUSSION & COMMENTS

In addition to providing an opportunity for participants to share economic development-related information and refine the draft TOR, the meetings have also enabled the group to collaborate on the Pemberton Area Economic Data Portal project. The project, which is being led by the Pemberton & District Chamber of Commerce, is being funded through two \$10,000 grants from the BC Rural Dividend Program. The Portal (<https://www.pembertonchamber.com/charts/>) provides vital regional statistics in addition to providing insight into the attributes, character and opportunities in our community.

The Chamber is now considering options to apply for the upcoming July 31st Rural Dividend Program intake. The Chamber will be approaching the Village for a letter of support.

COMMUNICATIONS

At this time, this initiative does not require a communications element. However, there is a desire on the part of the Pemberton and District Chamber of Commerce to issue communications regarding the Collaborative. Should a media release be issued, the Village has requested to review and approve before issuing to the media and public.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

The Collaborative aims to meet quarterly. Additional Staff time may be required should the Collaborative undertake a special project. The Collaborative and associated work has been incorporated into the workplan of the Office of the CAO.

INTERDEPARTMENTAL IMPACT & APPROVAL

There is no interdepartmental impact at this time.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Regional in nature, the Economic Development Collaborative is a Chamber-led regional initiative that invites participation from the Village of Pemberton, Douglas First Nation, Lil'wat Nation, Lower Stl'atl'imx Tribal Council, N'quatqua, Samaquam, Skatin Nation, Squamish-Lillooet Regional District and Tourism Pemberton.

This important forum for sharing ideas and collaboration will further foster relationships and build trust within and amongst our neighboring communities.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

POTENTIAL GOVERNANCE CONSIDERATIONS

Participation in the regional Economic Development Collaborative aligns with Strategic Priority One: Economic Vitality, whereby the Village values and supports a competitive and diversified economy with engaged corporate citizens; and Strategic Priority Four: Social Responsibility whereby strives to create a strong and vibrant community, recognizing the importance and benefits of healthy, engaged citizens.

RECOMMENDATIONS

THAT the Economic Development Collaborative Terms of Reference be approved as presented.

ATTACHMENTS:

Appendix A: Economic Development Collaborative Terms of Reference

Prepared by:	Jill Brooksbank, Sr. Communications & Grants Coordinator
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Pemberton Area Economic Development Collaborative

Terms of Reference March, 2018

Purpose:

The purpose of the Collaborative is to share information, build relationships and collaboratively explore and facilitate economic development opportunities within the Pemberton Area.

Membership:

Representatives from the following will be invited to participate:

➤ Village of Pemberton	➤ Tourism Pemberton
➤ Líl'wat Nation	➤ Skatin Nation
➤ Squamish-Lillooet Regional District Area C	➤ Samahquam
➤ Pemberton & District Chamber of Commerce	➤ Douglas First Nation
	➤ N'Quatqua
	➤ Lower Stl'atl'imx Tribal Council

Meetings

- Meetings will be held quarterly in a location determined by the Chair.
- A chair shall be chosen amongst its participants annually.
- A note taker shall be volunteered on a rotational basis by the participants.
- The group may call on a facilitator to assist in discussions and topics as deemed necessary and as funding permits.
- Participation will be “self-funded”.

Agenda and Notes:

- Agendas will be developed by the Chair with participant input.
- Agendas will include a review of previous meeting notes.
- Notes shall be kept highlighting key messages and actions, and will be made public by posting in a location determined by the participants.
- Draft meeting notes will be shared with participants by email no more than five (5) business days following each meeting, and participants will have five (5) business days to review and approve the notes prior to the notes being made public.

Duties and Responsibilities:

In Scope:

- Share information and discuss issues with a goal of improving communication and relationships between organizations.
- Collaborative advocacy on issues, opportunities or interests.
- Keep respective organizational leadership informed of discussions and present options and recommendations as appropriate.
- Coordinate and implement projects as directed by organizational leadership.

Out of Scope:

- Decision making will be reserved for organizational leadership.

Date: July 10, 2018
To: Nikki Gilmore, Chief Administrative Officer
From: Lena Martin, Manager of Finance and Administrative Services
Subject: 2017 Statement of Financial Information

PURPOSE

To present the 2017 Statement of Financial Information to Council for approval.

BACKGROUND

The *Financial Information Act* (FIA) requires local governments to prepare a Statement of Financial Information (SOFI) to be filed with the Ministry of Municipal Affairs and Housing following receipt of the audited Financial Statements. The 2017 SOFI has been prepared as prescribed by the Lieutenant Governor in Council and has been approved by the Manager of Finance as required by legislation.

The SOFI contains the following:

- Audited Annual Consolidated Financial Statements for the year 2017
- Schedules of Debts and Guarantee and Indemnity Agreements
- Schedule of Payment to Suppliers of Goods and Services – list of suppliers with payments over \$25,000.
- Schedule of Remuneration and Expenses – amounts paid to Council members and list of employees earning over \$75,000. Remuneration includes salary, overtime, and vacation payouts. Expenses include items such as training, tuition, conferences and travel and professional dues.

The SOFI has been prepared from the financial records of the Village in accordance with the FIA and regulations. The FIA regulations require the SOFI to be presented to Council for approval and be made available for examination by the public for three (3) years after the year reported on. Approval and filing of the 2017 SOFI will satisfy and complete our legislative obligations under the *Financial Information Act*.

DISCUSSION & COMMENTS

The report must be approved by Council before being filed with the Ministry of Municipal Affairs and Housing. As such, the report is being presented for consideration by Council.

COMMUNICATIONS

As mentioned above, regulations set out in the *Financial Information Act* require that the Statement of Financial Information must be made available to the public for three (3) years after the year reported on. As such, the SOFI will be posted on the Village website for viewing and upon request will be made available in hard copy as well.

LEGAL CONSIDERATIONS

The presentation and approval of the 2017 Statement of Financial Information (SOFI) meets with the Village's legislated obligation as set out in the *Financial Information Act* (FIA) and there is no requirement for legal review.

IMPACT ON BUDGET & STAFFING

There are no impacts to the budget or staff hours for considerations at this time, as the preparation of this report is a function of the Finance Department and was incorporated into the annual work plan.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Presentation of the 2017 Statement of Financial Information has no impact on the regional or neighbouring jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

POTENTIAL GOVERNANCE CONSIDERATIONS

Presentation of the 2017 Statement of Financial Information is a legal requirement under the *Financial Information Act* and meets with Strategic Priority No. Two: Good Governance in which the Village is committed to being open, honest and accountable and fiscally responsible.

RECOMMENDATIONS

THAT Council approve the 2017 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing under the *Financial Information Act*.

Attachments:

Appendix A: Village of Pemberton SOFI 2017 Report

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



Statement of Financial Information – SOFI

Approved by Council

For the Fiscal Year Ended December 31, 2017

Pursuant to the *Financial Information Act*

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Village of Pemberton

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

"This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation."

Prepared under the Financial Information Regulation, Schedule 1, subsection 5 (4)

Schedule Showing the Remuneration Paid to or on Behalf of Each Employee 2017			
1 Elected Officials, Employees appointed by Cabinet and Members of the Board Of Directors			
Name	Position	Remuneration	Expenses
Richman, Michael	Mayor	27,382	1,304
Craddock, Ted	Councillor	13,781	215
Helmer, Jennie	Councillor	13,781	690
Linklater, James	Councillor	13,781	800
Ross, Karen	Councillor	13,781	800
Total		82,507	3,807
2 Other Employees > 75,000			
Name		Remuneration	Expenses
Gilmore, Nikki	CAO	126,940	5,593
Adams, Cameron	Lead Hand/Fire Dept. Captain	105,750	354
Harris, Timothy	Mngr of Public Works/Development	98,517	4,193
Fraser, Sheena	Mngr of Corporate Services	98,282	2,538
Grossman, Robert E	Fire Chief	96,151	685
Martin, Lena	Mngr of Finance/Administration	92,286	1,903
Westlake, Jeff	PW Supervisor	80,410	699
Kluftinger, Martin	WWTP Operator	77,522	1,902
Pedrini, Lisa	Senior Planner	76,272	2,321
Total > 75,000		852,130	20,189
Consolidated Total of other Employees with remuneration and expenses of <75,000		996,564	36,767
3 Total Employees		1,848,694	56,956
Reconciliation			
Total remuneration - elected officials			86,314
Total remuneration - other employees			1,905,650
Subtotal			1,991,964
Reconciling Items			211,277
Total per Statement of Revenue and Expenditure (Segmented)			2,203,241
Variance			0
Reconciling Items:			
Item	Amount	Comments	
Benefits (Municipal Pension, CPP, EI WCB)	211,277		

Prepared under the Financial Information Regulation, Schedule 1, section 6 (2), (3), (4), (5) and (6).

Village of Pemberton

STATEMENT OF SEVERANCE AGREEMENTS

There was 0 severance agreement made between the Village of Pemberton and its non-unionized employees during the fiscal year 2017.

* "Compensation" agreements were based on salary and benefits.

Prepared under the Financial Information Regulation, Schedule 1, subsection 6 (7)

2017 SCHEDULE SHOWING PAYMENT MADE FOR THE PROVISION OF GOODS OR SERVICES

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000

Supplier name	Aggregate amount paid to supplier
BCAA Tax Authority	39,778
Receiver General - Minister of Finance	473,988
Municipal Pension Plan	167,841
WorkSafeBC	39,819
Municipal Finance Authority	166,866
Minister of Finance - School/Police Tax	837,901
AC Petroleum	25,095
Alpine Paving (1978) Ltd.	82,492
BC Hydro	173,465
BC Transit	248,377
BFL Canada Insurance Services Inc.	65,108
Carney's Waste Systems	74,238
Cascade Industries Ltd.	164,339
Corix Water Products LP.	35,583
Fort Garry Fire Trucks	35,533
ICBC	29,465
IRWIN AIR LTD	33,729
ISL Engineering & Land Services Ltd.	179,326
JT Heavy Equipment Repair Ltd.	34,684
KWC Planning Services	34,331
Logical Developments	25,466
MNP LLP	26,681
Mount Currie Band	38,102
Municipal Insurance Association	31,257
Murdy & McAllister	85,451
Norton Rose Fulbright Canada LLP	45,000
Pacific Blue Cross	89,829
Revenue Services of BC	26,030
RMT Contracting Ltd	469,428
RND Auto Industrial Ltd.	36,794
Royal Bank VISA	26,238
Squamish Lillooet Regional District	1,271,632
Surespan Construction Ltd.	88,771

Total aggregate amount paid to suppliers	5,202,638
2. Consolidated paid to suppliers who received aggregate pmnts of < or = \$25,000	1,056,645
Consolidated total of grants paid exceeding \$25,000	0
Consolidated total of contributions paid exceeding \$25,000	0
Consolidated total of all grants and contributions exceeding \$25,000	0
3. Total payments to suppliers for grants and contributions exceeding \$25,000	0

Total aggregate payments exceeding \$25,000 paid to suppliers	5,202,638
Consolidated total of payments of \$25,000 or less paid to suppliers	1,056,645
Consolidated total of all grants and contributions exceeding \$25,000	0
Subtotal	6,259,282
Total Expenses per Consolidated Statement of Operations and Accumulated Surplus	4,723,414
Difference	1,535,868
4. Reconciliation	
Employee and Council Wages paid not included in payments to suppliers	1,893,546
Less SOS re classed on Financial Statements	(627,295)
Employee Paid Expenses not included in payments to suppliers	29,908
Other Deposits Refunded, included in AP Listing	(51,392)
Employee portion of Tax, CPP And EI	(414,842)
Employee portion of Benefits	(29,001)
Transfers to Other Governments	(2,319,913)
Less HOG and credits claimed	564,717
BC Transit Offset with Other Government Contributions	(206,651)
New Capital Additions/Disposals/Works in Progress	(1,970,419)
Less Capital Additions donated in kind	786,000
Debt Principal Payments moved to Balance Sheet	(334,221)
Accounts Payable Expensed 2016 paid in 2017	(237,602)
Accounts Payable Expensed 2017 paid in 2018	571,150
**Timing variances included in summary	7,853
Amortization included in expenses not a Cash Expense	802,294
Variance	(0)
Variance occurs due to the Financial Statements prepared on an accrual basis and the report on a cash basis	

Prepared under the Financial Information Regulation, Schedule 1, section 7 and the *Financial Information Act*, section 2.

Village of Pemberton

STATEMENT OF FINANCIAL INFORMATION APPROVAL

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

Mike Richman, Mayor

Lena Martin, Chief Financial Officer

Date: _____

Date: _____

Prepared under the Financial Information Regulation, Schedule 1, subsection 9



Management Report

PO Box 100
7400 Prospect St.
Pemberton

British Columbia

CANADA

V0N2L0

P. 604.894.6135

F. 604.894.6136

To the Mayor and Council of the Village of Pemberton:

Management is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the consolidated financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of the consolidated financial statements.

The Mayor and Council are composed entirely of individuals who are neither management nor employees of the Village. The Mayor and Council are responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Mayor and Council fulfill these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Mayor and Council are also responsible for appointing the Village's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by the Mayor and Council to audit the consolidated financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with, both the Council and management to discuss their audit findings.

In accordance with the *Community Charter*, the 2017 Audited Consolidated Financial Statements were presented and approved by Council on May 8, 2018; the Statement of Financial Information (SOFI) was presented to Council for approval on July 10, 2018.

Nikki Gilmore
Chief Administrative Officer

June 20, 2018
Date

Date: July 10, 2018

To: Nikki Gilmore, Chief Administrative Officer

From: Lisa Pedrini, Senior Planner
Cameron Chalmers Consulting, Consulting Planner

Subject: Consideration of Zoning Bylaw No. 832, 2018 – Public Hearing Results and Amendments Prior To Third Reading

PURPOSE

The purpose of this report is present the results of the Public Hearing held for Zoning Bylaw No. 832, 2018 and to seek several minor amendments to Zoning Bylaw No. 832, 2018 in advance of consideration of Third Reading, as identified at the Public Hearing and directed by Council in response to representations made at the Public Hearing.

BACKGROUND

On the Regular Council Meeting No. 1472, held on June 12, 2018, a Staff report was presented summarizing referral agency and stakeholder comments and community feedback on the *Draft Zoning Bylaw for Discussion Purposes*, dated April 17, 2018 and presenting Zoning Bylaw No. 832, 2018 for consideration of First and Second Reading.

At that meeting an overview of the new Zoning Bylaw highlighted significant changes from Village of Pemberton Zoning Bylaw No. 466, 2001 that were made to reflect policies contained in the Village's Official Community Plan No. 654, 2011, legislative changes, update with best practices and improve the user-friendliness of the Village's Zoning Bylaw. As a result, Council considered First and Second Readings and passed the following resolutions:

Moved/Seconded

THAT Village of Pemberton Zoning Bylaw No. 832, 2018 receive First and Second readings.

CARRIED

OPPOSED Councillor Helmer

Moved/Seconded

THAT Village of Pemberton Zoning Bylaw No. 832, 2018 be referred to the Lil'wat Nation, the Squamish-Lillooet Regional District, the Ministry of Transportation and Infrastructure and the Agricultural Land Commission for comment.

CARRIED

Moved/Seconded

THAT a Public Hearing be scheduled for 7:00 p.m. on Tuesday, June 26, 2018 at Council Chambers.

CARRIED

DISCUSSION & COMMENTS

Council held a Public Hearing respecting Zoning Bylaw No. 832, 2018 on June 26, 2018 at 7:00 pm in the Pemberton and District Community Centre, a record of which is contained in **Appendix A**. A total of thirty (30) written submissions were received prior to the Public Hearing – of which the majority (23) expressed opposition with the change in site specific zoning in the C-1 Town Centre Commercial zone and two (2) that supported this change. Two (2) petitions were also presented in which signatories did not support the change in site specific zoning within the C-1 zone. To view the correspondence received prior to the Public Hearing click on the following link: <https://www.pemberton.ca/public/download/documents/51237>

There were an additional nine (9) written submissions presented to Council at the Public Hearing. To view these submissions click on the following link: <https://www.pemberton.ca/public/download/documents/51113>

Approximately sixty (60) members of the community attended the Public Hearing and Council heard from seventeen (17) different persons who vocalized their opinions with respect to various sections of the Bylaw. The majority of verbal submissions also expressed opposition to the proposed change in status of two (2) site specific permitted uses in the C-1-Town Centre Commercial Zone that would specifically impact two (2) Village properties containing long standing businesses. Representations were made from the two (2) business owners directly impacted, as well as other downtown business owners and residents of both the Village and SLRD Electoral Area C in opposition to the direction Zoning Bylaw No. 832, 2018 would take with respect to the types of future businesses permitted in the C-1 Zone.

Council also heard from land owners of property in Pemberton's Gateway zoned C-2-Tourist Commercial regarding the removal of drive-through businesses as a permitted use in the C-2 Zone, and from another business owner/President of Tourism Pemberton who strongly supported this change.

Other verbal submissions touched on other topics addressed in the Bylaw such as carriage homes and storage containers and the comprehensiveness of the Bylaw. For details of all verbal submissions, please refer to **Appendix A**.

At the beginning of the Public Hearing, Staff had advised that several non-substantive amendments would be sought following the Hearing. Specifically there are several formatting and typographical errors that were identified. Several inconsistencies in the Sunstone and Ridge zones, as well as some in the Comprehensive Development zones were found through the public process, and have been clarified to mirror the current bylaws that apply to those specific properties and/or zones.

Following the close of the Public Hearing, Council reconvened Regular Meeting No. 1473 and provided direction to Staff to amend the proposed bylaw in response to representations made at the Public Hearing with the following resolutions:

Moved/Seconded

THAT section 15.1.3 of proposed Village of Pemberton Bylaw No. 832, 2018 be amended by adding the following wording as a condition of use for the Town Centre Commercial (C-1) zone:

15.1.3 (d) “Automotive Service Shop”: The “Automobile Service Shop” use is permitted only on the lot legally described as Lot 1, DL 203, LLD, Plan KAP58517. PID: 023-665-131 at the time of adoption of this bylaw.

15.1.3 (d) “Equipment Sales, Servicing, Rental and Repair Shop”: The “Equipment Servicing, Rental and Repair Shop” use is only permitted on the lot legally described as Lot 7, Block 2, DL 203, LLD, Plan 1624. PID: 011-506-504 at the time of adoption of this Bylaw.

CARRIED

REFERRAL COMMENTS

Agricultural Land Commission

Correspondence from the Agricultural Land Commission (ALC) was received on July 6, 2018 outlining their comments on the Bylaw. Their letter is attached as **Appendix B**. Amendments have been made to the Bylaw with respect to all of the suggested revisions albeit one. At this time, the Village has not heeded the ALC’s suggestion to increase the minimum parcel size in the Agriculture (A-1) Zone; but proposes to align the Village’s regulations in this regard with the SLRD Area C’s minimum parcel size in the Agriculture (AGR-1) Zone when SLRD Area C Zoning Bylaw No. 1549, 2017 is adopted. This will be accomplished through a zoning amendment to Bylaw No. 832, 2018, proposed to occur in the future to address any forthcoming need for refinements.

Lil’wat Nation

A referral of the Village’s Zoning Bylaw No. 832, 2018 at Second Reading was sent to the Lands Department of the Lil’wat Nation. No response has been received to date.

Ministry of Transportation and Infrastructure

A referral of Village’s Zoning Bylaw No. 832, 2018 at Second Reading was sent to the Ministry of Transportation and Infrastructure to allow them to begin a preliminary review. The Ministry has indicated that they will provide comments following receipt of a formal referral of the Bylaw at Third Reading.

Squamish-Lillooet Regional District

Correspondence from the Squamish-Lillooet Regional District (SLRD) was received on July 6, 2018. The letter is attached as **Appendix C**. Staff followed up with the SLRD via a phone call to address their concerns with respect to Short Term Vacation Rentals and advise that this use, while permitted only in zones that have always permitted Bed and Breakfast Operations, will also be subject to accompanying Business Licence Permit conditions such as a cap on the number of permits issued, and requirements for Good Neighbour Agreements and Bylaw Enforcement Deposits. The SLRD was satisfied with this information.

In terms of the definition of Affordable Housing, the Village had considered using the CMHC's definition, but decided to utilize the present definition on the advice of its Planning Consultant to give flexibility to define affordable housing through a statutory housing agreement until a Village of Pemberton Affordable Housing Policy is in place.

Vancouver Coastal Health

Correspondence from Vancouver Coastal Health was received on June 25th that supported the Village's efforts to undertake source protection planning as per the recommendations of the Village of Pemberton Groundwater Protection Plan in an effort to provide multiple barriers of protection of the Village's domestic supply wells located in the C-1 Zone. Their letter acknowledges the risks that various land uses within the well capture zone carry given the highly permeable sand and gravel deposits that make the aquifer vulnerable to surficial contamination. Their letter is attached as **Appendix D**.

ZONING BYLAW NO. 832, 2018 PRIOR TO THIRD READING

As a result of the Public Hearing, Council Direction, Stakeholder Comments and Staff identified corrections, revisions to Zoning Bylaw No. 832, 2018 prior to Third Reading are recommended. A redline copy of proposed Zoning Bylaw No. 832, 2018 is attached as **Appendix E** outlining all recommended amendments that ought to be included in the Bylaw before it takes force and effect.

A majority of the amendments are non-substantive in terms of changes to the interpretation or meaning of the wording in the Bylaw. Formatting of italicized words, punctuation and other minor corrective amendments identified by Staff have been made.

The Council-directed amendments to the Town Centre Commercial (C-1) zone to permit *Automotive Service Shop and Equipment Sales, Servicing, Rental and Repair Shop* as site specific uses have also been included. An associated amendment has been made to add a definition for the *Equipment Sales, Servicing, Rental and Repair Shop* use. Staff further recommends that screening requirements for both uses be added as additional conditions of use and have revised the bylaw accordingly.

Amendments have also been made to several specific zones that regulate development at Sunstone, The Ridge, and the Tiyata sites. In preparing the draft Bylaw, several unconsolidated bylaw amendments were missed and were identified by the owners. Those amendments have now been incorporated into the proposed Zoning Bylaw No. 832, 2018.

Mapping amendments to Schedule A – Zoning Map have also been noted as per Stakeholder comments and a revised map will be presented to Council on July 10th 2018.

Staff recommend that Council amend Zoning Bylaw No. 832, 2018 as outlined in the redline version of the proposed Bylaw attached to this report prior to consideration of the Bylaw for Third Reading.

COMMUNICATIONS

The Village has met its legislative obligations regarding advertising, holding and presenting a report of the Public Hearing to Council.

LEGAL CONSIDERATIONS

The amendments are considered a natural part of the Public Hearing and Bylaw Adoption process outlined in the *Local Government Act*. Once adopted, the Zoning Bylaw will regulate the use of land, buildings, and structures in the Village of Pemberton.

IMPACT ON BUDGET & STAFFING

The Zoning Bylaw review is a funded policy project of the Village of Pemberton.

INTERDEPARTMENTAL IMPACT & APPROVAL

The Zoning Bylaw review process has involved several departments, and upon adoption, several departments will be involved in its implementation and enforcement.

ALTERNATIVE OPTIONS

1. That Council amends proposed Zoning Bylaw No. 832, 2018 to incorporate all changes identified in the Second Reading Amendments version of the proposed bylaw attached to the Staff report dated July 10, 2018, gives the Third Reading of the Bylaw and refers the Bylaw to MOTI for approval;
2. That Council does not amend proposed Zoning Bylaw No. 832, 2018 to incorporate all changes identified in the Second Reading Amendments version of the proposed bylaw attached to the Staff report dated July 10, 2018 and asks Staff to make further amendments;
3. That Council provides direction on another alternative.

POTENTIAL GOVERNANCE CONSIDERATIONS

The review and update of the Village of Pemberton Zoning Bylaw was established as a Strategic Priority by Council and aligns with Strategic Priority No. Two: Good Governance and Strategic Priority No. Three: Excellence in Service. Once adopted by Council, the Zoning Bylaw will be the primary land-use regulatory tool for the municipality.

RECOMMENDATIONS

Recommendation Number 1:

THAT Council receives the statutory record of the Public Hearing held for Zoning Bylaw No. 832, 2018.

Recommendation Number 2:

THAT Council amends proposed Zoning Bylaw No. 832, 2018 to incorporate all changes identified in the Second Reading Amendments version of the proposed Bylaw attached to the Staff report dated July 10, 2018.

Recommendation Number 3:

THAT Council gives Third Reading to Zoning Bylaw No. 832, 2018, as amended;

AND THAT Zoning Bylaw No. 832, 2018 be formally referred for Ministry of Transportation and Infrastructure approval.

Attachments:

- Appendix A: Public Hearing Minutes
- Appendix B: Letter received from the Agricultural Land Commission, dated July 6, 2018
- Appendix C: Letter received from the Squamish-Lillooet Regional District, dated July 6, 2018
- Appendix D: Letter received from Vancouver Coastal Health, received June 26, 2018
- Appendix E: Proposed Zoning Bylaw No.832, 2018 (Second Reading Amendments)

Prepared by:	Lisa Pedrini, Senior Planner and Cameron Chalmers Consulting, Consulting Planner
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

**VILLAGE OF PEMBERTON
- PUBLIC HEARING MINUTES-**

Minutes of the Public Hearing of Council of the Village of Pemberton held on Tuesday, June 26, 2018 at 7:00 p.m. in the Pemberton and District Community Centre, 7390 Cottonwood Street.

IN ATTENDANCE:	Mayor Mike Richman Councillor Karen Ross Councillor James Linklater Councillor Ted Craddock
BY TELEPHONE:	Councillor Jennie Helmer
STAFF IN ATTENDANCE:	Nikki Gilmore, Chief Administrative Officer Sheena Fraser, Manager of Corporate & Legislative Services Tim Harris, Manager of Operations & Development Services Cameron Chalmers, Village Planning Consultant Lisa Pedrini, Senior Planner Jill Brooksbank, Senior Communications & Grant Coordinator Gwendolyn Kennedy, Legislative Assistant Wendy Olsson, Executive Assistant
MEMBERS OF PUBLIC:	60
MEDIA:	1

1. CALL TO ORDER and OPENING STATEMENTS

At 7:06 p.m. Mayor Mike Richman called the Public Hearing to order and read the following Opening Statement for the Village of Pemberton Zoning Bylaw No. 832, 2018:

Good Evening. My name is Mike Richman and as Mayor of the Village of Pemberton I will be chairing this Public Hearing.

Cameron Chalmers, Village Planning Consultant, will make a brief presentation on the Zoning Bylaw 832, 2018 and Sheena Fraser, Manager of Corporate & Legislative Services, will record your comments for the minutes which will form part of the public record on this matter.

Also in attendance are Councillor Ted Craddock, Councillor James Linklater and Councillor Karen Ross. Councillor Jennie Helmer is attending by telephone.

This Public Hearing is convened pursuant to Section 465 of the *Local Government Act* to allow the public to make representations to Council respecting matters contained in proposed:

Village of Pemberton Zoning Bylaw No. 832, 2018

Notification of this Public Hearing was advertised in the June 14, 2018 and June 21, 2018 issues of the "Pique Newsmagazine".

A Notice was also posted at Village of Pemberton Offices, the Village Notice Board located at the Post Office, and on the Village Website and Facebook Page and public notice boards throughout the community.

Every one of you present who believes that your interest in property is affected by the proposed Bylaw shall be given a reasonable opportunity to be heard or to present written submissions respecting matters contained in the proposed Bylaw.

Each speaker will have up to two (2) minutes to be heard. Once everyone has had a chance to speak, those who wish to speak again may do so if they have new points to present.

None of you will be discouraged or prevented from making your views known. However, it is important that you restrict your remarks to matters contained in the proposed Bylaw.

When speaking please commence your remarks by clearly stating for the public record your full name and address and whether or not you are in favour or opposed to the Bylaw.

Members of Council may, if they so wish, ask questions following a presentation. However, the main function of Council Members at this Public Hearing is to listen rather than to debate the merits of the proposed Bylaw. This Public Hearing is not a question and answer period; it is an opportunity for the public's views to be heard.

Please refrain from applause or other expressions.

After this Public Hearing has concluded, Council will further consider this Bylaw at the Regular Council Meeting to be convened on Tuesday, July 10th, at 5:30 pm in Council Chambers, located at the Village Office, subject to the approval of Ministry of Transportation and Infrastructure.

May I remind you that tonight is your final opportunity for input on the proposed Bylaw.

2. INTRODUCTION OF VILLAGE OF PEMBERTON ZONING BYLAW NO. 832, 2018

Cameron Chalmers, Village Planning Consultant, provided an overview and explanation of the Village of Pemberton Zoning Bylaw No. 832, 2018.

The purpose of the Bylaw is to act as an implementation tool for the Official Community Plan (OCP), and to improve clarity, consistency and user-friendliness. Mr. Chalmers noted that zoning bylaws are not a tool for immediate change, and that changes in zoning regulations often take many years and even generations before an impact is noticed in the community.

Significant changes include new definitions, clarification of measurements, and some changes to general regulations regarding short-term vacation rentals, home-based businesses and intermodal storage containers. The provision for temporary use permits was added to give Council the authority and flexibility to allow new uses on a temporary basis.

Zoning definitions and general regulations were developed for Cannabis Dispensaries even though the use itself remains prohibited in the Zoning Bylaw until federal and provincial legislation changes and Staff have a chance to create policy to enable this use.

Agricultural zones are retained from the previous zoning Bylaw and follow existing SLRD agricultural zoning provisions in terms of minimum parcel size. New permitted uses were added to reflect uses now permitted by the Agricultural Land Commission (ALC), such as agri-tourism.

Some minor changes were made to residential zones, including the creation of mixed-use zones to include apartments, townhouses and duplexes to allow for increased density. Zones previously created for some for specific housing projects such as Sunstone and The Ridge remain the same.

The Commercial zone structure was largely retained with enhancements to implement the community vision as established in the OCP, to reflect the Downtown Enhancement Plan and promote a more vibrant downtown core. The following changes were included:

- the removal of drive-through uses from C-3 zone, and limiting drive-through use to the one existing business in the C-2 zone, and
- removal of *Equipment Servicing, Rental and Repair Shop* and *Automobile Repair Shop* from permitted uses in the C-1 zone.

Mr. Chalmers acknowledged that these two changes had generated much discussion in the community. Chalmers noted that the two businesses impacted by the change

to permitted uses in the C-1 zone, which were previously zoned for site-specific use, would become “lawful non-conforming” under the *Local Government Act*. Lawful non-conforming businesses may continue to operate but are prohibited from expanding their footprint or rebuilding should 75% or more of the value of the building above its foundation be destroyed.

The removal of *Drive-In Restaurants* as a permitted use in C-3 and C-2 zones has been raised previously and is a reflection of the community’s aspirations.

There are minor updates to the Airport Zone (AP-1) and Industrial Zone (M-1) and a new Industrial Resource Zone identified as M-2 was created.

A new Outdoor Recreation (OR-1) zone has been established to accommodate the motocross track and other land expansive recreation uses.

The next steps in the process are:

- addressing minor formatting, typographic and non-substantive amendments;
- incorporating amendments as directed by Council;
- Proceeding with Third Reading, Adoption and subsequently implementation of the new regulations.

3. LISTING OF CORRESPONDENCE RECEIVED

Sheena Fraser, Manager of Corporate & Legislative Services, advised that the Village had received an additional nine (9) submissions from the public after the deadline and these submissions were provided to Council prior to the start of the Public Hearing.

Ms. Fraser also noted that the Village had received referral comments from Vancouver Coastal Health Authority that were also provided to Council as well.

Ms. Fraser advised that the correspondence noted will be made available on the Village’s website the following day.

4. PUBLIC REPRESENTATIONS

Mayor Richman called for submissions from the public starting with those who signed up on the Speakers List:

Ivan Knowles, Owner Spud Valley Sporting Goods, 1380 Birch Street (Village of Pemberton)

Mr. Knowles spoke in opposition to the Bylaw and raised the following concerns:

- The Bylaw has upset most businesses and residents;

- The Bylaw does not provide assurance that local business interests will be protected;
- A question & answer session would have been a better way to engage the public and gather input;
- Black's and Valley Chainsaw are not the only properties that the Village should be focusing on with regard to unsightly premises, safety and noise issues;
- Village of Pemberton Public Works Yard is unsightly;
- Unpainted cross walks, intersection at the bank and post office; one-way streets; poorly functioning traffic light; rail line through town are unsafe;
- Trains and logging trucks create a lot of noise;
- Village wellhead should be properly protected in accordance with health requirements;
- More input is needed from residents when changes are made.

Poppy Switzer was called upon to speak as she was listed on the speakers list but declined as Mr. Knowles had covered her points.

Barj Dhahan, Representing the Owners of 1443 Vine Road (Village of Pemberton)

Mr. Dhahan, whose wife and business partner are the owners of a property in the C-2 zone, spoke against the removal of drive-through business as a permitted use from the C-2 zone and expressed the following concerns:

- The owners have owned the property since 2011 and he has made known to the Village his intention of developing a drive-through business on the site;
- Removal of this use eliminates competition and choice;
- Removal of this use gives a monopoly to the one existing drive-through business.

Mr. Dhahan also noted his opposition to the reduction in the required off-street parking spaces for restaurants and argued that more, not fewer, parking spaces should be required.

Stephen Black, Owner Black's Hot Wheels, 1380 Aster Street (Village of Pemberton)

Mr. Black spoke in opposition to changes to C-1 zone permitted uses and stated the following:

- The change in zoning will devalue his property;
- The business's insurance is at risk;
- The automotive repair shop has been on this site much longer than the Village well; if this is a concern the Village should have located the well in a different area;
- The business brings economic benefits to Pemberton that would be lost;

- BC Hydro and Village of Pemberton Public Works Yard are both industrial uses in the C-1 zone but they are still permitted;
- If the Village intends that Black's be grandfathered or given 'lawful non-conforming' status, why is it necessary to remove the existing site-specific use?

Robin Black, Owner Black's Hot Wheels, 1380 Aster Street (Village of Pemberton)

Ms. Black noted her opposition to the changes in the C-1 zone and read an excerpt from an insurance document indicating that losses related to a use not permitted in the property's zone would not be insured.

Ms. Black noted concern that the minutes of ALUC Meeting held April 26 indicated the Village has an interest in moving these businesses out of the town centre.

Mark Mendonca, Owner Grimm's Deli, 7433 Frontier Street (Village of Pemberton)

Mr. Mendonca read a letter noting that he is in favour of the removal of drive-through business as a permitted use in C-2 and C-3 zones and requested that Council reconsider removing drive-through businesses in the C-5 zone. In his letter, Mr. Mendonca raised the following points:

- Growth and increased highway traffic have been good for local businesses as a large percentage of travelers make a diversion into the town centre;
- Permitting drive-through businesses on the highway will reduce the number of visitors who come into the downtown and negatively impact downtown businesses;
- Drive-through businesses are an environmental concern due to resulting increase in idling engines;
- Whistler and Britannia Beach do not permit development of any additional drive-through businesses.

Mr. Mendonca thanked Staff for bringing forward this change and requested reconsideration of allowing drive-through restaurants in the C-5 Zone.

Norm Leblanc, Owner AC Gas, 7432 Prospect Street (Village of Pemberton)

Mr. Leblanc spoke in opposition to the change to permitted uses in the C-1 zone and raised the following points:

- Pemberton has a vibrant downtown core due to diversity of businesses
- Many towns struggle to keep businesses in the town centre but Pemberton is forcing thriving businesses to leave;

- The Bylaw impacts other businesses such as the bike shop, as it is a rental and repair business;
- Village should not give 3rd and 4th reading but should start over and rewrite the Bylaw;
- Public consultation process was not successful;
- Concerned that the Village is too busy looking at the future and should not make changes for the sake of making changes, that the vision is not local and there is a need for more local input;
- The Bylaw singles out two businesses and would cause significant hardship to them should they be forced to move to the Industrial Park;
- Cited minutes of ALUC Meeting, held April 26, 2018, stating that it is his belief that the intention of the Village is to encourage these businesses to move out of town;
- Reiterated his opposition to the Bylaw and suggested that the process be re-started.

Albert Bush, Owner Valley Chainsaw and Recreation, 7446 Prospect Street (Village of Pemberton)

Mr. Bush spoke against the change to permitted uses in the C-1 zone and addressed the following points:

- Location was zoned industrial when purchased thirty (30) years ago;
- Zoning changed in 2001 at which time Mr. Bush was informed that site specific permitted use would remain indefinitely;
- Change may adversely affect dealer agreements with suppliers;
- Valley Chainsaw will have the same issue with business insurance as Black's;
- Town will be adversely affected as Valley Chainsaw is a destination business.

Robert Szachury, 7395 Larch Street (Village of Pemberton)

Mr. Szachury spoke against the Bylaw with the following points:

- Pemberton is multicultural with diverse businesses;
- Noted that there are other industrial type uses in the C-1 zone that may result in environmental risks as well;
- Cannot support the Bylaw as packaged, does not support the removal of drive-through restaurants in the C-2 and C-3 zones;
- Village should assist businesses, not destroy them;
- People want short term rentals.

Jeff Clarke, Pemberton Valley Hardware, 7426 Prospect Street (Village of Pemberton)

Mr. Clarke spoke against the change to permitted uses in the C-1 zone with the following points:

- People love Pemberton for the diversity of businesses in the downtown;
- More attention should be paid to those real estate investors who leave commercial buildings empty in the downtown core; they are destroying the vitality of the downtown.

Doris Zurcher, 7416 Harrow Road (SLRD Area C)

Ms. Zurcher raised the following points in opposition to changes to the permitted uses in the C-1 zone:

- The Bylaw is like an omnibus bill;
- Environmental impact of residents having to travel to Industrial Park for services;
- Inconvenience of the repair shop being located in the Industrial Park rather downtown, particularly for farmers bringing in tractors;
- People will go to Squamish if they cannot access these services downtown and this will impact other downtown businesses;
- Reduced social interactions in Pemberton;
- Outdoor enthusiasts will not come into town if Valley Chainsaw and Recreation leaves.

Steve Flynn, 6 Cedar Grove Estates (SLRD Area C)

Mr. Flynn expressed concern related to the economic impact of the change to the permitted uses in the C-1 zone and raised the following points:

- It is a misconception that businesses are unchanged in value once they are labelled lawful non-conforming;
- Change in status will have serious implications for both families;
- Business value is reduced by 50% with zoning change;
- Loss of these two businesses in town will impact other businesses.

Anna Helmer, 1347 Elmwood (Village of Pemberton)

Ms. Helmer raised the following points in opposition to the Bylaw:

- Storage containers are affordable and practical for businesses and should be permitted;
- Does not support any reasoning related solely to aesthetics;
- Carriage houses should be permitted on all properties that are large enough if they are permitted at Sunstone.

David MacKenzie, Pemberton Valley Lodge, 1480 Portage Road (Village of Pemberton)

Mr. MacKenzie commended Council with respect to the balanced approach towards Short-Term Accommodation Rentals, and made the following points in opposition some portions of the Bylaw:

- Council should reconsider the parts of the Bylaw that are detrimental to businesses;
- The Bylaw should encourage more businesses to come to town, not to leave.

Nicole Heisterman, 1469 Hemlock St. (Village of Pemberton)

Ms. Heisterman stated her opposition to the Bylaw as she feels that it lumps a lot of issues together and would make more sense if items were broken out, as she supports some and not others.

Ms. Heisterman stated that downtown is good the way that is it and that if businesses that bring people into town are removed it will be detrimental. Pemberton is a real “small town” environment and should be kept that way.

Catherine Cartman, 10 Cedar Grove Estates (SLRD Area C)

Ms. Cartman is new to Pemberton; she moved from Squamish as her family was seeking a small-town environment. If long-term Pemberton businesses move out, the feel of the town will change.

Ms. Cartman expressed her opposition to the Bylaw and suggested that it should be reassessed.

David Chapman, Owner Napa Auto Parts, 7456 Prospect Street (Village of Pemberton)

Mr. Chapman expressed his view that the change to not allow Black’s Hot Wheels and Valley Chainsaw to continue retain their type of use in the C-1 zone is potentially forcing two businesses out of town and it will have a snowball effect and will negatively impact his business and others. Mr. Chapman noted his opposition to the Bylaw.

Kyle Bubbs, 7236 Clover Road (Area C)

Mr. Bubbs requested a show of hands from those present to indicate the number of people opposed to the Bylaw.

Mayor Richman reminded Mr. Bubbs that such an action is not in line with the purpose of a Public Hearing; a Public Hearing is not held for residents to make a display but to allow individuals to provide their feedback to Council.

Robert Szachury, 7395 Larch Street (Village of Pemberton)

Mr. Szachury stated his opposition to the removal of drive-through businesses from permitted uses in C-2 and C-3 zones citing that there is no difference between drive-through restaurants and take-out restaurants and take-out restaurants are permitted.

Ivan Knowles, Spud Valley Sporting Goods, 1380 Birch Street (Village of Pemberton)

Mr. Knowles reiterated his opposition to the changes to permitted uses in the C-1 zone, stating that the Bylaw limits growth of the community.

Mr. Knowles pointed out that the two affected businesses contribute significant tax dollars to the Village of Pemberton and posed the question as to how the loss of these tax dollars would be recovered if they left town.

Mark Mendonca, Grimm's Deli, 7433 Frontier Street (Village of Pemberton)

Mr. Mendonca raised the following additional points in support of removing drive-through businesses from the C-2 and C-3 zones:

- Most communities would tell you if they could do it again, they would not allow drive-through businesses on the main road through town.
- It makes no sense to have drive-through businesses on the town's perimeter. The percentage of travelers diverting into town will drop if drive-through businesses are permitted on the perimeter.

Roy McLean, 10-7408 Cottonwood court (Village of Pemberton)

Mr. McLean recognized the good intentions of Staff but contended that in this case, what looks good in theory, doesn't work in practice.

Mr. McLean stated that the information presented in the Village of Pemberton's Zoning Bylaw FAQs does not reflect the statement in the minutes of the April 26, 2018 ALUC Meeting previously mentioned.

When making changes, the Village must consider the human factor, and the Bylaw makes him question the Village's support for local businesses.

Mr. McLean noted that he is opposed to parts of the Zoning Bylaw.

Doris Zurcher, 7416 Harrow Road (Area C)

Ms. Zurcher stated that she feels the Bylaw is reminiscent of the recent Boundary Extension initiatives because the Village is picking and choosing which properties are affected.

Albert Bush, Valley Chainsaw and Recreation, 7446 Prospect Street

Mr. Bush noted that he had a retirement plan in place but the proposed change to C-1 zone caused the prospective purchasers to withdraw their offer.

When Mr. Bush found out about the proposed zoning changes on May 3rd, he met with Stephen Black on the 4th, voiced opposition on social media and encouraged people to attend the Public Hearing to oppose the proposed changes.

5. CLOSING STATEMENTS

Mayor Richman called three (3) times for any other submissions and hearing none made the following closing statements:

On behalf of Council and myself I would like to thank all of you who have attended this meeting. Your input and participation in the process is greatly appreciated.

Please note that after the Public Hearing is adjourned, the opportunity for public discussion is ended and Council may not hear from or receive correspondence from interested parties relating to this Bylaw. This Bylaw is now a matter for Council's consideration based upon information received to date.

6. ADJOURNMENT

At 8:46p.m. the Public Hearing was adjourned.

Sheena Fraser
Corporate Officer


Agricultural Land Commission

201 – 4940 Canada Way
 Burnaby, British Columbia V5G 4K6
 Tel: 604 660-7000 | Fax: 604 660-7033
www.alc.gov.bc.ca

July 3, 2018

Reply to the attention of Caitlin Dorward
 ALC Planning Review: 46640
 Village of Pemberton File: Bylaw 832, 2018

Village of Pemberton
DELIVERED BY ELECTRONIC MAIL

Re: Village of Pemberton Zoning Bylaw No. 832, 2018

Thank you for forwarding a copy of the Village of Pemberton's Zoning Bylaw No. 832, 2018 (the "Bylaw") for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the Bylaw is consistent with the purposes of the *Agricultural Land Commission Act* (ALCA) and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the "Regulation"), and any decisions of the ALC.

ALC staff note that the Bylaw has passed second reading and that an earlier draft (the April 17th, 2018 "Draft for Discussion Purposes") was provided to the ALC, and that on May 11th 2018 ALC staff provided written comments and suggested amendments with respect to the consistency of the "Draft for Discussion Purposes" with the purposes of the ALCA, the Regulation, and any decisions of the ALC (enclosed).

Upon review of the Village of Pemberton Zoning Bylaw No. 832, 2018, ALC staff note that many of the concerns that were expressed in our May 11th 2018 review of the Draft for Discussion Purposes are still outstanding. The ALC's position on these concerns remains consistent. As such, the concerns previously expressed are reiterated below.

Part 3: Definitions

- **P.13 - Agriculture**

x. Winery and Cideries: as currently drafted, the definition does not include all alcohol production facilities allowed under the Regulation. The ALC requests that this section be changed from "Winery and Cideries" to "Alcohol Production Facilities (breweries, cideries, distilleries, meaderies, wineries)"

- **P. 14 - Agri-tourism Activity**

The ALC suggests that this definition be reworded to include specific references to the Regulation and the wording therein as follows:

*Means the use of land that is classified as a farm under the Assessment Act for tourism related activities **on the farm**, such as **agricultural** displays, **farming** demonstrations, and **agricultural** exhibits subject to the regulations of section 7.5 of this Bylaw and **to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.**"*

- **P.14 - Agri-tourism Accommodation**

- As currently drafted, this definition permits “farm inns” which are not permitted by the ALCA and Regulation and which would require an ALC non-farm use application. The ALC requests that this definition be reworded as follows:

*Means the provision of tourism accommodation, on a property classified as farm under the BC Assessment Act, up to a maximum of ten (10) sleeping units. Typical uses include, but are not limited to, **farm inns**, seasonal farm cabins, campsites/recreational vehicle sites, and are subject **to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.**”*

- **P.21 - Farm Residential Facilities, Accessory**

- vii. The ALC is concerned that, as currently drafted, this definition could inadvertently permit non-farm uses in contravention of s. 18(a) of the ALCA.

- **P. 24 - Greenhouse**

- The ALC requests that this definition be reworded to include agriculture in addition to horticulture.

- **P. 25 - Livestock**

- The ALC suggests that the Village of Pemberton review this definition with Ministry of Agriculture staff to ensure accuracy. For example, to the ALC’s knowledge, the Ministry does not consider donkeys to be livestock. The omission of bees from the Bylaw should also be addressed.

- **P.28 - Nursery**

- As currently drafted, this definition allows uses which are not permitted by the ALCA or Regulation. Although the ALC recognizes that this Use is allowed in zones outside of the ALR, it has also been explicitly included in the Bylaw’s definition of “Agriculture”. In order to rectify this the ALC suggests the following two options:

Option 1: rewording the definition of “Nursery” as follows:

*“means the use of land, buildings, or structures for the purpose of growing and propagating plants, and includes retail nurseries, wholesale nurseries, private nurseries which supply the needs of institutions or private states, and the sale of gardening retail items are permitted. **Nurseries in the ALR are subject to the Agricultural Land Commission Act and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.**”*

Option 2: rewording the definition of “Agriculture” to specify that all Agricultural use in the ALR is subject to the ALCA and Regulation.

- **P. 32 - Riding Academy**

Given that “Riding Academy” is identified as a permitted use in the A-1 zone, the ALC requests that the definition be reworded to specify that this use is subject to the ALCA and Regulation when occurring on an ALR parcel, OR, that the definition be reworded to limit the size of the stables to no more than 40 permanent stalls as per s. 2(2)(h) of the Regulation.

Part 6.3 Uses Permitted in All Zones (P. 44-45)

- As currently worded, this section suggests that ALC approval is not required for any of the items on the list with the exception of trails. However, there are multiple uses listed that require ALC approval if proposed in the ALR, including but not limited to: highway, utility services, temporary buildings, government services, filming, and places of worship.

In order to prevent a contravention to s. 18(a) of the ALCA, the ALC requests that this section be reworded to include the following disclaimer:

All uses in the ALR are subject to the Agricultural Land Commission Act and Agricultural Land Reserve Use, Subdivision and Procedure Regulation.

Part 7.2 Accessory Greenhouse (P. 48)

- ii) As currently drafted, the interior side and rear lot line setbacks specified for greenhouses associated with agriculture use are not consistent with those specified by the Ministry of Agriculture’s Bylaw Standards for Greenhouses (outlined in the table below).

Building	Maximum Front and Exterior Side Setback	Maximum Interior Side and Rear Setback
<i>Greenhouse</i>	7.5 m	4.5 m

The ALC suggests consulting with Ministry of Agriculture staff regarding the application of the Bylaw Standards.

Part 7.4 Agricultural Uses Permitted and Prohibited in the Agriculture Zone (p.48)

- The ALC appreciates the reference to the ALC’s authority to regulate land use in the ALR in this section of the Bylaw. However, the ALC remains concerned that a reader may not be aware that this section exists when trying to determine whether or not their proposed operations are compliant with the Bylaw because it is not cross-referenced in other sections.

Part 7.5 Agri-tourism (P.49)

- (d) The ALC suggests that the wording of this section be revised as follows:

“Agri-tourism **includes may include** the following tourism related activities **on a farm:**”

- (d)(viii) The ALC suggests that this section be reworded to be consistent with *ALC Policy L-04 – Activities Designated as Farm use: Agri-tourism Activities in the Agricultural Land Reserve*, as follows:

“accessory services or sales”

“temporary services ancillary to the agri-tourism activities that support or enhance the activity such as portable washrooms, ticket booths, and eating areas”

- (e) The ALC suggests that this section be revised to include all activities explicitly defined as not considered agri-tourism events in *ALC Policy L-04: Agri-tourism Activities in the Agricultural Land Reserve* (e.g.: rodeos, helicopter tours, permanent food service facilities, permanent mazes, non-domestic animal petting zoos, etc.) or that this section include a disclaimer to ensure consistency with *ALC Policy L-04*. For example:

vi. Any other activity not considered by the Agricultural Land Commission to be an agri-tourism activity.

Part 7.12 Farm Gathering for an Event (P.52)

- (a) The ALC suggests that this section be reworded as follows: “On land designated as farm under the BC Assessment Act, **agricultural event gatherings gathering for an event are is** subject to...”
- (a)(v) This section contains a typo: “yet” instead of “year”
- The ALC also suggests that this section include a disclaimer that Gathering for an Event is subject to the ALCA and Regulation to ensure further clarity to readers.

Part 7.13 Farm Stands (P.52)

- (a)(i) As currently drafted, this subsection implies that farm stands located in the ALR may not sell food products grown and produced on the property. This is inconsistent with section 2(2)(a) of the Regulation and *ALC Policy L-02: Farm Retail Sales in the ALR*, which states that farm retail sales (eg: farm stands) are a permitted use in the ALR provided they are done in accordance with s. 2(2)(a) of the Regulation, and furthermore that farm retail sales in the ALR may not be prohibited by a local government.

The ALC requests that this subsection be reworded to clarify that farm stands in the ALR are permitted provided they comply with the Regulation and *ALC Policy L-02: Farm Retail Sales in the ALR*.

Part 7.14 Food Truck (P. 53)

- The ALC is concerned that this section may give the impression that an unlimited number of food trucks are permitted in the A-1 zone. Although a food truck may be

permitted in some cases (for example, in conjunction with an event), in many cases the use of food trucks on ALR requires approval of the ALC through a non-farm use application. In order to clarify this, the ALC suggests that this section include a disclaimer that food trucks in the ALR are subject to the ALCA and Regulation and/or that consultation with the ALC is be required.

Part 7.21 Screening (P. 56)

- (d) The ALC suggests that the Village of Pemberton consult with the Ministry of Agriculture to ensure that this subsection is consistent with the Ministry of Agriculture's *Guide to Edge Planning: Promoting Compatibility Along Urban – Agricultural Edges*.

Part 7.24 Subdivision to Provide a Residence for a Relative (P.57)

- The ALC suggests that this section be qualified to state that subdivision within the ALR is subject to the ALCA and Regulation.

Part 7.27 Temporary Buildings or Structures During Construction (P.58)

- (a) The ALC suggests that this section be qualified to state that the placement of a temporary building or structure during construction may require an ALC non-farm use application for lots within the ALR. For example,

“A temporary *building* or *structure* may be temporarily placed on a *lot* during construction of a *detached dwelling* on the same *lot*, for a period not to exceed the duration of the expiry of the *Building* Permit, or construction completion, whichever is less. **If the lot is in the Agricultural Land Reserve, this use is subject to approval from the Agricultural Land Commission.”**

Part 7.28 Temporary Use of an Existing Detached Dwelling Unit During Construction (P.59)

- (a)(iii) The ALC requests that this subsection be amended to ensure compliance with *ALC Policy L-10: Building New Residence While Occupying Existing Residence*. ALC Policy L-10 states that the agreement between the landowner and the building authority must specify that the initial dwelling shall be removed or decommissioned within 6 months of the occupancy permit for the new dwelling being issued (including a temporary occupancy permit) and that the covenant shall include the stipulations outlined in the Policy.

Part 10: Agricultural Zones (P.70)

- The minimum lot size of 2 ha identified in the Development Regulations for the A-1 zone is smaller than is preferable to the ALC for ALR lands. Small parcel sizes may limit the range of agricultural uses and the Ministry of Agriculture's *Guide for Bylaw Development in Farming Areas* recommends that local governments establish the largest possible lot size for land in the ALR in order to provide for a wider range of farming opportunities and to discourage expectations for subdivision in the future.

- Regarding minimum setbacks, the ALC suggests that the Village of Pemberton consult with the Ministry of Agriculture to ensure consistency of minimum setbacks in agricultural zones with the Ministry's *Guide for Bylaw Development in Farming Areas* and to ensure that the minimum setbacks established in the Bylaw are not overly restrictive to agricultural uses (see previous comments regarding Greenhouses).
- No maximum height is specified for Accessory Buildings. The ALC supports the Bylaw's exemption of agricultural buildings and structures in the A-1 zone from height restrictions as per s. 4.4(e) of the Bylaw; however, the ALC questions the exemption of residential Accessory Buildings from height restrictions (if that is the intention here).

Mapping (p.119)

- The ALR boundary shown on the Zoning Bylaw's Schedule A map (p.119) includes properties zoned A-1, PR-1, AP-1, and E-1:
 - The designation of ALR lands as A-1 is appropriate.
 - The ALC does not object to the designation of PID 030-164-541 ALR as PR-1 in accordance with ALC Resolution #236/2013, provided all conditions have been met and/or all ongoing conditions continue to be complied with.
 - The ALC has concerns with the designation of Lot E as PR-1 given that the property has been included in the ALR in accordance with Resolution #235/2013. It is the ALC's understanding that the Village of Pemberton is proposing to utilize Lot E for park purposes. The ALC wishes to advise the Village of Pemberton that while the use of ALR land as an open land park is permitted as per s. 3(1)(g) of the Regulation, the PR-1 zone in the Bylaw permits numerous uses that are not permitted in the ALR without submission of a non-farm use application to the ALC. Furthermore, the Village of Pemberton is advised that multi-use trails in the ALR also require an ALC application (they do not fall under the category of "passive recreation").
 - The ALC requests clarification as to the designation of PID 030-329-680 as E-1. The ALC recognizes that Resolution #255/2011 approved an education facility in this location subject to conditions and that the ALC was aware of the proposal to zone the property as E-1 to facilitate that non-farm use. However, a review of currently available aerial imagery appears to show that no education facility was ever developed in accordance with Resolution #255/2011; furthermore, Resolution #255/2011 is now expired. The ALC recognizes that aerial imagery alone is insufficient to make this determination and requests additional information pertaining to this property from the District of Pemberton.
 - The ALC notes that PID 018-111-092, PID 023-948-108, and PID 024111619 are designated as PR-1. Although the ALC understands that this may be a result of the previous non-farm use approvals of a golf course and campground on these properties (reference ALC Resolutions #361/90, #641/1990, and #328/2011), the ALC notes that the PR-1 zone allows for many uses that are not permitted under the ALCA and Regulation. The ALC suggests that the District consider rezoning the Property in future to a site-specific zone in order narrow the allowed uses to be consistent with the ALCA, the Regulations, and with the non-farm use allowed

by the previous ALC Resolutions. In addition, this would also assist with avoiding a situation whereby the District of Pemberton inadvertently permits a non-farm use in contravention of s. 18 of the ALCA.

- The ALC notes that PID 013-292-021, PID 002-606-780, PID 002-606-801, and PID 028-817-206 are designated as AP-1. The ALC does not object to the AP-1 designation as Resolutions #7438/77 and #1173/84 permitted the non-farm use of the properties for an airport along with associated buildings and ancillary airport services.

General Comments

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulation, or any decisions of the ALC.

If you have any questions about the above comments, please contact the undersigned at 604-660-7005 or by e-mail (Caitlin.Dorward@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION



Caitlin Dorward, Acting Regional Planner

Enclosures:

- ALC's May 11th 2018 response to Village of Pemberton's Zoning Bylaw Draft #1 for Discussion Purposes (no enclosures)
- Ministry of Agriculture's *Guide to Edge Planning: Promoting Compatibility Along Agricultural – Urban Edges*
- Ministry of Agriculture's *Guide for Bylaw Development in Farming Areas*
- ALC Policy L-02 – Activities Designated as Farm Use: Farm Retail Sales in the ALR
- ALC Policy L-04 – Activities Designated as Farm use: Agri-tourism Activities in the Agricultural Land Reserve
- ALC Policy L-10: Building New Residence While Occupying Existing Residence

cc: Ministry of Agriculture

46640m2



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July 5, 2018

Attn: Lisa Pedrini
Senior Planner, Development Services
Village of Pemberton
PO Box 100, 7400 Prospect Street, Pemberton BC V0N 2L0
VIA EMAIL: lpedrini@pemberton.ca

Re: Village of Pemberton Zoning Bylaw No. 832, 2018

Thank you for the opportunity to review and provide input on the Village of Pemberton Zoning Bylaw No. 832, 2018. Overall, the Squamish-Lillooet Regional District (SLRD) is supportive of the approach and changes put forth in the zoning review process and Zoning Bylaw No. 832, 2018. The following comments are offered for consideration:

Affordable Housing Definition

Under Zoning Bylaw No. 832, 2018, *Affordable Housing means dwelling units constructed and occupied under the terms of a registered housing agreement approved pursuant to section 483 of the Local Government Act.* Although seen as positive to require a registered housing agreement, some guidance as to how “affordable” is defined would be beneficial. This is important, as it ties into regional issues and approaches, including those within the SLRD Regional Growth Strategy (RGS) Bylaw No. 1062, 2008 and those proposed under the RGS Amendment Bylaw 1562-2018. BC Housing provides the following definition: *Affordable (housing): Housing is considered affordable when 30 per cent or less of your household's gross income goes towards paying for your housing costs.* The SLRD RGS Amendment Bylaw 1562-2018 is proposing to align with the BC Housing definition of affordable housing: *Affordable housing means rental or ownership housing priced so that monthly payments are less than 30% of gross household income.*

Short-term Rentals

The SLRD Board has discussed concerns about the impacts of short-term rentals in terms of housing availability and affordability – particularly the loss of long-term rental housing. It is noted that most of the Residential Zones (R-1, R-3, RC-1, RSA-1, RSA-2) permit *Short-Term Vacation Rental*.

Agricultural Zone

The updated Agricultural Zone for ALR lands and new general regulations for ALR activities are supported, particularly the addition of the maximum gross floor area for the Farm House.

Mapping

The mapping proposed as part of Zoning Bylaw No. 832, 2018 is generally aligned with the SLRD RGS Bylaw No. 1062, 2008 Settlement Mapping and Land Use Designations, particularly the designated Non-Settlement Areas.

The table of Zone Names (page 43) and the specific zones refer to Residential Amenity 1 – RSA-1 and Residential Amenity 2 – RSA-2 but the mapping is labelled RA-1 and RA-2.

It is noted that the referral response deadline has come after the public hearing. Staff is hopeful that referral input will still be considered.

Sincerely,



Claire Daniels
Planner

CC: Kim Needham, Director of Planner, SLRD



Squamish Community Health
 1140 Hunter Place
 Box 220, Squamish, BC V8B 0A2
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Tim Harris,
 Manager of Operations and Development Services
 Village of Pemberton
 Box 100, 7400 Prospect
 Pemberton, BC
 V0N 2L0

Re: Village of Pemberton – Groundwater Protection Plan

Dear Tim,

Following my conversation with your staff with respect to zoning and the Groundwater Protection Plan, I have briefly reviewed the document (received by Council May, 2013) and offer the following comments:

1. VCH supports source protection planning in an effort to provide multiple barriers of protection and ideally, to minimize the need for expensive treatment works.
2. The aquifer supplying the Village of Pemberton domestic supply wells is comprised of highly permeable sand and gravel deposits, which make it vulnerable to surficial contamination. Furthermore the aquifer is highly developed with numerous land use activities that could lead to contamination. The various residential and commercial facilities within the well capture zone will each carry some degree of contamination risk (ie from fuel; solvents; fertilizers; herbicides; other chemicals). For most properties these risks are thought to be best managed by engagement with property owners and tenants to foster a better awareness of risk mitigation through prudent avoidance strategies and containment measures. However some current uses such as the tire shop are thought to be too high to manage, especially if there is a risk of fire (it is thought the firefighting water would transport solvent and rubber tire by-products into the aquifer at close proximity to the well sources).
3. Should contamination of the aquifer occur, there is a chance it could negatively affect all 3 wells – leaving few options for supplying the Village with potable water
4. The Groundwater Protection Plan should be reviewed and establish an annual work plan of activities that include informing residents to care for the groundwater resource. The current report recommends further work be conducted to confirm the wells are not Groundwater at Risk of Pathogens (GARP). VCH understands the intent to develop a new well in the aquifer, and this may be an ideal time to have the current plan updated and to include the capture zone for the new well.

Yours sincerely,

Len Clarkson, R.E.H.O.
 Drinking Water Protection Specialist
 Vancouver Coastal Health

ZONING BYLAW

VILLAGE OF PEMBERTON

BYLAW No. 832, 2018

**Second Reading Amendments
July 10, 2018**



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SECOND READING AMENDMENTS - July 10, 2018

VILLAGE OF PEMBERTON ZONING BYLAW NO 832, 2018

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SECOND READING AMENDMENTS - July 10, 2018

**Village of Pemberton
Zoning Bylaw No. 832, 2018**

**A BYLAW TO REGULATE THE ZONING AND DEVELOPMENT OF REAL PROPERTY
WITHIN THE VILLAGE OF PEMBERTON**

WHEREAS section 479 of the *Local Government Act* authorizes a local government to enact a Bylaw respecting Zoning;

AND WHEREAS section 482 of the *Local Government Act* authorizes a local government to offer density benefits for the provision of amenities, affordable housing and special needs housing;

AND WHEREAS section 492 of the *Local Government Act* authorizes a local government to designate a Temporary Use Permit Area in a Zoning Bylaw;

AND WHEREAS section 523 of the *Local Government Act* authorizes a local government to create runoff control requirements;

AND WHEREAS section 525 of the *Local Government Act* authorizes a local government to create off-street parking and loading requirements;

AND WHEREAS section 527 of the *Local Government Act* authorizes a local government to create screening and landscaping requirements;

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

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SECOND READING AMENDMENTS - July 10, 2018

PART 1: Application

1.1 Title

- (a) This Bylaw may be cited for all purposes as the “Village of Pemberton Zoning Bylaw No. 832, 2018” or “Zoning Bylaw No. 832, 2018”.

1.2 Schedules

- (a) The following schedules are attached to and form a part of this Bylaw:
 - i. Schedule A – Zoning Map

1.3 Purpose

- (a) The principal purpose of this Bylaw is to regulate *land use* and *development* within the Village of Pemberton for the benefit of the community; and
- (b) For the implementation of the long-term goals of the Village’s Official Community Plan Bylaw, No. 654, 2011.

1.4 Application of Bylaw

- (a) This Bylaw applies to all *lands*, including the surface of water, and the *use* of all *land, buildings* and *structures* located within the boundaries of the Village of Pemberton, and as shown on Schedule “A”, the Zoning Map, which is attached to and forms part of this Bylaw.

1.5 Violation

- (a) Any person who:
 - i. Violates any of the provisions of this Bylaw;
 - ii. Causes or permits any act or thing to be done in contravention or violation of any provision of this Bylaw;
 - iii. Neglects to do or refrains from doing any act or thing which is required to be done by any provisions of this Bylaw;
 - iv. Carries out, causes or permits to be carried out any *development* in a manner prohibited by or contrary to this Bylaw;
 - v. Fails to comply with an order, direction or notice given under this Bylaw; or
 - vi. Prevents or obstructs or attempts to prevent or obstruct the authorized entry of any of the Enforcement persons noted in Section 1.8 below,

commits an offence against this Bylaw and is liable to the penalties imposed under the Village of Pemberton’s Municipal Ticket Utilization Bylaw.

- (b) Each day that an offence of this Bylaw is caused to continue, allowed to continue, constitutes a separate offence.

1.6 **Penalty**

- (a) Where a specific penalty has not otherwise been designated, shall be liable to a fine and/or penalty of not less than One Hundred Fifty Dollars (\$150) and not more than Ten Thousand Dollars (\$10,000), plus the costs of prosecution, any other order imposed or any combination thereof;
- (b) The penalties and remedies imposed under subsection (a) shall be in addition to, and not in substitution for, any other penalty or remedy imposed by or permissible under this Bylaw or any other enactment.
- (c) Where a person fails to pay a penalty required by this Bylaw, or where a person subject to an order under this Bylaw fails to take action required by the order and the Village carries out the work or otherwise fulfills the requirement, the Village may recover its costs from the owner, occupier or person responsible for the work or for payment of the costs, as a debt to the Village. Money owed to the Village under this Bylaw is payable upon receipt of an invoice from the Village.
- (d) If an amount owing under this Bylaw for work done or services provided to *land* or improvements remains unpaid on December 31st of the year in which the debt was incurred, the amount is deemed to be taxes in arrear and may be collected from the owner of the *land* or improvements in the same manner and with the same remedies as for property taxes.

1.7 **Severability**

- (a) If any part, section, subsection, paragraph, sentence, clause, phrase or schedule of this Bylaw is for any reason found invalid by the decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remainder of this Bylaw or the validity of the Bylaw as a whole.

1.8 **Enforcement**

- (a) The Chief Administrative Officer of the Village of Pemberton, or his or her designate, is hereby appointed by Council to administer this Bylaw.

PART 2: Interpretation

2.1 Interpretation

- (a) All references to Bylaws of the Village of the Pemberton, or provincial or federal statutes and regulations refer to the most current version, as amended from time to time.
- (b) Words used in the present tense include the other tenses and derivative forms; words used in the singular include the plural and vice versa; and the word "person" includes a corporation, firm, partnerships, trusts, and other similar entities as well as an individual.
- (c) Words have the same meaning whether they are capitalized or not.
- (d) Words defined in this Bylaw that contain multiple words separated by a comma in the definition carry the same definition if the words are reversed. For example, "*Grade, Natural*", and "*Natural Grade*" carry the same meaning.
- (e) The words "shall" and "is" require mandatory compliance except where a variance has been granted pursuant to the *Local Government Act*.
- (f) Words, phrases, and terms neither defined in this section nor in the *Local Government Act* shall be given their usual and customary meaning.
- (g) The definitions of *uses* group individual *land uses* into a specified number of classes, with common functional or physical impact characteristics. They define the range of *uses* which are *principal* and *secondary*, with or without conditions, within various *zones* of this Bylaw.
- (h) The following guidelines shall be applied in interpreting the *use* class definitions:
 - i. Typical *uses* listed in the definitions as examples are not intended to be exclusive or restrictive; and
 - ii. Where a specific *use* does not conform to the wording of any *use* class definition or generally conforms to the wording of two or more definitions, the *use* conforms to and is included in that *use* class which is most appropriate in character and purpose.

2.2 Explanatory Notes and Figures

- (a) All text in this Bylaw which are italicized except titles of legislative acts, statutes and regulations, and explanatory figures have a definition specified in this Bylaw, and for clarity, the definitions in this bylaw apply whether the word is italicized or not.
- (b) Where a conflict between explanatory notes and figures and a regulation in this Bylaw occurs, the regulation shall be taken as correct.

2.3 Conflicting Regulations

- (a) Where this Bylaw contains two or more regulations that could apply to a situation, the most restrictive regulation shall apply to the extent of any conflict. Where this Bylaw conflicts with other regulations the restrictive legislation shall apply, unless the conflict is outside of the responsibility of the Municipal Council.
- (b) Where a graphic used to illustrate a requirement of this Bylaw is in conflict with the text description of the regulation, the text description shall prevail.

2.4 General and Specific Regulations

- (a) Where this Bylaw contains both general and specific regulations that could apply to a situation, the more specific regulation shall apply.

2.5 Bylaw Format

- (a) The format of this Bylaw follows a simple layout intended to facilitate its use. Major divisions within the Bylaw are called Parts and major divisions within Parts are called Sections and major divisions within Sections are called Sub-Sections.

2.6 Covenants Against Buildings, Structures, Subdivision or Use

- a) Where under this Bylaw an owner of *land* or a *building* or *structure* is required or authorized to grant a covenant restricting *subdivision*, strata plan registration, *use* or *development* of *land*, the covenant shall be granted to the Municipality and registered pursuant the *Land Title Act*, with priority over all financial charges, and under the terms of the covenant the owner shall indemnify the Municipality for any fees or expenses the Municipality may incur as a result of a breach of the covenant by the owner.

PART 3: Definitions

The following words, terms, and phrases, are italicized wherever they occur in this Bylaw, and shall have the meaning assigned to them as follows:

Accessible

means that a person with disabilities is, with or without assistance, able to approach, enter, pass to and from one area to another and make use of an area and its facilities.

Accessory (Use)

means the *use of land, buildings, or structures* for a *use* that is customarily incidental, subordinate in area, extent and purpose and ancillary to the conforming *principal use* on the same *lot*.

Accessory Building or Structure

means a *detached building or structure*, the *use* of which is, or is customarily incidental, subordinate in size, extent or purpose and ancillary to the conforming *principal building or land use* on the same *lot*.

Accessory Residential Dwelling

means an *accessory dwelling unit*, for *residential use* only, primarily intended for the caretaking, management, staffing, or security of the *principal non-residential building* on the same *lot*.

Accessory Retail Sales

means the *accessory use* of a maximum of 20% portion of the *gross floor area* of a *permitted principal commercial, industrial, civic, or artisan use* for the *retail sales* directly related to the *principal use*.

Affordable Housing

means *dwelling units* constructed and occupied under the terms of a registered housing agreement approved pursuant to section 483 of the *Local Government Act*.

Agriculture

means the *use of the land, buildings and structures* for the growing, producing, raising or keeping of animals and plants including:

- i. Livestock (cattle, bison, sheep, goats, hogs, horses)
- ii. Poultry production (chickens, turkeys, waterfowl)
- iii. Dairy operations
- iv. Apiculture (beekeeping)
- v. Agroforestry
- vi. Grapes, berries, tree fruits, nuts, grains, oilseeds, mushrooms, forage crops, ornamentals, and vegetables (field or Greenhouse).
- vii. The processing of agricultural products harvested, reared or produced by the

- farm business, and the *retail* sales of the products
- viii. Horse-riding, training and boarding
 - ix. Greenhouse and Nursery
 - x. Winery and Cideries/Alcohol Production Facilities (breweries, cideries, distilleries, meaderies, wineries)

Agri-tourism Activity

mMeans the *use of land* that is classified as a farm under the *British Columbia Assessment Act* for tourism related activities on the farm, such as agricultural displays, farming demonstrations, and agricultural exhibits subject to the regulations of section 7.5 of this Bylaw and to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.

Agri-tourism Accommodation

means the provision of *tourism accommodation*, on a property classified as farm under the *BC Assessment Act*, up to a maximum of ten (10) sleeping *units*. Typical *uses* include, but are not limited to, ~~farm inns, seasonal farm cabins, and campsites/recreational vehicle sites~~ and are subject to the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.

Agricultural Land Commission (ALC)

means *Agricultural Land Commission* pursuant to *British Columbia Agricultural Land Commission Act*.

Agricultural Land Reserve (ALR)

means *Agricultural Land Reserve* pursuant to *British Columbia Agricultural Land Commission Act*.

Arts and Culture

means a *use* which provides for the presentation and display of artistic and cultural creations, and includes art galleries, museum, theatres, and *accessory retail* of goods and articles that are produced primarily by local artists.

Airport

means the *use of land, buildings and structures* for runways for the takeoff and landing of airplanes and includes airstrips, terminal *buildings or structures*, hangars, *airport related business*, and *accessory uses*.

Airport Related Business

means the *use of land, buildings, or structures* for *commercial* operations directly related to the operation, maintenance, and storage of aircraft, or *business uses* that necessarily rely upon or support *aviation uses* or the *Airport*, but specifically excludes *tourism accommodation*.

Alter

means, in relation to *land*, the removal or deposit of soils or other materials or clearing of natural vegetation, and in relation to *buildings or structures*, means any change that would result in either a

change to the appearance of the *building* or *structure*, an increase or decrease to the *gross floor area* or both.

Animal Kennel

means the *use of land, buildings* or *structures* in which domestic animals are kept, boarded, bred, cared for or trained for *commercial* gain.

Approving Officer

means the Village of Pemberton Approving Officer appointed pursuant to the *Land Title Act*.

Artisan

means the *use of a building* or *structure* by an artist or group of artists who create or produces artistic goods.

Assembly

means the *use of land, buildings, or structures* for *civic*, cultural, educational, political, public recreational, religious or social purposes; and includes *Schools, Places of Worship*, auditoriums, council chambers, community centres, arenas, youth centres, day care centres, and similar *uses*.

Automotive and Recreational Vehicle Sales

means the *use of land, buildings, or structures* for the *retail* sale of automobiles, trucks, boats, recreational vehicles and related parts and accessories.

Automotive Salvage

means the *use of land, buildings, or structures* for towing, storage, or dismantling of automobiles, trucks, boats, and recreational vehicles, and may include the *accessory retail sale* of automobile parts.

Automotive Service Shop

means a *use* providing for the general repair, servicing and maintenance of motor vehicles including brakes, mufflers, tire repair and change, tune-ups and transmission work, provided it is conducted within a completely enclosed *building* or *structure*.

Basement

means the floor of a *building* or *structure* that is 50% or more below the *average finished grade* level and is unused, or used for *utilities*, laundry, storage or other non-habitable space *accessory* to the *principal building*, specifically excluding *residential* or *commercial use*.

Bed and Breakfast

means the *accessory use* of a *dwelling, detached* for *tourism accommodation* in which a maximum of two (2) bedrooms of an owner-occupied *dwelling, detached* are available as *tourism accommodation* in accordance with section 7.89 of this Bylaw and the Village of Pemberton *Business License Bylaw*.

Bed and Breakfast Inn

means the *accessory use* of a *dwelling, detached* in which three (3) or more, but a maximum of five (5) bedrooms, are available for *tourism accommodation* in accordance with section 7.910 of this Bylaw and the Village of Pemberton *Business License Bylaw*.

BMX Race Track

means a facility or track for BMX (off-road) bicycle racing, consisting of a starting gate, a groomed dirt race course made of various jumps and rollers and a finish line, but specifically excludes *use* by motorized vehicles.

Boarding School

means the *use of land, buildings, or structures* for a *school* where students and staff reside on the same or immediately adjacent *lot* and includes *tourism accommodation* for groups *accessory* to the *principal school use*.

Brewery, Cidery, Distillery and Winery

means the *use of land, buildings and structures*, licensed under the *Liquor Control and Licensing Act*, on which there is small scale manufacturing of beer, ale, cider, spirits or wine, and may include the *accessory uses* of *wholesaling, tours, tastings, retail sales* and a manufacturer's lounge, and the sale of related non-liquor products.

Buffer

means a landscaped, or naturally vegetated area intended to separate and screen *land uses, buildings, structures, or properties* from one another.

Building

means a *structure* or any portion thereof, including affixed mechanical devices, intended to be used for sheltering a *use* or occupancy.

Building Area

means the horizontal area of a *building or structure* within the outside surface of the exterior walls or within the outside surface of the exterior walls and the centre line of firewalls for all *storeys* and includes the non-habitable areas such as the *basement, garages and carports*.

Building Footprint

means the total area of a *lot* occupied by a *building or structure*, measured from the outside of exterior walls, and includes *garages and carports*, but excludes covered exterior stairwells.

Building Official

means the individual appointed or under contract as the Building Official for the Village of Pemberton.

Building Supply

means the *use of land, buildings or structures* for the supply and sale of *building* materials, fixtures, hardware, equipment and other similar goods related to construction and home improvement, and requires storage outside of a *building*.

Bulk Storage

means the *use of land, buildings or structures* for above or below ground storage containers, or any combination thereof, of petroleum, petroleum products, water, chemicals, gases, or similar substances for subsequent resale to distributors, *retail* dealers or outlets, and includes card-lock and bulk sales.

Cabin

means a detached *building or structure* providing *tourism accommodation* in a rural or remote setting, associated with a motel, bed and breakfast inn or campground, and includes cottages.

Campground

means the *use of land*, managed as a *unit* and includes the *buildings and structures* for a range of camping experiences which provides *tourism accommodation* for any or all of the following:

- i. Cabins,
- ii. Yurts,
- iii. Tenting sites,
- iv. Tent trailers,
- v. Travel trailers,
- vi. Recreational vehicle sites and campers, and
- vii. *Accessory uses and structures* such as administration offices, laundry facilities or general washroom facilities,

but excludes the habitation of manufactured homes, modular homes or any other *buildings or structures*, conveyances or motor vehicles for residential *use*.

Cannabis

has the same meaning as outlined in the *Government of Canada* regulations.

Cannabis, Production Facility

means the *use of buildings and structures* for the purposes of growing, processing, packaging, testing, destroying, storing or shipping *cannabis* as authorized by a license issued under *Government of Canada* regulations.

Carriage House

means an *accessory dwelling unit* situated above or attached to a *detached garage* that is separate from the *principal dwelling, detached*, but located on the same *lot* in accordance with section 7.104 of this Bylaw.

Carpport

means an open or partially enclosed *structure* attached to the *principal building* or *structure* for the use of covered parking or temporary storage of private motor vehicles.

Catering Establishment

means an establishment that prepares and supplies food to be consumed off premises.

Chief Administrative Officer

means the individual appointed as the Chief Administrative Officer of the Village of Pemberton.

Child Care Centre

means the *use of land* and *buildings* for provincially-licensed care and supervision of children through a prescribed program.

Civic

means the *use of land, buildings, or structures* for functions provided by a government body and service clubs, includes federal, provincial and municipal offices, and *works yards, schools* and colleges, hospitals, community centres, swimming pools, libraries, museums, *parks, playgrounds, day cares, cemeteries, police and fire stations, fire training grounds and waterways.*

Commercial (Use)

means the *use of land, buildings, or structures* for an occupation, employment or enterprise that is carried on for gain or monetary profit by any person.

Community Care Facility

means the *use of buildings or structures* where a person provides care of three (3) or more persons and is under permit by the Provincial Government pursuant to the *Community Care and Assisted Living Act*.

Community Garden

means a *lot*, or portion thereof, that is provided for public *use* for the purposes of growing fruits, vegetables and flowers.

Community Sewer System

means a system of waste water collection, treatment and disposal that is serving two (2) or more *lots*.

Community Watershed

means all or part of the drainage area above the most downstream point of diversion for a water *use* that is for human consumption and that is licensed under the *Water Act*, for a domestic purpose or a waterworks purpose as defined under the *BC Forest and Range Practices Act*.

Community Water System

means a system for the distribution of fresh potable water serving two (2) or more *lots*.

Convenience Store

means the *use* of a building for the sale of a limited line of groceries, food and drink for immediate consumption, and other items intended for the convenience of the neighbourhood.

Council

means the *Council* of the Village of Pemberton.

Development

means any of the following:

- i. Altering the *land*,
- ii. Changing the landform, from a natural state to a semi natural state,
- iii. Subdividing the *land*,
- iv. Applying for a *land use* change,
- v. Changing in the *use* of any *building* or *structure*, and
- vi. Carrying out of any, engineering or the construction, addition or alteration of any *building* or *structure*.

Density

means a measure of the intensity of *development* on a *lot*, including the number of *units* on a *lot* measured in maximum *units* or *units* per hectare, or *floor area ratio* as determined in section 4.8 of this Bylaw.

Disabled Vehicle

means all or part of any irreparable or salvageable vehicle or all or part of any motor vehicle which is not validly registered and licensed in accordance with the *Motor Vehicle Act*, and which is not located in a *garage* or *carport*.

Drive-Through Business

means the *commercial use* of *land*, *buildings* and *structures* for providing goods and services, from a *use* otherwise *permitted* on the *lot*, to customers in their vehicles, such as a fast food *restaurant* or bank.

Dwelling Unit

means a self-contained set of habitable rooms capable of occupancy by one (1) or more persons, including provisions for living, sleeping, cooking, and sanitation facilities and not more than one kitchen facility. Unless specifically *permitted*, use of a *dwelling unit* for *tourism accommodation* or rental for a period of less than thirty (30) days is prohibited. The use is as a residence for the occupant and includes but is not limited to the following types:

- i. *Accessory Residential Dwelling,*
- i. *Apartment,*
- ii. *Carriage House,*
- iii. *Detached Dwelling,*
- iv. *Duplex Dwelling,*
- v. *Manufactured Home*
- vi. *Mobile Home,*
- vii. *Row House,*
- viii. *Secondary Suite, and*
- ix. *Townhouse.*

And specifically excludes the occupancy of any of the following:

- i. Buses,
- ii. Cabins or Cottages,
- iii. Motor Vehicle,
- iv. Tents,
- v. Yurts, and
- vi. Recreational Vehicles

Dwelling Unit, Apartment (Apartment) - means a *residential building* other than a *townhouse* containing three (3) or more individual *dwelling units*, where each *dwelling unit* has its *principal* access from an entrance or hallway that is common to at least one (1) other *dwelling unit* on the same *storey*.

Dwelling Unit, Detached (Detached Dwelling) - means a *residential building* designed exclusively for single family *residential use*, separated from other *dwelling units* by open space, and includes a modular home.

Dwelling Unit, Duplex (Duplex) - means a *residential building* containing two (2) separate *dwelling units* either placed one above the other or attached by a common wall, each of which has direct access to the outside.

Dwelling Unit, Farm Help – means a *residential building* accessory to an *agricultural use* and carries the same meaning as under the *Agricultural Land Reserve Act*.

Dwelling Unit, Manufactured Home

means a factory built *detached dwelling unit*, certified prior to a placement on the *lot* as having been built:

- i. as a modular home in accordance with CSA A277 *building*; or
- ii. as a mobile home in accordance with CAN/CSA Z240 building regulations and registered in the BC Manufactured Home Registry, arriving at the *lot* ready for occupancy apart from incidental operations and connections into a *community sewer* and *community water system*.

Dwelling Unit, Mobile Home – means a *residential dwelling* built upon an integrated chassis and wheels that is assembled at a place other than but moved to a *lot*.

Dwelling Unit, Multi-family (Multi-family Dwelling) - means a *residential building* containing three (3) or more separate *dwelling units*, and includes *apartments*, *townhouses*, and *row houses*.

Dwelling Unit, Row House (Row House Dwelling) - means a *residential building* containing a minimum of three (3) *dwelling units* attached to each in a row with each *dwelling unit* located on its own *lot*.

Dwelling Unit, Townhouse (Townhouse Dwelling) - means a *residential building* containing three (3) or more *dwelling units*, each of which has its own separate access, not located through a common lobby or corridor, and includes *dwelling units* stacked vertically.

Ecological Reserve

means *land* that is retained in its natural or semi-natural state for the purposes of protecting and preserving natural ecosystems and the biological diversity.

Equipment Sales, Servicing, Rental and Repair Shop

mMeans the use of land, buildings, or structures for the retail sale, servicing, rental, and repair of small motorized equipment such as chainsaws, landscaping equipment, lawnmowers, and recreational equipment such as snowmobiles, all-terrain vehicles and similar uses.

Farm Residence

means the *principal detached dwelling* that accommodates one *dwelling unit* and located on a *lot* within the *Agricultural Land Reserve*.

Farm Residential Facilities, Accessory

means the following *buildings*, *structures*, or improvements associated with a *principal farm residence* and/or additional *farm residence* on a farm:

- i. Attached or *detached garages* or *carports*,
- ii. Driveways to residences,

- iii. Decorative landscaping,
- iv. Attached or *detached* household *greenhouse* or sunroom,
- v. *Residential*-related workshop, tool and storage sheds,
- vi. Artificial ponds not serving farm drainage, irrigation needs, or aquaculture *use*;
- ~~vii. *Residential* related recreation areas limited to outdoor non-motorized and/or non-mechanized recreational activities. *Permitted* recreational activities exclude any uses involving motorized and non-motorized vehicles.~~

Farmers' Market

means the *use* of *land*, *buildings*, or *structures* for *retail* sales featuring foods sold directly by farmers to consumers and typically consisting of booths, tables or stands, outdoors or indoors, where farmers sell their *agricultural* products and sometimes prepared foods and beverages. It may include mobile *food trucks* and the sale of arts and crafts.

Fence

means a protective, enclosing or visual barrier made of wood, metal or other material that is constructed for any purpose, such as marking the boundary of a *lot* and enclosing a *lot*, except as required elsewhere in this Bylaw; it generally is providing privacy; preventing access by people or animals; or dividing a *lot* into sections. This excludes the *use* of hedges, trees, and other types of vegetation.

Financial Institution

means an institution providing financial or banking services including a bank, credit union, payday loan office, currency exchange, mortgage office or automated teller machine (ATM).

Fitness Centre

means the *use* of *land*, *buildings*, or *structures* for *commercial* fitness, and includes health clubs, gyms, yoga studios, and similar *uses*.

Flanking Street

means a street, excluding a *lane*, abutting a *lot line* not being the front or rear *lot line*.

Floor Area

means the total usable floor space of a *building* or *structure* on all ~~S~~storeys excluding the *basement*, corridors, and service areas, as measured in accordance with section 4.7 of this Bylaw.

Floor Area Ratio (FAR)

means a ratio between the *floor area* of a *building* or *structure* and the *lot* size, measured in accordance with section 4.8 of this Bylaw.

Floor Area, Gross (GFA)

means the total area enclosed by the exterior walls of a *building* or *structure* on all *storeys*, measured in accordance with 4.9 of this Bylaw.

Food Truck

means the *use* of a licensed vehicle equipped with facilities for the preparation, cooking and serving of food to consumers from a temporary location, and may include a mobile food cart or converted vehicle capable of dispensing food, subject to the regulations in section 7.15 of this Bylaw and the *Village of Pemberton Business License Bylaw*.

Garden Centre

means the *use* of *land*, *buildings*, or *structures* for the purpose of *retail* sales of trees, plants, flowers, and associated gardening or landscaping supplies and outdoor garden equipment.

Garage

means an *accessory building*, *structure* or that portion of a *permitted building* or *structure* that is used for the parking of one (1) or more motor vehicles and is totally enclosed with a roof, walls, and one (1) or more doors.

Gasoline Station

means a facility limited to *retail* sales to the public of motor fuel products, motor oil, lubricants, minor automobile accessories, travel aides and convenience food items, but specifically excludes automobile repair services.

Gathering for an Event, Farm Event

means the *use* of *land*, *buildings*, or *structures* for a gathering of people on a farm for the purpose of a wedding, a music festival, or other event other than an *Agri-tourism* related event or family-related celebration which is *permitted* as a non-farm *use* in the *Agricultural Land Reserve* in accordance with the regulations in section 7.126 of this Bylaw:

Golf Course

means the *use* of *land* for playing golf, consisting of a least nine holes, with each hole generally consisting of tees, greens, fairways and hazards, and the following *accessory uses*, *buildings*, and *structures*:

- i. Club house (licensed Restaurant),
- ii. Pro shop (*retail* sales of golf equipment),
- iii. Driving range,
- iv. Putting green,
- v. Mini putt area, and
- vi. Golf Schools.

Grade, Building

means, in relation to a *building*, or *building height*, the lowest of the average levels of grade of the *natural grade* or *finished grade* adjoining each exterior wall of a *building*, excluding localized depressions such as for vehicle or pedestrian entrances.

Grade, Finished

means, in relation to a *building* or *structure*, the elevation of the ground surface, or the angled plane of a sloped *lot*, after *development*.

Grade, Natural

means, in relation to a *building* or *structure*, the elevation of the ground surface, or the angled plane of a sloped *lot*, in its natural or semi-natural state, prior to any *development*.

Greenhouse

means a *building* or *structure* covered with translucent material and used for the purpose of agriculture and horticulture.

Height

means with respect to a *building* or *structure*, ~~refers to~~ the vertical distance between the *building grade*, and the highest point of the *structure* of a flat roof, or the mid- point of a sloping roof, measured in accordance with section 4.4 of this Bylaw.

Highway

means a public street, road, trail, *Lane*, bridge, trestle, any other public way or any other *land* or improvement that becomes or has become a *highway* as per the British Columbia *Transportation Act*.

Home Occupation

means the *use* of a *residential dwelling unit* for a licensed *commercial* occupation, profession or craft by the primary occupant of the *residential unit* that is contained entirely within the *permitted residential use* and conducted in accordance with the regulations in section 7.16 of this Bylaw.

Hostel

means the *use* of a *building* for *tourism accommodation* in which dormitory style sleeping *units* are provided along with common bathrooms, cooking areas, and communal spaces.

Hotel

means *use* of a *building* for *tourism accommodation* in which four (4) or more furnished accommodation *units* are provided, with separate entrances to each room from a common corridor, operated and staffed from an on-site office or lobby, and may include publicly *accessible accessory uses* such as *restaurant*, health club, liquor primary establishment, or *retail* store not to exceed a maximum of 33% of the *gross floor area* of the first *storey*.

Impervious Surface

means the total area of a *lot* that is incapable of allowing precipitation to penetrate to underlying soils due to the presence of *buildings* or *structures* or other impermeable surfaces, except impermeable surfaces that are naturally occurring on the *lot*.

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Industrial

means the *use of land, buildings, or structures* providing for the manufacturing, processing, fabricating, assembling, storage, transporting, distributing, *wholesaling*, warehousing, testing, servicing, reduction, repairing, wrecking, or salvaging of articles, substances, or commodities or any other treatment thereof to change the form, character or appearance.

And specifically excludes any of the following *uses*:

- i. The burning of any salvaged or recycled materials,
- ii. Any *uses* for which a permit is required under the *Environmental Management Act or Regulations*,
- iii. The burning of any vehicles, and
- iv. Refuse and garbage dumps.

Intermodal Storage Container

means a standardized intermodal freight container that can be used as a reusable transport and storage *unit* for moving products and raw materials between locations.

Lane

means a *highway* flanking a rear or side *lot line* with a maximum width of 6.0 metres.

Land

means real property without improvements and includes the surface of water.

Land Use

means the regular *use of land* for an intended purpose or *principal use*.

Licensed Premises

means premises licensed as a *Liquor Primary* or *Food Primary* establishment to serve liquor under the *Liquor Control and Licensing Act*.

Liquor License, Food Primary

means a liquor license issued under the *Liquor Control and Licensing Act* for a *commercial* business where the service of food, rather than liquor, is the primary purpose.

Liquor License, Liquor Primary

means a liquor license issued under the *Liquor Control and Licensing Act* for a *commercial* business where the service of liquor is the primary purpose, and includes neighbourhood pubs, bars, lounges, and night clubs, with *accessory* food service.

Liquor Store

means the *use* of a *building* or *structure* for the *retail* sale of liquor, beer or wine for consumption off premises, and includes government liquor stores and *liquor store, private retail* outlets.

Liquor Store, Private

means the *commercial use* of a *building* or *structure* for the *retail* sale of liquor, beer or wine for consumption off premises, and includes an agency outlet.

Livestock

means chickens, horses, turkeys, cattle, mules, ~~donkeys~~, hogs, rabbits, sheep, goats, bison, llamas and alpacas as well as any other animal or fowl used in the production of food, fur or similar products.

Lot

means a parcel of *land* with boundaries registered in the *Land Title Office* Registry and includes strata *lots* created by Bare Land Strata *subdivision*, but specifically excludes *land* dedicated as road or *park* on a plan of *subdivision*.

Corner Lot means a *lot* which abuts two or more intersecting *highways*.

Lease Lot means a *lot* defined by lease boundaries registered in the *Land Title Office*.

Panhandle Lot – means any *lot* which achieves access to a *highway* only by means of a narrow strip of *land* or access strip.

Through Lot - means a *lot* abutting two parallel or approximately parallel *highways* or any combination of *highway* common property access route and a body of water.

Lot Coverage

means the portion of a *lot*, expressed as a percentage, covered by the footprint of all *buildings* and *structures* on the *lot*.

Lot Depth

means the average distance between the front *lot line* and the rear *lot line* of a *lot*, measured along the side *lot lines*, and at ten (10) metre intervals in between.

Lot Line

means a line that is used to mark the boundaries of a *lot* on a survey, lease boundary, or other description registered in the *Land Title Office* to identify the boundaries of a *lot* as follows:

Exterior Side Lot Line – means the *lot line(s)* common to the *lot* and an abutting *Highway*, other than a path, *Lane*, walkway, trail, which is not the front *lot line*.

Front Lot line – means the property boundary line of the *lot* and the *highway* it abuts and gains primary access from, however:

- i. in the case of a *corner lot*, means the shortest *lot line* abutting the *highway*,
- ii. in the case of a *panhandle lot*, means the *lot line* or lines common to a *lot* and an abutting *highway* and the *lot line* approximately parallel to such line at the end of the *panhandle* access strip; and
- iii. in the case of a through *lot*, means both the *lot lines* abutting two parallel or approximately parallel *highways* or combination of *highway*, common property access route or the water.

Interior Side lot Line – means the *lot line(s)* connecting the front and rear *lot lines*, common to the *lot* and another *lot* or *lane*.

Rear Lot Line – means the *lot line* furthest from, and opposite to, the front *lot line*, and, in the case of a triangular shaped *lot*, a line 3 m (10 ft.) in length entirely within the *lot*, parallel to and at a maximum distance from the *front lot line*.

Side Lot Line – means an *exterior side lot line* or *interior side lot line* interchangeably as defined in this Bylaw.

Lot Width

means the average distance between the *side lot lines*, measured at the *front* and *rear lot lines*, and at five (5) metre intervals in between, excluding the access strip of a *panhandle lot*.

Market Garden

means the *use of land* for *commercial* growing and harvesting, which contributes to the production of *agricultural*, *floricultural*, or *horticultural* products for on-site or off-site sales.

Materials Recovery Facility

means a solid waste management facility that processes recyclable materials to sell to manufacturers as raw materials for new products and may accept other municipal waste. Such facilities assist in reducing the waste stream, the demand for raw materials, and pollution associated with the manufacturing of new products.

Minimum Lot Size

means the minimum area of a *lot* that can be created by *subdivision* under the regulations in this Bylaw.

Mixed-Use Building

means the *use of a building* for both *commercial* and *multi-family dwellings*, subject to the regulations in section 7.18 of this Bylaw.

Motel

means a *building*, or group of *buildings* on the same *lot*, providing four (4) or more separate guest rooms, with or without cooking facilities, for *tourism accommodation*, with the entrance to each room being to the outside of the *building*, with parking provided in close proximity to the guest rooms, and operated from a staffed office on-site.

Motocross Track

means the *use of land* for a constructed off-road circuit used for motorcycle riding and racing.

Motor Vehicle

means any vehicle that is designed to be self-propelled including passenger cars, trucks, recreational vehicles, vans, busses, motorcycles but does not include a motor assisted bicycle or scooter, but includes inoperable and abandoned vehicles.

Municipality

means the Village of Pemberton.

Natural Boundary

means

- i. the visible high watermark of any body of water where the presence and action of the water are so common and usual and so long continued in all ordinary years as to mark upon the soil of the water body a character distinct from its banks, in vegetation, as well as in the nature of the soil itself, and
- ii. the edge of the dormant side channels of the water body.

Neighbourhood Pub

means an establishment licensed to serve liquor in conjunction with or without live entertainment as a *liquor-primary* establishment under the *Liquor Control and Licensing Act* and shall offer full lunch and dinner menus.

Nursery

means the *use of land, buildings, or structures* for the purpose of growing and propagating plants, and includes *retail* nurseries, *wholesale* nurseries, private nurseries which supply the needs of institutions or private estates, and the sale of gardening *retail* items are *permitted*. [Nurseries in the ALR are subject to the Agricultural Land Commission Act and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.](#)

Office, Business

means the *use of a building*, outside of a *home occupation*, for conducting business in an office environment, but does not generate a continuous flow of customers, and may include a tourism booking offices, *industrial* related offices, design offices, technology offices, or consulting offices, but specifically excludes medical and dental offices, real-estate, and insurance offices.

Office, Professional

means the *use of a building*, outside of a *home occupation*, for conducting business in an office environment for any purpose.

Off-Street Parking

means the *use* of private *land* for the parking of motor vehicles other than on a *highway* and includes the parking spaces, loading spaces and the maneuvering aisle.

Outdoor Storage

means the *use* of *land* or *structures* for the keeping of any goods, material, merchandise or vehicles associated with a *permitted use*, in an unroofed area or a roofed area with unenclosed sides, and on the same *lot* for more than twenty-four (24) consecutive hours.

Park

means *land* used or intended to be used for active and passive public *use*, and includes *land* dedicated as "*Park*" on a legal plan or otherwise created or designated by any instrument at the *Land Title Office*.

Permitted

means the permissible purpose for which *land*, *buildings* or *structures*, may be used under the regulations of this Bylaw.

Personal Service Establishment

means the *use* of a *building* or *structure* where non-medical related personal services are provided and goods *accessory* to the provision of such services may be sold, and includes but is not limited, to the following:

- i. Barber shop,
- ii. Beauty salon,
- iii. Dry cleaning and or laundromat,
- iv. Dog groomer,
- v. Electrical appliance repair,
- vi. Esthetics,
- vii. Clothing or shoe repair,
- viii. Photography studio,
- ix. Psychic reader,
- x. Tattoo parlour,
- xi. Travel agency,
- xii. Tanning salon,
- xiii. Spa facility
- xiv. Printing shop, and
- xv. Other similar services.

Place of Worship

means the *use* of a *building* or *structure* wherein persons assemble for religious worship, and *accessory uses*, and which is maintained and controlled by a religious body which is recognized as exempt from taxation under the *Canadian Income Tax Act*.

Principal Building

means a *building* or *structure* which contains the *principal use* of the *lot* and shall include attached *garages* or *carports*, but does not include an *accessory building*.

Principal Residence

means the *dwelling* where an individual primarily lives, makes their home and conducts their daily affairs, including, without limitation, paying bills and receiving mail, and is generally the *dwelling unit* with the *residential* address used on documentation related to billing, identification, taxation and insurance purposes, including, without limitation, income tax returns, Medical Services Plan documentation, driver's licenses, personal identification, vehicle registration and utility bills.

Principal (Use)

means the main purpose for which *land*, *buildings* or *structures* are ordinarily used.

Public Art

means an original work of art in a publicly *accessible* location and created with the intention of reflecting and/or engaging the community. *Public art* works may be permanent, temporary or mobile, may be integrated into a site, or may be a stand-alone piece and may have functional and/or aesthetic qualities.

Recreation, Indoor

means the *use* of a *building* or *structure* for recreational pursuits primarily undertaken within the *building* or *structure* that require either a minimum two-storey interior space or a minimum of 186 m² of *gross floor area*, such as a bowling alley, climbing gym, gymnastics, parkour or trampoline facility.

Recreation, Outdoor

means the *use* of *land* and *accessory buildings* and *structures*, for *commercial* or club organized *outdoor recreational* pursuits such as motocross and stock car racing, paintball, standing wave surf park, and whitewater kayaking facility, where the primary recreation activity occurs outdoors.

Recreational Facility

means the *use* of *land*, *buildings* or *structures* for recreation, sports and leisure activities and *Assembly uses* and may include but is not limited to any or a combination of the following:

- i. Sports Academy,
- ii. Playing Fields,
- iii. Aquatic Centre,

- iv. Skating and/or Curling Rink,
- v. Field house.
- vi. Gymnasium,
- vii. Concession,
- viii. Fitness Studio; and
- ix. Equipment Rentals.

and *accessory uses* but specifically excludes *campgrounds*, *golf course*, BMX track, *motocross track*, *riding academy*, and *speedway*.

Recycling Facility

means the *use of buildings or structures* for the collection, packaging, and distribution of materials regulated under the *Environmental Management Act Product Stewardship* program, but specifically excludes the recycling of vehicle tires, *outdoor storage*, and processing.

Refuse Disposal Site

means the *use of land, buildings or structures* as a sanitary landfill, modified sanitary landfill, hazardous waste management facility, or dry waste site approved or registered pursuant to the *Environmental Management Act*, for the processing, treatment, storing, recycling or *land filling* of municipal, hazardous or *industrial waste*, but does not include automobile wrecking yard.

Resource Extraction

means the *use of land* for provincially licensed mining, quarrying, digging, or removal of natural materials from either the surface or below the surface of a *lot*, including the following:

- i. Earth, soil, peat, sand and gravel,
- ii. Rock and natural substances that are used for a construction purpose on *land* that is not within a mineral title or group of mineral titles from which the rock or natural substance is mined,
- iii. Forestry, and
- iv. Rock or a natural substance prescribed under the *Mineral Tenure Act*.

Resource Processing

means the *use of land, buildings, or structures* for the processing of extracted quarry materials which includes but is not limited to one or more of the following:

- i. Value added wood processing,
- ii. Material sorting,
- iii. Crushing,
- iv. Screening,
- v. Stockpiling,
- vi. Washing,
- vii. Truck loading,

- viii. The on-site operation of a portable asphalt or cement plant, and
- ix. Wholesaling of resource products.

Residential

means the *use* of a *building* or *structure* as a fixed place of living, and unless expressly *permitted* under this Bylaw, specifically excludes any *tourism accommodation* and *short-term vacation rental*, and includes the following *buildings* and *structures*:

- i. *Accessory residential dwelling*,
- ii. *Accessory residential Suite*,
- iii. *Apartments*,
- iv. *Carriage houses*,
- v. *Detached dwelling*,
- vi. *Duplex dwelling*,
- vii. *Manufactured homes*, and
- viii. *Townhouse dwelling*.

Restaurant Use

means an eating establishment where food is prepared and served, in a *building* on the same *lot*, for sale to the public for consumption primarily at tables within the *building* or on a patio on the same *lot*, specifically excluding drive through *uses*, neighbourhood pubs and liquor primary establishments.

Retail

means the *commercial* selling goods, wares, articles, or merchandise to the ultimate consumer for personal consumption or household *use*, and not for resale purposes, but specifically excluding personal services, outdoor sales, *convenience store* and mobile vending.

Retail, Industrial

means the *use* of *land*, *buildings* and *structures* for the *retail* of *industrial*, automotive, or *agricultural* related products and equipment, and may include *uses* such as automotive and *agricultural* parts, specialty tools, manufacturing, moving and other similar *uses*.

Retail, Recreation and Leisure

means a *retail* store that specializes in the selling, renting and repairing of goods and articles that are used in the pursuit of recreation and leisure activities of the outdoor variety, such as skiing, snowboarding, cycling and mountain biking, hiking, camping, mountain climbing, kayaking, canoeing, and other similar activities.

Riding Academy

means the *use of land, buildings or structures* for the boarding and care of horses, and includes instruction for riding, jumping and showing, horse rentals, and accessory equestrian related events or shows, but excludes a *commercial* horse racing track. [Riding Academies in the ALR are subject to the Agricultural Land Commission Act and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.](#)

School

means the *use of land, buildings or structures* for the provision of education to children or adults, and includes pre-school, kindergarten, elementary, middle, secondary and post-secondary institutions, as well as language and other professional or technical education.

Screening

means a continuous planting of vegetation or other similar solid *fence* like barriers or any combination thereof, which effectively obstructs the view or denies physical access to *land* or a portion thereof and may be broken by driveways or walkways.

Secondary Suite

means a separate *dwelling unit* which is completely contained within a *detached dwelling*, which meets the requirements of the *BC Building Code*, and is subordinate in size, extent or purpose to the *residential principal building* on the *lot* upon which the *secondary suite* is located.

Setback

means the minimum distance, measured from the respective *lot line*, that a *building* or *structure* shall be set back from that *lot line*.

Short-Term Vacation Rental

means the *use of a dwelling unit*, or a portion of a *dwelling unit*, for *tourism accommodation*, but does not include *Bed and Breakfast* establishment, *Bed and Breakfast Inn*, *Hostel*, *Motel* or *Hotel*.

Speedway

means the *use of land* as an out-door stadium or track for automobile (i.e., stock car) or motorcycle racing.

Storage Facility, Self-Service

means the *use of land, building or structure* for the *commercial* purpose of providing individual storage spaces for the public.

Storage Facility, Outdoor Equipment

means the *use of land* for the storage of equipment, vehicles, products and materials outside the *principal* or *accessory buildings* on a property.

Storey

means the same meaning as under the *BC Building Code*.

Storey, First

means the lowest *storey* of a *building* or *structure*, excluding a *basement*, but having its floor not more than two (2) meters above *building grade*.

Storey, Half

means a *storey* of a *building* or *structure* where the *floor area*, existing, proposed or as may be extended over open-to-below space, and having a minimum ceiling *height* of 1.2 m, does not exceed 50% of the *storey* immediately below.

Structure

means anything that is constructed, fixed to, supported by, or sunk into *land* or water.

Subdivision

means the division of *land* or *lots* into two (2) or more *lots*, whether by plan, apt descriptive words or otherwise and includes a long-term land lease, boundary adjustment, consolidation of two (2) or more *lots*, or creation of bBare_land strata *lots*.

Temporary Use

means a temporary *commercial* or *industrial use permitted* under a *temporary use permit* issued pursuant to section 7.26 of this Bylaw and the *Local Government Act*.

Tourism Accommodation

means the *use of land, buildings, or structures* for providing temporary *commercial* lodging by visitors for a period not to exceed thirty (30) consecutive days or 182 days in a twelve (12)-month period, and specifically excludes *Residential* occupancy by any person other than the owner and *short-term vacation rental* unless specifically *permitted* in this Bylaw.

Unit

means a *building*, or a portion thereof that is individually demised by interior or exterior walls and has a separate entrance, which may be leased or sold individually.

Utilities

means a *use* providing for the essential servicing of the Village of Pemberton with water, sewer, electrical, telephone and similar services where such *use* is established by the Village, by another governmental body or by a person or company regulated by and operating under federal and provincial legislation and includes broadcast transmission facilities but excludes a *works yard*.

Veterinary Clinic

means the *use of land or a building or structure* in which animals are medically treated or hospitalized.

Watercourse

means a river, creek, stream, *Wetland* or other body of water as defined by the British Columbia *Riparian Area Regulation*.

Waste Transfer Station

means the *use of land, or a building or structure* for the temporary deposition of waste and the deposit of recyclable materials intended for removal in vehicles.

Wetland

has the same meaning as under the *Riparian Areas Regulation*.

Wholesale

means the sale of goods to *retail* operators or to other *wholesale* operators or to contractors or manufacturers for resale or for incorporation into other products.

Works Yard

means the *use of land, buildings and structures* operated by, or on behalf of, the Village of Pemberton, Province of British Columbia or Government of Canada, for the interior and exterior storage, maintenance or repair of *buildings or structures*, infrastructure, materials or equipment, include office space but specifically excludes communication towers and electrical sub-stations.

Zone

means an area of *land* established under Part 5 and the Schedules of this Bylaw and subject to regulations in this Bylaw.

PART 4: Measurements and Calculations

4.1 Measurement Guidelines

- (a) All dimensions and measurements in this Bylaw are expressed in the Standard International Units (metric) system.
- (b) Any imperial conversions are provided for convenience and have no force or effect.
- (c) All maximum dimensions shall mean equal to or less than, and all minimum dimensions shall mean equal to or greater than.
- (d) In the event of any conflict between measurements in this Bylaw, the more onerous measurement shall apply.
- (e) In the event of a conflict between a measurement stated in this bylaw and a graphic illustration of that measurement, the text description shall prevail.

4.2 Abbreviations

- (a) For the purposes of this Bylaw, the following units of measure may be abbreviated as specified in brackets:
 - i. Metre (m);
 - ii. Square metre (sq. m or m²);
 - iii. Cubic metre (m³);
 - iv. Hectare (Ha);
 - v. *Units* per hectare (u/Ha);
 - vi. Percent (%).

4.3 Metric Conversion, Measurements and Abbreviations

- (a) The following metric conversions are provided for the convenience of the reader of this Bylaw:

1 m = 3.28 feet	1 sq. ft. = .093 sq. m
1 foot = 0.33 metre	1 hectare (ha) = 2.47 acres
1 sq. m (m ²) = 10.76 sq. ft.	1 acre = 4047 sq. m or 0.405 ha
1.5 m = 4.92 feet	3 m = 9.84 feet
7.5 m = 24.60 feet	4.6 m = 14.76 feet
10.5 m = 34.45 feet	18 m = 59.06 feet
1,400 sq. m = 15,064 sq. ft. or 0.34 acres	2,000 sq. m = 21,520 sq. ft. or 0.49 acres
4047 sq. m = 43,560 sq. ft. or 1 acre	2 ha = 4.94 acres
4 ha = 9.88 acres	20 ha = 49.4 acres

4.4 **Building and Structure Height**

- (a) Where a *zone* or regulation establishes a maximum *height* for a *building* or *structure*, the *building* or *structure* shall be constructed no higher than the maximum *height* as determined by this Bylaw.
- (b) *Height* shall be measured by a vertical line from the *building grade* to the point of the roof *structure* determined by the roof type as follows:
 - i. For flat or domed roofs, *height* shall be measured to the highest point of the roof *structure*.
 - ii. For sloped, pitched, butterfly, or gambrel roofs, *height* shall be measured to the mid-point between the top of the exterior wall to the highest point of the roof *structure*.
 - iii. For roofs with dormers, *height* shall be measured to the mid-point between the top of the exterior wall forming the dormer and the highest point of the roof *structure*.
- (c) For clarity:
 - i. the maximum *building height* in a zone may vary according to the *use* of the *building* or *structure*, as specified in the zone;
 - ii. where the regulation refers to a specific type of *building* or *structure*, the regulation shall be applied to that type of *building* or *structure* only.
- (d) Despite the *height* regulations in any *zone* or regulation, the maximum *building height* may be exceeded for the following features, provided that portions of, or projections from, *buildings* or *structures* shall not exceed 18.0 m:
 - i. Communication towers and antennas;
 - ii. Architectural feature such as a clock tower, water tower, etc.;
 - iii. Chimneys;
 - iv. Flag poles;
 - v. Elevator shafts;
 - vi. Stair and hose towers;
 - vii. Micro-wind turbines; and
 - viii. Solar panels.
- (e) *Agricultural buildings and structures* constructed on *land* zoned *Agricultural (A-1)* are exempt from the *building height* requirements.

4.5 **Fence Height**

- (a) The *height* of a fence, wall or similar screen shall be determined by measurement from the ground level at the average *natural grade* level within 1.0 m of both sides of such *fence*, wall or similar screen.

4.6 Density Calculation with Land Dedication

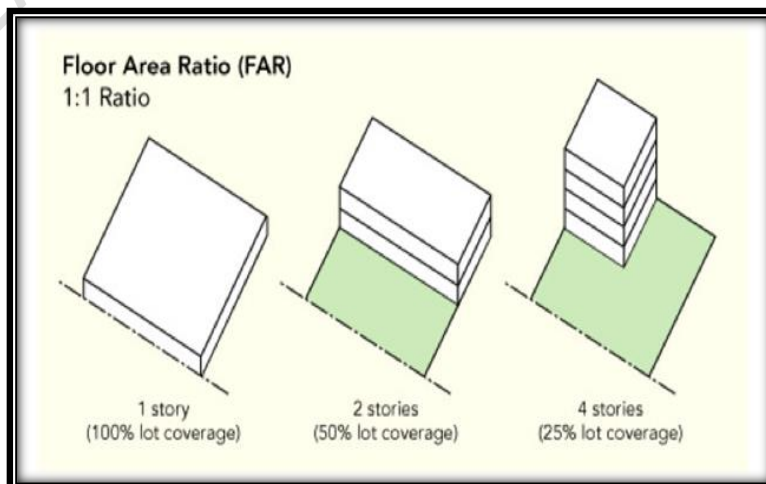
- (a) When calculation of *density* involves the dedication of *land* to any government agency for environmental, *park*, or other public purpose, the *density* calculation shall be based on the area of the *lot* before dedication.

4.7 Floor Area

- (a) Where a *zone* or regulation establishes a maximum *floor area* for a *building*, the *floor area* of the *building* shall not be greater than the established maximum.
- (b) *Floor area* is a measurement of the usable floor space of the interior of a *building* including all *storeys* and *half-storeys*, measured as follows:
- Floor area* is measured from the mid-point of each exterior wall.
 - Basements, common corridors providing access to individual *units*, interior stairwells, elevator shafts, common mechanical and electrical rooms, laundry rooms, under-*building* parking, unenclosed decks, and other similar common areas necessary to service the *building* or its inhabitants are excluded from the calculation of *floor area*.
 - Buildings and structures* utilizing energy efficient *building* techniques that result in thicker wall construction, may calculate *floor area* by determining mid-point of the exterior walls, and calculating *floor area* from the interior side of the exterior wall.
- (c) The area of an amenity provided in a *building* under the terms of *density* bonus provisions in any amenity *zone* is excluded from the calculation of maximum *floor area*.

4.8 Floor Area Ratio (FAR)

- (a) Where a *zone* or regulation establishes a maximum *Floor Area Ratio* (FAR), the *floor area* of the *buildings* or *structures* shall not exceed the maximum FAR.
- (b) The calculation of FAR is a measure of *density* and is determined as follows:
- FAR is the ratio of *floor area* of the *principal* and *accessory buildings and structures* on a *lot* to the *lot* area, and shall be calculated by dividing the *floor area* of the *buildings* on a *lot* by the total gross area of the *lot*, expressed as a ratio.



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4.9 Gross Floor Area (GFA)

- (a) *Gross floor area* is measured from mid-point of all exterior walls of the *building* or *structure* and includes a *garage*.
- (b) *Buildings and structures* utilizing energy efficient *building* techniques that result in thicker wall construction, may calculate Floor Area by determining mid-point of the exterior walls, and calculating *floor area* from the interior side of the exterior wall.

4.10 Lot Coverage

- (a) Where a *zone* establishes maximum *lot coverage*, the *building footprints* of *buildings and structures*, shall not exceed the maximum specified in any *zone* or regulation.
- (b) *Lot coverage* shall be calculated by dividing the sum of the *building footprints* for all *buildings and structures* on the *lot* by the total area of the *lot*, expressed as either an area or a percentage.

4.11 Maximum Number, Size, and Density

- (a) Where a *zone* or regulation establishes a maximum number of *buildings, structures, or units*, there shall be no greater number of *buildings, structures, or units* than the specified maximum.
- (b) When calculation of *density* involves a number of *units* per *lot* and yields a fractional number, the required number of *units permitted* shall be rounded down to the lowest whole number.
- (c) Measures of *density* in this Bylaw include the following measures established in any *zone* or regulation:
 - i. Maximum number of *buildings* or *structures*;
 - ii. Maximum number of *units*, including *units per hectare (UPH)*;
 - iii. Maximum *floor area*;
 - iv. Maximum percentage of a *lot, building* or *structure*;
 - v. Maximum *lot coverage*;
 - vi. Maximum *floor area ratio (FAR)*.

4.12 Minimum Lot Size and Dimensions

- (a) Where a *zone* or regulation *establishes a minimum lot size*, the minimum *lot size* is the minimum area of a *lot* that may be created by *subdivision in that zone*.
- (b) Where a *zone or regulation establishes minimum parcel dimensions for lot width and lot depth*, the minimum dimensions are the minimum dimensions of a *lot* that may be created by *subdivision* in that *zone*.
- (c) For *lots* fronting a cul-de-sac, or having an irregular *lot* boundary, the *lot width* frontage shall be measured from a point on each side *lot line* 7.5 metres from the intersection of the side and front *lot lines*.
- (d) For *panhandle lots*, the front *lot line* measurement includes the width of the access strip and the front *lot line*.
- (e) For *panhandle lots*, a maximum of 10% of the measurement of *lot area* may be

comprised by the area of the access strip. For clarity, the area of the *panhandle* may be greater than 10%, but only maximum of 10% shall be included in the calculation of *lot* area for the purpose of measuring the minimum *lot* size.

4.13 Projections into Required Setback and Exceptions to Siting Requirements

- (a) Every part of any *setback* required by this Bylaw shall be open and unobstructed by any *building* or *structure*, except that, a *setback* may contain architectural or functional *structures* or a *building* or *structure* feature such as but not limited to; window sills, sunlight control projections, balconies, cornices, eaves, gutters, chimneys, pilasters, canopies, ornamental features or window bays, provided that:
- i. No such *structure* or feature shall project more than 0.6 m into any required *setback*;
 - ii. The total combined length of all projections shall not exceed 40% of the length of each applicable facade on each sStorey;
 - iii. A fence that complies with the Height restrictions of this Bylaw is allowed along any *lot line*, or between a *lot line* and a *permitted building* or *structure* for the purpose of establishing a barrier between any setback area;
 - iv. Stairs accessing a deck, porch or veranda may be located within a front setback, exterior side setback, or rear setback but shall not be located within any interior side *setback*;
 - v. *Structures* necessary to ensure that a *building* or *structure* and its facilities can be approached, entered, and used by persons with physical or sensory disabilities in accordance with the BC *building* Code, may project into any required front, rear or side *setback* provided that the *structure* is not closer than 0.3 m from any side *lot line*; and
 - vi. An uncovered patio or terrace no greater than 0.6 m above grade, which may be open or enclosed, may be sited in any portion of a *lot* except as otherwise provided for in this Bylaw;
 - vii. An uncovered swimming pool may project into a front, side or rear *setback* area provided that the pool shall not be constructed within 1.8 m of a *lot line*;
 - viii. A retaining wall to a maximum Height of 1.2 m may be sited on any portion of a *lot*.

4.14 Setback from Lot Line

- (a) Where a *zone* or regulation establishes a minimum or maximum *setback* for front, side or rear *lot line setbacks*, *buildings and structures* must be located outside of the minimum *setback*, or inside the maximum *setback*.
- (b) Setback shall be determined in accordance with the following measurement guidelines in any *zone*:
- i. *setback* shall be the minimum distance between the closest point of a *building* or *structure* and the *lot line* measured perpendicular to the *lot line*.
 - ii. the minimum *setback* for *buildings and structures* in the *Airport Zone* shall be measured from the leasehold boundaries.
 - iii. Fences are exempt from *setback* unless a *setback* is specifically established in this Bylaw.

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4.15 *Sight Line Requirements at Intersections*

- (a) For *corner lots*, nothing shall be constructed or maintained, nor shall any type of hedge be maintained or allowed to grow, exceeding a Height greater than 1.0 m above the *finished grade* of the *highway* or otherwise so as to obstruct the clear vision and/or and sight triangle lines formed by extending 6.0 m in an area bounded by the intersecting *lot lines* at a street corner and a line joining points along said *lot lines*.

PART 5: Establishment of Zones

1.1. Creation of Zones

- (a) The entire Village of Pemberton is divided into *zones*, the location of which is depicted on Schedule “A”, which is attached to and forms a part of this Bylaw.

5.1 Zone Boundaries

- (a) The official version of the zoning map shown as Schedule “A” is kept in electronic form in the Municipality’s GIS System. In the case of conflict between the contents of a paper document copy of the zoning map and the electronic form of the zoning map, the contents of the electronic version shall prevail.
- (b) Where a *zone* boundary follows a *highway, lane, railway, pipeline, power line, utility right-of-way, or easement*, it follows the centre_line, unless otherwise clearly indicated on the zoning map;
- (c) Any dashed zoning boundary lines used in Schedule “A” must be interpreted as if they were solid lines.
- (d) Where a *lot* is divided by a *zone* boundary, the areas created by such division must be regulated based upon the requirements of each zoning boundary.
- (e) Where a *zone* boundary is shown as approximately following the edge, shoreline, or high-water mark of a river, lake, or other water body, it follows that line. In the event of change, it moves with the edge or shoreline;
- (f) Where a *zone* boundary is shown as approximately following a property line, it follows the property line;
- (g) Where a *zone* boundary is shown as approximately following a topographic contour line or a top-of-bank line, it follows that line;
- (h) In circumstances not covered above, the *zone* boundary shall be determined by the scale of the zoning map.
- (i) When any street is closed, the roadway *lands* have the same zoning as the abutting *land*. When abutting *lands* are governed by different *zones*, the centre of roadway is the *zone* boundary unless the *zone* boundary is shown clearly following the edge of the roadway. If the roadway is consolidated with an adjoining parcel, the parcel’s zoning designation applies to affected portions of the roadway.

5.2 Zone Names

(a) The zoning boundaries, as shown on the Schedule A, are as follows:

Agricultural Zones	Abbreviation
<i>Agriculture 1</i>	A-1
<i>Rural Residential 1</i>	RR-1
Detached Residential Zones	
<i>Residential 1</i>	R-1
<i>Small Lot Residential 2</i>	R-2
<i>Duplex Lot Residential 3</i>	R-3
<i>Residential Country Inn</i>	RC-1
<i>Residential Manufactured Home Park 1</i>	MHP-1
Multi-Family Residential Zones	
<i>Multi-Family Residential 1</i>	RM-1
<i>Multi-Family Residential 2</i>	RM-2
Residential Amenity 1 Zones, Sunstone	
<i>Residential Amenity 1</i>	RSA-1
<i>Residential Townhouse Amenity 1</i>	RTA-1
Residential Amenity 2 Zones, The Ridge	
<i>Residential Amenity 2</i>	RSA-2
<i>Residential Townhouse Amenity 2</i>	RTA-2
Commercial Zones	
<i>Town Centre Commercial</i>	C-1
<i>Tourism Commercial</i>	C-2
<i>Portage Commercial</i>	C-3
<i>Service Commercial</i>	C-4
<i>Neighbourhood Pub Commercial</i>	C-5
Industrial and Airport Zones	
<i>Industrial Park</i>	M-1
<i>Resource Industrial</i>	M-2
<i>Airport</i>	AP-1
Civic, Institutional, and Recreation Zones	
<i>Public</i>	P-1
<i>Parks and Recreation</i>	PR-1
<i>Outdoor Recreation</i>	OR-1
<i>Education</i>	E-1

5.3 Comprehensive Development Zones

- (a) Comprehensive Development Zones shall be numbered in sequence, prefaced by "CD-", and be attached to and form part of this Bylaw.

Comprehensive Development Zones	Abbreviation
<i>Creekside</i>	CD-1
<i>Mountain Trails</i>	CD-2
<i>Cottonwood Court</i>	CD-3
<i>Pioneer Junction</i>	CD-4
<i>Tiyata at Pemberton</i>	CD-5

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PART 6: GENERAL REGULATIONS

6.1 General Compliance

- (a) No person shall *use*, occupy or permit any person to *use* or occupy any *land*, *building* or *structure* in contravention of this Bylaw.
- (b) Nothing contained within this Bylaw relieves any person from the responsibility to seek and comply with other legislation applicable to that *use*, activity or other matter regulated under this Bylaw.
- (c) Every *use* of *land*, *buildings* or *structures permitted* in each *zone* shall conform to all the regulations of the applicable *zone* and all other regulations of this Bylaw.
- (d) A *use* is only *permitted* if lawfully established and ongoing in accordance with:
 - i. Any applicable conditions of *use*, as identified in each *zone*; and
 - ii. Such further general regulations applicable to the *use*, as identified throughout this Bylaw.
- (e) A *lot* shall not be created by *subdivision* unless such *lot* is equal to or greater than the minimum *lot* size and minimum *lot* width specified for the *zone* in which it is located in accordance with the zoning map, unless otherwise specified in this Bylaw.
- (f) A *building* or *structure* shall not be constructed, sited, moved or altered unless it complies with the following;
 - i. The General Regulations of this Bylaw; and
 - ii. All regulations and requirements specified for the *zone* in which it is located.
- (g) A *building* or *structure* shall not be constructed, sited, moved, or altered unless its *screening* requirements are provided as specified for the *zone* in which it is located, unless otherwise specified in this Bylaw.
- (h) A continuation of a non-conforming *use*, *building*, or *structure* shall be subject to the provisions of the *Local Government Act*.

6.2 General Prohibitions

- (a) Any *use* of *land*, *buildings* or *structures* not expressly *permitted* in this Bylaw is prohibited in every *zone*, and where a particular *use* is expressly *permitted* in one *zone*, such *use* is prohibited in every *zone* where it is not expressly *permitted*.

6.3 Uses Permitted in All Zones

- (a) Except as otherwise stated in this Bylaw, the following *land* uses are *permitted* in all *zones* subject to compliance with all regulations that apply to such *uses* under this Bylaw and, if uses are in the ALR, subject to compliance with the Agricultural Land Commission Act and Agricultural Land Reserve Use, Subdivision and Procedure Regulation:
 - i. *accessory uses, buildings, and structures*, or works customarily incidental to a *permitted use*, provided they are located on the same *lot* or within the same strata plan as the *permitted use* and includes show homes and sales offices;
 - ii. *Community garden, horticulture*;

- iii. Any approved environmental protection, restoration and enhancement project;
- iv. Flood control works undertaken by a government agency;
- v. *Highway*;
- vi. Landscaping, landscape buffer, *screening, fence*;
- vii. *Park*;
- viii. Utility services, excluding offices, maintenance *garages* and storage areas;
- ix. Temporary *buildings, structures* or storage of materials to a maximum of one for an approved construction project on the same *lot* provided such temporary *buildings, structures* and storage areas are removed within thirty (30) days of the completion of the project;
- x. Temporary occupancy of a mobile home or recreational vehicle by an owner of a *lot* during construction of a *permitted residential dwelling* on the same *lot*, that is hooked up to a *community water* and *community sewer* system and approved by the Village of Pemberton;
- xi. Trails, subject to approval of the *Agricultural Land Commission* if located in the *Agricultural Land Reserve*;
- xii. Government Services;
- xiii. Ecological Reserves;
- xiv. Watershed Protection;
- xv. Filming; and
- xvi. *Places of Worship*.

6.4 **Uses Prohibited in Zones**

- (a) A person shall not keep or permit on any *lot* in any *zone*, any object or chattel which is unsafe, unsightly, or adversely affects the amenities of the *zone*. This includes but is not limited to dismantled or wrecked motor vehicles, and any excavation, stockpiling or storage of materials, explosives, flammable liquids, and diesel fuel and gasoline products, unless otherwise *permitted* in this *Bylaw*;
- (b) For greater certainty, the following *uses* are prohibited in all *zones* except where *permitted* for in this *Bylaw*:
 - i. A track for the racing of motor vehicles;
 - ii. The on-street parking of personal water craft and other watercraft trailers, campers, utility trailers and recreation vehicles;
 - iii. Storage of explosives, unless authorized by government agencies under the *Canada Explosive Act*, and
 - iv. A *use* involving the storage of scrap metal, disabled vehicles, disused items, or as an automobile salvage and wrecking yard;
 - v. *Short-Term Vacation Rental*;
 - vi. *Cannabis* Dispensary.

- (c) The following *uses and structures* are prohibited in all *residential, commercial, and civic use zones* except where *permitted* for in this Bylaw:
- i. the slaughtering, rendering or processing of any fish or animal products or by-products;
 - ii. barb wire fencing;
 - iii. a shipping/cargo container or other form of container unless it is listed as a *permitted use* in the respective zone;
 - iv. any *land use* which produces malodorous, toxic or noxious matter, or generates vibrations, heat, glare or radiation discernible beyond the boundaries of the *lot*;
 - v. Recycling facility unless it is listed as a *permitted use* in the respective zone;
 - vi. Refuse disposal site unless it is listed as a *permitted use* in the respective zone;
 - vii. Waste transfer station unless it is listed as a *permitted use* in the respective zone;
 - viii. *Resource processing*;
 - ix. Gaming and gambling establishments, other than charity gaming;

6.5 **Subdivision of Land**

- (d) No *lot* shall be created by *Subdivision* that has less than the minimum dimensions and area established by this Bylaw.
- (e) No *lot* shall be created by *subdivision* that has less than 10% of its perimeter fronting on a Highway.
- i. Notwithstanding the minimum frontage requirement, *Council*, or Council's delegate, may exempt parcels of *land* from the 10% minimum frontage requirement.
 - ii. Notwithstanding the minimum frontage requirement, the minimum frontage for *lots* of *land* in a cul-de-sac, may be less than 10% of the perimeter of the *lot*, provided that the minimum frontage is not less than 7.5 m and the width of the *lot* is not less than 10 m measured 5 m back in a perpendicular manner from the front *lot line*.
- (f) The consolidation of two (2) or more *lots* into a single *lot* is exempted from minimum *lot* size requirements in any *zone*.
- (g) The realignment of *lot lines* to adjust the boundaries between two (2) or more *lots* may be *permitted* provided that:
- i. the number of new *lots* created by *subdivision* would be equal to or less than the number of *lots* that existed prior to the *subdivision*;
 - ii. the boundary change would not result in the creation of a *lot* having less than 80% of the area of any of the original *lots* for *lots* conforming to minimum *lot* size requirements;
 - iii. that the boundary change would result in equal parcel areas equivalent to the original *lots* for *lots* that do not conform to minimum *lot* size requirements.

(h) Unless the pattern of existing *subdivision* precludes it, and unless it is impracticable, side *lot lines* shall be perpendicular or radial to the adjoining *highway*.

(i) A *panhandle lot* shall not be created where the access strip is narrower than 10 m.

(j) Subdivision in the ALR, is subject to compliance with the Agricultural Land Commission Act and Agricultural Land Reserve Use, Subdivision and Procedure Regulation:

6.6 **Undersized Lots**

(a) In each *zone*, all *lots* that have a lesser *lot area*, *frontage* or *depth* than required in this Bylaw, and that were lawfully created and registered at the BC Land Title Office prior to the date of adoption of this Bylaw, are hereby deemed conforming to the parcel dimension and size requirements of this Bylaw.

6.7 **Conversion of Buildings or Structures**

(a) *Buildings* or *structures* may be converted, altered or remodeled for another *use*, provided that:

- i. The *Building Official* certifies that the *building* or *structure* is structurally suitable for such conversion;
- ii. The converted *building* or *structure* conforms to all provisions and regulations of the *zone* in which the *lot* is located; and
- iii. The parking requirements for the intended *use* are met.

PART 7: ADDITIONAL ZONING REGULATIONS FOR CERTAIN USES

7.1 Accessory Buildings or Structures and Uses

- (a) *Accessory buildings, structures or uses shall comply with the following:*
- i. *An accessory building or structure shall not be situated on a lot unless the permitted building or structure, to which the accessory building or structure is incidental, has already been erected or will be erected simultaneously with the accessory building or structure on the same lot, with the exception of one accessory building or structure not exceeding 25 m² of gross floor area, used only for storage purposes;*
 - ii. *A garage or carport attached to a permitted building or structure, by an enclosed, heated area that is not more than five (5) metres in length, is deemed to be a portion of the permitted building or structure;*
 - iii. *Land comprising the common property in a strata plan may be used for purposes accessory and customarily incidental to permitted uses on the strata lots within the same strata plan. For the purposes of accessory buildings or structures that may be constructed on common property, the same setback, building height, lot coverage and other building or structure standards apply as those which apply to strata lots in the same zone;*
 - iv. *No part of an accessory building or structure shall be used for residential use purposes or short-term vacation rental, except as otherwise provided for in this Bylaw; and*
 - v. *No accessory building shall be located in the front yard except a garage or carport.*
 - vi. *Unless otherwise stated in this Bylaw, accessory buildings and structures shall comply with the following lot line setbacks:*
 - a. *Rear lot line:* 1.5m
 - b. *Interior side lot line* 1.5m
 - vii. *Accessory buildings shall have the same exterior side lot line setback as the principal building.*

7.2 Accessory Greenhouse

- i. *On lots zoned for residential uses that are less than 0.4 Ha in area, the combined total area of greenhouses shall not exceed 25% of the lot area;*
- ii. *Greenhouses associated with agriculture use shall comply with the following required lot line setbacks: ~~for agriculture uses;~~*

<u>Building</u>	<u>Maximum Front & Exterior Side Setback</u>	<u>Maximum Interior Side & Rear Setback</u>
<u>Greenhouse</u>	<u>7.5 m</u>	<u>4.5 m</u>

7.3 Accessory Residential Dwellings

- (a) If an *accessory residential dwelling unit* is *permitted* in a *commercial*, institutional or *industrial zone*, the *accessory residential dwelling* shall comply with the following regulations:
- i. Only one (1) *accessory residential dwelling* is permitted per *commercial* or institutional *unit*;
 - ii. A maximum of four (4) *accessory residential dwelling units* per *lot* are permitted in *industrial zones*.
 - iii. An *accessory residential unit* shall not exceed 20% of the *gross floor area* of the *principal use*.

7.4 Agricultural Uses Permitted and Prohibited in the Agriculture Zone

- (a) Activities explicitly designated as *farm uses* pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, BC Regulation 171/2002, are *permitted* in all *Agricultural Zones* within the *Agricultural Land Reserve*;
- (b) Unless an activity is explicitly designated a *farm use*, or *permitted* by this Bylaw pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, BC Regulation 171/2002, the *use* is prohibited unless approval has been granted by the *Agricultural Land Commission* for a *non-farm use* or is subject to Section 23(1) of the *Agricultural Land Commission Act*, and the *non-farm use* is *permitted* by this Bylaw;
- (c) Activities *permitted* by this Bylaw pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, BC Regulation 171/2002, are explicitly identified as *permitted uses* within individual *Agricultural Zones*; for such activities, conditions of *use* apply in accordance with this Bylaw.

7.5 Agri-Tourism

- (a) *Agri-tourism* shall be carried out only on *land* within the *Agricultural Land Reserve* and as a *use accessory* to an *agricultural use*.
- (b) The *use* shall be carried out on *land* that is classified as a *farm* under the *BC Assessment Act* and shall not use, construct or erect any permanent facilities for *Agri-tourism* activities without an approved *non-farm use* application from the *Agricultural Land Commission* and a valid *building permit* for *assembly use*.
- (c) *Agri-tourism* activities shall be temporary and seasonal and promote or market farm products grown, raised, or processed on the farm.
- (d) *Agri-tourism* may includes the following tourism related activities on a farm:
- i. *Agri-tourism accommodation*
 - ii. An *agricultural heritage exhibit display*
 - iii. *Farm tour or farm operation demonstration*
 - iv. *Cart, sleigh or tractor rides on the land comprising the farm*
 - v. *Activities that promote or market livestock from the farm, (e.g. horseback rides, cattle show, petting zoo)*
 - vi. *Dog trials held at the farm (agility and stock dog events)*

- vii. *Harvest festivals and other seasonal events (e.g. pumpkin patch, garlic festival or corn mazes) for the purpose of promoting farm products produced on the farm*
 - viii. *Accessory services or sales. Temporary services ancillary to the Agri-tourism activities that support or enhance the activity such as portable washrooms, ticket booths, and eating areas.*
- (e) The following activities are specifically excluded:
- i. Bistros, Cafes and *Restaurants*
 - ii. Paint ball
 - iii. Dirt Bike/ATV trails
 - iv. Mini-trains or model airplane runways
 - v. Activities operated as a *commercial* business
 - vi. *Any other activity not considered by the Agricultural Land Commission to be an Agri-tourism activity.*

7.6 **Backyard Hen Keeping**

- (a) For *lots* on which backyard hen keeping is a *permitted*, the following regulations apply:
- i. Backyard hen keeping is *permitted* on *lots* greater than 600 m² and less than 0.4 ha in area; on *lots* that are 0.4 ha or greater, backyard hen keeping shall comply with regulations and conditions of *use* for Agriculture;
 - ii. A maximum of five (5) hens is *permitted* and no roosters are *permitted*; and
 - iii. An enclosure for the keeping of hens shall be provided.
- (b) *Buildings, structures* and enclosures used for the keeping of hens shall:
- i. Not be located within a front yard and within three (3) m of a *side* or *rear lot line*;
 - ii. Not occupy an area in excess of 10 m²;
 - iii. Not exceed a *height* of 2.5 m; and
 - iv. Be secured by electric fencing.
- (c) Backyard hen keeping shall not create a nuisance of any kind.
- (d) Backyard hen keeping shall comply with all other Municipal Bylaws including applicable Animal Control Bylaws.

7.7 **Backyard Bee Keeping**

- (a) For *lots* on which backyard bee keeping is a *permitted*, the following regulations apply:
- v. backyard bee keeping is *permitted* on *lots* greater than 600 m² and less than 0.4 ha in area; on *lots* that are 0.4 ha or greater, backyard bee keeping shall comply with regulations and conditions of *use* for Agriculture;

- vi. An enclosure for the keeping of bees shall be provided.
- (b) *Buildings, structures* and enclosures used for the keeping of bees shall:
 - vii. Not be located within a front yard and within three (3) m of a side or rear *lot line*;
 - viii. Not occupy an area in excess of 10 m²;
 - ix. Not exceed a *height* of 2.5 m; and
 - x. Be secured by electric fencing.
- (c) Backyard bee keeping shall not create a nuisance of any kind.
- (d) Backyard bee keeping shall comply with all other Municipal Bylaws including applicable Animal Control Bylaws.

7.8 **Bed and Breakfast**

- (a) Where *permitted* in a *zone*, one (1) *bed and breakfast use* per *lot* is *permitted* in a *detached dwelling* subject to the following regulations:
 - i. The *bed and breakfast use* is *accessory* to the *principal residential use*, occurs in the *principal* residence of the land owner, and operated by a full-time and present resident;
 - ii. A maximum of two (2) bedrooms in a *detached dwelling* are used for *bed and breakfast*;
 - iii. One (1) additional parking space per bedroom rented out as *bed and breakfast* is required; and
 - iv. A *bed and breakfast use* cannot be combined with any other *home occupation*.
- (b) The area designated for *bed and breakfast use* (including guest rooms and any common room provided outside of the *residential* occupant's personal area) must not contain cooking facilities or refrigerators in excess of six (6) cubic feet.
- (c) A *bed and breakfast* shall not be combined with any other *tourism accommodation use*.
- (d) A valid Village of Pemberton business license is required.

7.9 **Bed and Breakfast Inn**

- (a) Where *permitted* in a *zone*, one (1) *bed and breakfast inn use* per *lot* is *permitted* in a *detached dwelling* subject to the following regulations:
 - i. The *bed and breakfast inn use* is *accessory* to the *principal residential use*, and operated by the full-time and present resident;
 - ii. A minimum of three (3) and a maximum of five (5) bedrooms in a *detached dwelling* are used for *bed and breakfast inn*;
 - iii. One (1) additional parking space per bedroom rented out as *bed and breakfast inn* is required;
 - iv. A *bed and breakfast Inn use* cannot be combined with any other *home occupation*.

- (b) The area designated for *bed and breakfast inn use* (including guest rooms and any common room provided outside of the *residential* occupant's personal area) must not contain cooking facilities or refrigerators in excess of six (6) cubic feet.
- (c) A valid Village of Pemberton business license is required.

7.10 Carriage Houses

- (a) Where *permitted* in a *zone*, *carriage houses* shall be subject to the following regulations:
 - i. The distance between the *permitted dwelling unit* and the *carriage house* shall be a minimum of 3.0 m;
 - ii. The *carriage house* shall be located on the second story or on the first story of a *detached accessory building*.
 - iii. Notwithstanding any other regulation in a *zone*, *accessory buildings* with a *carriage house* may be constructed to a maximum *height* of 7.6 m.
 - iv. The *gross floor area* of the *residential dwelling* in a *carriage house* shall not exceed 90 m²;
 - v. A *carriage house* shall be connected to a community sewer system and a community water system; and
 - vi. There shall be either an *accessory residential suite* or a *carriage house* located on the same *lot* as the *principal Residential dwelling unit*, but not both.

7.11 Compost Bins

- (a) Compost bins and composting shall:
 - i. Be located at least 3.0 m from any *lot line*; however, this *setback* may be reduced to 0.0 m when opaque *screening* is in place or a solid bin is in use; and
 - ii. Only consist of plant, plant-based material, or animal manure and shall not utilize any mechanized processes.

7.12 ~~Farm~~ Gathering for a ~~Farm~~ Event

- (a) On *land* designated as farm under the *BC Assessment Act*, ~~agricultural event~~ gathering ~~for an events is are~~ subject to the following regulations:
 - i. Permanent facilities are not to be constructed or erected in connection with the event;
 - ii. Parking for those attending the event shall be available on the farm, but shall not be permanent nor interfere with the farm's agricultural productivity;
 - iii. No more than 150 people, excluding residents and employees of the farm may be gathered on the farm at one time for the purpose of attending the event;
 - iv. The event shall be of no more than twenty-four (24) hours duration;
 - v. No more than ten (10) gatherings for an event of any type may occur on the

farm within a single calendar year.

- v.vi. Gathering for an event is subject to the *Agriculture Land Commission Act and the Agricultural Use, Subdivision and Procedure Regulation.*

7.13 Farm Stands

- (a) For zones within which a farm stand is a *permitted use*, the farm stand shall:
- i. Offer for sale food products grown and produced on the *land*, and if except on lots located within the *Agricultural Land Reserve*, in accordance with the ~~*agricultural*~~ *Agricultural Land Use, Subdivision and Procedure Regulation, BC 171/2002 and ALC Policy L-02: Farm Retail Sales in the ALR*;
 - ii. Roadside stands are *permitted* within a required *setback*; however, the *structure* shall not obstruct any vision or sight lines to and from a *highway*, driveway or *lane* and may need permission from the Ministry of Transportation and Infrastructure;
 - iii. Not occupy a *lot* area in excess of 10 m², except on *lots* located within the *Agricultural Land Reserve* in accordance of the *Agricultural Land Use, Subdivision and Procedure Regulation, BC 171/2002*;
 - iv. Not exceed 2.5 m in *height*; and
 - v. Not involve any external display or advertisement of the business other than a maximum of one non-illuminated sign, which shall not exceed 0.4 m² in area.

7.14 Fences, Screening and Retaining Walls

- (a) Except as otherwise specifically stated in this Bylaw;
- i. The *height* of a fence or wall shall be measured to the highest point from, and perpendicular to, a line representing the average *natural grade* level at its base, including where a *fence* or wall is constructed above a retaining wall;
 - ii. The maximum *height* of a *fence* shall not exceed 1.2 m in a front yard and not more than 1.8 m on all other parts of a *lot* in a *residential zone*.
- (b) Notwithstanding paragraph (a) above;
- i. the *fence height* may be increased to 2.0 m in a front yard provided transparent mesh is used for the portion of *fence* that is more than 1.2 m in *height*;
 - ii. the maximum *height* of a *fence* shall not exceed 2.5 m in any other *zone*;
 - iii. *Fences* used in association with recreational *uses*, such as playing fields, golf courses, driving ranges and tennis courts shall not be limited in *height*, provided such fences are constructed of materials that permit visibility, such as transparent mesh; and
 - iv. *Fences* may be constructed on any portion of a *lot*, including within a required *setback* area, except closed *fences* and *landscape* screens shall be less than 2.0 m in Height when sited in a required *setback* area from a *lot line* adjoining any *residential use*;
- (c) The *use* of barbed wire, razor wire, construction *fences* used as a permanent

fence, electric current, or any hazardous material for fencing is prohibited within all Zones designated by this Bylaw, except where such fencing is required in conjunction with activities explicitly designated as farm uses pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, 171/2002.

7.15 Food Truck

- (a) *Food trucks* may be permitted in any non-residential zone and are subject to the following regulations:
- i. *Food trucks* shall not occupy a *highway* for a period of more than eight (8) consecutive hours in any day.
 - ii. *Food trucks* shall not locate in manner that impedes pedestrian or vehicle traffic on a *highway*.
 - iii. The *food truck* operator shall have a valid and current business license issued by the Village of Pemberton and shall have a valid Vancouver Coastal Health Authority food service permit.
 - iii-iv. Food Trucks in the ALR are subject to the *Agricultural Land Commission Act* and the *Agricultural Use, Subdivision and Procedure Regulation*.

7.16 Home Occupation

- (a) In any zone in which a *home occupation use* is permitted, the following conditions shall be satisfied:
- i. The activities shall be conducted entirely within the *principal building* or *accessory building* except where such activity involves horticulture or a family day care.
 - ii. The *home occupation* shall not involve external structural alterations to the *dwelling unit* or show any exterior indications that the *dwelling unit* is being utilized for any purpose other than that of a *dwelling unit*.
 - iii. The *use* shall not involve the storing, exterior to the *building* or *buildings*, of any materials used directly or indirectly in the processing or resulting from the processing or any product of such craft or occupation.
 - iv. The *use* may involve the display and the sale of a commodity that is produced on the premises; however retailing of the commodity be *accessory* to the *home occupation use*.
 - v. The *use* within the *principal building* shall occupy no more than 20% of the *floor area* of the *principal building*, up to a maximum of 50 m², except in the A-1 Zone, it is permitted up to a maximum of 100 m².
 - vi. The *use* within one or more *accessory buildings* shall occupy a total of not more than 50 m².
 - vii. In no case shall the *gross floor area* of all *buildings* used for *home occupation use* exceed 50 m² on a parcel of *land*.
 - viii. The total display area of any outdoor advertising sign shall not exceed 0.4 m².
 - ix. Not more than the equivalent of two (2) full-time persons shall be engaged in a *home occupation*, one (1) of which shall be a resident of the *dwelling unit*.

x. The *use* shall provide parking in accordance with the requirements in the applicable *zone*.

xi. No automobile, boat, or other machinery servicing or repair is *permitted* as a *home occupation use*.

xii. A valid Village of Pemberton business license is required.

b) In addition to the above, a *home occupations use* shall not discharge or emit the following across *lot lines*:

- i. odorous, toxic or noxious matter or vapours;
- ii. heat, glare, electrical interference or radiation;
- iii. recurring ground vibration; and
- iv. noise levels that exceed any applicable noise regulations created by the Village of Pemberton.

7.17 Intermodal Storage Containers

(a) *Intermodal storage containers* may be used for storage in *Agricultural, Industrial, Airport, Public, Parks and Recreation*, and *Outdoor Recreation Zones*. Where *permitted, intermodal storage containers* shall:

- i. be used for *accessory storage purposes* only;
- ii. be limited to a maximum two (2) per *lot* in *Agricultural, Public, Parks and Recreation*, and *Outdoor Recreation Zones*, and one per leasehold for the *Aerodrome use* at the *Airport*;
- iii. not be reconstructed, altered or modified in any way to be used for living accommodation or human habitation for either personal or business purposes;
- iv. not be used to store animals, trash, refuse, contaminated or hazardous materials;
- v. not be stacked one upon another; or laid out in a row, unless authorized by a *Building Permit*;
- vi. shall be placed on a hard, dust free surface pad area made with either concrete, asphalt or similar materials and shall not be permanently fixed to the ground;
- vii. be used for temporary storage during the construction of a permitted *building* or *structure*, only when included in the *Building Permit* issued for the *principal building*;
- viii. shall not occupy any required parking or loading spaces, or interfere with the circulation of motor vehicles or pedestrians;
- ix. shall not be located in the front yard of a *lot*;
- x. comply with the *setback* requirements for any *accessory buildings* or *structures* in the applicable *zone*;
- xi. comply with all other applicable regulations contained within this Bylaw.

(b) For the purposes of this Bylaw, railroad cars, truck vans, converted *manufactured*

homes, travel trailers, cube vans, recreational vehicles, bus bodies, vehicles and similar prefabricated items *and structures* originally built for purposes other than storage are not *permitted* as *accessory storage buildings* or *structures*.

7.18 **Mixed-Use Buildings**

- (a) Where a *building* is used for a combined *commercial* and *residential use*, unless otherwise specified in the applicable *zone*, the *residential use* shall:
 - i. be contained in the same *building* as the *at-grade commercial use*; and
 - ii. have a separate entrance from the *commercial use*.
- (b) *Residential* and *commercial uses* shall not be mixed on the same *storey* unless expressly permitted in the applicable *zone*.

7.19 **Outdoor Equipment Storage**

- (a) *Outdoor equipment storage* is only *permitted* in accordance with the following requirements:
 - i. The yard is enclosed by durable fencing whereby stored materials are screened from adjacent properties with significant buffering or a dark mesh/slat insert;
 - ii. All storage areas shall be of a hard (i.e. paved or compacted/treated) dust-free surface; and
 - iii. Site drainage shall not negatively impact adjacent properties or watercourses.

7.20 **Retaining Walls**

- (a) In a *residential zone*, a single retaining wall shall:
 - i. Not exceed a Height of 1.2 m measured from the average *natural grade* level at its base; and
 - ii. Not be located within 0.6 m, measured horizontally, of any other retaining wall.

7.21 **Screening**

- (a) Where a *lot* is developed for a *commercial, industrial, or civic use* as *permitted* within a *commercial, industrial, civic* or Comprehensive Development Zone, and where such a *development* shares a *lot line* with an adjacent *lot* that is either:
 - i. Within a *residential zone*; or
 - ii. Occupied with a *residential use*;

the owner shall provide *screening* along such *lot line*. The *screening* shall be not less than 1.8 m in *height* or more than 2.0 m in *height*, except where the *screening* consists of 100% plant material, in which case there is no maximum *height*.
- (b) Notwithstanding the paragraph (a) above, *screening* will not be required along the shared *lot line* in cases where:

- i. A *building* or *structure* is built on the *lot line*; or
 - ii. A *residential use* is developed on a *lot* that is Zoned *commercial, industrial, or Community* at the time of adoption of this Bylaw.
- (c) Notwithstanding paragraph (a) above, where a *lot* is developed for a *commercial, industrial, or civic use* as *permitted* within a *commercial, industrial, civic or Comprehensive Development zone* and where such a *lot* is separated by a *lane* from a *lot* that is:
- i. within a *residential zone*; or
 - ii. occupied with a *detached, duplex, or townhouse residential dwelling*;

the owner shall provide *screening* along the entire *lot line* abutting the *lane*. The *screening* shall be not less than 1.8 m in *height* nor more than 2.0 m in *height*, except where the *screening* consists 100% of plant material, in which case there is no maximum *height*;

- (d) Where a *lot* in a *non-agricultural zone* is developed; the owner shall provide *screening* along the entire length of any *lot line* adjoining *land* in the *Agricultural Land Reserve*. The *screening* shall be designed to minimize any potential *land use* conflicts with the *permitted agricultural use*. The *screening* shall not be not less than 1.8 m in *height* or more than 2.0 m in *height*, except where the *screening* consists of 100% plant material, in which case there shall be no maximum *height*.
- (e) Notwithstanding paragraph (a), (b) and (c) above, *screening* will not be required for the points of *motor vehicle* ingress and egress and for a distance of 3.0 m on either side of the points of ingress and egress; and
- (f) *Screening*, where required by this Bylaw, shall be maintained at all times by the owner of the *lot* on which they are required.

7.22 Secondary Suites

- (a) *Secondary suites* are *permitted* only in *detached dwelling units* and are *accessory* to the *principal residential use*.
- (b) Unless a *zone* specifically provides for otherwise, only one (1) *secondary suite* is *permitted* on a *lot*;
- (c) A *secondary suite* shall not have more than two (2) bedrooms.
- (d) Where a *lot* is not serviced by the municipal community sewer system, written confirmation from the applicable licensing body that the capacity of the sewer system will not be compromised by the presence of a *secondary suite* is required.
- (e) In *detached dwellings*, *accessory residential dwelling* shall have a total *gross floor area* of not more than 90 m² and shall have an area less than 40% of the habitable *gross floor area* of the *detached dwelling unit*.
- (f) *Secondary suites* shall not be subdivided or strata-titled from the *building* or *structure* of which it is part.
- (g) One off-street parking space in addition to those required for the *permitted use* shall be provided per *secondary suite*.

7.23 Short-Term Vacation Rental

- (a) Where *permitted* in a *zone*, *short-term vacation rental use* shall be subject to the following regulations:
- i. *Short-term vacation rental* is only *permitted* in a lawful *dwelling unit* that is a *principal residence*, or a *secondary suite*, but not both.
 - ii. *Short-term vacation rental* is not *permitted* in an *accessory building* or vehicle, recreation vehicle, tent or trailer, other than a *carriage house*.
 - iii. Occupancy shall not exceed two (2) persons per available bedroom, to a maximum of six (6) guests.
 - iv. One (1) off-street parking space shall be provided for each bedroom used as *short-term vacation rental*.
 - v. Any person intending to operate a *short-term vacation rental* shall hold a valid and current business license from the Village of Pemberton.

7.24 Subdivision to Provide a Residence for a Relative

- (a) The minimum size for a *lot* that may be *subdivided* shall be that prescribed under the *Local Government Act*.
- (a)(b) Subdivision in the ALR is subject to the *Agricultural Land Commission Act* and the *Agricultural Land Use, Subdivision and Procedure Regulation*.

7.25 Subdivision of Lots Separated by Roads or another Lot

- (a) Notwithstanding the minimum *lot* area provisions of each *zone*, where a portion of a *lot* is physically separated from the remainder of the *lot* by a *highway* or another *lot*, which separation was in existence as of the date of adoption of this Bylaw, the physically separated portion may be subdivided from the remainder of the *lot* provided that:
- i. the *highway* or other *lot* is used as the Subdivision boundary;
 - i. if the *lot* lies in the *Agricultural Land Reserve*, the approval of the *Agricultural Land Commission* has first been obtained; and
 - ii. no *lot* created pursuant to this section shall be less than 1 Ha in area where connection to a *community water system* is not available and 0.4 Ha in an area where *community water system* connections are made to each *lot*.

7.26 Temporary Use Permits

- (a) Temporary *commercial* and *industrial uses* may be allowed under Section 493 of the *Local Government Act* within all *commercial* and *industrial zones*.
- (b) In considering the issue of a *Temporary Use Permit*, the Council or its delegate shall consider the following:
- i. Whether the proposed *use* is consistent with the Official Community Plan designation for the *land*;
 - i. Whether the proposed *use* is consistent with any other relevant Village of Pemberton policies.

- ii. In the case of any proposed *use* that is not consistent with any such plan or *Council* policy, the nature and extent of any community benefit from the *use*;
- iii. Whether the proposed *use* is of a temporary nature or whether it would be more appropriate for the Village to consider permitting the *use* by rezoning;
- iv. The suitability and compatibility of the proposed *use* with the surrounding area, including its operation, function, appearance and intensity of *use*; and
- v. The impact of the proposed *use* on the operation of adjacent *uses*, including future *land uses permitted* by the Zoning Bylaw and designated by the Official Community Plan.

7.27 Temporary Buildings or Structures During Construction

- (a) A temporary *building* or *structure* may be temporarily placed on a *lot* during construction of a *detached dwelling* on the same *lot*, for a period not to exceed the duration of the expiry of the *Building Permit*, or construction completion, whichever is less. If the lot is in the ALR, this use is subject to approval from the Agricultural Land Commission.
- (b) An owner of a *lot* may use a *mobile home* or *recreational vehicle* (RV) while in the process of constructing a *detached dwelling* on the same *lot*, provided that all of the following conditions are met:
 - i. the *mobile home* or RV occupancy shall not commence until a *Building Permit* has been issued for the construction of a *detached dwelling* located on the same *lot*;
 - ii. the period of *mobile home* or RV occupancy shall not extend beyond the life of the *Building Permit*;
 - iii. occupancy of the *mobile home* or RV shall cease within thirty (30) days of the date upon which occupancy is granted for the newly constructed *detached dwelling*;
 - iv. sewage shall be disposed of at approved off-site locations, or if it is disposed of on-site, in a location and manner that is *permitted* by the jurisdiction having authority or hooked into a community sewer system;
 - v. the *mobile home* or RV shall not be located closer than 4.5 m to any *lot line*;
 - vi. no extensions to the *building permit* or the temporary occupancy are *permitted*, without the expressed approval of the *Building Official*;
 - vii. the owner of the *lot* agrees to and enters into a restrictive covenant in favour of the *Municipality* pursuant to the *Land Title Act*, to the effect that the owner undertakes to remove the existing *detached dwelling* or render it uninhabitable to the satisfaction of the *Building Official* following the granting of the certificate of occupancy for the new *detached dwelling unit*.
 - viii. The covenant shall specify that an Irrevocable Letter of Credit or other security satisfactory to the *Municipality*, in the amount of \$10,000, shall be issued in favour of the *Municipality* by the owner, to be forfeited to the *Municipality* in the event that the other terms of the covenant are not complied with. If the funds are forfeited the *Municipality* shall use the \$10,000 to offset any costs of legal action to obtain compliance. The Irrevocable Letter of Credit term shall be for the entire term noted in the required covenant.

7.28 Temporary Use of an Existing Detached Dwelling Unit During Construction

- (a) Despite a restriction under this Bylaw on the number of *dwelling units permitted* on a *lot*, an owner of a *lot* which already has an existing *detached residential dwelling unit* located on it, while in the process of constructing a new *detached residential dwelling unit* and with an approved Building Permit on the same *lot*, may continue to occupy the existing *detached residential dwelling unit* during construction of the new *detached residential dwelling unit*, subject to the following conditions being met:
- i. the owner of the *lot* agrees to and enters into a restrictive covenant in favour of the *Municipality* pursuant to the *Land Title Act*, to the effect that the owner undertakes to remove the existing *detached dwelling unit* or render it uninhabitable to the satisfaction of the Building Official following the granting of the certificate of occupancy for the new *detached dwelling unit*.
 - ii. when a covenant is required in accordance with subparagraph i., the covenant shall specify that an Irrevocable Letter of Credit or other security satisfactory to the *Municipality*, in the amount of \$10,000, shall be issued in favour of the *Municipality* by the owner, to be forfeited to the *Municipality* in the event that the other terms of the covenant are not complied with, in which case the *Municipality* shall use the \$10,000 to offset any costs of legal action to obtain compliance. The Irrevocable Letter of Credit term shall be for the entire term noted in the required covenant; and
 - iii. that the actions required by covenant under Subparagraph i) shall be completed within a maximum time period of two (2) years from the date of issuance of the Building Permit to completion and occupancy of the new *detached dwelling unit*, and that this time period shall be specified in the covenant.
 - iii-iv. If the lot is in the ALR, this use is subject to compliance with the ALC Policy L-10: Building New Residence While Occupying Existing Residence.

7.29 Above-Ground Swimming Pools, Spas and Hot Tubs

- (a) Where a *residential use* is *permitted*, an above ground swimming pool, spa or hot tub is *permitted* as an *accessory use*, in accordance with the following provisions:
- i. any above ground swimming pool, spa or hot tub shall not be located within 7.5 m of a front *lot line* or within a required side or rear *lot line setback*;
 - ii. above ground pools shall have a maximum *height* of 2.5 m;
 - iii. swimming pools shall be enclosed in a *structure* or surrounded by a fence not less than 1.5 m and not more than 1.8 m in *height*, designed to prevent climbing, and where equipped with gates, be operated by hinges and a lock and be able to be opened freely only from the inside; and
 - iv. the combined area of the swimming pools, spa or hot tub shall not exceed 15% of the total *lot area*.

PART 8: Parking and Loading Requirements

8.1 Off-Street Parking General Requirements

- (a) Minimum off-street parking spaces and facilities shall be provided in accordance with the following table below and the requirements of this section. Where a specific *use* is not identified, a similar *use* to one listed in the following table shall be selected as an applicable standard;
- (b) Parking stalls may be provided as off-street parking, or as cash-in-lieu of parking payments for on-street parking as set out below in this Bylaw;
- (c) When off-street parking is required, a plan of the proposed parking arrangement, drawn at a reasonable scale, showing the off-street parking spaces and access driveways shall be part of the site plan submitted as a part of the application package, if this is not possible then it shall be filed with the Building Official prior to issuance of a Building Permit;
- (d) Where the calculation of required off-street parking spaces results in a fractional number, the number of required spaces shall be the nearest whole number above that calculation;
- (e) Where a *building* or *structure* or a *lot* contains more than one (1) function or *use*, the required number of parking spaces shall be the total sum of the requirements for each function or *use*;
- (f) Where seating accommodation is the basis for a *unit* of measurement and consists of benches, pews, booths or similar seating accommodation, each 0.5 m² of seating area shall be deemed to be one seat;
- (g) All Multiple *unit residential*, and *mixed-use residential* and *commercial development* shall provide bicycle parking at a rate of 20% of the required vehicle parking;
- (h) All Multiple *unit residential*, *mixed-use residential* and *commercial developments* requiring at least ten (10) parking spaces shall provide one (1) electric vehicle for every ten (10) parking stalls required, which is readily accessible for charging a vehicle in a required parking space;
- (i) For any *use* required to be accessible to persons with a disability by the BC Building Code, a minimum of one (1) parking space for a person with a disability shall be provided;
- (j) Where ten (10) or more parking spaces are required by this Bylaw, the required spaces shall be accessible to persons with a disability, as outlined in the table below;

Total Required Parking Stalls	Required Number of Disability Parking Spaces
10-20	1
21-50	2
81-110	4
111-140	6
141-170	8

- (k) The parking requirements established in this section do not apply to a *building* or *structure* or *use* existing prior to the adoption date of this Bylaw, provided there is no change, expansion or addition to the *building* or *structure* or *use* that requires more parking spaces than were required for the existing *building* or *structure* or *use* when this Bylaw was adopted. If there is an expansion or addition to an existing *use* or *building* or *structure*, then the provisions of this section apply to the expansion or addition; and
- (l) For the purposes of this Bylaw the required parking spaces have been broken into the following categories of *uses*:
 - i. *Residential*;
 - ii. *Commercial*;
 - iii. *Industrial*;
 - iv. *Civic*.

8.2 Measurement

- (a) For the purposes of Part 8 Parking and Loading Requirements, in this Bylaw, units of measure shall be interpreted as follows:
 - i. where the sum of the calculation of the required total stall or special stall designation results in a fraction, the required stalls are to be the next higher whole number if the fraction is 0.5 or greater, and the next lower whole number if less than 0.5.

8.3 Residential Vehicular Parking Requirements

Apartment Dwelling One Bedroom Two Bedroom Three Bedroom Visitor parking	1 per <i>dwelling unit</i> 1.75 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> 0.25 per <i>dwelling unit</i>
Detached Dwelling <i>Detached Dwelling Unit</i> <i>Duplex</i> <i>Bed and Breakfast</i> <i>Bed and Breakfast Inn</i> <i>Secondary Suite</i> <i>Short-Term Vacation Rental</i> <i>Manufactured Home</i>	2 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> +1 per available bedroom +1 per available bedroom +1 per <i>unit</i> +1 per available bedroom 2 per <i>dwelling</i>
Townhouse Dwelling One Bedroom Two Bedroom Three Bedroom Visitor parking	1 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> 0.25 spaces per <i>dwelling unit</i>

8.4 Commercial Vehicular Parking Requirements

a) Veterinarian Clinic	1 space per 35 m ² of GFA
b) Financial Institution	1 space per 20 m ² of GFA
c) Campground	1 space per campsite 0.25 spaces per campsite site visitor parking
d) Liquor Primary Establishment	1 space per 4 seats
e) Gas Station	1.25 spaces per 50 m ² of GFA
f) Golf Course (excludes Restaurant/lounge)	4 spaces per hole and 1 per 2 employees
g) Golf Course Driving Range	1 space per tee
h) Fitness Centre	1 space per 20 m ² of GFA plus .25 per employee
i) Automotive Repair <u>Service</u> Shop	1 space per 50 m ² of GFA space
j) Tourism Accommodation	1 space per room plus 1 space per 4 seats for any Restaurant or Bar
k) Laundromat	1 space per 4 washing machines
l) Personal Service Establishment	1 space per 28 m ² of GFA
m) Neighbourhood Pub	1 space per 4 seats
n) Nursey/Garden Supply	1 space per 15 m ² of GFA
o) Office – Medical and Dental	4 spaces per dentist/doctor
p) Office – All Other	1 space per 28 m ² of GFA
q) Restaurant, Food Primary Establishment	1 space per 4 seats
r) Retail Store	1 space per 28 m ² of GFA
s) Liquor Store, Private Liquor Store	3.25 per 140 m ² of GFA
t) Neighbourhood Commercial	.25 per 100 m ² of GFA
u) <u>Equipment, Sales, Servicing, Rental and Repair</u>	<u>1 space per 28 m² of GFA</u>

8.5 Industrial Parking Requirements

General Industrial	
a) <i>Manufacturing</i>	1 space per 93 m ² of GFA ¹
b) <i>Service and/or Repair</i>	1 space per 50 m ² of GFA
c) <i>Warehousing or Storage</i>	1 space per 106 m ² of GFA
d) <i>Wholesale Bakery</i>	1 space per 93 m ² of GFA
e) <i>Catering</i>	1 space per 93 m ² of GFA
f) <i>Laboratory</i>	1 space per 50 m ² of GFA
g) <i>Radio, Television or Recording</i>	1 space per 50 m ² of GFA
h) <i>Equipment, <u>Sales</u>, <u>Servicing</u>, Rental and Repair</i>	1 space per 28 m ² of GFA
i) <i>Accessory Retail</i>	1 space per 28m ² of GFA
j) <i>Brewery, Cidery, Distillery or Winery</i>	1 space per 100 m ² of GFA
k) <i>Cold Storage</i>	1 space per 100 m ² of GFA
l) <i>Aggregate Processing</i>	.75 per employee
m) <i>Building Supply</i>	1 space per 20 m ² Retail Floor Area
n) <i>Car Wash</i>	2 stacking spaces per wash bay
o) <i>Cannabis Production</i>	1 space per 93 m ² of GFA

8.6 Civic, Institution, and Recreation Parking Requirements

a) All Community uses (unless listed)	1 space per 37 m ² of GFA
b) <i>Places of Worship</i>	1 space per 8 seats
c) <i>Day Care</i>	1 space per employee
d) <i>School</i>	
i. Elementary	2 spaces per classroom
ii. Secondary	

iii. Craft or Vocational	5 spaces per classroom 5 spaces per classroom
e) Indoor Recreation	1 space per 20 m ² of GFA
f) Outdoor Recreation	Not Applicable
g) Industrial Composting	.75 per employee
h) Recycling	.75 per employee

8.7 Affordable and Rental Housing Parking

- (a) Where a multiple family *building* is subject to a Housing Agreement for the provision of affordable purchased or rental housing, the parking ratios may be reduced by 0.25 stalls per *unit*.

8.8 Cash-in-Lieu of Parking

- (a) As an alternative to meeting the parking standards of this Bylaw for a change to an existing *use* or a new *development* that would result in an increase in the number of required parking spaces, cash in lieu may be paid to the *Municipality* by the owner or occupier of the *land* subject to the following requirements:

- i. the cash-in-lieu of parking payments collected will be placed into the Municipal parking Reserve Fund; and
- ii. if Cash-in-lieu is to be provided it shall be in accordance with the following table, which represents 2018 dollars, and adjusted in accordance with Subparagraph iii);

\$9,100.00

- iii. the cash-in-lieu amount shall be adjusted for inflation each year beginning in 2018, according to the British Columbia Consumer Price Index, annual average for "all items", as published by BC Stats each January.

8.9 Parking for Persons with a Disability

- (a) Each parking space designated as a disability vehicular parking stall shall be signed and pavement marked with the International Symbol of Accessibility for the handicapped; and
- (b) Disability vehicular parking stalls shall be located as near as practical to the *building* or *structure* entrance designed for handicapped persons. Changes in elevations between the entrance and the parking space shall be non-existent; and
- (c) Be surfaced with material conducive to providing access for wheelchairs.

8.10 Tandem Parking

- (a) Tandem parking in a *garage* is *permitted* only in *dwelling units* with a floor area of less than 110 m².

8.11 Off-Street Parking Design Criteria, Development and Maintenance

- (a) The minimum required dimensions for parking spaces and drive aisles shall be in accordance with the table below and the other requirements of this section:

Angle of Parking	Parking Space Width	Parking Space Length	Drive Aisle Width
30	3.05 M	6.10 M	3.50 M
45	3.05 M	6.10 M	4.20 M
60	3.05 M	6.10 M	5.60 M
90	3.05 M	6.10 M	6.40 M
Parallel	2.60 M	6.70 M	6.40 M

- (b) Where three or more parking spaces are required, 33% of the required parking spaces may be reduced to 4.6 m in length provided that such spaces are clearly marked **small vehicle only** within the parking space or on the facing wall or fence, if available;
- (c) Despite the minimum required dimensions for parking spaces in paragraph (a), all parking spaces for persons with a disability shall be a minimum of 4 m in width;
- (d) Where any required parking space abuts, along its length any portion of a Fence, *building* or *structure*, the minimum parking space width shall be increased by 0.3 m for that space only;
- (e) Except for *residential uses*, ~~h~~Highway access or egress from parking areas shall be not less than 15 m from the nearest point of intersection of any two ~~h~~Highways;
- (f) The required parking spaces are not *permitted* to be located within 1 m of a *lot line* adjoining any ~~h~~Highway;
- (g) All parking areas shall be provided with adequate curbs to retain all *motor vehicles* within such *permitted* parking area and to ensure that adjacent *buildings* or *structures*, *fences*, walkways and landscaped areas are protected from the parked *motor vehicles*;
- (h) The maximum grade and cross slope for a parking space or parking area required by this Bylaw shall not exceed 8%;
- (i) Each parking stall shall be surfaced with asphalt, concrete, or permeable drivable surface, such as but not limited to the following:
- i. porous pavers;
 - ii. cobblestones;
 - iii. turf block;
 - iv. honeycomb grid; or
 - v. crushed gravel.
- (j) All parking areas required for *commercial*, *multiple-family dwelling*, and *industrial uses* shall include one or more oil-water separators, and it shall be the responsibility of the owner to properly maintain the oil-water separators in good working order, regularly removing oils for proper disposal;

- (k) If any lighting is used to illuminate any parking area it shall be arranged to direct light upon such parking area and not onto any adjoining *lots* or *lands*;
- (l) That portion of any *lot* used as a driveway from the *lot line* to a required parking area shall not exceed a grade of 20%;
- (m) All the required parking spaces for all *uses* shall be located on the same *lot* as the *uses* they serve;
- (n) Each parking area shall be graded and drained in accordance with best engineering practices. In no case shall drainage be allowed to cross a sidewalk;
- (o) Within any *commercial* or *industrial zone*, *off-street parking* areas shall not be located within 60 m of a *lot line* of any *lot* that adjoins a *residential zone*; and
- (p) The access to all *off-street* parking from a *highway* shall not be less than 6 m and not more than 9 m wide.

8.12 Off-Street Loading Requirements

- (a) Minimum off-street loading spaces and facilities shall be provided in accordance with the following table below and the requirements of this section;

Use of Lot, Building or Structure	Minimum Number of Off-Street Loading Spaces
<i>Commercial or Industrial</i>	1 space for the 300 m ² to 500 m ² of GFA or 2 spaces for 501 m ² to 2,500 m ² of GFA, and 1 space for each GFA above 2,500 m ² or fraction thereof
Office Building	1 space for the 300 m ² to 3,000 m ² of GFA and 1 space for each GFA above 3,000, or fraction thereof
<i>Cannabis Production Facility</i>	1 space for the 300 m ² to 500 m ² of GFA or 2 spaces for 501 m ² to 2,500 m ² of GFA, and 1 space for each GFA above 2,500 m ² or fraction thereof

- (b) A minimum of one off-street loading space shall be provided on each *lot* in a *commercial, mixed-use, industrial* or *community use zone*;
- (c) Off-street loading spaces shall not be credited against the requirements for any off-street parking;
- (d) Each off-street loading space involving the receipt and delivery of goods or materials by vehicles shall be not less than 3 m wide, 9.2 m in length and have a vertical clearance of not less than 4.3 m;
- (e) Each off-street loading space shall always have access to an aisle that intersects with a hhighway;
- (f) Each off-street loading space shall be surfaced with asphalt, concrete, or similar hard surface to provide a durable, dust-free surface, and shall be graded and

drained to properly dispose of all surface water;

- (g) Any lighting used to illuminate any loading area shall be so arranged to direct light upon such parking area and not onto any adjoining *lands* or *lots*.
- (h) Loading areas shall include one (1) or more oil-water separators, and it shall be the responsibility of the owner to properly maintain the oil-water separators in good working order, regularly removing oils for proper disposal;
- (i) The loading requirements established in this section do not apply to any *use* or a *building* or *structure* that existed prior to the adoption date of this Bylaw. However, if there is an expansion or addition to an existing *use*, *building* or *structure* then the provisions of this section apply to such expansion or addition.

8.13 Alternative to Off-Street Parking

- (a) As an alternative to meeting the parking standards of this Bylaw for a change to an existing *use* or new *development* that would result in an increase in the number of required parking spaces, the additional required off-street parking spaces may be located on a *lot* other than that upon which the *use*, *building* or *structure* intended to be served are located, provided the off-site parking is secured by an agreement which shall include the following:
 - i. the location and number of parking spaces provided off-site,
 - ii. the terms of any lease or rental agreement between the owner of the off-site parking area and the owner of the *building*, *structure* or *use* requiring off-site parking spaces, and
 - iii. terms for the maintenance and where applicable the construction of the off-site parking area;
 - iv. The agreement shall require the approval of the Municipality and the Municipality shall be a co-signatory; and
- (b) All costs associated with preparing the agreement shall be paid by the owner of the *use*, *building* or *structure* that the off-site parking spaces are intended to serve.

PART 9: ZONING BOUNDARIES AND REGULATIONS

9.1 Zones

- (a) *Zones*, as shown on Schedule A which is attached to and forms part of this Bylaw have the following the regulations assigned to each *zone* as outlined in the following parts.

SECOND READING AMENDMENTS - July 10, 2018

PART 10: Agricultural Zones

10.1 Agriculture 1 (A-1)

The Agriculture 1 Zone provides for the use of *land, buildings and structures* for *agricultural, residential, and accessory uses on land* within the *Agricultural Land Reserve*.

10.1.1. Permitted Principal Uses

- (a) *Agriculture*
- (b) *Agri-tourism*
- (c) *Agri-tourism Accommodation*
- (d) *Cannabis, Production Facility*
- (e) *Dwelling, Detached*
- (f) *Farm Stands*
- (g) *Gathering for an Event*
- (h) *Riding Academy*

10.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Bed and Breakfast Inn*
- (c) *Dwelling Detached, for Farm Help*
- (d) *Home Occupation*
- (e) *Secondary Suite*
- (f) *Storage, Intermodal Storage Containers*
- (g) *Temporary Farm Worker Housing*

10.1.3. Conditions of Use

- (a) *Bed and Breakfast Inn Use:* The maximum number of bedrooms in a *Bed and Breakfast Inn* in the ALR is four (4).
- (b) *Farm House:* The maximum *gross floor area* of a farm house shall not exceed 350 m².
- (c) *Dwelling, Detached:* On lots greater than 4 Ha, a second *detached dwelling* for farm help is *permitted*.
- (d) *Temporary Farm Worker Housing:* Temporary Farm Worker Housing shall not exceed 100 m².

10.1.4. Lot Regulations

- (a) Minimum Lot Size: 2 Ha

10.1.5. Building Regulations

(a) Minimum Front Setback <u>Minimum Front Setback:</u>	7.5m
(b) Minimum Rear Setback <u>Minimum Rear Setback:</u>	7.5m
(c) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	7.5m
(d) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	7.5m
(e) Maximum Building Height (principal dwelling, detached):	10.5m
(f) Maximum <i>Building</i> Height (Farm & accessory)	Nil <u>4.5m</u>
<u>(g) Maximum <i>Building</i> Height (farm)</u>	<u>Nil</u>

10.2 Rural Residential 1 (RR-1)

The Rural Residential 1 Zone provides for the use of land, buildings and structures for agricultural, Residential, and accessory uses on land outside the Agricultural Land Reserve.

10.2.1. Permitted Principal Uses

- (a) Agriculture
- (b) Dwelling, Detached
- (c) Farm Stands
- (d) Resource Extraction
- (e) Riding Academy

10.2.2. Permitted Accessory Uses

- (a) Bed and Breakfast
- (b) Bed and Breakfast Inn
- (c) Home Occupation
- (d) Secondary Suite
- (e) Storage, Intermodal Storage Containers

10.2.3. Lot Regulations

- (b) Minimum Lot Size: 2 Ha

10.2.4. Building Regulations

a) Minimum Front Setback <u>Minimum Front Setback:</u>	7.5m
b) Minimum Rear Setback <u>Minimum Rear Setback:</u>	7.5m
c) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	7.5m
d) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	7.5m
e) Maximum Building Height (Principal):	10.5m
f) Maximum Building Height (Accessory)	10.5m

PART 11: Residential Zones, Detached

11.1 Residential 1 (R-1)

The Residential 1 (R-1) Zone is intended to accommodate single *detached dwellings* within residential neighbourhoods.

11.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

11.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
 (b) *Home Occupation*
 (c) *Secondary Suite*
 (d) *Short-Term Vacation Rental*

11.1.3. Lot Regulations

a) Minimum Lot Size:	700 m ² .
b) Minimum Lot Width:	18 m

11.1.4. Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback <u>Minimum Front Setback:</u>	6 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	1.5 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	4.6 m
f) Maximum Lot Coverage:	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum <i>Building Height, Principal</i> :	10.5 m
j) Maximum <i>Building Height, Accessory</i> :	4.6 m

11.2 Residential 2, Small lot (R-2)

The Small Lot Residential Zone is intended to accommodate *single detached dwellings* on small lots within *residential* neighbourhoods.

11.2.1. Permitted Principal Uses

- (a) Dwelling, Detached

11.2.2. Permitted Accessory Uses

- (a) Home Occupation

11.2.3. Lot Regulations

a) Minimum <u>Lot</u> Size:	350 m ² .
b) Minimum <u>Lot</u> Width:	12 m

11.2.4. Building Regulations

a) Minimum Principal Building Width	6 m
b) Minimum Front Setback <u>Minimum Front Setback:</u>	6 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	1.5 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	2.7 m
f) Maximum Lot Coverage:	50%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	1
i) Maximum <i>Building Height, Principal</i> :	Two (2) S storeys
j) Maximum <i>Building Height, Accessory</i>	4.6 m

11.3 Residential 3, Duplex Lot (R-3)

The *Residential, Duplex Lot 3 (R-3) Zone* is to accommodate *single detached dwellings, stacked duplex, and side-by-side duplex dwellings on lots within residential neighbourhoods.*

11.3.1. Permitted Principal Uses

- (a) *Dwelling, Duplex*
- (b) *Dwelling, Detached*

11.3.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Home Occupation*
- (c) *Secondary Suite*
- (d) *Short-Term Vacation Rental*

11.3.3. Conditions of Use

- (a) *Secondary Suite and Short-Term Vacation Rental uses are permitted only in single detached dwelling units.*
- (b) *Side by side duplex buildings shall only be permitted on lots with the following minimum dimensions:*

a) Minimum Lot Size:	1,050 m ²
b) Minimum Lot Width:	27 m

11.3.4. Lot Regulations

a) Minimum Lot Size:	700 m ²
b) Minimum Lot Width:	18 m

11.3.5. Building Regulations

a) Minimum Principal B building Width	7.6 m
b) Minimum Front Setback <u>Minimum Front Setback:</u>	6 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	1.5 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	4.6 m
f) Maximum Lot Coverage:	40%

g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum Building Height, Principal:	10.5 m
j) Maximum Building Height Accessory	4.6 m

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11.4 Residential Country Inn (RC-1)

The Residential Country Inn (RC-1) Zone is to accommodate *single detached dwellings* that provide for *tourism accommodation uses* in both *Bed and Breakfast Inns* and *Short-Term Vacation Rentals*.

11.4.1 Permitted Principal Uses

- (a) *Dwelling, Detached*

11.4.2 Permitted Accessory Uses

- (a) *Bed and Breakfast Inn*
 (b) *Home Occupation*
 (c) *Secondary Suite*
 (d) *Short-Term Vacation Rental*

11.4.3 Lot Regulations

a) Minimum Lot Size:	800 m ²
b) Minimum Lot Width:	18 m

11.4.4 Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback <u>Minimum Front Setback:</u>	6 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	1.5 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	4.6 m
f) Maximum Lot Coverage:	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum Building Height, Principal:	10.5 m
j) Maximum Building Height, Accessory	4.6 m

11.5 Residential Manufactured Home Park 1 (MHP-1)

The Residential Manufactured Home Park 1 Zone is to accommodate *Manufactured and Mobile Home Dwellings* in a residential setting.

11.5.1 Permitted Principal Uses

- (a) *Dwelling, Manufactured Home*
- (b) *Dwelling, Mobile Home*

11.5.2 Permitted Accessory Uses

- (a) *Home Occupation*

11.5.3 Density Regulations

- (a) Maximum *Density*: 20 units per Hectare

11.5.4 Lot Regulations

a) Minimum <i>Lot Size</i> :	5,000 m ²
b) Minimum <i>Lot Width</i> :	100 m

11.5.5 Building Regulations

a) Minimum Front Setback <u>Minimum Front Setback</u> :	7.5 m
b) Minimum Rear Setback <u>Minimum Rear Setback</u> :	4.5 m
c) Minimum Interior Side Setback <u>Minimum Interior Side Setback</u> :	4.5 m
d) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback</u> :	4.5 m
e) Maximum Number of <i>Accessory Buildings</i> :	1 per <i>unit</i>
f) Maximum Building Height, Principal:	7.6 m
g) Maximum Building Height, Accessory	4.6 m

PART 12: Residential Zones, Multi-Family

12.1 Residential, Multi-Family 1 (RM-1)

The Multi-Family 1 (RM-1) Zone is to provide for Residential Townhouse and Row House communities.

12.1.1. Permitted Principal Uses

- (a) Dwelling, Detached
- (b) Dwelling, Duplex
- (c) Dwelling, Townhouse
- (d) Dwelling, Row House

12.1.2. Permitted Accessory Uses

- (a) Home Occupation

12.1.3. Density Regulations

- (a) Maximum Density: 25 units per Hectare

12.1.4. Lot Regulations

a) Minimum Lot Size:	700 m ²
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12.1.5. Building Regulations

a) Minimum Front Setback <u>Minimum Front Setback:</u>	6 m
b) Minimum Rear Setback <u>Minimum Rear Setback:</u>	7.5 m
c) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	4 m
d) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	7.5 m
e) Maximum Building Height, Principal:	10.5 m
f) Maximum Building Height, Accessory	4.6 m

12.2 Residential, Multi-Family 2 (RM-2)

The Multi-Family Residential 2 Zone is to provide for Multi-Family Apartment and Townhouse dwelling units.

12.2.1. Permitted Principal Uses

- (a) Dwelling, Apartment
- (b) Dwelling, Detached
- (c) Dwelling, Duplex
- (d) Dwelling, Townhouse
- (e) Dwelling, Row House

12.2.2. Permitted Accessory Uses

- (a) Home Occupation

12.2.3. Density Regulations

- (a) Maximum Density: 1.5 FAR

12.2.4. Lot Regulations

a) Minimum Lot Size:	939 m ²
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12.2.5. Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback <u>Minimum Front Setback:</u>	6 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	7.5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	4 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	7.5 m
f) Maximum Building Height, Principal:	10.5 m
g) Maximum Building Height, Accessory	4.6 m

PART 13: Residential Amenity 1 Zones (Sunstone)

13.1 Residential Amenity 1, Sunstone (RSA-1)

The Residential Amenity 1, Sunstone (RSA-1) Zone is to accommodate *Single detached and Duplex Dwellings*, on lots within the Sunstone Hillside Neighbourhood.

13.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

13.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
(b) Carriage House
~~(b)(c) Carriage House Accessory Suite*~~
~~(e)(d) Home Occupation~~
~~(d)(e) Secondary Suite~~
~~(e)(f) Short-Term Vacation Rental~~

13.1.3. Conditions of Use

(a) Either a *secondary suite use*, an accessory suite or a *carriage house use*, is permitted as an *accessory use* on a *lot*, but not ~~both~~ two accessory residential dwelling units on the same *lot*.

~~(a)(b)~~ No more than two dwellings (which includes an accessory suite) may be located on a parcel.

(c) No more than two accessory buildings or structures are permitted on a parcel.

~~(b)(d)~~ The minimum lot sizes as a base density are as follows:

- | | |
|--------------------------------|-----------------------|
| i. Single Residential Dwelling | 20,000 m ² |
| ii. Bed and Breakfast | 20,000m ² |

~~(e)(e)~~ The minimum lot size where the requirements identified in Section ~~302B-213.1.3 (f)~~ (e) have been fulfilled are as follows:

- | | |
|--------------------------------|--------------------|
| i. Single Residential Dwelling | 930 m ² |
| ii. Bed and Breakfast | 930 m ² |

~~(d)(f)~~ The densities may be increased from the requirements identified in Section 13.1.3 ~~(db)~~ to the requirements identified in Section 13.1.3 (e) ~~302-3(e)~~ providing contributions toward community amenities have been provided through a payment of \$9165 per single family or bed & breakfast lot, payable either:

- i. in a cash prior to the registration of a plan of subdivision and to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or

- ii. in-kind works and services provided that they are approved by the Village in writing prior to the registration of a plan of subdivision for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

13.1.4. Lot Regulations

a) Minimum <i>Lot Size</i> :	930 m ²
b) Minimum <i>Lot Width</i> :	7.6 m

13.1.5. Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback <u>Minimum Front Setback:</u>	5 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	1.5 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	3 m
f) Maximum <i>Lot Coverage</i> :	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum <i>Building Height, Principal</i> :	10.5 m
j) Maximum <i>Building Height, Accessory</i> :	4.6 m
k) Maximum <i>Building Height Carriage Home</i>	Two (2) <u>s</u> Storeys

13.1.6.**13.1.6.13.1.7. Lot Coverage**

- (a) The lot coverage of all buildings on a lot shall not exceed 40%.

13.1.7.13.1.8. Off-Street Parking

- (a) Off-street parking spaces shall be provided in accordance with the requirements of ~~Division 500~~this Bylaw.

13.1.8.13.1.9. Screening and Landscaping

- (a) Screening and landscaping shall be provided in accordance with the regulations in ~~Division 400~~this Bylaw.

13.1.9.13.1.10. Signage

- (a) Signage should be limited to that permitted pursuant to ~~Section 207(7) — Home Occupation~~the requirements of this Bylaw and the Village of Pemberton Sign Bylaw.

13.1.10.13.1.11. Watercourse Setbacks

- (a) Setbacks from any watercourses on the property must be in accordance with the requirements of the Village of Pemberton, Ministry of Environment and the Department of Fisheries and Oceans.

13.2 Residential Townhouse Amenity 1, Sunstone (RTA-1)

The Residential Townhouse Amenity 1, Sunstone (RTA-1) Zone is to provide for *Small lot* and *Residential Townhouse* development at the Sunstone Neighbourhood.

13.2.1 Permitted Principal Uses

- (a) Dwelling, Detached
- (b) Dwelling, Townhouse

13.2.2 Permitted Accessory Uses

- (a) Home Occupation

13.2.3 Conditions of Use:

(a) Detached Dwellings within this zone shall be subject to the requirements of section 13.1.

(b) Home Occupation uses shall be subject to the requirements of this bylaw.

~~(a)(c)~~ The minimum lot sizes as a base density are as follows:

- i. Detached Dwelling 20,000 m²
- ii. Townhouse 20,000 m² per unit

~~(b)(d)~~ Where the requirements identified in Section 13.2.3(ge) are fulfilled, the permitted density of a Single Residential use may be increase to the following:

- i. Minimum Lot Size: 350 m²
- ii. Minimum Lot Width: 12 m

~~(e)(e)~~ Where the requirements identified in Section 13.2.3(ge) are fulfilled, the permitted density of a Townhouse use may be increased in accordance with the regulations contained within Section 303.3 of the RT-1 Zone:

- i. Minimum Lot Size: 700 m²
- ii. Maximum Floor Area Ratio: 0.50

~~(d)(f)~~ Where the requirements identified in Section 13.2.3(ge) are fulfilled, the permitted density of a Townhouse use may be increased in accordance with the regulations contained within of the RM-1 Zone.

~~(e)(g)~~ The densities may be increased from the requirements identified in Section 13.2.3(ca) to the requirements identified in Sections 13.2.3(db) and (ee) by providing contributions toward community amenities have been provided through a payment of \$9165 per single family or bed & breakfast lot or \$6110.00 per townhouse unit, payable either:

- i. in cash at the earlier of building permit issuance or registration of a plan of subdivision, to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
- ii. in-kind works and services provided that they are approved by the Village in

writing at the earlier of building permit issuance or registration of a plan of subdivision, for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

13.2.4. **Lot Coverage**

- (a) The lot coverage of all buildings on a lot shall not exceed 40%.

13.2.5. **Off-Street Parking**

- (a) Off-street parking spaces shall be provided in accordance with the requirements of this Bylaw.

13.2.6. **Screening and Landscaping**

- (a) Screening and landscaping shall be provided in accordance with the regulations in this Bylaw.

13.2.7. **Signage**

- (a) Signage should be limited to that permitted pursuant to the requirements of this Bylaw and the Village of Pemberton Sign Bylaw.

13.2.8. **Watercourse Setbacks**

- ~~(b)~~ Setbacks from any watercourses on the property must be in accordance with the requirements of the Village of Pemberton, Ministry of Environment and the Department of Fisheries and Oceans.

~~13.2.8.~~ 13.2.9. **Density Regulations**

- (a) Maximum *Density*: 25 units per Hectare

~~13.2.9.~~ 13.2.10. **Lot Regulations**

a) Minimum <i>Lot Size</i> , Townhouse:	700 m ²
b) Minimum <i>Lot Size</i> , Small <i>Lot</i>	350 m ²
c) Minimum <i>Lot Width</i> , Small <i>Lot</i> .	12 m

~~13.2.10.~~ 13.2.11. **Building Regulations**

a) Maximum <i>Lot Coverage</i>	40%
b) Minimum Front Setback <u>Minimum Front Setback:</u>	6 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	7.5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	3 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	3 m

f) Maximum <i>Building Height</i> , Townhouse:	10.5 m
g) Maximum Building Height, Small Lot Dwelling, Detached	Two (2) S storeys
h) Maximum Building Height, Accessory	4.6 m

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PART 14: Residential Amenity 2 Zones (The Ridge)

14.1 Residential Amenity 2, The Ridge (RSA-2)

The Residential Amenity 1, The Ridge (RSA-2) Zone is to accommodate *single detached and Duplex Dwellings*, on *lots* within the Ridge Neighbourhood.

14.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

14.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Home Occupation*
- (c) *Secondary Suite*
- (d) *Short-Term Vacation Rental*

14.1.3. Conditions of Use

- (a) The minimum lot sizes as a base density are as follows:
 - i. *Detached Dwelling* 20,000 m²
 - ii. *Bed and Breakfast* 20,000 m²
- (b) The minimum lot sizes where the requirements identified in Section 14.1.3(c) have been fulfilled are as follows:
 - i. *Detached Dwelling* 1,400 m²
 - ii. *Bed and Breakfast* 1,400 m²
- (c) The densities may be increased from the requirements identified in Section 14.1.3(a) to the requirements identified in Section 14.1.3(b) providing contributions toward community amenities have been provided through a voluntary contribution of \$9165 per detached dwelling or bed & breakfast lot, payable either:
 - i. in cash prior to the registration of a plan of subdivision and to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
 - ii. in-kind works and services provided that they are approved by the Village in writing prior to the registration of a plan of subdivision for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

14.1.4. Lot Regulations

a) Minimum Lot Size:	800 m ²
b) Minimum Lot Width:	18 m

14.1.5. Building Regulations

a) Minimum Front Setback <u>Minimum Front Setback:</u>	5 m
b) Minimum Rear Setback <u>Minimum Rear Setback:</u>	5 m
c) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	1.5 m
d) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	4.6 m
e) Maximum Lot Coverage:	40%
f) Maximum Number of <i>Principal Buildings</i> :	1
g) Maximum Number of <i>Accessory Buildings</i> :	2
h) Maximum <i>Building Height, Principal</i> :	10.5 m
i) Maximum <i>Building Height, Accessory</i> :	4.6 m
j) Maximum <i>Building Height, Carriage Home</i> :	Two (2) <u>s</u> Storeys

14.2 Residential Townhouse Amenity 2, The Ridge (RTA-2),

The Residential Townhouse Amenity 2, The Ridge (RTA-2) Zone is to provide for Small Lot and Residential Townhouse development within the [Sunstone Ridge](#) Neighbourhood.

14.2.1. Permitted Principal Uses

- (a) Dwelling, Detached
- (b) Dwelling, Townhouse

14.2.2. Permitted Accessory Uses

- (a) Home Occupation

14.2.3. Conditions of Use

- (a) The minimum lot sizes as a base density are as follows:
 - i. Single Residential Dwelling 20,000 m²
 - ii. Townhouse 20,000 m² per unit
- (b) The minimum size for a townhouse is 300 m²
- (c) Where the requirements identified in Section 14.2.3(e) are fulfilled, the permitted density of a Detached Dwelling residential use may be increased to the following:
 - i. Minimum Lot Size 700 m²
 - ii. Minimum Lot Width 18 m
 - iii. Maximum Floor Space Ratio 0.50
- (d) Where the requirements identified in Section 14.2.3(e) are fulfilled, the permitted density of a Townhouse use may be increased in accordance with the regulations contained within of the RM-1 Zone.
- (e) The densities may be increased from the requirements identified in Section 14.2.3 (a) and 14.2.3 (b) to the requirements identified in Section 14.2.3(c) and Section 303A.2(d) providing contributions toward community amenities have been provided through a voluntary contribution of \$9165 per single family or bed & breakfast lot or \$6110.00 per townhouse unit, payable either:
 - i. in cash at the earlier of building permit issuance or registration of a plan of subdivision, to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
 - ii. in-kind works and services provided that they are approved by the Village in writing at the earlier of building permit issuance or registration of a plan of subdivision, for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

14.2.4. Density Regulations

- (a) Maximum Density: 25 units per Hectare

14.2.5. Lot Regulations:

a) Minimum Lot Size, Townhouse:	939 m ²
Minimum Lot Size, Small Lot:	350 m ²
b) Minimum Lot Width:	12 m

14.2.6. Building Regulations:

a) Maximum Lot Coverage:	40%
b) Minimum Front Setback <u>Minimum Front Setback:</u>	6 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	7.5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	4 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	7.5 m
f) Maximum Building Height, Townhouse:	10.5 m
g) Maximum Building Height, Small Lot detached Dwelling	Two (2) <u>s</u> Storeys
h) Maximum Building Height, Accessory	4.6 m

PART 15: Commercial Zones

15.1 Commercial, Town Centre (C-1)

The Town Centre Commercial Zone is to guide use of land, buildings and structures in the Town Centre of the Village of Pemberton.

15.1.1. Permitted Principal Uses

- (a) Arts and Culture
- (b) Automotive Service Shop (subject to Conditions of Use)
- (c) Catering Establishment
- (d) Civic
- (e) Convenience Store
- (f) Equipment Sales, Servicing, Rental and Repair Shop (subject to Conditions of Use)
- (g) Financial Institution
- (h) Fitness Centre (subject to Conditions of Use)
- (i) Food Truck
- (j) Garden Centre
- (k) Gasoline Station (subject to Conditions of Use)
- (l) Glass Shop (subject to Conditions of Use)
- (m) Hostel
- (n) Hotel
- (o) Laundromat
- (p) Liquor License, Liquor Primary
- (q) Liquor License, Food Primary
- (r) Liquor Store
- (s) Liquor Store, Private
- (t) Mixed Use Building
- (u) Office, Business,
- (v) Office, Professional
- (w) Personal Service
- (x) Restaurant
- (y) **R**etail
- (z) Veterinary Clinic

15.1.2. Permitted Accessory Uses

- (a) Accessory **R**etail
- (b) Accessory Residential Dwelling

- (c) *Home Occupation*

15.1.3. Conditions of Use

- (a) *Fitness Centre*: The maximum permitted floor area of a fitness centre use is 300 m²
- (b) *Gas Station*: The Gas Station use is only permitted on lands legally described as Lot 1, Plan 38251, DL 203, LLD at the time of adoption of this Bylaw.
- ~~(c) Glass Shop: The Glass Shop use is only permitted on lands legally described as Lot B, Plan EPP66105, DL 7796, LLD at the time of adoption of this Bylaw.~~
- ~~(d) Automotive Service Shop: The Automotive Service Shop use is permitted only on lands legally described as Lot 1, DL 203, LLD, Plan KAP58517, PID: 023-665-134 at the time of adoption of this Bylaw.~~
- ~~(e) Equipment Sales, Servicing, Rental and Repair Shop: The Equipment Sales, Servicing, Rental and Repair Shop use is only permitted on lands legally described as Lot 7, Block 2, DL 203, LLD, Plan 1624, PID: 011-506-504 at the time of adoption of this Bylaw.~~
- (f) For uses permitted under sections 15.1.1(b), 15.1.1(f), 15.1.1(k) and 15.1.3(l) all outdoor storage and waste disposal areas shall be visually screened.

15.1.4. Density Regulations

- (a) Maximum Density: 2.5 FAR

15.1.5. Lot Regulations

a) Minimum Lot Size:	220 m ²
b) Minimum Lot Width:	12 m

15.1.6. Building Regulations

a) Maximum Lot Coverage	100%
b) Minimum Front Setback <u>Minimum Front Setback:</u>	0 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	4.5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	0 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	0 m
f) Maximum Building Height, Principal:	10.5 m
g) Maximum Building Height, Accessory	4.6 m

15.2 Commercial, Tourism (C-2)

The Tourism Commercial (C-2) Zone is to accommodate tourist and tourism accommodation related uses.

15.2.1. Permitted Principal Uses

- (a) Arts and Culture
- (b) Civic
- (c) Convenience Store
- (d) Drive Through Business (Subject to Conditions of Use)
- (e) Food Truck
- (f) Gasoline Station
- (g) Hostel
- (h) Hotel
- (i) Motel
- (j) Office, Business
- (k) Personal Service
- (l) Restaurant
- (m) ~~R~~etail, Recreation and Leisure

15.2.2. Permitted Accessory Uses

- (a) Accessory ~~R~~etail
- (b) Accessory Residential Dwelling
- (c) Home Occupation

15.2.3. Conditions of Use

- (a) Drive Through Business: The Drive Through Business Use is only permitted on lands legally described as ~~Lot 6, DL 203, Plan 7619~~ Lot A, Plan KAP74508, DL 203, LLD, at the time of adoption of this Bylaw.

15.2.4. Density Regulations

- (a) Maximum Density: 1.5 FAR

15.2.5. Lot Regulations

a) Minimum Lot Size:	900 m ²
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15.2.6. Building Regulations

a) Maximum <i>Lot Coverage</i>	50%
b) Minimum Front Setback <u>Minimum Front Setback:</u>	7.5 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	3 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	3 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	4.5 m
f) Maximum <i>Building Height, Principal:</i>	10.5 m
g) Maximum <i>Building Height, Accessory</i>	4.6 m

15.3 Commercial, Portage Road (C-3)

The Portage Commercial (C-3) Zone is to guide use of land, buildings and structures in the Portage Road area of the Village of Pemberton.

15.3.1. Permitted Principal Uses

- (a) Arts and Culture
- (b) Civic
- (c) Dwelling Unit, Apartment
- (d) Fitness Centre (subject to Conditions of Use)
- (e) Food Truck
- (f) Hotel
- (g) Mixed Use Building (subject to Conditions of Use)
- (h) Office, Business
- (i) Office, Professional
- (j) Personal Service
- (k) Restaurant
- (l) Retail, Recreation and Leisure

15.3.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Accessory Residential Dwelling
- (c) Home Occupation

15.3.3. Conditions of Use

- (a) Fitness Centre: The maximum permitted floor area of a fitness centre use is 300 m².
- (b) Mixed-use building is subject to the conditions of use specified in Section 7.18.

15.3.4. Density Regulations

- (b) Maximum Density: 1.5 FAR

15.3.5. Lot Regulations

a) Minimum Lot Size:	900 m ²
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15.3.6. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback <u>Minimum Front Setback:</u>	4.5 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	3 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	3 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	4.5 m
f) Maximum Building Height, Principal:	10.5 m
g) Maximum Building Height, Accessory	4.6 m

15.4 Commercial, Service (C-4)

The Service Commercial (C-4) Zone guides the use of land, buildings and structures for Commercial service uses.

15.4.1. Permitted Principal Uses

- (a) Automotive Service Shop
- (b) Food Truck
- (c) Garden Centre
- (d) Gasoline Station

15.4.2. Permitted Accessory Uses

- (a) Accessory ~~R~~etail
- (b) Accessory Residential Dwelling
- (c) Home Occupation

15.4.3. Density Regulations

- (a) Maximum Density: 0.5 FAR

15.4.4. Lot Regulations

a) Minimum Lot Size	500 m ²
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15.4.5. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback <u>Minimum Front Setback</u>	7.5 m
c) Minimum Rear Setback <u>Minimum Rear Setback</u>	4.5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback</u>	4.5 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	4.5 m
f) Maximum Building Height, Principal	10.5 m
g) Maximum Building Height, Accessory	4.6 m

15.5 Commercial, Neighbourhood Pub (C-5)

The Neighbourhood Pub *Commercial Zone* is to guide use of land, buildings and structures for neighbourhood pub, tourist and tourism accommodation uses.

15.5.1 Permitted Principal Uses

- (a) Arts and Culture
- (b) Catering Establishment
- (c) Civic
- (d) Drive Through Business
- (e) Food Truck
- (f) Hotel
- (g) Liquor License, Liquor Primary
- (h) Liquor License, Food Primary
- (i) Mixed Commercial Residential
- (j) Motel
- (k) Neighbourhood Pub
- (l) Personal Service
- (m) ~~R~~etail, Recreation and ~~retail~~Leisure
- (n) Restaurant
- (o) Spa

15.5.2 Permitted Accessory Uses

- (a) Accessory Liquor Store, Private
- (b) Accessory Retail
- (c) Accessory Residential Dwelling
- (d) Home Occupation

15.5.3 Conditions of Use

- (a) Drive Through Business: The *Drive Through Business Use* is only permitted on lands legally described as Lot 2, Plan KAP74065, DL 203, LLD at the time of adoption of this Bylaw.

15.5.4 Density Regulations

- (b) Maximum Density: 0.5 FAR

15.5.5 Lot Regulations

a) Minimum Lot Size	900 m ²
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15.5.6. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback <u>Minimum Front Setback</u>	4.5 m
c) Minimum Rear Setback <u>Minimum Rear Setback</u>	7.5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback</u>	3 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback</u>	3 m
f) Maximum Building Height, Principal	10.5m
g) Maximum Building Height, Accessory	4.6m

PART 16: Industrial and Airport Zones

16.1 Industrial Park (M-1)

The *Industrial Park Zone* is to permit a range of *Industrial* and service uses in the Pemberton *Industrial Park*.

16.1.1. Permitted Principal Uses

- (a) *Animal Kennel*
- (b) *Artisan*
- (c) *Automotive and RV sales*
- (d) *Automotive Salvage*
- (e) *Automotive Service Shop*
- (f) *Building Supply*
- (g) *Bulk Storage*
- (h) *Cannabis Production Facility*
- (i) *Catering Establishment*
- (j) *Car Wash*
- (k) *Civic*
- (l) *Convenience Store*
- (m) *Dance Studio*
- (n) *Equipment Sales, Service, Rental and Repair*
- (o) *Fitness Centre*
- (p) *Food Truck*
- (q) *Garden Centre*
- (r) *Gasoline Station*
- (s) *Industrial*
- (t) *Industrial Fuel Facility*
- (u) *Industrial Publishing and Printing*
- (v) *Laboratory*
- (w) *Laundromat*
- (x) *Materials Recovery Facility*
- (y) *Brewery, Cidery, Distillery and Winery*
- (z) *Nursery*
- (aa) *Office, Business*
- (bb) *Outdoor Storage*
- (cc) *Photography*
- (dd) *Radio, TV, Recording Studio*

- (ee) *Recreation, Indoor*
- (ff) *Recycling Facility*
- (gg) *Restaurant*
- (hh) *Retail, Industrial*
- (ii) *Storage Facility, Self-Serve*
- (jj) *Storage Facility, Outdoor Equipment*
- (kk) *Trade Contractor Facilities*
- (ll) *Veterinary Clinic*
- (mm) *Waste Transfer Station*
- (nn) *Works Yard*

16.1.2. **Permitted Accessory Uses**

- (a) *Accessory Liquor Store, Private*
- (b) *Accessory Retail*
- (c) *Accessory Residential Dwelling*
- (d) *Home Occupation*
- (e) *Storage, Intermodal Storage Container*

16.1.3. **Density Regulations**

- (a) *Maximum Density:* 0.5 FAR

16.1.4. **Lot Regulations**

a) <i>Minimum Lot Size</i>	1,800 m ²
b) <i>Minimum Lot Width</i>	36 m

16.1.5. **Building Regulations**

a) <i>Maximum Lot Coverage</i>	50%
b) <i>Minimum Front Setback</i> <u><i>Minimum Front Setback</i></u>	7.5 m
c) <i>Minimum Rear Setback</i> <u><i>Minimum Rear Setback</i></u>	7.5 m
d) <i>Minimum Interior Side Setback</i> <u><i>Minimum Interior Side Setback</i></u>	3 m
e) <i>Minimum Exterior Side Setback</i> <u><i>Minimum Exterior Side Setback</i></u>	7.5 m
f) <i>Maximum Building Height, Principal</i>	10.5 m
g) <i>Maximum Building Height, Accessory</i>	4.5 m

16.2 Industrial, Resource (M-2)

The Resource *Industrial Zone* is to guide use of *land, buildings and structures* for larger *Industrial uses* in the Village of Pemberton.

16.2.1. Permitted Principal Uses

- (a) Bulk Storage
- (b) Composting Facility
- (c) Materials Recovery Facility
- (d) Recycling Facility
- (e) Resource Extraction
- (f) Resource Processing
- (g) Waste Transfer Station
- (h) Works Yard

16.2.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Storage, Intermodal Storage Container

16.2.3. Conditions of Use

- (a) All uses in the Resource *Industrial Zone* on *land* that front Highway 99 shall provide a natural or landscaped sScreening buffer of not less than twenty (20) metres from the *Highway*.

16.2.4. Density Regulations

- (a) Maximum *Density*: 0.5 FAR

16.2.5. Lot Regulations

a) Minimum <i>Lot Size</i>	3,600 m ²
b) Minimum <i>Lot Width</i>	36 m

16.2.6. Building Regulations

a) Maximum <i>Lot Coverage</i>	50%
b) Minimum Front Setback <u>Minimum Front Setback</u>	7.5 m
c) Minimum Rear Setback <u>Minimum Rear Setback</u>	7.5 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback</u>	3 m

e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback</u>	7.5 m
f) Maximum Building Height, Principal	10.5 m
g) Maximum Building Height, Accessory	4.6 m

SECOND READING AMENDMENTS - July 10, 2018

16.3 Airport (AP-1)

Airport Zone regulates the use of land, buildings, and structures at the Pemberton Airport for Airport related uses.

16.3.1. Permitted Principal Uses

- (a) Agriculture
- (b) Airport
- (c) Airport Related Business
- (d) Animal Kennel
- (e) Civic
- (f) Food Truck

16.3.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Storage, Intermodal Storage Container

16.3.3. Building Regulations

a) Minimum Front Setback <u>Minimum Front Setback</u>	7.5 m
b) Minimum Rear Setback <u>Minimum Rear Setback</u>	7.5 m
c) Minimum Interior Side Setback <u>Minimum Interior Side Setback</u>	3 m
d) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback</u>	7.5 m

PART 17: Civic, Institutional, and Recreation Zones

17.1 Public (P-1)

The Public Zone accommodates a range of *Civic* facilities for the community.

17.1.1. Permitted Principal Uses

- (a) *Arts and Culture*
- (b) *Artisan*
- (c) *Assembly*
- (d) *BMX Track*
- (e) *Campground* ~~(Subject to Conditions of Use)~~
- (f) *Child Care Centre*
- (g) *Civic*
- (h) *Community Care Facility*
- (i) *Concession Stand*
- (j) *Farmers Market*
- (k) *Fitness Centre*
- (l) *Food Truck*
- (m) *Golf Course*
- (n) *Picnic Grounds*
- (o) *Recreation, Indoor*
- (p) *Recreation, Outdoor*
- (q) *School*
- (r) *Recreational Facility*

17.1.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Storage, Intermodal Storage Container*

17.1.3. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback <u>Minimum Front Setback</u>	5 m
c) Minimum Rear Setback <u>Minimum Rear Setback</u>	3 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback</u>	3 m

e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback</u>	3 m
f) Maximum Building Height, Principal	10.5 m
g) Maximum Building Height, Accessory	4.6 m

17.2 Parks and Recreation (PR-1)

The Parks and Recreation Zone accommodates a range of larger park and recreation facilities for the community.

17.2.1. Permitted Principal Uses

- (a) Agriculture
- (b) Assembly
- (c) Child Care Centre
- (d) Civic
- (e) Concession Stand
- (f) Farmers Market
- (g) Fitness Centre
- (h) Food Truck
- (i) Golf Course
- (j) Picnic Grounds
- (k) Recreation, Indoor
- (l) Recreation, Outdoor
- (m) Recreational Facility

17.2.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Storage, Intermodal Storage Container

17.2.3. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback <u>Minimum Front Setback</u>	5 m
c) Minimum Rear Setback <u>Minimum Rear Setback</u>	3 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback</u>	3 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback</u>	3 m
f) Maximum Building Height, Principal	10.5 m

g) Maximum Building Height, Accessory	4.6 m
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17.3 Outdoor Recreation (OR-1)

The Outdoor Recreation Zone accommodates a range of outdoor recreation uses for the community.

17.3.1. Permitted Principal Uses

- (a) Assembly
- (b) BMX Track
- (c) Campground ~~(Subject to Conditions of Use)~~
- (d) Civic
- (e) Concession Stand
- (f) Food Truck
- (g) Motocross Track
- (h) Picnic Grounds
- (i) Recreation, Outdoor
- (j) Riding Academy
- (k) Speedway

17.3.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Storage, Intermodal Storage Container

17.3.3. Building Regulations

a) Maximum Building Height, Principal	10.5m
b) Maximum Building Height, Accessory	4.6m

17.4 Education (E-1)

The Education Zone accommodates public and/or private educational facilities for the community.

17.4.1. Permitted Principal Uses

- (a) Agriculture
- (b) Assembly
- (c) Boarding School
- (d) Child Care Centre
- (e) Civic
- (f) Recreation, Indoor
- (g) Recreation, Outdoor
- (h) School

17.4.2. Permitted Accessory Uses

- (a) Accessory Retail

17.4.3. Lot Regulations

a) Minimum Lot Size:	1,850 m ²
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17.4.4. Density Regulations

Maximum Density: 1.0 FAR

17.4.5. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback <u>Minimum Front Setback:</u>	7.6 m
c) Minimum Rear Setback <u>Minimum Rear Setback:</u>	7.6 m
d) Minimum Interior Side Setback <u>Minimum Interior Side Setback:</u>	3 m
e) Minimum Exterior Side Setback <u>Minimum Exterior Side Setback:</u>	6 m
f) Maximum Building Height, Principal:	10.5m
g) Maximum Building Height, Accessory	4.6m

PART 18: Comprehensive Development (CD) Zones

18.1 CD-1: Comprehensive Development Zone 1 (Creekside)

The intent of this zone is to accommodate a townhouse development on a specific piece of property.

18.1.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Townhouse	n/a	n/a
Accessory Uses	n/a	n/a

18.1.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	14 (a)	54 units (b)	10.5 m
Accessory Building/Structures	n/a	n/a	4.6 m

- (a) Not more than four (4) dwelling units shall be contained within a principal building.
- (b) Not more than fifty-four (54) dwelling units shall be developed on any one parcel of land.

18.1.3. Building Setbacks

- (a) All buildings shall be sited in accordance with the Site Plan that is attached to this zoning district.

18.1.4. Off-Street Parking

- (a) Off-street parking spaces shall be provided in according with the requirements of this Bylaw.

18.1.5. Maximum Lot Coverage: 16%

18.2 CD-2: Comprehensive Development Zone 2 (Mountain Trails)

The intent of this zone is to accommodate multiple family dwellings.

18.2.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Stacked Townhouses	n/a	n/a
Accessory Building	n/a	n/a
Accessory Uses	n/a	n/a

18.2.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	5, 12 (a)	46 (b)	10.5 m
Accessory Building	n/a	n/a	4.6 m

(a) Not more than five (5) principle buildings shall be erected, constructed, placed or maintained on any one parcel of land and not more than twelve (12) dwelling units shall be contained within a principle building.

(b) Not more than 46 dwelling units shall be developed on any one parcel of land.

18.2.3 Building Setbacks

(a) All buildings shall be sited in accordance with the Site Plan that is attached to this zoning district.

18.2.4 Off-Street Parking

(a) Off-Street Parking spaces shall be provided in accordance with the requirements of this Bylaw.

18.2.5 Maximum Lot Coverage: 20%

18.3 CD-3: Comprehensive Development Zone 3 ([Craftsman Cottonwood Court](#))

The intent of this zone is to accommodate a townhouse development on a specific piece of property.

18.3.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Townhouses	n/a	n/a
Accessory Uses	n/a	n/a

18.3.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	10 (a)	38 units (b)	10.5 m
Accessory Building/Structures	n/a	n/a	18.5m

- (a) Not more than [four \(4\)](#) dwelling units shall be contained within a principal building, except for the principal building that was constructed prior to 1994.
- (b) Not more than [thirty-eight \(38\)](#) dwelling units shall be developed on any one parcel of land.

18.3.3. Building Setbacks

- (a) All buildings shall be sited in accordance with the Site Plan that is attached to this zoning district.

18.3.4. Off-Street Parking

- (a) Off-street parking spaces shall be provided in accordance with the requirements of this Bylaw.

18.3.5. Maximum Lot Coverage: 30%

18.4 CD-4: Comprehensive Development Zone 4 (*PIONEER JUNCTION* Pioneer Junction)

The intent of this zone is to accommodate a variety of townhouse type units on a specific piece of property.

18.4.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Townhouse	n/a	n/a
Stacked Townhouse	n/a	n/a
Accessory Uses	n/a	n/a

18.4.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	17, 4 (a)	80 (b)	10.5 m
Accessory Building/Structures	n/a	n/a	4.6 m

- (a) Not more than [seventeen \(17\)](#) principal buildings shall be constructed within this zone, and not more than [four \(4\)](#) dwelling units shall be contained within a principal building, except for a maximum of [three \(3\)](#) principal buildings in which case the maximum number of dwelling units within a principal building shall not exceed [twelve \(12\)](#).
- (b) Not more than [eighty \(80\)](#) dwelling units shall be constructed within this zone.

18.4.3. Building Setbacks

- (a) All buildings shall be sited generally in accordance with the Site Plan that is attached to this zoning district and the setback requirements of the Residential [Multi-Family](#) (RM-1) zone as specified in this Bylaw.

18.4.4. Off Street Parking

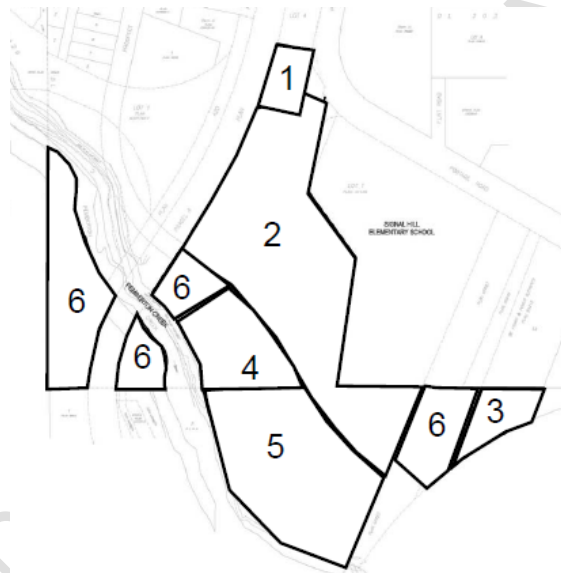
- (b) Off-street parking shall be provided in accordance with the requirements of this Bylaw.

18.4.5. Maximum Lot Coverage: 20.7%

18.5 CD-5: Comprehensive Development Zone 5 (Tiyata at Pemberton)

The intent of the CD-5 Zone is to recognize a comprehensively planned area called Tiyata at Pemberton which includes a variety of types of housing, a limited amount of commercial and office floor space, active and passive park land, and a trail network. Covenants have been registered on the lands to further guide the development of the area.

The regulations in the tables in this section apply to land in the Comprehensive Development 5 (Tiyata at Pemberton) Zone, as indicated by the column headings. For purposes of regulation, the area within the boundary of the CD-5 Zone is divided into six (6) separate areas labelled as Area 1 through Area 6 inclusive while the location of each separate area is identified on Appendix "A" to this Zone. Each area boundary within the CD-5 Zone shall be considered a zone boundary for the purposes of this Bylaw and separate regulations shall apply to each area as contained in this section. Minor adjustments to the establishment of the area boundaries will be permitted based upon more detailed site investigations that will be undertaken during the subdivision approval stage.



18.5.1. Permitted Uses of Land, Buildings and Structures

(1)The following uses, buildings and structures and no others shall be permitted within the CD-5 (Tiyata at Pemberton) Zone:

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
<i>Principal Uses of Land, Buildings and Structures</i>						
a) Single Family Dwelling		•		•	•	
b) Duplex Residential <u>Dwelling</u>		•		•	•	
c) Townhouse / Stacked Townhouse			•			
d) Apartment <small>(subject to condition of use)</small>	•		•			
e) Retail Store						
f) Business and Professional Office	•					
g) Personal Service Establishments	•					
h) Restaurant						
i) Park	•	•	•	•	•	•
j) Assembly	•					
<i>Accessory Uses of Land, Buildings and Structures</i>						
k) Uses accessory to principal uses	•	•	•	•	•	•
l) Home Occupation Use		•	•	•	•	

18.5.2 Density of Permitted Uses, Buildings and Structures

- (a) All uses, buildings and structures in the Comprehensive Development 5 Zone shall comply with the following regulations regarding size, siting, density, and lot size.

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
Maximum Lot Coverage						
a) Single Family Dwelling		50% of useable site area		50% of useable site area	50% of useable site area	
b) Duplex Residential-		50% of useable site area		50%	50%	
c) Townhouse			40%			
d) Apartment	50%		50%			
e) Commercial	50%					
f) Assembly	50%					
Maximum Floor Space Ratio (FSR)						
g) Single Family Dwelling		GFA of 238 m ² or FSR of 0.5 whichever is less		GFA of 238 m ² or FSR of 0.5 whichever is less	GFA of 238 m ² or FSR of 0.5 whichever is less	
h) Duplex Residential		GFA of 280 m ² or FSR of 0.5 whichever is less		GFA of 280 m ² or FSR of 0.5 whichever is less	GFA of 280 m ² or FSR of 0.5 whichever is less	
i) Townhouse / Stacked Townhouse			0.75			
j) Apartment Dwelling			1.5			
k) Commercial	1.5					
l) Assembly	1.5					
Maximum Unit Size (m²)						
m) Single Family Dwelling		GFA of 238 m ² or FSR of 0.5 whichever is less		GFA of 237.5 m ² or FSR of 0.5 whichever is less	GFA of 238 m ² or FSR of 0.5 whichever is less	
n) Duplex Residential (Total both units)		GFA of 280 m ² or FSR of 0.5 whichever is less		GFA of 280 m ² or FSR of 0.5 whichever is less	GFA of 280 m ² or FSR of 0.5 whichever is less	

o) Townhouse / Stacked Townhouse			150			
p) Apartment	95		95			

	<u>Area</u> <u>1</u>	<u>Area</u> <u>2</u>	<u>Area</u> <u>3</u>	<u>Area</u> <u>4</u>	<u>Area</u> <u>5</u>	<u>Area</u> <u>6</u>
q) <u>Maximum Number of Dwelling Units</u>	<u>12</u>	80	60	20	50	-
r) <u>Maximum Amount of Commercial Floor Area (m²)</u>	<u>2230</u>	-	5% GFA			
<u>Maximum Building Height (meters / stories)</u>						
s) <u>Single Family Dwelling</u>		<u>9</u>		<u>9</u>	<u>9</u>	
t) <u>Duplex Residential</u>		<u>9</u>		<u>9</u>	<u>9</u>	
u) <u>Townhouse / Stacked Townhouse</u>		-	<u>12 / 3</u>	-	-	-
v) <u>Apartment</u>	<u>17 / 4</u>	-	<u>17 / 4</u>			-
w) <u>Commercial</u>	<u>17 / 4</u>	-				
x) <u>Assembly</u>	<u>17 / 4</u>	-				
<u>Minimum Building Setbacks (m)</u>						
y) <u>Front</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	
z) <u>Rear</u>	<u>7.5</u>	<u>7.5</u>	<u>7.5</u>	<u>7.5</u>	<u>7.5</u>	
aa) <u>Side</u>	<u>3.0</u>	<u>1.65</u>	<u>3.0</u>	<u>1.6</u>	<u>1.6</u>	
<u>Minimum Lot Size (m²)</u>						
bb) <u>Single Family Dwelling</u>		<u>350</u>		<u>350</u>	<u>350</u>	
cc) <u>Corner Lot</u>		<u>375</u>		<u>375</u>	<u>375</u>	
dd) <u>Duplex Residential</u>		<u>465</u>		<u>465</u>	<u>465</u>	
<u>Maximum Lot Size (m²)</u>						
ee) <u>Single Family Dwelling</u>		<u>790</u>		<u>790</u>	<u>790</u>	
ff) <u>Duplex Residential</u>		<u>830</u>		<u>830</u>	<u>830</u>	

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
Accessory Buildings						
g) Maximum floor area	10 m ²	10 m ²	10m ²	10 m ²	10 m ²	10 m ²
h) Maximum height	2.73 m	2.73 m	2.73 m	2.73 m	2.73 m	2.73 m
i) <u>Minimum Front yard Setbacks</u>	6m	6m	6m	6m	6m	6m
j) <u>Minimum Rear yard Setbacks</u>	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m
k) <u>Minimum Side yard Setbacks</u> ^{e) and e)}	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m

18.5.2. Conditions of Use

(a) All uses, buildings and structures in the Comprehensive Development 5 Zone must (a)(b) comply with the following additional conditions of use:

- i. An *apartment* use shall be located above a ground storey commercial or assembly use and shall comply with the regulations contained within this Bylaw.
- ii. For the purpose of this section, a *commercial use* includes a building that is occupied with a *business and professional office* or *personal service establishment* and may contain *residential uses* above the ground storey subject to the provisions of this Zone.
- iii. any portion of the garage for a single family dwelling and townhouse/stacked townhouse that exceeds thirty-seven (37) square meters shall be included in the calculation of floor area, in addition to the maximum area permitted for accessory buildings.
- iv. any portion of the garage for a duplex residential dwelling that exceeds forty-five (45) square meters shall be included in the calculation of floor area, in addition to the maximum area permitted for accessory buildings.
- iii-v. The side yard setback of a single family dwelling may be reduced to 1.2 m whereby a certified professional confirms that snow will not shed from the roof of the dwelling onto adjacent properties.
- iv-vi. The side yard setback of the garage may be reduced to 0.6 m whereby a

certified professional confirms that snow will not shed from the garage roof onto adjacent properties.

18.5.3. Off-Street Parking and Loading

- (a) Off-street parking and loading shall be provided in accordance with the requirements of this Bylaw.
- (b) Notwithstanding Section 18.5.4(a) the off-street parking requirements for the following uses shall be as follows:
 - i. Townhouse / Stacked Townhouse: two (2) spaces per unit, plus an additional 0.25 space per unit for Visitor Parking
 - ii. *Apartment*: 1.25 space per unit plus an additional 0.25 space per unit for Visitor Parking
 - iii. *Commercial Use*: One (1) space per 37 square meters of gross floor area
 - iv. *Business and Professional Office Use*: One (1) space per 37 square meters of gross floor area

18.5.4. Definitions

- (a) For the purpose of the CD-5 zone, the following definitions shall apply:
 - i. *Apartment* shall mean three or more individual dwelling units on a lot where each dwelling unit has its principal access from an entrance or hallway common to at least two other dwelling units on the same storey.

PART 19: REPEAL

The Village of Pemberton Zoning Bylaw, 466, 2001, and all its amendments, and all previous zoning Bylaws are hereby repealed upon adoption of this Bylaw.

READ A FIRST TIME THIS 12th day of June, 2018

READ A SECOND THIS 12th day of June, 2018

NOTICE OF PUBLIC HEARING for Village of Pemberton Zoning Bylaw No. 832, 2018 PUBLISHED IN THE PIQUE NEWSMAGAZINE on this 14th day of June 2018 and on this 21st day of November, 2018.

PUBLIC HEARING HELD THIS 26th day of ~~June~~, 2018

READ A THIRD TIME THIS _____ day of _____, 2018

APPROVED BY THE MINISTER OF TRANSPORTATION PURSUANT TO SECTION 52 of the *Transportation Act* this _____ day of _____, 201_____.

ADOPTED THIS _____ day of _____, 2018

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

ZONING BYLAW

VILLAGE OF PEMBERTON

BYLAW No. 832, 2018

Third Reading
July 10, 2018



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THIRD READING - July 10, 2018

VILLAGE OF PEMBERTON
ZONING BYLAW NO 832, 2018

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THIRD READING - July 10, 2018

**Village of Pemberton
Zoning Bylaw No. 832, 2018**

**A BYLAW TO REGULATE THE ZONING AND DEVELOPMENT OF REAL PROPERTY
WITHIN THE VILLAGE OF PEMBERTON**

WHEREAS section 479 of the *Local Government Act* authorizes a local government to enact a Bylaw respecting Zoning;

AND WHEREAS section 482 of the *Local Government Act* authorizes a local government to offer density benefits for the provision of amenities, affordable housing and special needs housing;

AND WHEREAS section 492 of the *Local Government Act* authorizes a local government to designate a Temporary Use Permit Area in a Zoning Bylaw;

AND WHEREAS section 523 of the *Local Government Act* authorizes a local government to create runoff control requirements;

AND WHEREAS section 525 of the *Local Government Act* authorizes a local government to create off-street parking and loading requirements;

AND WHEREAS section 527 of the *Local Government Act* authorizes a local government to create screening and landscaping requirements;

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

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THIRD READING - July 10, 2018

PART 1: Application

1.1 Title

- (a) This Bylaw may be cited for all purposes as the “Village of Pemberton Zoning Bylaw No. 832, 2018” or “Zoning Bylaw No. 832, 2018”.

1.2 Schedules

- (a) The following schedules are attached to and form a part of this Bylaw:
- i. Schedule A – Zoning Map

1.3 Purpose

- (a) The principal purpose of this Bylaw is to regulate *land use* and *development* within the Village of Pemberton for the benefit of the community; and
- (b) For the implementation of the long-term goals of the Village’s Official Community Plan Bylaw, No. 654, 2011.

1.4 Application of Bylaw

- (a) This Bylaw applies to all *lands*, including the surface of water, and the *use* of all *land, buildings* and *structures* located within the boundaries of the Village of Pemberton, and as shown on Schedule “A”, the Zoning Map, which is attached to and forms part of this Bylaw.

1.5 Violation

- (a) Any person who:
- i. Violates any of the provisions of this Bylaw;
 - ii. Causes or permits any act or thing to be done in contravention or violation of any provision of this Bylaw;
 - iii. Neglects to do or refrains from doing any act or thing which is required to be done by any provisions of this Bylaw;
 - iv. Carries out, causes or permits to be carried out any *development* in a manner prohibited by or contrary to this Bylaw;
 - v. Fails to comply with an order, direction or notice given under this Bylaw; or
 - vi. Prevents or obstructs or attempts to prevent or obstruct the authorized entry of any of the Enforcement persons noted in Section 1.8 below,

commits an offence against this Bylaw and is liable to the penalties imposed under the Village of Pemberton’s Municipal Ticket Utilization Bylaw.

- (b) Each day that an offence of this Bylaw is caused to continue, allowed to continue, constitutes a separate offence.

1.6 Penalty

- (a) Where a specific penalty has not otherwise been designated, shall be liable to a fine and/or penalty of not less than One Hundred Fifty Dollars (\$150) and not more than Ten Thousand Dollars (\$10,000), plus the costs of prosecution, any other order imposed or any combination thereof;
- (b) The penalties and remedies imposed under subsection (a) shall be in addition to, and not in substitution for, any other penalty or remedy imposed by or permissible under this Bylaw or any other enactment.
- (c) Where a person fails to pay a penalty required by this Bylaw, or where a person subject to an order under this Bylaw fails to take action required by the order and the Village carries out the work or otherwise fulfills the requirement, the Village may recover its costs from the owner, occupier or person responsible for the work or for payment of the costs, as a debt to the Village. Money owed to the Village under this Bylaw is payable upon receipt of an invoice from the Village.
- (d) If an amount owing under this Bylaw for work done or services provided to *land* or improvements remains unpaid on December 31st of the year in which the debt was incurred, the amount is deemed to be taxes in arrear and may be collected from the owner of the *land* or improvements in the same manner and with the same remedies as for property taxes.

1.7 Severability

- (a) If any part, section, subsection, paragraph, sentence, clause, phrase or schedule of this Bylaw is for any reason found invalid by the decision of any Court of competent jurisdiction, such decision shall not affect the validity of the remainder of this Bylaw or the validity of the Bylaw as a whole.

1.8 Enforcement

- (a) The Chief Administrative Officer of the Village of Pemberton, or his or her designate, is hereby appointed by Council to administer this Bylaw.

PART 2: Interpretation

2.1 Interpretation

- (a) All references to Bylaws of the Village of the Pemberton, or provincial or federal statutes and regulations refer to the most current version, as amended from time to time.
- (b) Words used in the present tense include the other tenses and derivative forms; words used in the singular include the plural and vice versa; and the word "person" includes a corporation, firm, partnerships, trusts, and other similar entities as well as an individual.
- (c) Words have the same meaning whether they are capitalized or not.
- (d) Words defined in this Bylaw that contain multiple words separated by a comma in the definition carry the same definition if the words are reversed. For example, "*Grade, Natural*", and "*Natural Grade*" carry the same meaning.
- (e) The words "shall" and "is" require mandatory compliance except where a variance has been granted pursuant to the *Local Government Act*.
- (f) Words, phrases, and terms neither defined in this section nor in the *Local Government Act* shall be given their usual and customary meaning.
- (g) The definitions of *uses* group individual *land uses* into a specified number of classes, with common functional or physical impact characteristics. They define the range of *uses* which are *principal* and secondary, with or without conditions, within various *zones* of this Bylaw.
- (h) The following guidelines shall be applied in interpreting the *use* class definitions:
 - i. Typical *uses* listed in the definitions as examples are not intended to be exclusive or restrictive; and
 - ii. Where a specific *use* does not conform to the wording of any *use* class definition or generally conforms to the wording of two or more definitions, the *use* conforms to and is included in that *use* class which is most appropriate in character and purpose.

2.2 Explanatory Notes and Figures

- (a) All text in this Bylaw which are italicized except titles of legislative acts, statutes and regulations, and explanatory figures have a definition specified in this Bylaw, and for clarity, the definitions in this bylaw apply whether the word is italicized or not.
- (b) Where a conflict between explanatory notes and figures and a regulation in this Bylaw occurs, the regulation shall be taken as correct.

2.3 Conflicting Regulations

- (a) Where this Bylaw contains two or more regulations that could apply to a situation, the most restrictive regulation shall apply to the extent of any conflict. Where this Bylaw conflicts with other regulations the restrictive legislation shall apply, unless the conflict is outside of the responsibility of the Municipal Council.
- (b) Where a graphic used to illustrate a requirement of this Bylaw is in conflict with the text description of the regulation, the text description shall prevail.

2.4 General and Specific Regulations

- (a) Where this Bylaw contains both general and specific regulations that could apply to a situation, the more specific regulation shall apply.

2.5 Bylaw Format

- (a) The format of this Bylaw follows a simple layout intended to facilitate its use. Major divisions within the Bylaw are called Parts and major divisions within Parts are called Sections and major divisions within Sections are called Sub-Sections.

2.6 Covenants Against Buildings, Structures, Subdivision or Use

- a) Where under this Bylaw an owner of *land* or a *building* or *structure* is required or authorized to grant a covenant restricting *subdivision*, strata plan registration, *use* or *development* of *land*, the covenant shall be granted to the Municipality and registered pursuant the *Land Title Act*, with priority over all financial charges, and under the terms of the covenant the owner shall indemnify the Municipality for any fees or expenses the Municipality may incur as a result of a breach of the covenant by the owner.

PART 3: Definitions

The following words, terms, and phrases, are italicized wherever they occur in this Bylaw, and shall have the meaning assigned to them as follows:

Accessible

means that a person with disabilities is, with or without assistance, able to approach, enter, pass to and from one area to another and make use of an area and its facilities.

Accessory (Use)

means the *use of land, buildings, or structures* for a *use* that is customarily incidental, subordinate in area, extent and purpose and ancillary to the conforming *principal use* on the same *lot*.

Accessory Building or Structure

means a *detached building or structure*, the *use* of which is, or is customarily incidental, subordinate in size, extent or purpose and ancillary to the conforming *principal building or land use* on the same *lot*.

Accessory Residential Dwelling

means an *accessory dwelling unit*, for *residential use* only, primarily intended for the caretaking, management, staffing, or security of the *principal non-residential building* on the same *lot*.

Accessory Retail Sales

means the *accessory use* of a maximum of 20% portion of the *gross floor area* of a *permitted principal commercial, industrial, civic, or artisan use* for the *retail sales* directly related to the *principal use*.

Affordable Housing

means *dwelling units* constructed and occupied under the terms of a registered housing agreement approved pursuant to section 483 of the *Local Government Act*.

Agriculture

means the *use of the land, buildings and structures* for the growing, producing, raising or keeping of animals and plants including:

- i. Livestock (cattle, bison, sheep, goats, hogs, horses)
- ii. Poultry production (chickens, turkeys, waterfowl)
- iii. Dairy operations
- iv. Apiculture (beekeeping)
- v. Agroforestry
- vi. Grapes, berries, tree fruits, nuts, grains, oilseeds, mushrooms, forage crops, ornamentals, and vegetables (field or Greenhouse).
- vii. The processing of agricultural products harvested, reared or produced by the

- farm business, and the *retail* sales of the products
- viii. Horse-riding, training and boarding
 - ix. Greenhouse and Nursery
 - x. Alcohol Production Facilities (breweries, cideries, distilleries, meaderies, wineries)

Agri-tourism Activity

means the *use of land* that is classified as a farm under the *BC Assessment Act* for tourism related activities on the farm, such as agricultural displays, farming demonstrations, and agricultural exhibits subject to the regulations of section 7.5 of this Bylaw and to the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*.

Agri-tourism Accommodation

means the provision of *tourism accommodation*, on a property classified as farm under the *BC Assessment Act*, up to a maximum of ten (10) sleeping *units*. Typical *uses* include, but are not limited to, seasonal farm *cabins*, campsites/recreational vehicle sites and are subject to the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*.

Agricultural Land Commission (ALC)

means *Agricultural Land Commission* pursuant to British Columbia *Agricultural Land Commission Act*.

Agricultural Land Reserve (ALR)

means *Agricultural Land Reserve* pursuant to British Columbia *Agricultural Land Commission Act*.

Arts and Culture

means a *use* which provides for the presentation and display of artistic and cultural creations, and includes art galleries, museum, theatres, and *accessory retail* of goods and articles that are produced primarily by local artists.

Airport

means the *use of land, buildings and structures* for runways for the takeoff and landing of airplanes and includes airstrips, terminal *buildings or structures*, hangars, *airport related business*, and *accessory uses*.

Airport Related Business

means the *use of land, buildings, or structures* for *commercial* operations directly related to the operation, maintenance, and storage of aircraft, or business *uses* that necessarily rely upon or support aviation *uses* or the *Airport*, but specifically excludes *tourism accommodation*.

Alter

means, in relation to *land*, the removal or deposit of soils or other materials or clearing of natural vegetation, and in relation to *buildings or structures*, means any change that would result in either a

change to the appearance of the *building* or *structure*, an increase or decrease to the *gross floor area* or both.

Animal Kennel

means the *use of land, buildings* or *structures* in which domestic animals are kept, boarded, bred, cared for or trained for *commercial* gain.

Approving Officer

means the Village of Pemberton Approving Officer appointed pursuant to the *Land Title Act*.

Artisan

means the *use of a building* or *structure* by an artist or group of artists who create or produces artistic goods.

Assembly

means the *use of land, buildings, or structures* for *civic*, cultural, educational, political, public recreational, religious or social purposes; and includes *Schools, Places of Worship*, auditoriums, council chambers, community centres, arenas, youth centres, day care centres, and similar *uses*.

Automotive and Recreational Vehicle Sales

means the *use of land, buildings, or structures* for the *retail* sale of automobiles, trucks, boats, recreational vehicles and related parts and accessories.

Automotive Salvage

means the *use of land, buildings, or structures* for towing, storage, or dismantling of automobiles, trucks, boats, and recreational vehicles, and may include the *accessory retail sale* of automobile parts.

Automotive Service Shop

means a *use* providing for the general repair, servicing and maintenance of motor vehicles including brakes, mufflers, tire repair and change, tune-ups and transmission work, provided it is conducted within a completely enclosed *building* or *structure*.

Basement

means the floor of a *building* or *structure* that is 50% or more below the *average finished grade* level and is unused, or used for *utilities*, laundry, storage or other non-habitable space *accessory* to the *principal building*, specifically excluding *residential* or *commercial use*.

Bed and Breakfast

means the *accessory use* of a *dwelling, detached* for *tourism accommodation* in which a maximum of two (2) bedrooms of an owner-occupied *dwelling, detached* are available as *tourism accommodation* in accordance with section 7.8 of this Bylaw and the Village of Pemberton *Business License Bylaw*.

Bed and Breakfast Inn

means the *accessory use* of a *dwelling, detached* in which three (3) or more, but a maximum of five (5) bedrooms, are available for *tourism accommodation* in accordance with section 7.9 of this Bylaw and the Village of Pemberton *Business License Bylaw*.

BMX Race Track

means a facility or track for BMX (off-road) bicycle racing, consisting of a starting gate, a groomed dirt race course made of various jumps and rollers and a finish line, but specifically excludes *use* by motorized vehicles.

Boarding School

means the *use of land, buildings, or structures* for a *school* where students and staff reside on the same or immediately adjacent *lot* and includes *tourism accommodation* for groups *accessory* to the *principal school use*.

Brewery, Cidery, Distillery and Winery

means the *use of land, buildings and structures*, licensed under the *Liquor Control and Licensing Act*, on which there is small scale manufacturing of beer, ale, cider, spirits or wine, and may include the *accessory uses* of *wholesaling, tours, tastings, retail sales* and a manufacturer's lounge, and the sale of related non-liquor products.

Buffer

means a landscaped, or naturally vegetated area intended to separate and screen *land uses, buildings, structures, or properties* from one another.

Building

means a *structure* or any portion thereof, including affixed mechanical devices, intended to be used for sheltering a *use* or occupancy.

Building Area

means the horizontal area of a *building or structure* within the outside surface of the exterior walls or within the outside surface of the exterior walls and the centre line of firewalls for all *storeys* and includes the non-habitable areas such as the *basement, garages and carports*.

Building Footprint

means the total area of a *lot* occupied by a *building or structure*, measured from the outside of exterior walls, and includes *garages and carports*, but excludes covered exterior stairwells.

Building Official

means the individual appointed or under contract as the Building Official for the Village of Pemberton.

Building Supply

means the *use of land, buildings or structures* for the supply and sale of *building* materials, fixtures, hardware, equipment and other similar goods related to construction and home improvement, and requires storage outside of a *building*.

Bulk Storage

means the *use of land, buildings or structures* for above or below ground storage containers, or any combination thereof, of petroleum, petroleum products, water, chemicals, gases, or similar substances for subsequent resale to distributors, *retail* dealers or outlets, and includes card-lock and bulk sales.

Cabin

means a detached *building or structure* providing *tourism accommodation* in a rural or remote setting, associated with a motel, bed and breakfast inn or campground, and includes cottages.

Campground

means the *use of land*, managed as a *unit* and includes the *buildings and structures* for a range of camping experiences which provides *tourism accommodation* for any or all of the following:

- i. Cabins,
- ii. Yurts,
- iii. Tenting sites,
- iv. Tent trailers,
- v. Travel trailers,
- vi. Recreational vehicle sites and campers, and
- vii. *Accessory uses and structures* such as administration offices, laundry facilities or general washroom facilities,

but excludes the habitation of manufactured homes, modular homes or any other *buildings or structures*, conveyances or motor vehicles for residential *use*.

Cannabis

has the same meaning as outlined in the *Government of Canada* regulations.

Cannabis, Production Facility

means the *use of buildings and structures* for the purposes of growing, processing, packaging, testing, destroying, storing or shipping *cannabis* as authorized by a license issued under *Government of Canada* regulations.

Carriage House

means an *accessory dwelling unit* situated above or attached to a *detached garage* that is separate from the *principal dwelling, detached*, but located on the same *lot* in accordance with section 7.10 of this Bylaw.

Carport

means an open or partially enclosed *structure* attached to the *principal building* or *structure* for the use of covered parking or temporary storage of private motor vehicles.

Catering Establishment

means an establishment that prepares and supplies food to be consumed off premises.

Chief Administrative Officer

means the individual appointed as the Chief Administrative Officer of the Village of Pemberton.

Child Care Centre

means the *use of land* and *buildings* for provincially-licensed care and supervision of children through a prescribed program.

Civic

means the *use of land, buildings, or structures* for functions provided by a government body and service clubs, includes federal, provincial and municipal offices, and *works yards, schools* and colleges, hospitals, community centres, swimming pools, libraries, museums, *parks, playgrounds, day cares, cemeteries, police and fire stations, fire training grounds and waterways.*

Commercial (Use)

means the *use of land, buildings, or structures* for an occupation, employment or enterprise that is carried on for gain or monetary profit by any person.

Community Care Facility

means the *use of buildings or structures* where a person provides care of three (3) or more persons and is under permit by the Provincial Government pursuant to the *Community Care and Assisted Living Act*.

Community Garden

means a *lot*, or portion thereof, that is provided for public *use* for the purposes of growing fruits, vegetables and flowers.

Community Sewer System

means a system of waste water collection, treatment and disposal that is serving two (2) or more *lots*.

Community Watershed

means all or part of the drainage area above the most downstream point of diversion for a water *use* that is for human consumption and that is licensed under the *Water Act*, for a domestic purpose or a waterworks purpose as defined under the *BC Forest and Range Practices Act*.

Community Water System

means a system for the distribution of fresh potable water serving two (2) or more *lots*.

Convenience Store

means the *use* of a building for the sale of a limited line of groceries, food and drink for immediate consumption, and other items intended for the convenience of the neighbourhood.

Council

means the *Council* of the Village of Pemberton.

Development

means any of the following:

- i. Altering the *land*,
- ii. Changing the landform, from a natural state to a semi natural state,
- iii. Subdividing the *land*,
- iv. Applying for a *land use* change,
- v. Changing in the *use* of any *building* or *structure*, and
- vi. Carrying out of any, engineering or the construction, addition or alteration of any *building* or *structure*.

Density

means a measure of the intensity of *development* on a *lot*, including the number of *units* on a *lot* measured in maximum *units* or *units* per hectare, or *floor area ratio* as determined in section 4.8 of this Bylaw.

Disabled Vehicle

means all or part of any irreparable or salvageable vehicle or all or part of any motor vehicle which is not validly registered and licensed in accordance with the *Motor Vehicle Act*, and which is not located in a *garage* or *carport*.

Drive-Through Business

means the *commercial use* of *land*, *buildings* and *structures* for providing goods and services, from a *use* otherwise *permitted* on the *lot*, to customers in their vehicles, such as a fast food *restaurant* or bank.

Dwelling Unit

means a self-contained set of habitable rooms capable of occupancy by one (1) or more persons, including provisions for living, sleeping, cooking, and sanitation facilities and not more than one kitchen facility. Unless specifically *permitted*, use of a *dwelling unit* for *tourism accommodation* or rental for a period of less than thirty (30) days is prohibited. The use is as a residence for the occupant and includes but is not limited to the following types:

- i. *Accessory Residential Dwelling,*
- i. *Apartment,*
- ii. *Carriage House,*
- iii. *Detached Dwelling,*
- iv. *Duplex Dwelling,*
- v. *Manufactured Home*
- vi. *Mobile Home,*
- vii. *Row House,*
- viii. *Secondary Suite, and*
- ix. *Townhouse.*

And specifically excludes the occupancy of any of the following:

- i. Buses,
- ii. Cabins or Cottages,
- iii. Motor Vehicle,
- iv. Tents,
- v. Yurts, and
- vi. Recreational Vehicles

Dwelling Unit, Apartment (Apartment) - means a *residential building* other than a *townhouse* containing three (3) or more individual *dwelling units*, where each *dwelling unit* has its *principal* access from an entrance or hallway that is common to at least one (1) other *dwelling unit* on the same *storey*.

Dwelling Unit, Detached (Detached Dwelling) - means a *residential building* designed exclusively for single family *residential use*, separated from other *dwelling units* by open space, and includes a modular home.

Dwelling Unit, Duplex (Duplex) - means a *residential building* containing two (2) separate *dwelling units* either placed one above the other or attached by a common wall, each of which has direct access to the outside.

Dwelling Unit, Farm Help – means a *residential building* accessory to an *agricultural use* and carries the same meaning as under the *Agricultural Land Reserve Act*.

Dwelling Unit, Manufactured Home

means a factory built *detached dwelling unit*, certified prior to a placement on the *lot* as having been built:

- i. as a modular home in accordance with CSA A277 *building*; or
- ii. as a mobile home in accordance with CAN/CSA Z240 building regulations and registered in the BC Manufactured Home Registry, arriving at the *lot* ready for occupancy apart from incidental operations and connections into a *community sewer* and *community water system*.

Dwelling Unit, Mobile Home – means a *residential dwelling* built upon an integrated chassis and wheels that is assembled at a place other than but moved to a *lot*.

Dwelling Unit, Multi-family (Multi-family Dwelling) - means a *residential building* containing three (3) or more separate *dwelling units*, and includes *apartments*, *townhouses*, and *row houses*.

Dwelling Unit, Row House (Row House Dwelling) - means a *residential building* containing a minimum of three (3) *dwelling units* attached to each in a row with each *dwelling unit* located on its own *lot*.

Dwelling Unit, Townhouse (Townhouse Dwelling) - means a *residential building* containing three (3) or more *dwelling units*, each of which has its own separate access, not located through a common lobby or corridor, and includes *dwelling units* stacked vertically.

Ecological Reserve

means *land* that is retained in its natural or semi-natural state for the purposes of protecting and preserving natural ecosystems and the biological diversity.

Equipment Sales, Servicing, Rental and Repair Shop

means the *use* of *land*, *buildings*, or *structures* for the *retail* sale, servicing, rental, and repair of small motorized equipment such as chainsaws, landscaping equipment, lawnmowers, and recreational equipment such as snowmobiles, all-terrain vehicles and similar uses.

Farm Residence

means the *principal detached dwelling* that accommodates one *dwelling unit* and located on a *lot* within the *Agricultural Land Reserve*.

Farm Residential Facilities, Accessory

means the following *buildings*, *structures*, or improvements associated with a *principal farm residence* and/or additional *farm residence* on a farm:

- i. Attached or *detached garages* or *carports*,
- ii. Driveways to residences,

- iii. Decorative landscaping,
- iv. Attached or *detached* household *greenhouse* or sunroom,
- v. *Residential*-related workshop, tool and storage sheds,
- vi. Artificial ponds not serving farm drainage, irrigation needs, or aquaculture use.

Farmers' Market

means the *use* of *land*, *buildings*, or *structures* for *retail* sales featuring foods sold directly by farmers to consumers and typically consisting of booths, tables or stands, outdoors or indoors, where farmers sell their *agricultural* products and sometimes prepared foods and beverages. It may include mobile *food trucks* and the sale of arts and crafts.

Fence

means a protective, enclosing or visual barrier made of wood, metal or other material that is constructed for any purpose, such as marking the boundary of a *lot* and enclosing a *lot*, except as required elsewhere in this Bylaw; it generally is providing privacy; preventing access by people or animals; or dividing a *lot* into sections. This excludes the *use* of hedges, trees, and other types of vegetation.

Financial Institution

means an institution providing financial or banking services including a bank, credit union, payday loan office, currency exchange, mortgage office or automated teller machine (ATM).

Fitness Centre

means the *use* of *land*, *buildings*, or *structures* for *commercial* fitness, and includes health clubs, gyms, yoga studios, and similar *uses*.

Flanking Street

means a street, excluding a *lane*, abutting a *lot line* not being the front or rear *lot line*.

Floor Area

means the total usable floor space of a *building* or *structure* on all *storeys* excluding the *basement*, corridors, and service areas, as measured in accordance with section 4.7 of this Bylaw.

Floor Area Ratio (FAR)

means a ratio between the *floor area* of a *building* or *structure* and the *lot* size, measured in accordance with section 4.8 of this Bylaw.

Floor Area, Gross (GFA)

means the total area enclosed by the exterior walls of a *building* or *structure* on all *storeys*, measured in accordance with 4.9 of this Bylaw.

Food Truck

means the *use* of a licensed vehicle equipped with facilities for the preparation, cooking and serving of food to consumers from a temporary location, and may include a mobile food cart or converted vehicle capable of dispensing food, subject to the regulations in section 7.15 of this Bylaw and the *Village of Pemberton Business License Bylaw*.

Garden Centre

means the *use* of *land, buildings, or structures* for the purpose of *retail* sales of trees, plants, flowers, and associated gardening or landscaping supplies and outdoor garden equipment.

Garage

means an *accessory building, structure* or that portion of a *permitted building or structure* that is used for the parking of one (1) or more motor vehicles and is totally enclosed with a roof, walls, and one (1) or more doors.

Gasoline Station

means a facility limited to *retail* sales to the public of motor fuel products, motor oil, lubricants, minor automobile accessories, travel aides and convenience food items, but specifically excludes automobile repair services.

Gathering for an Event

means the *use* of *land, buildings, or structures* for a gathering of people on a farm for the purpose of a wedding, a music festival, or other event other than an *Agri-tourism* related event or family-related celebration which is *permitted* as a non-farm *use* in the *Agricultural Land Reserve* in accordance with the regulations in section 7.12 of this Bylaw:

Golf Course

means the *use* of *land* for playing golf, consisting of a least nine holes, with each hole generally consisting of tees, greens, fairways and hazards, and the following *accessory uses, buildings, and structures*:

- i. Club house (licensed Restaurant),
- ii. Pro shop (*retail* sales of golf equipment),
- iii. Driving range,
- iv. Putting green,
- v. Mini putt area, and
- vi. Golf Schools.

Grade, Building

means, in relation to a *building, or building height*, the lowest of the average levels of grade of the *natural grade* or *finished grade* adjoining each exterior wall of a *building*, excluding localized depressions such as for vehicle or pedestrian entrances.

Grade, Finished

means, in relation to a *building* or *structure*, the elevation of the ground surface, or the angled plane of a sloped *lot*, after *development*.

Grade, Natural

means, in relation to a *building* or *structure*, the elevation of the ground surface, or the angled plane of a sloped *lot*, in its natural or semi-natural state, prior to any *development*.

Greenhouse

means a *building* or *structure* covered with translucent material and used for the purpose of agriculture and horticulture.

Height

means with respect to a *building* or *structure*, the vertical distance between the *building grade*, and the highest point of the *structure* of a flat roof, or the mid- point of a sloping roof, measured in accordance with section 4.4 of this Bylaw.

Highway

means a public street, road, trail, *Lane*, bridge, trestle, any other public way or any other *land* or improvement that becomes or has become a *highway* as per the British Columbia *Transportation Act*.

Home Occupation

means the *use* of a *residential dwelling unit* for a licensed *commercial* occupation, profession or craft by the primary occupant of the *residential unit* that is contained entirely within the *permitted residential use* and conducted in accordance with the regulations in section 7.16 of this Bylaw.

Hostel

means the *use* of a *building* for *tourism accommodation* in which dormitory style sleeping *units* are provided along with common bathrooms, cooking areas, and communal spaces.

Hotel

means *use* of a *building* for *tourism accommodation* in which four (4) or more furnished accommodation *units* are provided, with separate entrances to each room from a common corridor, operated and staffed from an on-site office or lobby, and may include publicly *accessible accessory uses* such as *restaurant*, health club, liquor primary establishment, or *retail* store not to exceed a maximum of 33% of the *gross floor area* of the first *storey*.

Impervious Surface

means the total area of a *lot* that is incapable of allowing precipitation to penetrate to underlying soils due to the presence of *buildings* or *structures* or other impermeable surfaces, except impermeable surfaces that are naturally occurring on the *lot*.

Industrial

means the *use of land, buildings, or structures* providing for the manufacturing, processing, fabricating, assembling, storage, transporting, distributing, *wholesaling*, warehousing, testing, servicing, reduction, repairing, wrecking, or salvaging of articles, substances, or commodities or any other treatment thereof to change the form, character or appearance.

And specifically excludes any of the following *uses*:

- i. The burning of any salvaged or recycled materials,
- ii. Any *uses* for which a permit is required under the *Environmental Management Act or Regulations*,
- iii. The burning of any vehicles, and
- iv. Refuse and garbage dumps.

Intermodal Storage Container

means a standardized intermodal freight container that can be used as a reusable transport and storage *unit* for moving products and raw materials between locations.

Lane

means a *highway* flanking a rear or side *lot line* with a maximum width of 6.0 metres.

Land

means real property without improvements and includes the surface of water.

Land Use

means the regular *use of land* for an intended purpose or *principal use*.

Licensed Premises

means premises licensed as a *Liquor Primary* or *Food Primary* establishment to serve liquor under the *Liquor Control and Licensing Act*.

Liquor License, Food Primary

means a liquor license issued under the *Liquor Control and Licensing Act* for a *commercial* business where the service of food, rather than liquor, is the primary purpose.

Liquor License, Liquor Primary

means a liquor license issued under the *Liquor Control and Licensing Act* for a *commercial* business where the service of liquor is the primary purpose, and includes neighbourhood pubs, bars, lounges, and night clubs, with *accessory* food service.

Liquor Store

means the *use* of a *building* or *structure* for the *retail* sale of liquor, beer or wine for consumption off premises, and includes government liquor stores and *liquor store, private retail* outlets.

Liquor Store, Private

means the *commercial use* of a *building* or *structure* for the *retail* sale of liquor, beer or wine for consumption off premises, and includes an agency outlet.

Livestock

means chickens, horses, turkeys, cattle, mules, hogs, rabbits, sheep, goats, bison, llamas and alpacas as well as any other animal or fowl used in the production of food, fur or similar products.

Lot

means a parcel of *land* with boundaries registered in the *Land Title Office* Registry and includes strata *lots* created by Bare Land Strata *subdivision*, but specifically excludes *land* dedicated as road or *park* on a plan of *subdivision*.

Corner Lot means a *lot* which abuts two or more intersecting *highways*.

Lease Lot means a *lot* defined by lease boundaries registered in the *Land Title Office*.

Panhandle Lot – means any *lot* which achieves access to a *highway* only by means of a narrow strip of *land* or access strip.

Through Lot - means a *lot* abutting two parallel or approximately parallel *highways* or any combination of *highway* common property access route and a body of water.

Lot Coverage

means the portion of a *lot*, expressed as a percentage, covered by the footprint of all *buildings* and *structures* on the *lot*.

Lot Depth

means the average distance between the front *lot line* and the rear *lot line* of a *lot*, measured along the side *lot lines*, and at ten (10) metre intervals in between.

Lot Line

means a line that is used to mark the boundaries of a *lot* on a survey, lease boundary, or other description registered in the *Land Title Office* to identify the boundaries of a *lot* as follows:

Exterior Side Lot Line – means the *lot line(s)* common to the *lot* and an abutting *Highway*, other than a path, *Lane*, walkway, trail, which is not the front *lot line*.

Front Lot line – means the property boundary line of the *lot* and the *highway* it abuts and gains primary access from, however:

- i. in the case of a *corner lot*, means the shortest *lot line* abutting the *highway*,

- ii. in the case of a *panhandle lot*, means the *lot line* or lines common to a *lot* and an abutting *highway* and the *lot line* approximately parallel to such line at the end of the *panhandle* access strip; and
- iii. in the case of a through *lot*, means both the *lot lines* abutting two parallel or approximately parallel *highways* or combination of *highway*, common property access route or the water.

Interior Side lot Line – means the *lot line(s)* connecting the front and rear *lot lines*, common to the *lot* and another *lot* or *lane*.

Rear Lot Line – means the *lot line* furthest from, and opposite to, the front *lot line*, and, in the case of a triangular shaped *lot*, a line 3 m (10 ft.) in length entirely within the *lot*, parallel to and at a maximum distance from the *front lot line*.

Side Lot Line – means an *exterior side lot line* or *interior side lot line* interchangeably as defined in this Bylaw.

Lot Width

means the average distance between the *side lot lines*, measured at the *front* and *rear lot lines*, and at five (5) metre intervals in between, excluding the access strip of a *panhandle lot*.

Market Garden

means the *use* of *land* for *commercial* growing and harvesting, which contributes to the production of *agricultural*, *floricultural*, or *horticultural* products for on-site or off-site sales.

Materials Recovery Facility

means a solid waste management facility that processes recyclable materials to sell to manufacturers as raw materials for new products and may accept other municipal waste. Such facilities assist in reducing the waste stream, the demand for raw materials, and pollution associated with the manufacturing of new products.

Minimum Lot Size

means the minimum area of a *lot* that can be created by *subdivision* under the regulations in this Bylaw.

Mixed-Use Building

means the *use* of a *building* for both *commercial* and *multi-family dwellings*, subject to the regulations in section 7.18 of this Bylaw.

Motel

means a *building*, or group of *buildings* on the same *lot*, providing four (4) or more separate guest rooms, with or without cooking facilities, for *tourism accommodation*, with the entrance to each room being to the outside of the *building*, with parking provided in close proximity to the guest rooms, and operated from a staffed office on-site.

Motocross Track

means the *use of land* for a constructed off-road circuit used for motorcycle riding and racing.

Motor Vehicle

means any vehicle that is designed to be self-propelled including passenger cars, trucks, recreational vehicles, vans, busses, motorcycles but does not include a motor assisted bicycle or scooter, but includes inoperable and abandoned vehicles.

Municipality

means the Village of Pemberton.

Natural Boundary

means

- i. the visible high watermark of any body of water where the presence and action of the water are so common and usual and so long continued in all ordinary years as to mark upon the soil of the water body a character distinct from its banks, in vegetation, as well as in the nature of the soil itself, and
- ii. the edge of the dormant side channels of the water body.

Neighbourhood Pub

means an establishment licensed to serve liquor in conjunction with or without live entertainment as a *liquor-primary* establishment under the *Liquor Control and Licensing Act* and shall offer full lunch and dinner menus.

Nursery

means the *use of land, buildings, or structures* for the purpose of growing and propagating plants, and includes *retail* nurseries, *wholesale* nurseries, private nurseries which supply the needs of institutions or private estates, and the sale of gardening *retail* items are *permitted*. *Nurseries* in the *ALR* are subject to the *Agricultural Land Commission Act* and the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*.

Office, Business

means the *use of a building*, outside of a *home occupation*, for conducting business in an office environment, but does not generate a continuous flow of customers, and may include a tourism booking offices, *industrial* related offices, design offices, technology offices, or consulting offices, but specifically excludes medical and dental offices, real-estate, and insurance offices.

Office, Professional

means the *use of a building*, outside of a *home occupation*, for conducting business in an office environment for any purpose.

Off-Street Parking

means the *use* of private *land* for the parking of motor vehicles other than on a *highway* and includes the parking spaces, loading spaces and the maneuvering aisle.

Outdoor Storage

means the *use* of *land* or *structures* for the keeping of any goods, material, merchandise or vehicles associated with a *permitted use*, in an unroofed area or a roofed area with unenclosed sides, and on the same *lot* for more than twenty-four (24) consecutive hours.

Park

means *land* used or intended to be used for active and passive public *use*, and includes *land* dedicated as “*Park*” on a legal plan or otherwise created or designated by any instrument at the *Land Title Office*.

Permitted

means the permissible purpose for which *land*, *buildings* or *structures*, may be used under the regulations of this Bylaw.

Personal Service Establishment

means the *use* of a *building* or *structure* where non-medical related personal services are provided and goods *accessory* to the provision of such services may be sold, and includes but is not limited, to the following:

- i. Barber shop,
- ii. Beauty salon,
- iii. Dry cleaning and or laundromat,
- iv. Dog groomer,
- v. Electrical appliance repair,
- vi. Esthetics,
- vii. Clothing or shoe repair,
- viii. Photography studio,
- ix. Psychic reader,
- x. Tattoo parlour,
- xi. Travel agency,
- xii. Tanning salon,
- xiii. Spa facility
- xiv. Printing shop, and
- xv. Other similar services.

Place of Worship

means the *use* of a *building* or *structure* wherein persons assemble for religious worship, and *accessory uses*, and which is maintained and controlled by a religious body which is recognized as exempt from taxation under the *Canadian Income Tax Act*.

Principal Building

means a *building* or *structure* which contains the *principal use* of the *lot* and shall include attached *garages* or *carports*, but does not include an *accessory building*.

Principal Residence

means the *dwelling* where an individual primarily lives, makes their home and conducts their daily affairs, including, without limitation, paying bills and receiving mail, and is generally the *dwelling unit* with the *residential* address used on documentation related to billing, identification, taxation and insurance purposes, including, without limitation, income tax returns, Medical Services Plan documentation, driver's licenses, personal identification, vehicle registration and utility bills.

Principal Use

means the main purpose for which *land*, *buildings* or *structures* are ordinarily used.

Public Art

means an original work of art in a publicly *accessible* location and created with the intention of reflecting and/or engaging the community. *Public art* works may be permanent, temporary or mobile, may be integrated into a site, or may be a stand-alone piece and may have functional and/or aesthetic qualities.

Recreation, Indoor

means the *use* of a *building* or *structure* for recreational pursuits primarily undertaken within the *building* or *structure* that require either a minimum two-storey interior space or a minimum of 186 m² of *gross floor area*, such as a bowling alley, climbing gym, gymnastics, parkour or trampoline facility.

Recreation, Outdoor

means the *use* of *land* and *accessory buildings* and *structures*, for *commercial* or club organized *outdoor recreational* pursuits such as motocross and stock car racing, paintball, standing wave surf park, and whitewater kayaking facility, where the primary recreation activity occurs outdoors.

Recreational Facility

means the *use* of *land*, *buildings* or *structures* for recreation, sports and leisure activities and *Assembly uses* and may include but is not limited to any or a combination of the following:

- i. Sports Academy,
- ii. Playing Fields,
- iii. Aquatic Centre,

- iv. Skating and/or Curling Rink,
- v. Field house.
- vi. Gymnasium,
- vii. Concession,
- viii. Fitness Studio; and
- ix. Equipment Rentals.

and *accessory uses* but specifically excludes *campgrounds, golf course, BMX track, motocross track, riding academy, and speedway.*

Recycling Facility

means the *use of buildings or structures* for the collection, packaging, and distribution of materials regulated under the *Environmental Management Act Product Stewardship* program, but specifically excludes the recycling of vehicle tires, *outdoor storage*, and processing.

Refuse Disposal Site

means the *use of land, buildings or structures* as a sanitary landfill, modified sanitary landfill, hazardous waste management facility, or dry waste site approved or registered pursuant to the *Environmental Management Act*, for the processing, treatment, storing, recycling or *land* filling of municipal, hazardous or *industrial* waste, but does not include automobile wrecking yard.

Resource Extraction

means the *use of land* for provincially licensed mining, quarrying, digging, or removal of natural materials from either the surface or below the surface of a *lot*, including the following:

- i. Earth, soil, peat, sand and gravel,
- ii. Rock and natural substances that are used for a construction purpose on *land* that is not within a mineral title or group of mineral titles from which the rock or natural substance is mined,
- iii. Forestry, and
- iv. Rock or a natural substance prescribed under the *Mineral Tenure Act*.

Resource Processing

means the *use of land, buildings, or structures* for the processing of extracted quarry materials which includes but is not limited to one or more of the following:

- i. Value added wood processing,
- ii. Material sorting,
- iii. Crushing,
- iv. Screening,
- v. Stockpiling,
- vi. Washing,
- vii. Truck loading,

- viii. The on-site operation of a portable asphalt or cement plant, and
- ix. Wholesaling of resource products.

Residential

means the *use* of a *building* or *structure* as a fixed place of living, and unless expressly *permitted* under this Bylaw, specifically excludes any *tourism accommodation* and *short-term vacation rental*, and includes the following *buildings* and *structures*:

- i. *Accessory residential dwelling*,
- ii. *Accessory residential suite*,
- iii. *Apartments*,
- iv. *Carriage houses*,
- v. *Detached dwelling*,
- vi. *Duplex dwelling*,
- vii. *Manufactured homes*, and
- viii. *Townhouse dwelling*.

Restaurant

means an eating establishment where food is prepared and served, in a *building* on the same *lot*, for sale to the public for consumption primarily at tables within the *building* or on a patio on the same *lot*, specifically excluding drive through *uses*, neighbourhood pubs and liquor primary establishments.

Retail

means the *commercial* selling goods, wares, articles, or merchandise to the ultimate consumer for personal consumption or household *use*, and not for resale purposes, but specifically excluding personal services, outdoor sales, *convenience store* and mobile vending.

Retail, Industrial

means the *use* of *land*, *buildings* and *structures* for the *retail* of *industrial*, automotive, or *agricultural* related products and equipment, and may include *uses* such as automotive and *agricultural* parts, specialty tools, manufacturing, moving and other similar *uses*.

Retail, Recreation and Leisure

means a *retail* store that specializes in the selling, renting and repairing of goods and articles that are used in the pursuit of recreation and leisure activities of the outdoor variety, such as skiing, snowboarding, cycling and mountain biking, hiking, camping, mountain climbing, kayaking, canoeing, and other similar activities.

Riding Academy

means the *use of land, buildings or structures* for the boarding and care of horses, and includes instruction for riding, jumping and showing, horse rentals, and *accessory* equestrian related events or shows, but excludes a *commercial* horse racing track. *Riding Academies* in the ALR are subject to the *Agricultural Land Commission Act* and the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*.

School

means the *use of land, buildings or structures* for the provision of education to children or adults, and includes pre-school, kindergarten, elementary, middle, secondary and post-secondary institutions, as well as language and other professional or technical education.

Screening

means a continuous planting of vegetation or other similar solid *fence* like barriers or any combination thereof, which effectively obstructs the view or denies physical access to *land* or a portion thereof and may be broken by driveways or walkways.

Secondary Suite

means a separate *dwelling unit* which is completely contained within a *detached dwelling*, which meets the requirements of the *BC Building Code*, and is subordinate in size, extent or purpose to the *residential principal building* on the *lot* upon which the *secondary suite* is located.

Setback

means the minimum distance, measured from the respective *lot line*, that a *building* or *structure* shall be set back from that *lot line*.

Short-Term Vacation Rental

means the *use of a dwelling unit*, or a portion of a *dwelling unit*, for *tourism accommodation*, but does not include *Bed and Breakfast* establishment, *Bed and Breakfast Inn*, *Hostel*, *Motel* or *Hotel*.

Speedway

means the *use of land* as an out-door stadium or track for automobile (i.e., stock car) or motorcycle racing.

Storage Facility, Self-Service

means the *use of land, building or structure* for the *commercial* purpose of providing individual storage spaces for the public.

Storage Facility, Outdoor Equipment

means the *use of land* for the storage of equipment, vehicles, products and materials outside the *principal* or *accessory buildings* on a property.

Storey

means the same meaning as under the *BC Building Code*.

Storey, First

means the lowest *storey* of a *building* or *structure*, excluding a *basement*, but having its floor not more than two (2) meters above *building grade*.

Storey, Half

means a *storey* of a *building* or *structure* where the *floor area*, existing, proposed or as may be extended over open-to-below space, and having a minimum ceiling *height* of 1.2 m, does not exceed 50% of the *storey* immediately below.

Structure

means anything that is constructed, fixed to, supported by, or sunk into *land* or water.

Subdivision

means the division of *land* or *lots* into two (2) or more *lots*, whether by plan, apt descriptive words or otherwise and includes a long-term land lease, boundary adjustment, consolidation of two (2) or more *lots*, or creation of bare land strata *lots*.

Temporary Use

means a temporary *commercial* or *industrial use permitted* under a *temporary use permit* issued pursuant to section 7.26 of this Bylaw and the *Local Government Act*.

Tourism Accommodation

means the *use of land, buildings, or structures* for providing temporary *commercial* lodging by visitors for a period not to exceed thirty (30) consecutive days or 182 days in a twelve (12)-month period, and specifically excludes *Residential* occupancy by any person other than the owner and *short-term vacation rental* unless specifically *permitted* in this Bylaw.

Unit

means a *building*, or a portion thereof that is individually demised by interior or exterior walls and has a separate entrance, which may be leased or sold individually.

Utilities

means a *use* providing for the essential servicing of the Village of Pemberton with water, sewer, electrical, telephone and similar services where such *use* is established by the Village, by another governmental body or by a person or company regulated by and operating under federal and provincial legislation and includes broadcast transmission facilities but excludes a *works yard*.

Veterinary Clinic

means the *use of land or a building or structure* in which animals are medically treated or hospitalized.

Watercourse

means a river, creek, stream, *Wetland* or other body of water as defined by the British Columbia *Riparian Area Regulation*.

Waste Transfer Station

means the *use of land, or a building or structure* for the temporary deposition of waste and the deposit of recyclable materials intended for removal in vehicles.

Wetland

has the same meaning as under the *Riparian Areas Regulation*.

Wholesale

means the sale of goods to *retail* operators or to other *wholesale* operators or to contractors or manufacturers for resale or for incorporation into other products.

Works Yard

means the *use of land, buildings and structures* operated by, or on behalf of, the Village of Pemberton, Province of British Columbia or Government of Canada, for the interior and exterior storage, maintenance or repair of *buildings or structures*, infrastructure, materials or equipment, include office space but specifically excludes communication towers and electrical sub-stations.

Zone

means an area of *land* established under Part 5 and the Schedules of this Bylaw and subject to regulations in this Bylaw.

PART 4: Measurements and Calculations

4.1 Measurement Guidelines

- (a) All dimensions and measurements in this Bylaw are expressed in the Standard International Units (metric) system.
- (b) Any imperial conversions are provided for convenience and have no force or effect.
- (c) All maximum dimensions shall mean equal to or less than, and all minimum dimensions shall mean equal to or greater than.
- (d) In the event of any conflict between measurements in this Bylaw, the more onerous measurement shall apply.
- (e) In the event of a conflict between a measurement stated in this bylaw and a graphic illustration of that measurement, the text description shall prevail.

4.2 Abbreviations

- (a) For the purposes of this Bylaw, the following units of measure may be abbreviated as specified in brackets:
 - i. Metre (m);
 - ii. Square metre (sq. m or m²);
 - iii. Cubic metre (m³);
 - iv. Hectare (Ha);
 - v. Units per hectare (u/Ha);
 - vi. Percent (%).

4.3 Metric Conversion, Measurements and Abbreviations

- (a) The following metric conversions are provided for the convenience of the reader of this Bylaw:

1 m = 3.28 feet	1 sq. ft. = .093 sq. m
1 foot = 0.33 m	1 hectare (ha) = 2.47 acres
1 sq. m (m ²) = 10.76 sq. ft.	1 acre = 4047 sq. m or 0.405 ha
1.5 m = 4.92 feet	3 m = 9.84 feet
7.5 m = 24.60 feet	4.6 m = 14.76 feet
10.5 m = 34.45 feet	18 m = 59.06 feet
1,400 sq. m = 15,064 sq. ft. or 0.34 acres	2,000 sq. m = 21,520 sq. ft. or 0.49 acres
4047 sq. m = 43,560 sq. ft. or 1 acre	2 ha = 4.94 acres
4 ha = 9.88 acres	20 ha = 49.4 acres

4.4 **Building and Structure Height**

- (a) Where a *zone* or regulation establishes a maximum *height* for a *building* or *structure*, the *building* or *structure* shall be constructed no higher than the maximum *height* as determined by this Bylaw.
- (b) *Height* shall be measured by a vertical line from the *building grade* to the point of the roof *structure* determined by the roof type as follows:
 - i. For flat or domed roofs, *height* shall be measured to the highest point of the roof *structure*.
 - ii. For sloped, pitched, butterfly, or gambrel roofs, *height* shall be measured to the mid-point between the top of the exterior wall to the highest point of the roof *structure*.
 - iii. For roofs with dormers, *height* shall be measured to the mid-point between the top of the exterior wall forming the dormer and the highest point of the roof *structure*.
- (c) For clarity:
 - i. the maximum *building height* in a zone may vary according to the *use* of the *building* or *structure*, as specified in the zone;
 - ii. where the regulation refers to a specific type of *building* or *structure*, the regulation shall be applied to that type of *building* or *structure* only.
- (d) Despite the *height* regulations in any *zone* or regulation, the maximum *building height* may be exceeded for the following features, provided that portions of, or projections from, *buildings* or *structures* shall not exceed 18.0 m:
 - i. Communication towers and antennas;
 - ii. Architectural feature such as a clock tower, water tower, etc.;
 - iii. Chimneys;
 - iv. Flag poles;
 - v. Elevator shafts;
 - vi. Stair and hose towers;
 - vii. Micro-wind turbines; and
 - viii. Solar panels.
- (e) *Agricultural buildings and structures* constructed on *land* zoned *Agricultural (A-1)* are exempt from the *building height* requirements.

4.5 **Fence Height**

- (a) The *height* of a fence, wall or similar screen shall be determined by measurement from the ground level at the average *natural grade* level within 1.0 m of both sides of such *fence*, wall or similar screen.

4.6 Density Calculation with Land Dedication

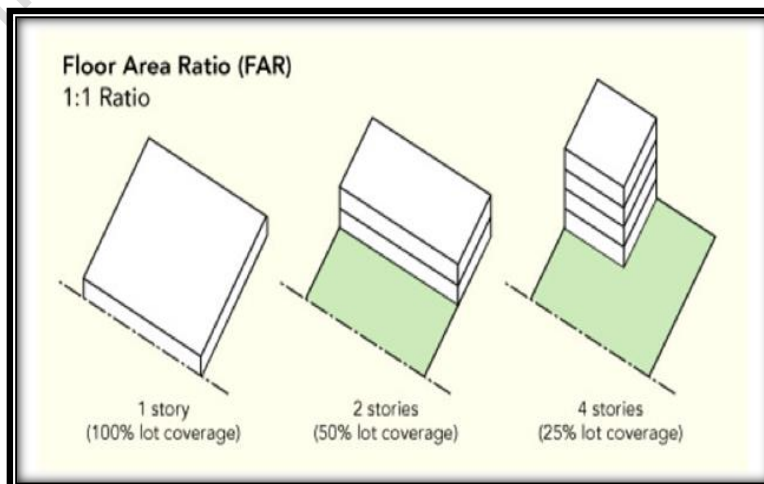
- (a) When calculation of *density* involves the dedication of *land* to any government agency for environmental, *park*, or other public purpose, the *density* calculation shall be based on the area of the *lot* before dedication.

4.7 Floor Area

- (a) Where a *zone* or regulation establishes a maximum *floor area* for a *building*, the *floor area* of the *building* shall not be greater than the established maximum.
- (b) *Floor area* is a measurement of the usable floor space of the interior of a *building* including all *storeys* and *half-storeys*, measured as follows:
- Floor area* is measured from the mid-point of each exterior wall.
 - Basements, common corridors providing access to individual *units*, interior stairwells, elevator shafts, common mechanical and electrical rooms, laundry rooms, under-*building* parking, unenclosed decks, and other similar common areas necessary to service the *building* or its inhabitants are excluded from the calculation of *floor area*.
 - Buildings and structures* utilizing energy efficient *building* techniques that result in thicker wall construction, may calculate *floor area* by determining mid-point of the exterior walls, and calculating *floor area* from the interior side of the exterior wall.
- (c) The area of an amenity provided in a *building* under the terms of *density* bonus provisions in any amenity *zone* is excluded from the calculation of maximum *floor area*.

4.8 Floor Area Ratio (FAR)

- (a) Where a *zone* or regulation establishes a maximum *Floor Area Ratio* (FAR), the *floor area* of the *buildings* or *structures* shall not exceed the maximum FAR.
- (b) The calculation of FAR is a measure of *density* and is determined as follows:
- FAR is the ratio of *floor area* of the *principal* and *accessory buildings and structures* on a *lot* to the *lot* area, and shall be calculated by dividing the *floor area* of the *buildings* on a *lot* by the total gross area of the *lot*, expressed as a ratio.



4.9 Gross Floor Area (GFA)

- (a) *Gross floor area* is measured from mid-point of all exterior walls of the *building* or *structure* and includes a *garage*.
- (b) *Buildings and structures* utilizing energy efficient *building* techniques that result in thicker wall construction, may calculate Floor Area by determining mid-point of the exterior walls, and calculating *floor area* from the interior side of the exterior wall.

4.10 Lot Coverage

- (a) Where a *zone* establishes maximum *lot coverage*, the *building footprints* of *buildings and structures*, shall not exceed the maximum specified in any *zone* or regulation.
- (b) *Lot coverage* shall be calculated by dividing the sum of the *building footprints* for all *buildings and structures* on the *lot* by the total area of the *lot*, expressed as either an area or a percentage.

4.11 Maximum Number, Size, and Density

- (a) Where a *zone* or regulation establishes a maximum number of *buildings, structures, or units*, there shall be no greater number of *buildings, structures, or units* than the specified maximum.
- (b) When calculation of *density* involves a number of *units* per *lot* and yields a fractional number, the required number of *units permitted* shall be rounded down to the lowest whole number.
- (c) Measures of *density* in this Bylaw include the following measures established in any *zone* or regulation:
 - i. Maximum number of *buildings* or *structures*;
 - ii. Maximum number of *units*, including *units per hectare (UPH)*;
 - iii. Maximum *floor area*;
 - iv. Maximum percentage of a *lot, building* or *structure*;
 - v. Maximum *lot coverage*;
 - vi. Maximum *floor area ratio (FAR)*.

4.12 Minimum Lot Size and Dimensions

- (a) Where a *zone* or regulation *establishes a minimum lot size*, the minimum *lot size* is the minimum area of a *lot* that may be created by *subdivision in that zone*.
- (b) Where a *zone or regulation establishes minimum parcel dimensions for lot width and lot depth*, the minimum dimensions are the minimum dimensions of a *lot* that may be created by *subdivision* in that *zone*.
- (c) For *lots* fronting a cul-de-sac, or having an irregular *lot* boundary, the *lot width* frontage shall be measured from a point on each side *lot line* 7.5 metres from the intersection of the side and front *lot lines*.
- (d) For *panhandle lots*, the front *lot line* measurement includes the width of the access strip and the front *lot line*.
- (e) For *panhandle lots*, a maximum of 10% of the measurement of *lot area* may be

comprised by the area of the access strip. For clarity, the area of the *panhandle* may be greater than 10%, but only maximum of 10% shall be included in the calculation of *lot* area for the purpose of measuring the minimum *lot* size.

4.13 Projections into Required Setback and Exceptions to Siting Requirements

- (a) Every part of any *setback* required by this Bylaw shall be open and unobstructed by any *building* or *structure*, except that, a *setback* may contain architectural or functional *structures* or a *building* or *structure* feature such as but not limited to; window sills, sunlight control projections, balconies, cornices, eaves, gutters, chimneys, pilasters, canopies, ornamental features or window bays, provided that:
- i. No such *structure* or feature shall project more than 0.6 m into any required *setback*;
 - ii. The total combined length of all projections shall not exceed 40% of the length of each applicable facade on each storey;
 - iii. A fence that complies with the Height restrictions of this Bylaw is allowed along any *lot line*, or between a *lot line* and a *permitted building* or *structure* for the purpose of establishing a barrier between any setback area;
 - iv. Stairs accessing a deck, porch or veranda may be located within a front setback, exterior side setback, or rear setback but shall not be located within any interior side *setback*;
 - v. *Structures* necessary to ensure that a *building* or *structure* and its facilities can be approached, entered, and used by persons with physical or sensory disabilities in accordance with the BC *building* Code, may project into any required front, rear or side *setback* provided that the *structure* is not closer than 0.3 m from any side *lot line*; and
 - vi. An uncovered patio or terrace no greater than 0.6 m above grade, which may be open or enclosed, may be sited in any portion of a *lot* except as otherwise provided for in this Bylaw;
 - vii. An uncovered swimming pool may project into a front, side or rear *setback* area provided that the pool shall not be constructed within 1.8 m of a *lot line*;
 - viii. A retaining wall to a maximum Height of 1.2 m may be sited on any portion of a *lot*.

4.14 Setback from Lot Line

- (a) Where a *zone* or regulation establishes a minimum or maximum *setback* for front, side or rear *lot line setbacks*, *buildings and structures* must be located outside of the minimum *setback*, or inside the maximum *setback*.
- (b) *Setback* shall be determined in accordance with the following measurement guidelines in any *zone*:
- i. *setback* shall be the minimum distance between the closest point of a *building* or *structure* and the *lot line* measured perpendicular to the *lot line*.
 - ii. the minimum *setback* for *buildings and structures* in the *Airport Zone* shall be measured from the leasehold boundaries.
 - iii. Fences are exempt from *setback* unless a *setback* is specifically established in this Bylaw.

4.15 *Sight Line Requirements at Intersections*

- (a) For *corner lots*, nothing shall be constructed or maintained, nor shall any type of hedge be maintained or allowed to grow, exceeding a Height greater than 1.0 m above the *finished grade* of the *highway* or otherwise so as to obstruct the clear vision and/or and sight triangle lines formed by extending 6.0 m in an area bounded by the intersecting *lot lines* at a street corner and a line joining points along said *lot lines*.

THIRD READING - July 10, 2018

PART 5: Establishment of Zones

1.1. Creation of Zones

- (a) The entire Village of Pemberton is divided into *zones*, the location of which is depicted on Schedule “A”, which is attached to and forms a part of this Bylaw.

5.1 Zone Boundaries

- (a) The official version of the zoning map shown as Schedule “A” is kept in electronic form in the Municipality’s GIS System. In the case of conflict between the contents of a paper document copy of the zoning map and the electronic form of the zoning map, the contents of the electronic version shall prevail.
- (b) Where a *zone* boundary follows a *highway, lane, railway, pipeline, power line, utility right-of-way, or easement*, it follows the centre line, unless otherwise clearly indicated on the zoning map;
- (c) Any dashed zoning boundary lines used in Schedule “A” must be interpreted as if they were solid lines.
- (d) Where a *lot* is divided by a *zone* boundary, the areas created by such division must be regulated based upon the requirements of each zoning boundary.
- (e) Where a *zone* boundary is shown as approximately following the edge, shoreline, or high-water mark of a river, lake, or other water body, it follows that line. In the event of change, it moves with the edge or shoreline;
- (f) Where a *zone* boundary is shown as approximately following a property line, it follows the property line;
- (g) Where a *zone* boundary is shown as approximately following a topographic contour line or a top-of-bank line, it follows that line;
- (h) In circumstances not covered above, the *zone* boundary shall be determined by the scale of the zoning map.
- (i) When any street is closed, the roadway *lands* have the same zoning as the abutting *land*. When abutting *lands* are governed by different *zones*, the centre of roadway is the *zone* boundary unless the *zone* boundary is shown clearly following the edge of the roadway. If the roadway is consolidated with an adjoining parcel, the parcel’s zoning designation applies to affected portions of the roadway.

5.2 Zone Names

(a) The zoning boundaries, as shown on the Schedule A, are as follows:

Agricultural Zones	Abbreviation
<i>Agriculture 1</i>	A-1
<i>Rural Residential 1</i>	RR-1
Detached Residential Zones	
<i>Residential 1</i>	R-1
<i>Small Lot Residential 2</i>	R-2
<i>Duplex Lot Residential 3</i>	R-3
<i>Residential Country Inn</i>	RC-1
<i>Residential Manufactured Home Park 1</i>	MHP-1
Multi-Family Residential Zones	
<i>Multi-Family Residential 1</i>	RM-1
<i>Multi-Family Residential 2</i>	RM-2
Residential Amenity 1 Zones, Sunstone	
<i>Residential Amenity 1</i>	RSA-1
<i>Residential Townhouse Amenity 1</i>	RTA-1
Residential Amenity 2 Zones, The Ridge	
<i>Residential Amenity 2</i>	RSA-2
<i>Residential Townhouse Amenity 2</i>	RTA-2
Commercial Zones	
<i>Town Centre Commercial</i>	C-1
<i>Tourism Commercial</i>	C-2
<i>Portage Commercial</i>	C-3
<i>Service Commercial</i>	C-4
<i>Neighbourhood Pub Commercial</i>	C-5
Industrial and Airport Zones	
<i>Industrial Park</i>	M-1
<i>Resource Industrial</i>	M-2
<i>Airport</i>	AP-1
Civic, Institutional, and Recreation Zones	
<i>Public</i>	P-1
<i>Parks and Recreation</i>	PR-1
<i>Outdoor Recreation</i>	OR-1
<i>Education</i>	E-1

5.3 Comprehensive Development Zones

- (a) Comprehensive Development Zones shall be numbered in sequence, prefaced by "CD-", and be attached to and form part of this Bylaw.

Comprehensive Development Zones	Abbreviation
<i>Creekside</i>	CD-1
<i>Mountain Trails</i>	CD-2
<i>Cottonwood Court</i>	CD-3
<i>Pioneer Junction</i>	CD-4
<i>Tiyata at Pemberton</i>	CD-5

THIRD READING - July 10, 2018

PART 6: GENERAL REGULATIONS

6.1 General Compliance

- (a) No person shall *use*, occupy or permit any person to *use* or occupy any *land*, *building* or *structure* in contravention of this Bylaw.
- (b) Nothing contained within this Bylaw relieves any person from the responsibility to seek and comply with other legislation applicable to that *use*, activity or other matter regulated under this Bylaw.
- (c) Every *use* of *land*, *buildings* or *structures permitted* in each *zone* shall conform to all the regulations of the applicable *zone* and all other regulations of this Bylaw.
- (d) A *use* is only *permitted* if lawfully established and ongoing in accordance with:
 - i. Any applicable conditions of *use*, as identified in each *zone*; and
 - ii. Such further general regulations applicable to the *use*, as identified throughout this Bylaw.
- (e) A *lot* shall not be created by *subdivision* unless such *lot* is equal to or greater than the minimum *lot* size and minimum *lot* width specified for the *zone* in which it is located in accordance with the zoning map, unless otherwise specified in this Bylaw.
- (f) A *building* or *structure* shall not be constructed, sited, moved or altered unless it complies with the following;
 - i. The General Regulations of this Bylaw; and
 - ii. All regulations and requirements specified for the *zone* in which it is located.
- (g) A *building* or *structure* shall not be constructed, sited, moved, or altered unless its *screening* requirements are provided as specified for the *zone* in which it is located, unless otherwise specified in this Bylaw.
- (h) A continuation of a non-conforming *use*, *building*, or *structure* shall be subject to the provisions of the *Local Government Act*.

6.2 General Prohibitions

- (a) Any *use* of *land*, *buildings* or *structures* not expressly *permitted* in this Bylaw is prohibited in every *zone*, and where a particular *use* is expressly *permitted* in one *zone*, such *use* is prohibited in every *zone* where it is not expressly *permitted*.

6.3 Uses Permitted in All Zones

- (a) Except as otherwise stated in this Bylaw, the following *land* uses are *permitted* in all *zones* subject to compliance with all regulations that apply to such *uses* under this Bylaw and, if uses are in the *ALR*, subject to compliance with the *Agricultural Land Commission Act* and *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*:
 - i. *accessory uses*, *buildings*, and *structures*, or works customarily incidental to a *permitted use*, provided they are located on the same *lot* or within the same strata plan as the *permitted use* and includes show homes and sales offices;
 - ii. *Community garden*, horticulture;

- iii. Any approved environmental protection, restoration and enhancement project;
- iv. Flood control works undertaken by a government agency;
- v. *Highway*;
- vi. Landscaping, landscape buffer, *screening*, *fence*;
- vii. *Park*;
- viii. Utility services, excluding offices, maintenance *garages* and storage areas;
- ix. Temporary *buildings*, *structures* or storage of materials to a maximum of one for an approved construction project on the same *lot* provided such temporary *buildings*, *structures* and storage areas are removed within thirty (30) days of the completion of the project;
- x. Temporary occupancy of a mobile home or recreational vehicle by an owner of a *lot* during construction of a *permitted residential dwelling* on the same *lot*, that is hooked up to a *community water* and *community sewer* system and approved by the Village of Pemberton;
- xi. Trails, subject to approval of the *Agricultural Land Commission* if located in the *Agricultural Land Reserve*;
- xii. Government Services;
- xiii. Ecological Reserves;
- xiv. Watershed Protection;
- xv. Filming; and
- xvi. *Places of Worship*.

6.4 **Uses Prohibited in Zones**

- (a) A person shall not keep or permit on any *lot* in any *zone*, any object or chattel which is unsafe, unsightly, or adversely affects the amenities of the *zone*. This includes but is not limited to dismantled or wrecked motor vehicles, and any excavation, stockpiling or storage of materials, explosives, flammable liquids, and diesel fuel and gasoline products, unless otherwise *permitted* in this *Bylaw*;
- (b) For greater certainty, the following *uses* are prohibited in all *zones* except where *permitted* for in this *Bylaw*:
 - i. A track for the racing of motor vehicles;
 - ii. The on-street parking of personal water craft and other watercraft trailers, campers, utility trailers and recreation vehicles;
 - iii. Storage of explosives, unless authorized by government agencies under the *Canada Explosive Act*, and
 - iv. A *use* involving the storage of scrap metal, disabled vehicles, disused items, or as an automobile salvage and wrecking yard;
 - v. *Short-Term Vacation Rental*;
 - vi. *Cannabis* Dispensary.

- (c) The following *uses and structures* are prohibited in all *residential, commercial, and civic use zones* except where *permitted* for in this Bylaw:
- i. the slaughtering, rendering or processing of any fish or animal products or by-products;
 - ii. barb wire fencing;
 - iii. a shipping/cargo container or other form of container unless it is listed as a *permitted use* in the respective zone;
 - iv. any *land use* which produces malodorous, toxic or noxious matter, or generates vibrations, heat, glare or radiation discernible beyond the boundaries of the *lot*;
 - v. Recycling facility unless it is listed as a *permitted use* in the respective zone;
 - vi. Refuse disposal site unless it is listed as a *permitted use* in the respective zone;
 - vii. Waste transfer station unless it is listed as a *permitted use* in the respective zone;
 - viii. *Resource processing*;
 - ix. Gaming and gambling establishments, other than charity gaming;

6.5 **Subdivision of Land**

- (d) No *lot* shall be created by *Subdivision* that has less than the minimum dimensions and area established by this Bylaw.
- (e) No *lot* shall be created by *subdivision* that has less than 10% of its perimeter fronting on a Highway.
- i. Notwithstanding the minimum frontage requirement, *Council*, or Council's delegate, may exempt parcels of *land* from the 10% minimum frontage requirement.
 - ii. Notwithstanding the minimum frontage requirement, the minimum frontage for *lots* of *land* in a cul-de-sac, may be less than 10% of the perimeter of the *lot*, provided that the minimum frontage is not less than 7.5 m and the width of the *lot* is not less than 10 m measured 5 m back in a perpendicular manner from the front *lot line*.
- (f) The consolidation of two (2) or more *lots* into a single *lot* is exempted from minimum *lot* size requirements in any *zone*.
- (g) The realignment of *lot lines* to adjust the boundaries between two (2) or more *lots* may be *permitted* provided that:
- i. the number of new *lots* created by *subdivision* would be equal to or less than the number of *lots* that existed prior to the *subdivision*;
 - ii. the boundary change would not result in the creation of a *lot* having less than 80% of the area of any of the original *lots* for *lots* conforming to minimum *lot* size requirements;
 - iii. that the boundary change would result in equal parcel areas equivalent to the original *lots* for *lots* that do not conform to minimum *lot* size requirements.

- (h) Unless the pattern of existing *subdivision* precludes it, and unless it is impracticable, side *lot lines* shall be perpendicular or radial to the adjoining *highway*.
- (i) A *panhandle lot* shall not be created where the access strip is narrower than 10 m.
- (j) Subdivision in the ALR, is subject to compliance with the Agricultural Land Commission Act and Agricultural Land Reserve Use, Subdivision and Procedure Regulation:

6.6 **Undersized Lots**

- (a) In each *zone*, all *lots* that have a lesser *lot* area, frontage or depth than required in this Bylaw, and that were lawfully created and registered at the BC Land Title Office prior to the date of adoption of this Bylaw, are hereby deemed conforming to the parcel dimension and size requirements of this Bylaw.

6.7 **Conversion of Buildings or Structures**

- (a) *Buildings* or *structures* may be converted, altered or remodeled for another *use*, provided that:
 - i. The *Building* Official certifies that the *building* or *structure* is structurally suitable for such conversion;
 - ii. The converted *building* or *structure* conforms to all provisions and regulations of the *zone* in which the *lot* is located; and
 - iii. The parking requirements for the intended *use* are met.

PART 7: ADDITIONAL ZONING REGULATIONS FOR CERTAIN USES

7.1 Accessory Buildings or Structures and Uses

- (a) *Accessory buildings, structures or uses* shall comply with the following:
- i. An *accessory building or structure* shall not be situated on a *lot* unless the *permitted building or structure*, to which the *accessory building or structure* is incidental, has already been erected or will be erected simultaneously with the *accessory building or structure* on the same *lot*, with the exception of one *accessory building or structure* not exceeding 25 m² of *gross floor area*, used only for storage purposes;
 - ii. A *garage or carport* attached to a *permitted building or structure*, by an enclosed, heated area that is not more than five (5) metres in length, is deemed to be a portion of the *permitted building or structure*;
 - iii. *Land* comprising the common property in a strata plan may be used for purposes *accessory* and customarily incidental to permitted *uses* on the strata *lots* within the same strata plan. For the purposes of *accessory buildings or structures* that may be constructed on common property, the same *setback, building height, lot coverage* and other *building or structure* standards apply as those which apply to strata *lots* in the same *zone*;
 - iv. No part of an *accessory building or structure* shall be used for *residential use* purposes or *short-term vacation rental*, except as otherwise provided for in this Bylaw; and
 - v. No *accessory building* shall be located in the front yard except a *garage or carport*.
 - vi. Unless otherwise stated in this Bylaw, *accessory buildings and structures* shall comply with the following *lot line setbacks*:
 - a. *Rear lot line*: 1.5m
 - b. *Interior side lot line* 1.5m
 - vii. *Accessory buildings* shall have the same *exterior side lot line setback* as the *principal building*.

7.2 Accessory Greenhouse

- i. On *lots* zoned for *residential uses* that are less than 0.4 Ha in area, the combined total area of greenhouses shall not exceed 25% of the *lot* area;
- ii. *Greenhouses* associated with *agriculture use* shall comply with the following required *lot line setbacks*:

Building	Maximum Front & Exterior Side Setback	Maximum Interior Side & Rear Setback
Greenhouse	7.5 m	4.5 m

7.3 Accessory Residential Dwellings

- (a) If an *accessory residential dwelling unit* is *permitted* in a *commercial*, institutional or *industrial zone*, the *accessory residential dwelling* shall comply with the following regulations:
 - i. Only one (1) *accessory residential dwelling* is permitted per *commercial* or institutional *unit*;
 - ii. A maximum of four (4) *accessory residential dwelling units* per *lot* are permitted in *industrial zones*.
 - iii. An *accessory residential unit* shall not exceed 20% of the *gross floor area* of the *principal use*.

7.4 Agricultural Uses Permitted and Prohibited in the Agriculture Zone

- (a) Activities explicitly designated as *farm uses* pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, BC Regulation 171/2002, are *permitted* in all *Agricultural Zones* within the *Agricultural Land Reserve*;
- (b) Unless an activity is explicitly designated a *farm use*, or *permitted* by this Bylaw pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, BC Regulation 171/2002, the *use* is prohibited unless approval has been granted by the *Agricultural Land Commission* for a *non-farm use* or is subject to Section 23(1) of the *Agricultural Land Commission Act*, and the *non-farm use* is *permitted* by this Bylaw;
- (c) Activities *permitted* by this Bylaw pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, BC Regulation 171/2002, are explicitly identified as *permitted uses* within individual *Agricultural Zones*; for such activities, conditions of *use* apply in accordance with this Bylaw.

7.5 Agri-Tourism

- (a) *Agri-tourism* shall be carried out only on *land* within the *Agricultural Land Reserve* and as a *use accessory* to an *agricultural use*.
- (b) The *use* shall be carried out on *land* that is classified as a *farm* under the *BC Assessment Act* and shall not use, construct or erect any permanent facilities for *Agri-tourism* activities without an approved *non-farm use* application from the *Agricultural Land Commission* and a valid *building permit* for *assembly use*.
- (c) *Agri-tourism* activities shall be temporary and seasonal and promote or market farm products grown, raised, or processed on the farm.
- (d) *Agri-tourism* may include the following tourism related activities on a farm:
 - i. *Agri-tourism accommodation*
 - ii. An *agricultural heritage exhibit display*
 - iii. Farm tour or farm operation *demonstration*
 - iv. *Cart, sleigh or tractor rides on the land comprising the farm*
 - v. *Activities that promote or market livestock from the farm, (e.g. horseback rides, cattle show, petting zoo)*
 - vi. *Dog trials held at the farm (agility and stock dog events)*

- vii. *Harvest festivals and other seasonal events (e.g. pumpkin patch, garlic festival or corn mazes) for the purpose of promoting farm products produced on the farm*
 - viii. *Temporary services ancillary to the Agri-tourism activities that support or enhance the activity such as portable washrooms, ticket booths, and eating areas.*
- (e) The following activities are specifically excluded:
- i. Bistros, Cafes and *Restaurants*
 - ii. Paint ball
 - iii. Dirt Bike/ATV trails
 - iv. Mini-trains or model airplane runways
 - v. Activities operated as a *commercial* business
 - vi. Any other activity not considered by the *Agricultural Land Commission* to be an *Agri-tourism* activity.

7.6 **Backyard Hen Keeping**

- (a) For *lots* on which backyard hen keeping is a *permitted*, the following regulations apply:
- i. Backyard hen keeping is *permitted* on *lots* greater than 600 m² and less than 0.4 ha in area; on *lots* that are 0.4 ha or greater, backyard hen keeping shall comply with regulations and conditions of *use* for Agriculture;
 - ii. A maximum of five (5) hens is *permitted* and no roosters are *permitted*; and
 - iii. An enclosure for the keeping of hens shall be provided.
- (b) *Buildings, structures* and enclosures used for the keeping of hens shall:
- i. Not be located within a front yard and within three (3) m of a *side* or *rear lot line*;
 - ii. Not occupy an area in excess of 10 m²;
 - iii. Not exceed a *height* of 2.5 m; and
 - iv. Be secured by electric fencing.
- (c) Backyard hen keeping shall not create a nuisance of any kind.
- (d) Backyard hen keeping shall comply with all other Municipal Bylaws including applicable Animal Control Bylaws.

7.7 **Backyard Bee Keeping**

- (a) For *lots* on which backyard bee keeping is a *permitted*, the following regulations apply:
- v. backyard bee keeping is *permitted* on *lots* greater than 600 m² and less than 0.4 ha in area; on *lots* that are 0.4 ha or greater, backyard bee keeping shall comply with regulations and conditions of *use* for Agriculture;

- vi. An enclosure for the keeping of bees shall be provided.
- (b) *Buildings, structures* and enclosures used for the keeping of bees shall:
 - vii. Not be located within a front yard and within three (3) m of a side or rear *lot line*;
 - viii. Not occupy an area in excess of 10 m²;
 - ix. Not exceed a *height* of 2.5 m; and
 - x. Be secured by electric fencing.
- (c) Backyard bee keeping shall not create a nuisance of any kind.
- (d) Backyard bee keeping shall comply with all other Municipal Bylaws including applicable Animal Control Bylaws.

7.8 **Bed and Breakfast**

- (a) Where *permitted* in a *zone*, one (1) *bed and breakfast use* per *lot* is *permitted* in a *detached dwelling* subject to the following regulations:
 - i. The *bed and breakfast use* is *accessory* to the *principal residential use*, occurs in the *principal* residence of the land owner, and operated by a full-time and present resident;
 - ii. A maximum of two (2) bedrooms in a *detached dwelling* are used for *bed and breakfast*;
 - iii. One (1) additional parking space per bedroom rented out as *bed and breakfast* is required; and
 - iv. A *bed and breakfast use* cannot be combined with any other *home occupation*.
- (b) The area designated for *bed and breakfast use* (including guest rooms and any common room provided outside of the *residential* occupant's personal area) must not contain cooking facilities or refrigerators in excess of six (6) cubic feet.
- (c) A *bed and breakfast* shall not be combined with any other *tourism accommodation use*.
- (d) A valid Village of Pemberton business license is required.

7.9 **Bed and Breakfast Inn**

- (a) Where *permitted* in a *zone*, one (1) *bed and breakfast inn use* per *lot* is *permitted* in a *detached dwelling* subject to the following regulations:
 - i. The *bed and breakfast inn use* is *accessory* to the *principal residential use*, and operated by the full-time and present resident;
 - ii. A minimum of three (3) and a maximum of five (5) bedrooms in a *detached dwelling* are used for *bed and breakfast inn*;
 - iii. One (1) additional parking space per bedroom rented out as *bed and breakfast inn* is required;
 - iv. A *bed and breakfast Inn use* cannot be combined with any other *home occupation*.

- (b) The area designated for *bed and breakfast inn use* (including guest rooms and any common room provided outside of the *residential* occupant's personal area) must not contain cooking facilities or refrigerators in excess of six (6) cubic feet.
- (c) A valid Village of Pemberton business license is required.

7.10 Carriage Houses

- (a) Where *permitted* in a *zone*, *carriage houses* shall be subject to the following regulations:
 - i. The distance between the *permitted dwelling unit* and the *carriage house* shall be a minimum of 3.0 m;
 - ii. The *carriage house* shall be located on the second story or on the first story of a *detached accessory building*.
 - iii. Notwithstanding any other regulation in a *zone*, *accessory buildings* with a *carriage house* may be constructed to a maximum *height* of 7.6 m.
 - iv. The *gross floor area* of the *residential dwelling* in a *carriage house* shall not exceed 90 m²;
 - v. A *carriage house* shall be connected to a community sewer system and a community water system; and
 - vi. There shall be either an *accessory residential suite* or a *carriage house* located on the same *lot* as the *principal Residential dwelling unit*, but not both.

7.11 Compost Bins

- (a) Compost bins and composting shall:
 - i. Be located at least 3.0 m from any *lot line*; however, this *setback* may be reduced to 0.0 m when opaque *screening* is in place or a solid bin is in use; and
 - ii. Only consist of plant, plant-based material, or animal manure and shall not utilize any mechanized processes.

7.12 Gathering for a Farm Event

- (a) On *land* designated as farm under the *BC Assessment Act*, gathering for an event is subject to the following regulations:
 - i. Permanent facilities are not to be constructed or erected in connection with the event;
 - ii. Parking for those attending the event shall be available on the farm, but shall not be permanent nor interfere with the farm's agricultural productivity;
 - iii. No more than 150 people, excluding residents and employees of the farm may be gathered on the farm at one time for the purpose of attending the event;
 - iv. The event shall be of no more than twenty-four (24) hours duration;
 - v. No more than ten (10) gatherings for an event of any type may occur on the

farm within a single calendar year.

- vi. Gathering for an event is subject to the *Agriculture Land Commission Act* and the *Agricultural Use, Subdivision and Procedure Regulation*.

7.13 Farm Stands

- (a) For zones within which a farm stand is a *permitted use*, the farm stand shall:
 - i. Offer for sale food products grown and produced on the *land*, and if on *lots* located within the *Agricultural Land Reserve*, in accordance with the *Agricultural Land Use, Subdivision and Procedure Regulation, BC 171/2002* and *ALC Policy L-02: Farm Retail Sales in the ALR*;
 - ii. Roadside stands are *permitted* within a required *setback*; however, the *structure* shall not obstruct any vision or sight lines to and from a *highway*, driveway or *lane* and may need permission from the Ministry of Transportation and Infrastructure;
 - iii. Not occupy a *lot* area in excess of 10 m², except on *lots* located within the *Agricultural Land Reserve* in accordance of the *Agricultural Land Use, Subdivision and Procedure Regulation, BC 171/2002*;
 - iv. Not exceed 2.5 m in *height*; and
 - v. Not involve any external display or advertisement of the business other than a maximum of one non-illuminated sign, which shall not exceed 0.4 m² in area.

7.14 Fences, Screening and Retaining Walls

- (a) Except as otherwise specifically stated in this Bylaw;
 - i. The *height* of a fence or wall shall be measured to the highest point from, and perpendicular to, a line representing the average *natural grade* level at its base, including where a *fence* or wall is constructed above a retaining wall;
 - ii. The maximum *height* of a *fence* shall not exceed 1.2 m in a front yard and not more than 1.8 m on all other parts of a *lot* in a *residential zone*.
- (b) Notwithstanding paragraph (a) above;
 - i. the *fence height* may be increased to 2.0 m in a front yard provided transparent mesh is used for the portion of *fence* that is more than 1.2 m in *height*;
 - ii. the maximum *height* of a *fence* shall not exceed 2.5 m in any other *zone*;
 - iii. *Fences* used in association with recreational *uses*, such as playing fields, golf courses, driving ranges and tennis courts shall not be limited in *height*, provided such fences are constructed of materials that permit visibility, such as transparent mesh; and
 - iv. *Fences* may be constructed on any portion of a *lot*, including within a required *setback* area, except closed *fences* and *landscape* screens shall be less than 2.0 m in Height when sited in a required *setback* area from a *lot line* adjoining any *residential use*;
- (c) The *use* of barbed wire, razor wire, construction *fences* used as a permanent

fence, electric current, or any hazardous material for fencing is prohibited within all Zones designated by this Bylaw, except where such fencing is required in conjunction with activities explicitly designated as farm uses pursuant to the *Agricultural Land Use, Subdivision and Procedure Regulation*, 171/2002.

7.15 Food Truck

- (a) *Food trucks* may be permitted in any non-residential zone and are subject to the following regulations:
- i. *Food trucks* shall not occupy a *highway* for a period of more than eight (8) consecutive hours in any day.
 - ii. *Food trucks* shall not locate in manner that impedes pedestrian or vehicle traffic on a *highway*.
 - iii. The *food truck* operator shall have a valid and current business license issued by the Village of Pemberton and shall have a valid Vancouver Coastal Health Authority food service permit.
 - iv. Food Trucks in the ALR are subject to the *Agricultural Land Commission Act* and the *Agricultural Use, Subdivision and Procedure Regulation*.

7.16 Home Occupation

- (a) In any zone in which a *home occupation use* is permitted, the following conditions shall be satisfied:
- i. The activities shall be conducted entirely within the *principal building* or *accessory building* except where such activity involves horticulture or a family day care.
 - ii. The *home occupation* shall not involve external structural alterations to the *dwelling unit* or show any exterior indications that the *dwelling unit* is being utilized for any purpose other than that of a *dwelling unit*.
 - iii. The *use* shall not involve the storing, exterior to the *building* or *buildings*, of any materials used directly or indirectly in the processing or resulting from the processing or any product of such craft or occupation.
 - iv. The *use* may involve the display and the sale of a commodity that is produced on the premises; however retailing of the commodity be *accessory* to the *home occupation use*.
 - v. The *use* within the *principal building* shall occupy no more than 20% of the *floor area* of the *principal building*, up to a maximum of 50 m², except in the A-1 Zone, it is permitted up to a maximum of 100 m².
 - vi. The *use* within one or more *accessory buildings* shall occupy a total of not more than 50 m².
 - vii. In no case shall the *gross floor area* of all *buildings* used for *home occupation use* exceed 50 m² on a parcel of *land*.
 - viii. The total display area of any outdoor advertising sign shall not exceed 0.4 m².
 - ix. Not more than the equivalent of two (2) full-time persons shall be engaged in a *home occupation*, one (1) of which shall be a resident of the *dwelling unit*.

- x. The *use* shall provide parking in accordance with the requirements in the applicable *zone*.
 - xi. No automobile, boat, or other machinery servicing or repair is *permitted* as a *home occupation use*.
 - xii. A valid Village of Pemberton business license is required.
- b) In addition to the above, a *home occupations use* shall not discharge or emit the following across *lot lines*:
- i. odorous, toxic or noxious matter or vapours;
 - ii. heat, glare, electrical interference or radiation;
 - iii. recurring ground vibration; and
 - iv. noise levels that exceed any applicable noise regulations created by the Village of Pemberton.

7.17 Intermodal Storage Containers

- (a) *Intermodal storage containers* may be used for storage in *Agricultural, Industrial, Airport, Public, Parks and Recreation*, and *Outdoor Recreation Zones*. Where *permitted, intermodal storage containers* shall:
- i. be used for *accessory storage* purposes only;
 - ii. be limited to a maximum two (2) per *lot* in *Agricultural, Public, Parks and Recreation*, and *Outdoor Recreation Zones*, and one per leasehold for the *Aerodrome use* at the *Airport*;
 - iii. not be reconstructed, altered or modified in any way to be used for living accommodation or human habitation for either personal or business purposes;
 - iv. not be used to store animals, trash, refuse, contaminated or hazardous materials;
 - v. not be stacked one upon another; or laid out in a row, unless authorized by a *Building Permit*;
 - vi. shall be placed on a hard, dust free surface pad area made with either concrete, asphalt or similar materials and shall not be permanently fixed to the ground;
 - vii. be used for temporary storage during the construction of a permitted *building* or *structure*, only when included in the *Building Permit* issued for the *principal building*;
 - viii. shall not occupy any required parking or loading spaces, or interfere with the circulation of motor vehicles or pedestrians;
 - ix. shall not be located in the front yard of a *lot*;
 - x. comply with the *setback* requirements for any *accessory buildings* or *structures* in the applicable *zone*;
 - xi. comply with all other applicable regulations contained within this Bylaw.
- (b) For the purposes of this Bylaw, railroad cars, truck vans, converted *manufactured*

homes, travel trailers, cube vans, recreational vehicles, bus bodies, vehicles and similar prefabricated items *and structures* originally built for purposes other than storage are not *permitted* as *accessory storage buildings* or *structures*.

7.18 **Mixed-Use Buildings**

- (a) Where a *building* is used for a combined *commercial* and *residential use*, unless otherwise specified in the applicable *zone*, the *residential use* shall:
 - i. be contained in the same *building* as the *at-grade commercial use*; and
 - ii. have a separate entrance from the *commercial use*.
- (b) *Residential* and *commercial uses* shall not be mixed on the same *storey* unless expressly permitted in the applicable *zone*.

7.19 **Outdoor Equipment Storage**

- (a) *Outdoor equipment storage* is only *permitted* in accordance with the following requirements:
 - i. The yard is enclosed by durable fencing whereby stored materials are screened from adjacent properties with significant buffering or a dark mesh/slat insert;
 - ii. All storage areas shall be of a hard (i.e. paved or compacted/treated) dust-free surface; and
 - iii. Site drainage shall not negatively impact adjacent properties or watercourses.

7.20 **Retaining Walls**

- (a) In a *residential zone*, a single retaining wall shall:
 - i. Not exceed a Height of 1.2 m measured from the average *natural grade* level at its base; and
 - ii. Not be located within 0.6 m, measured horizontally, of any other retaining wall.

7.21 **Screening**

- (a) Where a *lot* is developed for a *commercial, industrial, or civic use* as *permitted* within a *commercial, industrial, civic* or Comprehensive Development Zone, and where such a *development* shares a *lot line* with an adjacent *lot* that is either:
 - i. Within a *residential zone*; or
 - ii. Occupied with a *residential use*;

the owner shall provide *screening* along such *lot line*. The *screening* shall be not less than 1.8 m in *height* or more than 2.0 m in *height*, except where the *screening* consists of 100% plant material, in which case there is no maximum *height*.

- (b) Notwithstanding the paragraph (a) above, *screening* will not be required along the shared *lot line* in cases where:

- i. A *building* or *structure* is built on the *lot line*; or
 - ii. A *residential use* is developed on a *lot* that is Zoned *commercial, industrial, or Community* at the time of adoption of this Bylaw.
- (c) Notwithstanding paragraph (a) above, where a *lot* is developed for a *commercial, industrial, or civic use* as *permitted* within a *commercial, industrial, civic or Comprehensive Development zone* and where such a *lot* is separated by a *lane* from a *lot* that is:
- i. within a *residential zone*; or
 - ii. occupied with a *detached, duplex, or townhouse residential dwelling*;
- the owner shall provide *screening* along the entire *lot line* abutting the *lane*. The *screening* shall be not less than 1.8 m in *height* nor more than 2.0 m in *height*, except where the *screening* consists 100% of plant material, in which case there is no maximum *height*;
- (d) Where a *lot* in a non-*agricultural zone* is developed; the owner shall provide *screening* along the entire length of any *lot line* adjoining *land* in the *Agricultural Land Reserve*. The *screening* shall be designed to minimize any potential *land use* conflicts with the *permitted agricultural use*. The *screening* shall not be not less than 1.8 m in *height* or more than 2.0 m in *height*, except where the *screening* consists of 100% plant material, in which case there shall be no maximum *height*.
- (e) Notwithstanding paragraph (a), (b) and (c) above, *screening* will not be required for the points of *motor vehicle* ingress and egress and for a distance of 3.0 m on either side of the points of ingress and egress; and
- (f) *Screening*, where required by this Bylaw, shall be maintained at all times by the owner of the *lot* on which they are required.

7.22 Secondary Suites

- (a) *Secondary suites* are *permitted* only in *detached dwelling units* and are *accessory* to the *principal residential use*.
- (b) Unless a *zone* specifically provides for otherwise, only one (1) *secondary suite* is *permitted* on a *lot*;
- (c) A *secondary suite* shall not have more than two (2) bedrooms.
- (d) Where a *lot* is not serviced by the municipal community sewer system, written confirmation from the applicable licensing body that the capacity of the sewer system will not be compromised by the presence of a *secondary suite* is required.
- (e) In *detached dwellings, accessory residential dwelling* shall have a total *gross floor area* of not more than 90 m² and shall have an area less than 40% of the habitable *gross floor area* of the *detached dwelling unit*.
- (f) *Secondary suites* shall not be subdivided or strata-titled from the *building or structure* of which it is part.
- (g) One off-street parking space in addition to those required for the *permitted use* shall be provided per *secondary suite*.

7.23 Short-Term Vacation Rental

- (a) Where *permitted* in a *zone*, *short-term vacation rental* use shall be subject to the following regulations:
- i. *Short-term vacation rental* is only *permitted* in a lawful *dwelling unit* that is a *principal* residence, or a *secondary suite*, but not both.
 - ii. *Short-term vacation rental* is not *permitted* in an *accessory building* or vehicle, recreation vehicle, tent or trailer, other than a *carriage house*.
 - iii. Occupancy shall not exceed two (2) persons per available bedroom, to a maximum of six (6) guests.
 - iv. One (1) off-street parking space shall be provided for each bedroom used as *short-term vacation rental*.
 - v. Any person intending to operate a *short-term vacation rental* shall hold a valid and current business license from the Village of Pemberton.

7.24 Subdivision to Provide a Residence for a Relative

- (a) The minimum size for a *lot* that may be *subdivided* shall be that prescribed under the *Local Government Act*.
- (b) Subdivision in the *ALR* is subject to the *Agricultural Land Commission Act* and the *Agricultural Land Use, Subdivision and Procedure Regulation*.

7.25 Subdivision of Lots Separated by Roads or another Lot

- (a) Notwithstanding the minimum *lot* area provisions of each *zone*, where a portion of a *lot* is physically separated from the remainder of the *lot* by a *highway* or another *lot*, which separation was in existence as of the date of adoption of this Bylaw, the physically separated portion may be subdivided from the remainder of the *lot* provided that:
- i. the *highway* or other *lot* is used as the Subdivision boundary;
 - ii. if the *lot* lies in the *Agricultural Land Reserve*, the approval of the *Agricultural Land Commission* has first been obtained; and
 - iii. no *lot* created pursuant to this section shall be less than 1 Ha in area where connection to a *community water system* is not available and 0.4 Ha in an area where *community water system* connections are made to each *lot*.

7.26 Temporary Use Permits

- (a) Temporary *commercial* and *industrial* uses may be allowed under Section 493 of the *Local Government Act* within all *commercial* and *industrial* zones.
- (b) In considering the issue of a *Temporary Use Permit*, the Council or its delegate shall consider the following:
- i. Whether the proposed *use* is consistent with the Official Community Plan designation for the *land*;
 - ii. Whether the proposed *use* is consistent with any other relevant Village of Pemberton policies.

- ii. In the case of any proposed *use* that is not consistent with any such plan or *Council* policy, the nature and extent of any community benefit from the *use*;
- iii. Whether the proposed *use* is of a temporary nature or whether it would be more appropriate for the Village to consider permitting the *use* by rezoning;
- iv. The suitability and compatibility of the proposed *use* with the surrounding area, including its operation, function, appearance and intensity of *use*; and
- v. The impact of the proposed *use* on the operation of adjacent *uses*, including future *land uses permitted* by the Zoning Bylaw and designated by the Official Community Plan.

7.27 Temporary Buildings or Structures During Construction

- (a) A temporary *building* or *structure* may be temporarily placed on a *lot* during construction of a *detached dwelling* on the same *lot*, for a period not to exceed the duration of the expiry of the *Building Permit*, or construction completion, whichever is less. If the *lot* is in the *ALR*, this use is subject to approval from the *Agricultural Land Commission*.
- (b) An owner of a *lot* may use a *mobile home* or *recreational vehicle* (RV) while in the process of constructing a *detached dwelling* on the same *lot*, provided that all of the following conditions are met:
 - i. the *mobile home* or RV occupancy shall not commence until a *Building Permit* has been issued for the construction of a *detached dwelling* located on the same *lot*;
 - ii. the period of *mobile home* or RV occupancy shall not extend beyond the life of the *Building Permit*;
 - iii. occupancy of the *mobile home* or RV shall cease within thirty (30) days of the date upon which occupancy is granted for the newly constructed *detached dwelling*;
 - iv. sewage shall be disposed of at approved off-site locations, or if it is disposed of on-site, in a location and manner that is *permitted* by the jurisdiction having authority or hooked into a community sewer system;
 - v. the *mobile home* or RV shall not be located closer than 4.5 m to any *lot line*;
 - vi. no extensions to the *building permit* or the temporary occupancy are *permitted*, without the expressed approval of the *Building Official*;
 - vii. the owner of the *lot* agrees to and enters into a restrictive covenant in favour of the *Municipality* pursuant to the *Land Title Act*, to the effect that the owner undertakes to remove the existing *detached dwelling* or render it uninhabitable to the satisfaction of the *Building Official* following the granting of the certificate of occupancy for the new *detached dwelling unit*.
 - viii. The covenant shall specify that an Irrevocable Letter of Credit or other security satisfactory to the *Municipality*, in the amount of \$10,000, shall be issued in favour of the *Municipality* by the owner, to be forfeited to the *Municipality* in the event that the other terms of the covenant are not complied with. If the funds are forfeited the *Municipality* shall use the \$10,000 to offset any costs of legal action to obtain compliance. The Irrevocable Letter of Credit term shall be for the entire term noted in the required covenant.

7.28 Temporary Use of an Existing Detached Dwelling Unit During Construction

- (a) Despite a restriction under this Bylaw on the number of *dwelling units permitted* on a *lot*, an owner of a *lot* which already has an existing *detached residential dwelling unit* located on it, while in the process of constructing a new *detached residential dwelling unit* and with an approved Building Permit on the same *lot*, may continue to occupy the existing *detached residential dwelling unit* during construction of the new *detached residential dwelling unit*, subject to the following conditions being met:
- i. the owner of the *lot* agrees to and enters into a restrictive covenant in favour of the *Municipality* pursuant to the *Land Title Act*, to the effect that the owner undertakes to remove the existing *detached dwelling unit* or render it uninhabitable to the satisfaction of the Building Official following the granting of the certificate of occupancy for the new *detached dwelling unit*.
 - ii. when a covenant is required in accordance with subparagraph i., the covenant shall specify that an Irrevocable Letter of Credit or other security satisfactory to the *Municipality*, in the amount of \$10,000, shall be issued in favour of the *Municipality* by the owner, to be forfeited to the *Municipality* in the event that the other terms of the covenant are not complied with, in which case the *Municipality* shall use the \$10,000 to offset any costs of legal action to obtain compliance. The Irrevocable Letter of Credit term shall be for the entire term noted in the required covenant; and
 - iii. that the actions required by covenant under Subparagraph i) shall be completed within a maximum time period of two (2) years from the date of issuance of the Building Permit to completion and occupancy of the new *detached dwelling unit*, and that this time period shall be specified in the covenant.
 - iv. If the lot is in the ALR, this use is subject to compliance with the *ALC Policy L-10: Building New Residence While Occupying Existing Residence*.

7.29 Above-Ground Swimming Pools, Spas and Hot Tubs

- (a) Where a *residential use* is *permitted*, an above ground swimming pool, spa or hot tub is *permitted* as an *accessory use*, in accordance with the following provisions:
- i. any above ground swimming pool, spa or hot tub shall not be located within 7.5 m of a front *lot line* or within a required side or rear *lot line setback*;
 - ii. above ground pools shall have a maximum *height* of 2.5 m;
 - iii. swimming pools shall be enclosed in a *structure* or surrounded by a fence not less than 1.5 m and not more than 1.8 m in *height*, designed to prevent climbing, and where equipped with gates, be operated by hinges and a lock and be able to be opened freely only from the inside; and
 - iv. the combined area of the swimming pools, spa or hot tub shall not exceed 15% of the total *lot* area.

PART 8: Parking and Loading Requirements

8.1 Off-Street Parking General Requirements

- (a) Minimum off-street parking spaces and facilities shall be provided in accordance with the following table below and the requirements of this section. Where a specific *use* is not identified, a similar *use* to one listed in the following table shall be selected as an applicable standard;
- (b) Parking stalls may be provided as off-street parking, or as cash-in-lieu of parking payments for on-street parking as set out below in this Bylaw;
- (c) When off-street parking is required, a plan of the proposed parking arrangement, drawn at a reasonable scale, showing the off-street parking spaces and access driveways shall be part of the site plan submitted as a part of the application package, if this is not possible then it shall be filed with the Building Official prior to issuance of a Building Permit;
- (d) Where the calculation of required off-street parking spaces results in a fractional number, the number of required spaces shall be the nearest whole number above that calculation;
- (e) Where a *building* or *structure* or a *lot* contains more than one (1) function or *use*, the required number of parking spaces shall be the total sum of the requirements for each function or *use*;
- (f) Where seating accommodation is the basis for a *unit* of measurement and consists of benches, pews, booths or similar seating accommodation, each 0.5 m² of seating area shall be deemed to be one seat;
- (g) All Multiple *unit residential*, and *mixed-use residential* and *commercial development* shall provide bicycle parking at a rate of 20% of the required vehicle parking;
- (h) All Multiple *unit residential*, *mixed-use residential* and *commercial developments* requiring at least ten (10) parking spaces shall provide one (1) electric vehicle for every ten (10) parking stalls required, which is readily accessible for charging a vehicle in a required parking space;
- (i) For any *use* required to be accessible to persons with a disability by the BC Building Code, a minimum of one (1) parking space for a person with a disability shall be provided;
- (j) Where ten (10) or more parking spaces are required by this Bylaw, the required spaces shall be accessible to persons with a disability, as outlined in the table below;

Total Required Parking Stalls	Required Number of Disability Parking Spaces
10-20	1
21-50	2
81-110	4
111-140	6
141-170	8

- (k) The parking requirements established in this section do not apply to a *building* or *structure* or *use* existing prior to the adoption date of this Bylaw, provided there is no change, expansion or addition to the *building* or *structure* or *use* that requires more parking spaces than were required for the existing *building* or *structure* or *use* when this Bylaw was adopted. If there is an expansion or addition to an existing *use* or *building* or *structure*, then the provisions of this section apply to the expansion or addition; and
- (l) For the purposes of this Bylaw the required parking spaces have been broken into the following categories of *uses*:
- i. *Residential*;
 - ii. *Commercial*;
 - iii. *Industrial*;
 - iv. *Civic*.

8.2 Measurement

- (a) For the purposes of Part 8 Parking and Loading Requirements, in this Bylaw, units of measure shall be interpreted as follows:
- i. where the sum of the calculation of the required total stall or special stall designation results in a fraction, the required stalls are to be the next higher whole number if the fraction is 0.5 or greater, and the next lower whole number if less than 0.5.

8.3 Residential Vehicular Parking Requirements

Apartment Dwelling One Bedroom Two Bedroom Three Bedroom Visitor parking	1 per <i>dwelling unit</i> 1.75 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> 0.25 per <i>dwelling unit</i>
Detached Dwelling <i>Detached Dwelling Unit</i> <i>Duplex</i> <i>Bed and Breakfast</i> <i>Bed and Breakfast Inn</i> <i>Secondary Suite</i> <i>Short-Term Vacation Rental</i> <i>Manufactured Home</i>	2 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> +1 per available bedroom +1 per available bedroom +1 per <i>unit</i> +1 per available bedroom 2 per <i>dwelling</i>
Townhouse Dwelling One Bedroom Two Bedroom Three Bedroom Visitor parking	1 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> 2 per <i>dwelling unit</i> 0.25 spaces per <i>dwelling unit</i>

8.4 Commercial Vehicular Parking Requirements

a) <i>Veterinarian Clinic</i>	1 space per 35 m ² of GFA
b) <i>Financial Institution</i>	1 space per 20 m ² of GFA
c) <i>Campground</i>	1 space per campsite 0.25 spaces per campsite site visitor parking
d) <i>Liquor Primary Establishment</i>	1 space per 4 seats
e) <i>Gas Station</i>	1.25 spaces per 50 m ² of GFA
f) <i>Golf Course (excludes Restaurant/lounge)</i>	4 spaces per hole and 1 per 2 employees
g) <i>Golf Course Driving Range</i>	1 space per tee
h) <i>Fitness Centre</i>	1 space per 20 m ² of GFA plus .25 per employee
i) <i>Automotive Service Shop</i>	1 space per 50 m ² of GFA space
j) <i>Tourism Accommodation</i>	1 space per room plus 1 space per 4 seats for any <i>Restaurant</i> or <i>Bar</i>
k) <i>Laundromat</i>	1 space per 4 washing machines
l) <i>Personal Service Establishment</i>	1 space per 28 m ² of GFA
m) <i>Neighbourhood Pub</i>	1 space per 4 seats
n) <i>Nurse/Garden Supply</i>	1 space per 15 m ² of GFA
o) <i>Office – Medical and Dental</i>	4 spaces per dentist/doctor
p) <i>Office – All Other</i>	1 space per 28 m ² of GFA
q) <i>Restaurant, Food Primary Establishment</i>	1 space per 4 seats
r) <i>Retail Store</i>	1 space per 28 m ² of GFA
s) <i>Liquor Store, Private Liquor Store</i>	3.25 per 140 m ² of GFA
t) <i>Neighbourhood Commercial</i>	.25 per 100 m ² of GFA
u) <i>Equipment Sales, Servicing, Rental and Repair</i>	1 space per 28 m ² of GFA

8.5 Industrial Parking Requirements

General Industrial	
a) <i>Manufacturing</i>	1 space per 93 m ² of GFA ¹
b) <i>Service and/or Repair</i>	1 space per 50 m ² of GFA
c) <i>Warehousing or Storage</i>	1 space per 106 m ² of GFA
d) <i>Wholesale Bakery</i>	1 space per 93 m ² of GFA
e) <i>Catering</i>	1 space per 93 m ² of GFA
f) <i>Laboratory</i>	1 space per 50 m ² of GFA
g) <i>Radio, Television or Recording</i>	1 space per 50 m ² of GFA
h) <i>Equipment Sales, Servicing, Rental and Repair</i>	1 space per 28 m ² of GFA
i) <i>Accessory Retail</i>	1 space per 28m ² of GFA
j) <i>Brewery, Cidery, Distillery or Winery</i>	1 space per 100 m ² of GFA
k) <i>Cold Storage</i>	1 space per 100 m ² of GFA
l) <i>Aggregate Processing</i>	.75 per employee
m) <i>Building Supply</i>	1 space per 20 m ² Retail Floor Area
n) <i>Car Wash</i>	2 stacking spaces per wash bay
o) <i>Cannabis Production</i>	1 space per 93 m ² of GFA

8.6 Civic, Institution, and Recreation Parking Requirements

a) All Community uses (unless listed)	1 space per 37 m ² of GFA
b) <i>Places of Worship</i>	1 space per 8 seats
c) <i>Day Care</i>	1 space per employee
d) <i>School</i>	2 spaces per classroom
i. Elementary	5 spaces per classroom
ii. Secondary	

iii. Craft or Vocational	5 spaces per classroom
e) Indoor Recreation	1 space per 20 m ² of GFA
f) Outdoor Recreation	Not Applicable
g) Industrial Composting	.75 per employee
h) Recycling	.75 per employee

8.7 Affordable and Rental Housing Parking

- (a) Where a multiple family *building* is subject to a Housing Agreement for the provision of affordable purchased or rental housing, the parking ratios may be reduced by 0.25 stalls per *unit*.

8.8 Cash-in-Lieu of Parking

- (a) As an alternative to meeting the parking standards of this Bylaw for a change to an existing *use* or a new *development* that would result in an increase in the number of required parking spaces, cash in lieu may be paid to the *Municipality* by the owner or occupier of the *land* subject to the following requirements:

- i. the cash-in-lieu of parking payments collected will be placed into the Municipal parking Reserve Fund; and
- ii. if Cash-in-lieu is to be provided it shall be in accordance with the following table, which represents 2018 dollars, and adjusted in accordance with Subparagraph iii);

\$9,100.00

- iii. the cash-in-lieu amount shall be adjusted for inflation each year beginning in 2018, according to the British Columbia Consumer Price Index, annual average for “all items”, as published by BC Stats each January.

8.9 Parking for Persons with a Disability

- (a) Each parking space designated as a disability vehicular parking stall shall be signed and pavement marked with the International Symbol of Accessibility for the handicapped; and
- (b) Disability vehicular parking stalls shall be located as near as practical to the *building* or *structure* entrance designed for handicapped persons. Changes in elevations between the entrance and the parking space shall be non-existent; and
- (c) Be surfaced with material conducive to providing access for wheelchairs.

8.10 Tandem Parking

- (a) Tandem parking in a *garage* is *permitted* only in *dwelling units* with a floor area of less than 110 m².

8.11 Off-Street Parking Design Criteria, Development and Maintenance

- (a) The minimum required dimensions for parking spaces and drive aisles shall be in accordance with the table below and the other requirements of this section:

Angle of Parking	Parking Space Width	Parking Space Length	Drive Aisle Width
30	3.05 M	6.10 M	3.50 M
45	3.05 M	6.10 M	4.20 M
60	3.05 M	6.10 M	5.60 M
90	3.05 M	6.10 M	6.40 M
Parallel	2.60 M	6.70 M	6.40 M

- (b) Where three or more parking spaces are required, 33% of the required parking spaces may be reduced to 4.6 m in length provided that such spaces are clearly marked **small vehicle only** within the parking space or on the facing wall or fence, if available;
- (c) Despite the minimum required dimensions for parking spaces in paragraph (a), all parking spaces for persons with a disability shall be a minimum of 4 m in width;
- (d) Where any required parking space abuts, along its length any portion of a Fence, *building* or *structure*, the minimum parking space width shall be increased by 0.3 m for that space only;
- (e) Except for *residential uses*, *highway* access or egress from parking areas shall be not less than 15 m from the nearest point of intersection of any two *highways*;
- (f) The required parking spaces are not *permitted* to be located within 1 m of a *lot line* adjoining any *highway*;
- (g) All parking areas shall be provided with adequate curbs to retain all *motor vehicles* within such *permitted* parking area and to ensure that adjacent *buildings* or *structures*, *fences*, walkways and landscaped areas are protected from the parked *motor vehicles*;
- (h) The maximum grade and cross slope for a parking space or parking area required by this Bylaw shall not exceed 8%;
- (i) Each parking stall shall be surfaced with asphalt, concrete, or permeable drivable surface, such as but not limited to the following:
- i. porous pavers;
 - ii. cobblestones;
 - iii. turf block;
 - iv. honeycomb grid; or
 - v. crushed gravel.
- (j) All parking areas required for *commercial*, *multiple-family dwelling*, and *industrial uses* shall include one or more oil-water separators, and it shall be the responsibility of the owner to properly maintain the oil-water separators in good working order, regularly removing oils for proper disposal;

- (k) If any lighting is used to illuminate any parking area it shall be arranged to direct light upon such parking area and not onto any adjoining *lots* or *lands*;
- (l) That portion of any *lot* used as a driveway from the *lot line* to a required parking area shall not exceed a grade of 20%;
- (m) All the required parking spaces for all *uses* shall be located on the same *lot* as the *uses* they serve;
- (n) Each parking area shall be graded and drained in accordance with best engineering practices. In no case shall drainage be allowed to cross a sidewalk;
- (o) Within any *commercial* or *industrial zone*, *off-street parking* areas shall not be located within 60 m of a *lot line* of any *lot* that adjoins a *residential zone*; and
- (p) The access to all *off-street* parking from a *highway* shall not be less than 6 m and not more than 9 m wide.

8.12 Off-Street Loading Requirements

- (a) Minimum off-street loading spaces and facilities shall be provided in accordance with the following table below and the requirements of this section;

Use of Lot, Building or Structure	Minimum Number of Off-Street Loading Spaces
<i>Commercial or Industrial</i>	1 space for the 300 m ² to 500 m ² of GFA or 2 spaces for 501 m ² to 2,500 m ² of GFA, and 1 space for each GFA above 2,500 m ² or fraction thereof
Office Building	1 space for the 300 m ² to 3,000 m ² of GFA and 1 space for each GFA above 3,000, or fraction thereof
<i>Cannabis Production Facility</i>	1 space for the 300 m ² to 500 m ² of GFA or 2 spaces for 501 m ² to 2,500 m ² of GFA, and 1 space for each GFA above 2,500 m ² or fraction thereof

- (b) A minimum of one off-street loading space shall be provided on each *lot* in a *commercial, mixed-use, industrial* or *community use zone*;
- (c) Off-street loading spaces shall not be credited against the requirements for any off-street parking;
- (d) Each off-street loading space involving the receipt and delivery of goods or materials by vehicles shall be not less than 3 m wide, 9.2 m in length and have a vertical clearance of not less than 4.3 m;
- (e) Each off-street loading space shall always have access to an aisle that intersects with a *highway*;
- (f) Each off-street loading space shall be surfaced with asphalt, concrete, or similar hard surface to provide a durable, dust-free surface, and shall be graded and

drained to properly dispose of all surface water;

- (g) Any lighting used to illuminate any loading area shall be so arranged to direct light upon such parking area and not onto any adjoining *lands* or *lots*.
- (h) Loading areas shall include one (1) or more oil-water separators, and it shall be the responsibility of the owner to properly maintain the oil-water separators in good working order, regularly removing oils for proper disposal;
- (i) The loading requirements established in this section do not apply to any *use* or a *building* or *structure* that existed prior to the adoption date of this Bylaw. However, if there is an expansion or addition to an existing *use*, *building* or *structure* then the provisions of this section apply to such expansion or addition.

8.13 Alternative to Off-Street Parking

- (a) As an alternative to meeting the parking standards of this Bylaw for a change to an existing *use* or new *development* that would result in an increase in the number of required parking spaces, the additional required off-street parking spaces may be located on a *lot* other than that upon which the *use*, *building* or *structure* intended to be served are located, provided the off-site parking is secured by an agreement which shall include the following:
 - i. the location and number of parking spaces provided off-site,
 - ii. the terms of any lease or rental agreement between the owner of the off-site parking area and the owner of the *building*, *structure* or *use* requiring off-site parking spaces, and
 - iii. terms for the maintenance and where applicable the construction of the off-site parking area;
 - iv. The agreement shall require the approval of the Municipality and the Municipality shall be a co-signatory; and
- (b) All costs associated with preparing the agreement shall be paid by the owner of the *use*, *building* or *structure* that the off-site parking spaces are intended to serve.

PART 9: ZONING BOUNDARIES AND REGULATIONS

9.1 Zones

- (a) *Zones*, as shown on Schedule A which is attached to and forms part of this Bylaw have the following the regulations assigned to each *zone* as outlined in the following parts.

THIRD READING - July 10, 2018

PART 10: Agricultural Zones

10.1 Agriculture 1 (A-1)

The Agriculture 1 Zone provides for the use of *land, buildings and structures* for *agricultural, residential, and accessory uses* on *land* within the *Agricultural Land Reserve*.

10.1.1. Permitted Principal Uses

- (a) *Agriculture*
- (b) *Agri-tourism*
- (c) *Agri-tourism Accommodation*
- (d) *Cannabis, Production Facility*
- (e) *Dwelling, Detached*
- (f) *Farm Stands*
- (g) *Gathering for an Event*
- (h) *Riding Academy*

10.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Bed and Breakfast Inn*
- (c) *Dwelling Detached, for Farm Help*
- (d) *Home Occupation*
- (e) *Secondary Suite*
- (f) *Storage, Intermodal Storage Containers*
- (g) *Temporary Farm Worker Housing*

10.1.3. Conditions of Use

- (a) *Bed and Breakfast Inn Use:* The maximum number of bedrooms in a *Bed and Breakfast Inn* in the ALR is four (4).
- (b) *Farm House:* The maximum *gross floor area* of a farm house shall not exceed 350 m².
- (c) *Dwelling, Detached:* On *lots* greater than 4 Ha, a second *detached dwelling* for farm help is *permitted*.
- (d) *Temporary Farm Worker Housing:* Temporary Farm Worker Housing shall not exceed 100 m².

10.1.4. Lot Regulations

- (a) Minimum Lot Size: 2 Ha

10.1.5. Building Regulations

(a) <i>Minimum Front Setback:</i>	7.5m
(b) <i>Minimum Rear Setback:</i>	7.5m
(c) <i>Minimum Interior Side Setback:</i>	7.5m
(d) <i>Minimum Exterior Side Setback:</i>	7.5m
(e) Maximum Building Height (principal dwelling, detached):	10.5m
(f) Maximum <i>Building</i> Height (<i>accessory</i>)	4.5m
(g) Maximum <i>Building</i> Height (farm)	Nil

10.2 Rural Residential 1 (RR-1)

The Rural Residential 1 Zone provides for the use of land, buildings and structures for agricultural, Residential, and accessory uses on land outside the Agricultural Land Reserve.

10.2.1. Permitted Principal Uses

- (a) Agriculture
- (b) Dwelling, Detached
- (c) Farm Stands
- (d) Resource Extraction
- (e) Riding Academy

10.2.2. Permitted Accessory Uses

- (a) Bed and Breakfast
- (b) Bed and Breakfast Inn
- (c) Home Occupation
- (d) Secondary Suite
- (e) Storage, Intermodal Storage Containers

10.2.3. Lot Regulations

- (b) Minimum Lot Size: 2 Ha

10.2.4. Building Regulations

a) Minimum Front Setback:	7.5m
b) Minimum Rear Setback:	7.5m
c) Minimum Interior Side Setback:	7.5m
d) Minimum Exterior Side Setback:	7.5m
e) Maximum Building Height (Principal):	10.5m
f) Maximum Building Height (Accessory)	10.5m

PART 11: Residential Zones, Detached

11.1 Residential 1 (R-1)

The Residential 1 (R-1) Zone is intended to accommodate single *detached dwellings* within residential neighbourhoods.

11.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

11.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
 (b) *Home Occupation*
 (c) *Secondary Suite*
 (d) *Short-Term Vacation Rental*

11.1.3. Lot Regulations

a) Minimum Lot Size:	700 m ²
b) Minimum Lot Width:	18 m

11.1.4. Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback:	6 m
c) Minimum Rear Setback:	5 m
d) Minimum Interior Side Setback:	1.5 m
e) Minimum Exterior Side Setback:	4.6 m
f) Maximum Lot Coverage:	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum <i>Building Height, Principal</i> :	10.5 m
j) Maximum <i>Building Height, Accessory</i> :	4.6 m

11.2 Residential 2, Small lot (R-2)

The Small Lot Residential Zone is intended to accommodate *single detached dwellings* on small lots within *residential* neighbourhoods.

11.2.1 Permitted Principal Uses

- (a) *Dwelling, Detached*

11.2.2 Permitted Accessory Uses

- (a) Home Occupation

11.2.3 Lot Regulations

a) Minimum Lot Size:	350 m ²
b) Minimum Lot Width:	12 m

11.2.4 Building Regulations

a) Minimum Principal Building Width	6 m
b) <i>Minimum Front Setback:</i>	6 m
c) <i>Minimum Rear Setback:</i>	5 m
d) <i>Minimum Interior Side Setback:</i>	1.5 m
e) <i>Minimum Exterior Side Setback:</i>	2.7 m
f) Maximum Lot Coverage:	50%
g) Maximum Number of <i>Principal Buildings:</i>	1
h) Maximum Number of <i>Accessory Buildings:</i>	1
i) Maximum <i>Building Height, Principal:</i>	Two (2) storeys
j) Maximum <i>Building Height, Accessory</i>	4.6 m

11.3 Residential 3, Duplex Lot (R-3)

The *Residential, Duplex Lot 3 (R-3) Zone* is to accommodate *single detached dwellings, stacked duplex, and side-by-side duplex dwellings on lots within residential neighbourhoods.*

11.3.1. Permitted Principal Uses

- (a) *Dwelling, Duplex*
- (b) *Dwelling, Detached*

11.3.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Home Occupation*
- (c) *Secondary Suite*
- (d) *Short-Term Vacation Rental*

11.3.3. Conditions of Use

- (a) *Secondary Suite and Short-Term Vacation Rental uses are permitted only in single detached dwelling units.*
- (b) *Side by side duplex buildings shall only be permitted on lots with the following minimum dimensions:*

a) Minimum Lot Size:	1,050 m ²
b) Minimum Lot Width:	27 m

11.3.4. Lot Regulations

a) Minimum Lot Size:	700 m ²
b) Minimum Lot Width:	18 m

11.3.5. Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback:	6 m
c) Minimum Rear Setback:	5 m
d) Minimum Interior Side Setback:	1.5 m
e) Minimum Exterior Side Setback:	4.6 m
f) Maximum Lot Coverage:	40%
g) Maximum Number of Principal Buildings:	1
h) Maximum Number of Accessory Buildings:	2
i) Maximum Building Height, Principal:	10.5 m
j) Maximum Building Height Accessory	4.6 m

11.4 Residential Country Inn (RC-1)

The *Residential Country Inn (RC-1) Zone* is to accommodate *single detached dwellings* that provide for *tourism accommodation uses* in both *Bed and Breakfast Inns* and *Short-Term Vacation Rentals*.

11.4.1 Permitted Principal Uses

- (a) *Dwelling, Detached*

11.4.2 Permitted Accessory Uses

- (a) *Bed and Breakfast Inn*
 (b) *Home Occupation*
 (c) *Secondary Suite*
 (d) *Short-Term Vacation Rental*

11.4.3 Lot Regulations

a) Minimum Lot Size:	800 m ²
b) Minimum Lot Width:	18 m

11.4.4 Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback:	6 m
c) Minimum Rear Setback:	5 m
d) Minimum Interior Side Setback:	1.5 m
e) Minimum Exterior Side Setback:	4.6 m
f) Maximum Lot Coverage:	40%
g) Maximum Number of Principal Buildings:	1
h) Maximum Number of Accessory Buildings:	2
i) Maximum Building Height, Principal:	10.5 m
j) Maximum Building Height, Accessory	4.6 m

11.5 Residential Manufactured Home Park 1 (MHP-1)

The *Residential Manufactured Home Park 1 Zone* is to accommodate *Manufactured and Mobile Home Dwellings* in a *residential setting*.

11.5.1. Permitted Principal Uses

- (a) *Dwelling, Manufactured Home*
- (b) *Dwelling, Mobile Home*

11.5.2. Permitted Accessory Uses

- (a) *Home Occupation*

11.5.3. Density Regulations

- (a) *Maximum Density:* 20 units per Hectare

11.5.4. Lot Regulations

a) <i>Minimum Lot Size:</i>	5,000 m ²
b) <i>Minimum Lot Width:</i>	100 m

11.5.5. Building Regulations

a) <i>Minimum Front Setback:</i>	7.5 m
b) <i>Minimum Rear Setback:</i>	4.5 m
c) <i>Minimum Interior Side Setback:</i>	4.5 m
d) <i>Minimum Exterior Side Setback:</i>	4.5 m
e) <i>Maximum Number of Accessory Buildings:</i>	1 per unit
f) <i>Maximum Building Height, Principal:</i>	7.6 m
g) <i>Maximum Building Height, Accessory</i>	4.6 m

PART 12: Residential Zones, Multi-Family

12.1 Residential, Multi-Family 1 (RM-1)

The Multi-Family 1 (RM-1) Zone is to provide for Residential Townhouse and Row House communities.

12.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*
- (b) *Dwelling, Duplex*
- (c) *Dwelling, Townhouse*
- (d) *Dwelling, Row House*

12.1.2. Permitted Accessory Uses

- (a) *Home Occupation*

12.1.3. Density Regulations

- (a) *Maximum Density:* 25 units per Hectare

12.1.4. Lot Regulations

a) <i>Minimum Lot Size:</i>	700 m ²
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12.1.5. Building Regulations

a) <i>Minimum Front Setback:</i>	6 m
b) <i>Minimum Rear Setback:</i>	7.5 m
c) <i>Minimum Interior Side Setback:</i>	4 m
d) <i>Minimum Exterior Side Setback:</i>	7.5 m
e) <i>Maximum Building Height, Principal:</i>	10.5 m
f) <i>Maximum Building Height, Accessory</i>	4.6 m

12.2 Residential, Multi-Family 2 (RM-2)

The Multi-Family Residential 2 Zone is to provide for Multi-Family Apartment and Townhouse dwelling units.

12.2.1. Permitted Principal Uses

- (a) Dwelling, Apartment
- (b) Dwelling, Detached
- (c) Dwelling, Duplex
- (d) Dwelling, Townhouse
- (e) Dwelling, Row House

12.2.2. Permitted Accessory Uses

- (a) Home Occupation

12.2.3. Density Regulations

- (a) Maximum Density: 1.5 FAR

12.2.4. Lot Regulations

a) Minimum Lot Size:	939 m ²
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12.2.5. Building Regulations

a) Minimum Principal Building Width	7.6 m
b) Minimum Front Setback:	6 m
c) Minimum Rear Setback:	7.5 m
d) Minimum Interior Side Setback:	4 m
e) Minimum Exterior Side Setback:	7.5 m
f) Maximum Building Height, Principal:	10.5 m
g) Maximum Building Height, Accessory	4.6 m

PART 13: Residential Amenity 1 Zones (Sunstone)

13.1 Residential Amenity 1, Sunstone (RSA-1)

The *Residential Amenity 1, Sunstone (RSA-1) Zone* is to accommodate *Single detached and Duplex Dwellings*, on *lots* within the Sunstone Hillside Neighbourhood.

13.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

13.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Carriage House*
- (c) *Accessory Suite*
- (d) *Home Occupation*
- (e) *Secondary Suite*
- (f) *Short-Term Vacation Rental*

13.1.3. Conditions of Use

- (a) Either a *secondary suite use*, an *accessory suite* or a *carriage house use*, is *permitted* as an *accessory use* on a *lot*, but not two *accessory residential dwelling* units on the same *lot*.
- (b) No more than two dwellings (which includes an accessory suite) may be located on a parcel.
- (c) No more than two accessory buildings or structures are permitted on a parcel.
- (d) The minimum lot sizes as a base density are as follows:
 - i. Single Residential Dwelling 20,000 m²
 - ii. Bed and Breakfast 20,000m²
- (e) The minimum lot size where the requirements identified in Section 13.1.3 (f) have been fulfilled are as follows:
 - i. Single Residential Dwelling 930 m²
 - ii. Bed and Breakfast 930 m²
- (f) The densities may be increased from the requirements identified in Section 13.1.3 (d) to the requirements identified in Section 13.1.3 (e) providing contributions toward community amenities have been provided through a payment of \$9165 per single family or bed & breakfast lot, payable either:
 - i. in cash prior to the registration of a plan of subdivision and to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or

- ii. in-kind works and services provided that they are approved by the Village in writing prior to the registration of a plan of subdivision for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

13.1.4. **Lot Regulations**

a) Minimum <i>Lot Size</i> :	930 m ²
b) Minimum <i>Lot Width</i> :	7.6 m

13.1.5. **Building Regulations**

a) Minimum Principal Building Width	7.6 m
b) <i>Minimum Front Setback</i> :	5 m
c) <i>Minimum Rear Setback</i> :	5 m
d) <i>Minimum Interior Side Setback</i> :	1.5 m
e) <i>Minimum Exterior Side Setback</i> :	3 m
f) Maximum <i>Lot Coverage</i> :	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum <i>Building Height, Principal</i> :	10.5 m
j) Maximum <i>Building Height, Accessory</i> :	4.6 m
k) Maximum <i>Building Height Carriage Home</i> :	Two (2) storeys

13.1.6. **Lot Coverage**

- (a) The lot coverage of all buildings on a lot shall not exceed 40%.

13.1.7. **Off-Street Parking**

- (a) Off-street parking spaces shall be provided in accordance with the requirements of this Bylaw.

13.1.8. **Screening and Landscaping**

- (a) Screening and landscaping shall be provided in accordance with the regulations in this Bylaw.

13.1.9. **Signage**

- (a) Signage should be limited to that permitted pursuant to the requirements of this Bylaw and the Village of Pemberton Sign Bylaw.

13.1.10. **Watercourse Setbacks**

- (a) Setbacks from any watercourses on the property must be in accordance with the requirements of the Village of Pemberton, Ministry of Environment and the Department of Fisheries and Oceans.

13.2 Residential Townhouse Amenity 1, Sunstone (RTA-1)

The Residential Townhouse Amenity 1, Sunstone (RTA-1) Zone is to provide for *Small lot* and *Residential Townhouse* development at the Sunstone Neighbourhood.

13.2.1 Permitted Principal Uses

- (a) *Dwelling, Detached*
- (b) *Dwelling, Townhouse*

13.2.2 Permitted Accessory Uses

- (a) *Home Occupation*

13.2.3 Conditions of Use:

- (a) *Detached Dwellings* within this zone shall be subject to the requirements of section 13.1.
- (b) *Home Occupation* uses shall be subject to the requirements of this bylaw.
- (c) The minimum lot sizes as a base density are as follows:
 - i. *Detached Dwelling* 20,000 m²
 - ii. *Townhouse* 20,000 m² per unit
- (d) Where the requirements identified in Section 13.2.3(g) are fulfilled, the permitted density of a Single Residential use may be increase to the following:
 - i. Minimum Lot Size: 350 m²
 - ii. Minimum Lot Width: 12 m
- (e) Where the requirements identified in Section 13.2.3(g) are fulfilled, the permitted density of a Townhouse use may be increased in accordance with the regulations contained within Section 303.3 of the RT-1 Zone:
 - i. Minimum Lot Size: 700 m²
 - ii. Maximum Floor Area Ratio: 0.50
- (f) Where the requirements identified in Section 13.2.3(g) are fulfilled, the permitted density of a Townhouse use may be increased in accordance with the regulations contained within of the RM-1 Zone.
- (g) The densities may be increased from the requirements identified in Section 13.2.3(c) to the requirements identified in Sections 13.2.3(d) and (e) by providing contributions toward community amenities have been provided through a payment of \$9165 per single family or bed & breakfast lot or \$6110.00 per townhouse unit, payable either:
 - i. in cash at the earlier of building permit issuance or registration of a plan of subdivision, to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
 - ii. in-kind works and services provided that they are approved by the Village in

writing at the earlier of building permit issuance or registration of a plan of subdivision, for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

13.2.4. Lot Coverage

- (a) The lot coverage of all buildings on a lot shall not exceed 40%.

13.2.5. Off-Street Parking

- (a) Off-street parking spaces shall be provided in accordance with the requirements of this Bylaw.

13.2.6. Screening and Landscaping

- (a) Screening and landscaping shall be provided in accordance with the regulations in this Bylaw.

13.2.7. Signage

- (a) Signage should be limited to that permitted pursuant to the requirements of this Bylaw and the Village of Pemberton Sign Bylaw.

13.2.8. Watercourse Setbacks

- (a) Setbacks from any watercourses on the property must be in accordance with the requirements of the Village of Pemberton, Ministry of Environment and the Department of Fisheries and Oceans.

13.2.9. Density Regulations

- (a) Maximum *Density*: 25 units per Hectare

13.2.10. Lot Regulations

a) Minimum <i>Lot Size</i> , Townhouse:	700 m ²
b) Minimum <i>Lot Size</i> , Small <i>Lot</i>	350 m ²
c) Minimum <i>Lot Width</i> , Small <i>Lot</i> .	12 m

13.2.11. Building Regulations

a) Maximum <i>Lot Coverage</i>	40%
b) <i>Minimum Front Setback</i> :	6 m
c) <i>Minimum Rear Setback</i> :	7.5 m
d) <i>Minimum Interior Side Setback</i> :	3 m
e) <i>Minimum Exterior Side Setback</i> :	3 m
f) Maximum <i>Building Height</i> , Townhouse:	10.5 m
g) Maximum Building Height, Small Lot Dwelling, Detached	Two (2) storeys
h) Maximum Building Height, Accessory	4.6 m

PART 14: Residential Amenity 2 Zones (The Ridge)

14.1 Residential Amenity 2, The Ridge (RSA-2)

The Residential Amenity 1, The Ridge (RSA-2) Zone is to accommodate *single detached and Duplex Dwellings*, on *lots* within the Ridge Neighbourhood.

14.1.1. Permitted Principal Uses

- (a) *Dwelling, Detached*

14.1.2. Permitted Accessory Uses

- (a) *Bed and Breakfast*
- (b) *Home Occupation*
- (c) *Secondary Suite*
- (d) *Short-Term Vacation Rental*

14.1.3. Conditions of Use

- (a) The minimum lot sizes as a base density are as follows:
 - i. *Detached Dwelling* 20,000 m²
 - ii. *Bed and Breakfast* 20,000 m²
- (b) The minimum lot sizes where the requirements identified in Section 14.1.3(c) have been fulfilled are as follows:
 - i. *Detached Dwelling* 1,400 m²
 - ii. *Bed and Breakfast* 1,400 m²
- (c) The densities may be increased from the requirements identified in Section 14.1.3(a) to the requirements identified in Section 14.1.3(b) providing contributions toward community amenities have been provided through a voluntary contribution of \$9165 per detached dwelling or bed & breakfast lot, payable either:
 - i. in cash prior to the registration of a plan of subdivision and to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
 - ii. in-kind works and services provided that they are approved by the Village in writing prior to the registration of a plan of subdivision for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

14.1.4. Lot Regulations

a) Minimum Lot Size:	800 m ²
b) Minimum Lot Width:	18 m

14.1.5. Building Regulations

a) <i>Minimum Front Setback:</i>	5 m
b) <i>Minimum Rear Setback:</i>	5 m
c) <i>Minimum Interior Side Setback:</i>	1.5 m
d) <i>Minimum Exterior Side Setback:</i>	4.6 m
e) <i>Maximum Lot Coverage:</i>	40%
f) <i>Maximum Number of Principal Buildings:</i>	1
g) <i>Maximum Number of Accessory Buildings:</i>	2
h) <i>Maximum Building Height, Principal:</i>	10.5 m
i) <i>Maximum Building Height, Accessory</i>	4.6 m
j) <i>Maximum Building Height, Carriage Home</i>	Two (2) storeys

14.2 Residential Townhouse Amenity 2, The Ridge (RTA-2),

The Residential Townhouse Amenity 2, The Ridge (RTA-2) Zone is to provide for Small Lot and Residential Townhouse development within the Ridge Neighbourhood.

14.2.1. Permitted Principal Uses

- (a) Dwelling, Detached
- (b) Dwelling, Townhouse

14.2.2. Permitted Accessory Uses

- (a) Home Occupation

14.2.3. Conditions of Use

- (a) The minimum lot sizes as a base density are as follows:
 - i. Single Residential Dwelling 20,000 m²
 - ii. Townhouse 20,000 m² per unit
- (b) The minimum size for a townhouse is 300 m²
- (c) Where the requirements identified in Section 14.2.3(e) are fulfilled, the permitted density of a Detached Dwelling residential use may be increased to the following:
 - i. Minimum Lot Size 700 m²
 - ii. Minimum Lot Width 18 m
 - iii. Maximum Floor Space Ratio 0.50
- (d) Where the requirements identified in Section 14.2.3(e) are fulfilled, the permitted density of a Townhouse use may be increased in accordance with the regulations contained within of the RM-1 Zone.
- (e) The densities may be increased from the requirements identified in Section 14.2.3 (a) and 14.2.3 (b) to the requirements identified in Section 14.2.3(c) and Section 303A.2(d) providing contributions toward community amenities have been provided through a voluntary contribution of \$9165 per single family or bed & breakfast lot or \$6110.00 per townhouse unit, payable either:
 - i. in cash at the earlier of building permit issuance or registration of a plan of subdivision, to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses; and/or
 - ii. in-kind works and services provided that they are approved by the Village in writing at the earlier of building permit issuance or registration of a plan of subdivision, for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and ancillary uses.

14.2.4. Density Regulations

- (a) Maximum *Density*: 25 units per Hectare

14.2.5. Lot Regulations:

a) Minimum <i>Lot Size</i> , Townhouse:	939 m ²
Minimum <i>Lot Size</i> , Small <i>Lot</i> :	350 m ²
b) Minimum <i>Lot Width</i> :	12 m

14.2.6. Building Regulations:

a) Maximum <i>Lot Coverage</i> :	40%
b) <i>Minimum Front Setback</i> :	6 m
c) <i>Minimum Rear Setback</i> :	7.5 m
d) <i>Minimum Interior Side Setback</i> :	4 m
e) <i>Minimum Exterior Side Setback</i> :	7.5 m
f) Maximum <i>Building Height</i> , Townhouse:	10.5 m
g) Maximum Building Height, Small Lot detached Dwelling	Two (2) storeys
h) Maximum Building Height, Accessory	4.6 m

PART 15: Commercial Zones

15.1 Commercial, Town Centre (C-1)

The Town Centre *Commercial Zone* is to guide *use of land, buildings and structures* in the Town Centre of the Village of Pemberton.

15.1.1. Permitted Principal Uses

- (a) *Arts and Culture*
- (b) *Automotive Service Shop (subject to Conditions of Use)*
- (c) *Catering Establishment*
- (d) *Civic*
- (e) *Convenience Store*
- (f) *Equipment Sales, Servicing, Rental and Repair Shop (subject to Conditions of Use)*
- (g) *Financial Institution*
- (h) *Fitness Centre (subject to Conditions of Use)*
- (i) *Food Truck*
- (j) *Garden Centre*
- (k) *Gasoline Station (subject to Conditions of Use)*
- (l) *Glass Shop (subject to Conditions of Use)*
- (m) *Hostel*
- (n) *Hotel*
- (o) *Laundromat*
- (p) *Liquor License, Liquor Primary*
- (q) *Liquor License, Food Primary*
- (r) *Liquor Store*
- (s) *Liquor Store, Private*
- (t) *Mixed Use Building*
- (u) *Office, Business,*
- (v) *Office, Professional*
- (w) *Personal Service*
- (x) *Restaurant*
- (y) *Retail*
- (z) *Veterinary Clinic*

15.1.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Accessory Residential Dwelling*
- (c) *Home Occupation*

15.1.3. Conditions of Use

- (a) *Fitness Centre*: The maximum permitted floor area of a *fitness centre use* is 300 m²
- (b) *Gas Station*: The *Gas Station use* is only permitted on lands legally described as Lot 1, Plan 38251, DL 203, LLD at the time of adoption of this Bylaw.
- (c) *Glass Shop*: The *Glass Shop use* is only permitted on lands legally described as Lot B, Plan EPP66105, DL 7796, LLD at the time of adoption of this Bylaw.
- (d) *Automotive Service Shop*: The *Automotive Service Shop use* is permitted only on lands legally described as Lot 1, DL 203, LLD, Plan KAP58517 at the time of adoption of this Bylaw.
- (e) *Equipment Sales, Servicing, Rental and Repair Shop*: The *Equipment Sales, Servicing, Rental and Repair Shop use* is only permitted on lands legally described as Lot 7, Block 2, DL 203, LLD, Plan 1624 at the time of adoption of this Bylaw.
- (f) For uses permitted under sections 15.1.1(b), 15.1.1(f), 15.1.1(k) and 15.1.1(l) all outdoor storage and waste disposal areas shall be visually screened.

15.1.4. Density Regulations

- (a) Maximum Density: 2.5 FAR

15.1.5. Lot Regulations

a) Minimum Lot Size:	220 m ²
b) Minimum Lot Width:	12 m

15.1.6. Building Regulations

a) Maximum Lot Coverage	100%
b) Minimum Front Setback:	0 m
c) Minimum Rear Setback:	4.5 m
d) Minimum Interior Side Setback:	0 m
e) Minimum Exterior Side Setback:	0 m
f) Maximum Building Height, Principal:	10.5 m
g) Maximum Building Height, Accessory	4.6 m

15.2 Commercial, Tourism (C-2)

The Tourism Commercial (C-2) Zone is to accommodate tourist and *tourism accommodation* related uses.

15.2.1. Permitted Principal Uses

- (a) *Arts and Culture*
- (b) *Civic*
- (c) *Convenience Store*
- (d) *Drive Through Business (Subject to Conditions of Use)*
- (e) *Food Truck*
- (f) *Gasoline Station*
- (g) *Hostel*
- (h) *Hotel*
- (i) *Motel*
- (j) *Office, Business*
- (k) *Personal Service*
- (l) *Restaurant*
- (m) *Retail, Recreation and Leisure*

15.2.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Accessory Residential Dwelling*
- (c) *Home Occupation*

15.2.3. Conditions of Use

- (a) *Drive Through Business:* The *Drive Through Business Use* is only *permitted* on *lands* legally described as Lot A, Plan KAP74508, DL 203, LLD, at the time of adoption of this Bylaw.

15.2.4. Density Regulations

- (a) *Maximum Density:* 1.5 FAR

15.2.5. Lot Regulations

a) <i>Minimum Lot Size:</i>	900 m ²
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15.2.6. Building Regulations

a) Maximum <i>Lot Coverage</i>	50%
b) <i>Minimum Front Setback:</i>	7.5 m
c) <i>Minimum Rear Setback:</i>	3 m
d) <i>Minimum Interior Side Setback:</i>	3 m
e) <i>Minimum Exterior Side Setback:</i>	4.5 m
f) Maximum <i>Building Height, Principal:</i>	10.5 m
g) Maximum <i>Building Height, Accessory</i>	4.6 m

THIRD READING - July 10, 2018

15.3 Commercial, Portage Road (C-3)

The Portage Commercial (C-3) Zone is to guide use of land, buildings and structures in the Portage Road area of the Village of Pemberton.

15.3.1. Permitted Principal Uses

- (a) Arts and Culture
- (b) Civic
- (c) Dwelling Unit, Apartment
- (d) Fitness Centre (subject to Conditions of Use)
- (e) Food Truck
- (f) Hotel
- (g) Mixed Use Building (subject to Conditions of Use)
- (h) Office, Business
- (i) Office, Professional
- (j) Personal Service
- (k) Restaurant
- (l) Retail, Recreation and Leisure

15.3.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Accessory Residential Dwelling
- (c) Home Occupation

15.3.3. Conditions of Use

- (a) Fitness Centre: The maximum permitted floor area of a fitness centre use is 300 m².
- (b) Mixed-use building is subject to the conditions of use specified in Section 7.18.

15.3.4. Density Regulations

- (b) Maximum Density: 1.5 FAR

15.3.5. Lot Regulations

a) Minimum Lot Size:	900 m ²
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15.3.6. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback:	4.5 m
c) Minimum Rear Setback:	3 m
d) Minimum Interior Side Setback:	3 m
e) Minimum Exterior Side Setback:	4.5 m
f) Maximum Building Height, Principal:	10.5 m
g) Maximum Building Height, Accessory	4.6 m

THIRD READING - July 10, 2018

15.4 Commercial, Service (C-4)

The Service Commercial (C-4) Zone guides the use of land, buildings and structures for Commercial service uses.

15.4.1. Permitted Principal Uses

- (a) Automotive Service Shop
- (b) Food Truck
- (c) Garden Centre
- (d) Gasoline Station

15.4.2. Permitted Accessory Uses

- (a) Accessory Retail
- (b) Accessory Residential Dwelling
- (c) Home Occupation

15.4.3. Density Regulations

- (a) Maximum Density: 0.5 FAR

15.4.4. Lot Regulations

a) Minimum Lot Size	500 m ²
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15.4.5. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback	7.5 m
c) Minimum Rear Setback	4.5 m
d) Minimum Interior Side Setback	4.5 m
e) Minimum Exterior Side Setback:	4.5 m
f) Maximum Building Height, Principal	10.5 m
g) Maximum Building Height, Accessory	4.6 m

15.5 Commercial, Neighbourhood Pub (C-5)

The Neighbourhood Pub *Commercial Zone* is to guide use of land, buildings and structures for neighbourhood pub, tourist and tourism accommodation uses.

15.5.1 Permitted Principal Uses

- (a) *Arts and Culture*
- (b) *Catering Establishment*
- (c) *Civic*
- (d) *Drive Through Business*
- (e) *Food Truck*
- (f) *Hotel*
- (g) *Liquor License, Liquor Primary*
- (h) *Liquor License, Food Primary*
- (i) *Mixed Commercial Residential*
- (j) *Motel*
- (k) *Neighbourhood Pub*
- (l) *Personal Service*
- (m) *Retail, Recreation and Leisure*
- (n) *Restaurant*
- (o) *Spa*

15.5.2 Permitted Accessory Uses

- (a) *Accessory Liquor Store, Private*
- (b) *Accessory Retail*
- (c) *Accessory Residential Dwelling*
- (d) *Home Occupation*

15.5.3 Conditions of Use

- (a) Drive Through Business: The *Drive Through Business Use* is only permitted on lands legally described as Lot 2, Plan KAP74065, DL 203, LLD at the time of adoption of this Bylaw.

15.5.4 Density Regulations

- (b) Maximum Density: 0.5 FAR

15.5.5 Lot Regulations

a) Minimum Lot Size	900 m ²
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15.5.6. Building Regulations

a) Maximum <i>Lot Coverage</i>	50%
b) <i>Minimum Front Setback</i>	4.5 m
c) <i>Minimum Rear Setback</i>	7.5 m
d) <i>Minimum Interior Side Setback</i>	3 m
e) <i>Minimum Exterior Side Setback</i>	3 m
f) Maximum Building Height, Principal	10.5m
g) Maximum Building Height, Accessory	4.6m

PART 16: Industrial and Airport Zones

16.1 Industrial Park (M-1)

The *Industrial Park Zone* is to permit a range of *Industrial* and service uses in the Pemberton *Industrial Park*.

16.1.1. Permitted Principal Uses

- (a) *Animal Kennel*
- (b) *Artisan*
- (c) *Automotive and RV sales*
- (d) *Automotive Salvage*
- (e) *Automotive Service Shop*
- (f) *Building Supply*
- (g) *Bulk Storage*
- (h) *Cannabis Production Facility*
- (i) *Catering Establishment*
- (j) *Car Wash*
- (k) *Civic*
- (l) *Convenience Store*
- (m) *Dance Studio*
- (n) *Equipment Sales, Service, Rental and Repair*
- (o) *Fitness Centre*
- (p) *Food Truck*
- (q) *Garden Centre*
- (r) *Gasoline Station*
- (s) *Industrial*
- (t) *Industrial Fuel Facility*
- (u) *Industrial Publishing and Printing*
- (v) *Laboratory*
- (w) *Laundromat*
- (x) *Materials Recovery Facility*
- (y) *Brewery, Cidery, Distillery and Winery*
- (z) *Nursery*
- (aa) *Office, Business*
- (bb) *Outdoor Storage*
- (cc) *Photography*
- (dd) *Radio, TV, Recording Studio*

- (ee) *Recreation, Indoor*
- (ff) *Recycling Facility*
- (gg) *Restaurant*
- (hh) *Retail, Industrial*
- (ii) *Storage Facility, Self-Serve*
- (jj) *Storage Facility, Outdoor Equipment*
- (kk) *Trade Contractor Facilities*
- (ll) *Veterinary Clinic*
- (mm) *Waste Transfer Station*
- (nn) *Works Yard*

16.1.2. Permitted Accessory Uses

- (a) *Accessory Liquor Store, Private*
- (b) *Accessory Retail*
- (c) *Accessory Residential Dwelling*
- (d) *Home Occupation*
- (e) *Storage, Intermodal Storage Container*

16.1.3. Density Regulations

- (a) Maximum Density: 0.5 FAR

16.1.4. Lot Regulations

a) Minimum Lot Size	1,800 m ²
b) Minimum Lot Width	36 m

16.1.5. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback	7.5 m
c) Minimum Rear Setback	7.5 m
d) Minimum Interior Side Setback	3 m
e) Minimum Exterior Side Setback	7.5 m
f) Maximum Building Height, Principal	10.5 m
g) Maximum Building Height, Accessory	4.5 m

16.2 Industrial, Resource (M-2)

The Resource *Industrial Zone* is to guide *use of land, buildings and structures* for larger *Industrial uses* in the Village of Pemberton.

16.2.1. Permitted Principal Uses

- (a) *Bulk Storage*
- (b) *Composting Facility*
- (c) *Materials Recovery Facility*
- (d) *Recycling Facility*
- (e) *Resource Extraction*
- (f) *Resource Processing*
- (g) *Waste Transfer Station*
- (h) *Works Yard*

16.2.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Storage, Intermodal Storage Container*

16.2.3. Conditions of Use

- (a) All uses in the Resource *Industrial Zone* on *land* that front Highway 99 shall provide a natural or landscaped *screening* buffer of not less than twenty (20) metres from the *Highway*.

16.2.4. Density Regulations

- (a) Maximum *Density*. 0.5 FAR

16.2.5. Lot Regulations

a) Minimum <i>Lot Size</i>	3,600 m ²
b) Minimum <i>Lot Width</i>	36 m

16.2.6. Building Regulations

a) Maximum <i>Lot Coverage</i>	50%
b) <i>Minimum Front Setback</i>	7.5 m
c) <i>Minimum Rear Setback</i>	7.5 m
d) <i>Minimum Interior Side Setback</i>	3 m
e) <i>Minimum Exterior Side Setback</i>	7.5 m
f) Maximum <i>Building Height, Principal</i>	10.5 m
g) Maximum <i>Building Height, Accessory</i>	4.6 m

16.3 Airport (AP-1)

Airport Zone regulates the *use of land, buildings, and structures* at the Pemberton Airport for Airport related uses.

16.3.1. Permitted Principal Uses

- (a) *Agriculture*
- (b) *Airport*
- (c) *Airport Related Business*
- (d) *Animal Kennel*
- (e) *Civic*
- (f) *Food Truck*

16.3.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Storage, Intermodal Storage Container*

16.3.3. Building Regulations

a) <i>Minimum Front Setback</i>	7.5 m
b) <i>Minimum Rear Setback</i>	7.5 m
c) <i>Minimum Interior Side Setback</i>	3 m
d) <i>Minimum Exterior Side Setback</i>	7.5 m

PART 17: Civic, Institutional, and Recreation Zones

17.1 Public (P-1)

The Public Zone accommodates a range of *Civic* facilities for the community.

17.1.1. Permitted Principal Uses

- (a) *Arts and Culture*
- (b) *Artisan*
- (c) *Assembly*
- (d) *BMX Track*
- (e) *Campground*
- (f) *Child Care Centre*
- (g) *Civic*
- (h) *Community Care Facility*
- (i) *Concession Stand*
- (j) *Farmers Market*
- (k) *Fitness Centre*
- (l) *Food Truck*
- (m) *Golf Course*
- (n) *Picnic Grounds*
- (o) *Recreation, Indoor*
- (p) *Recreation, Outdoor*
- (q) *School*
- (r) *Recreational Facility*

17.1.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Storage, Intermodal Storage Container*

17.1.3. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback	5 m
c) Minimum Rear Setback	3 m
d) Minimum Interior Side Setback	3 m
e) Minimum Exterior Side Setback	3 m
f) Maximum Building Height, Principal	10.5 m
g) Maximum Building Height, Accessory	4.6 m

17.2 Parks and Recreation (PR-1)

The Parks and Recreation *Zone* accommodates a range of larger park and recreation facilities for the community.

17.2.1. Permitted Principal Uses

- (a) *Agriculture*
- (b) *Assembly*
- (c) *Child Care Centre*
- (d) *Civic*
- (e) *Concession Stand*
- (f) *Farmers Market*
- (g) *Fitness Centre*
- (h) *Food Truck*
- (i) *Golf Course*
- (j) *Picnic Grounds*
- (k) *Recreation, Indoor*
- (l) *Recreation, Outdoor*
- (m) *Recreational Facility*

17.2.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Storage, Intermodal Storage Container*

17.2.3. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback	5 m
c) Minimum Rear Setback	3 m
d) Minimum Interior Side Setback	3 m
e) Minimum Exterior Side Setback	3 m
f) Maximum Building Height, Principal	10.5 m
g) Maximum Building Height, Accessory	4.6 m

17.3 Outdoor Recreation (OR-1)

The Outdoor Recreation *Zone* accommodates a range of outdoor recreation *uses* for the community.

17.3.1. Permitted Principal Uses

- (a) *Assembly*
- (b) *BMX Track*
- (c) *Campground*
- (d) *Civic*
- (e) *Concession Stand*
- (f) *Food Truck*
- (g) *Motocross Track*
- (h) *Picnic Grounds*
- (i) *Recreation, Outdoor*
- (j) *Riding Academy*
- (k) *Speedway*

17.3.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Storage, Intermodal Storage Container*

17.3.3. Building Regulations

a) Maximum Building Height, Principal	10.5m
b) Maximum Building Height, Accessory	4.6m

17.4 Education (E-1)

The Education *Zone* accommodates public and/or private educational facilities for the community.

17.4.1. Permitted Principal Uses

- (a) *Agriculture*
- (b) *Assembly*
- (c) *Boarding School*
- (d) *Child Care Centre*
- (e) *Civic*
- (f) *Recreation, Indoor*
- (g) *Recreation, Outdoor*
- (h) *School*

17.4.2. Permitted Accessory Uses

- (a) *Accessory Retail*

17.4.3. Lot Regulations

a) Minimum Lot Size:	1,850 m ²
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17.4.4. Density Regulations

Maximum Density: 1.0 FAR

17.4.5. Building Regulations

a) Maximum Lot Coverage	50%
b) Minimum Front Setback:	7.6 m
c) Minimum Rear Setback:	7.6 m
d) Minimum Interior Side Setback:	3 m
e) Minimum Exterior Side Setback:	6 m
f) Maximum Building Height, Principal:	10.5m
g) Maximum Building Height, Accessory	4.6m

PART 18: Comprehensive Development (CD) Zones

18.1 CD-1: Comprehensive Development Zone 1 (Creekside)

The intent of this zone is to accommodate a townhouse development on a specific piece of property.

18.1.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Townhouse	n/a	n/a
Accessory Uses	n/a	n/a

18.1.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	14 (a)	54 units (b)	10.5 m
Accessory Building/Structures	n/a	n/a	4.6 m

- (a) Not more than four (4) dwelling units shall be contained within a principal building.
- (b) Not more than fifty-four (54) dwelling units shall be developed on any one parcel of land.

18.1.3. Building Setbacks

- (a) All buildings shall be sited in accordance with the Site Plan that is attached to this zoning district.

18.1.4. Off-Street Parking

- (a) Off-street parking spaces shall be provided in according with the requirements of this Bylaw.

18.1.5. Maximum Lot Coverage: 16%

18.2 CD-2: Comprehensive Development Zone 2 (Mountain Trails)

The intent of this zone is to accommodate multiple family dwellings.

18.2.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Stacked Townhouses	n/a	n/a
Accessory Building	n/a	n/a
Accessory Uses	n/a	n/a

18.2.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	5, 12 (a)	46 (b)	10.5 m
Accessory Building	n/a	n/a	4.6 m

(a) Not more than five (5) principle buildings shall be erected, constructed, placed or maintained on any one parcel of land and not more than twelve (12) dwelling units shall be contained within a principle building.

(b) Not more than 46 dwelling units shall be developed on any one parcel of land.

18.2.3 Building Setbacks

(a) All buildings shall be sited in accordance with the Site Plan that is attached to this zoning district.

18.2.4 Off-Street Parking

(a) Off-Street Parking spaces shall be provided in accordance with the requirements of this Bylaw.

18.2.5 Maximum Lot Coverage: 20%

18.3 CD-3: Comprehensive Development Zone 3 (Cottonwood Court)

The intent of this zone is to accommodate a townhouse development on a specific piece of property.

18.3.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Townhouses	n/a	n/a
Accessory Uses	n/a	n/a

18.3.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	10 (a)	38 units (b)	10.5 m
Accessory Building/Structures	n/a	n/a	18.5m

- (a) Not more than four (4) dwelling units shall be contained within a principal building, except for the principal building that was constructed prior to 1994.
- (b) Not more than thirty-eight (38) dwelling units shall be developed on any one parcel of land.

18.3.3. Building Setbacks

- (a) All buildings shall be sited in accordance with the Site Plan that is attached to this zoning district.

18.3.4. Off-Street Parking

- (a) Off-street parking spaces shall be provided in accordance with the requirements of this Bylaw.

18.3.5. Maximum Lot Coverage: 30%

18.4 CD-4: Comprehensive Development Zone 4 (Pioneer Junction)

The intent of this zone is to accommodate a variety of townhouse type units on a specific piece of property.

18.4.1. Permitted Land Uses

	Minimum Lot Size	Minimum Lot Width
Townhouse	n/a	n/a
Stacked Townhouse	n/a	n/a
Accessory Uses	n/a	n/a

18.4.2. Buildings and Structures

	Maximum Number	Maximum Density	Maximum Height
Principal Building	17, 4 (a)	80 (b)	10.5 m
Accessory Building/Structures	n/a	n/a	4.6 m

- (a) Not more than seventeen (17) principal buildings shall be constructed within this zone, and not more than four (4) dwelling units shall be contained within a principal building, except for a maximum of three (3) principal buildings in which case the maximum number of dwelling units within a principal building shall not exceed twelve (12).
- (b) Not more than eighty (80) dwelling units shall be constructed within this zone.

18.4.3. Building Setbacks

- (a) All buildings shall be sited generally in accordance with the Site Plan that is attached to this zoning district and the setback requirements of the Residential Multi-Family (RM-1) zone as specified in this Bylaw.

18.4.4. Off Street Parking

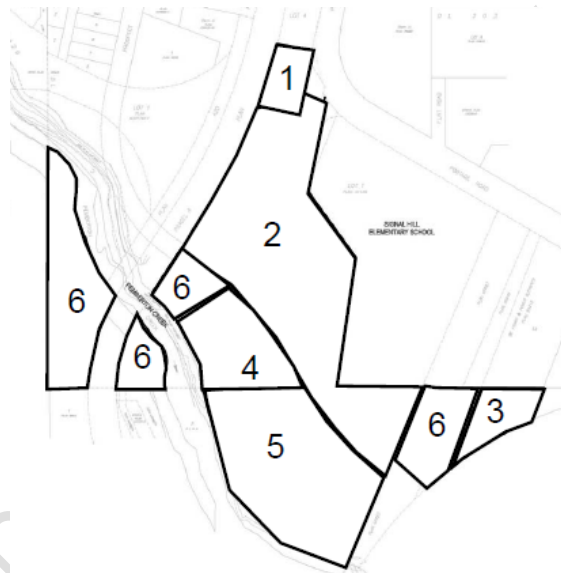
- (b) Off-street parking shall be provided in accordance with the requirements of this Bylaw.

18.4.5. Maximum Lot Coverage: 20.7%

18.5 CD-5: Comprehensive Development Zone 5 (Tiyata at Pemberton)

The intent of the CD-5 Zone is to recognize a comprehensively planned area called Tiyata at Pemberton which includes a variety of types of housing, a limited amount of commercial and office floor space, active and passive park land, and a trail network. Covenants have been registered on the lands to further guide the development of the area.

The regulations in the tables in this section apply to land in the Comprehensive Development 5 (Tiyata at Pemberton) Zone, as indicated by the column headings. For purposes of regulation, the area within the boundary of the CD-5 Zone is divided into six (6) separate areas labelled as Area 1 through Area 6 inclusive while the location of each separate area is identified on Appendix "A" to this Zone. Each area boundary within the CD-5 Zone shall be considered a zone boundary for the purposes of this Bylaw and separate regulations shall apply to each area as contained in this section. Minor adjustments to the establishment of the area boundaries will be permitted based upon more detailed site investigations that will be undertaken during the subdivision approval stage.



18.5.1. Permitted Uses of Land, Buildings and Structures

(1)The following *uses, buildings and structures* and no others shall be permitted within the CD-5 (Tiyata at Pemberton) Zone:

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
<i>Principal Uses of Land, Buildings and Structures</i>						
a) Single Family Dwelling		•		•	•	
b) Duplex Residential Dwelling		•		•	•	
c) Townhouse / Stacked Townhouse			•			
d) Apartment <small>(subject to condition of use)</small>	•		•			
e) Business and Professional Office	•					
f) Personal Service Establishments	•					
g) Park	•	•	•	•	•	•
h) Assembly	•					
<i>i) Accessory Uses of Land, Buildings and Structures</i>						
j) <i>Uses accessory to principal uses</i>	•	•	•	•	•	•
k) Home Occupation Use		•	•	•	•	

18.5.2 Density of Permitted Uses, Buildings and Structures

- (a) All uses, buildings and structures in the Comprehensive Development 5 Zone shall comply with the following regulations regarding size, siting, density, and lot size.

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
Maximum Lot Coverage						
a) Single Family Dwelling		50%		50%	50%	
b) Duplex Residential		50%		50%	50%	
c) Townhouse			40%			
d) Apartment	50%		50%			
e) Commercial	50%					
f) Assembly	50%					
Maximum Floor Space Ratio (FSR)						
g) Single Family Dwelling		GFA of 238 m ² or FSR of 0.5 whichever is less		GFA of 238 m ² or FSR of 0.5 whichever is less	GFA of 238 m ² or FSR of 0.5 whichever is less	
h) Duplex Residential		GFA of 280 m ² or FSR of 0.5 whichever is less		GFA of 280 m ² or FSR of 0.5 whichever is less	GFA of 280 m ² or FSR of 0.5 whichever is less	
i) Townhouse / Stacked Townhouse			0.75			
j) Apartment Dwelling			1.5			
k) Commercial	1.5					
l) Assembly	1.5					
Maximum Unit Size (m²)						
m) Single Family Dwelling		GFA of 275 m ² or FSR of 0.5 whichever is less		GFA of 275 m ² or FSR of 0.5 whichever is less	GFA of 275 m ² or FSR of 0.5 whichever is less	
n) Duplex Residential (Total both units)		GFA of 325 m ² or FSR of 0.5 whichever is less		GFA of 375 m ² or FSR of 0.5 whichever is less	GFA of 375 m ² or FSR of 0.5 whichever is less	
o) Townhouse / Stacked Townhouse			150			
p) Apartment	95		95			

	Area 1	Area 2	Area 3	Area 4	Area 5	Area 6
Accessory Buildings						
q) Maximum floor area	10 m ²	10 m ²	10m ²	10 m ²	10 m ²	10 m ²
r) Maximum height	2.7m	2.7m	2.7m	2.7m	2.7m	2.7m
s) Minimum Front yard Setbacks	6m	6m	6m	6m	6m	6m
t) Minimum Rear yard Setbacks	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m
u) Minimum Side yard Setbacks	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m	1.5 m

18.5.2. Conditions of Use

- (a) All uses, buildings and structures in the Comprehensive Development 5 Zone must
- (b) comply with the following additional conditions of use:
- i. An *apartment* use shall be located above a ground storey commercial or assembly use and shall comply with the regulations contained within this Bylaw.
 - ii. For the purpose of this section, a *commercial use* includes a building that is occupied with a *business and professional office* or *personal service establishment* and may contain *residential uses* above the ground storey subject to the provisions of this Zone.
 - iii. any portion of the garage for a single family dwelling and townhouse/stacked townhouse that exceeds thirty-seven (37) square meters shall be included in the calculation of floor area, in addition to the maximum area permitted for accessory buildings.
 - iv. any portion of the garage for a duplex residential dwelling that exceeds forty-five (45) square meters shall be included in the calculation of floor area, in addition to the maximum area permitted for accessory buildings.
 - v. The side yard setback of a single family dwelling may be reduced to 1.2 m whereby a certified professional confirms that snow will not shed from the roof of the dwelling onto adjacent properties.
 - vi. The side yard setback of the garage may be reduced to 0.6 m whereby a certified professional confirms that snow will not shed from the garage roof onto adjacent properties.

18.5.3. Off-Street Parking and Loading

- (a) Off-street parking and loading shall be provided in accordance with the requirements of this Bylaw.
- (b) Notwithstanding Section 18.5.4(a) the off-street parking requirements for the following uses shall be as follows:
 - i. *Townhouse / Stacked Townhouse*: two (2) spaces per unit, plus an additional 0.25 space per unit for Visitor Parking
 - ii. *Apartment*: 1.25 space per unit plus an additional 0.25 space per unit for Visitor Parking
 - iii. *Commercial Use*: One (1) space per 37 square meters of gross floor area
 - iv. *Business and Professional Office Use*: One (1) space per 37 square meters of gross floor area

18.5.4. Definitions

- (a) For the purpose of the CD-5 zone, the following definitions shall apply:
 - i. *Apartment* shall mean three or more individual dwelling units on a lot where each dwelling unit has its principal access from an entrance or hallway common to at least two other dwelling units on the same storey.

PART 19: REPEAL

The Village of Pemberton Zoning Bylaw, 466, 2001, and all its amendments, and all previous zoning Bylaws are hereby repealed upon adoption of this Bylaw.

READ A FIRST TIME THIS 12th day of June, 2018

READ A SECOND THIS 12th day of June, 2018

NOTICE OF PUBLIC HEARING for **Village of Pemberton Zoning Bylaw No. 832, 2018** **PUBLISHED IN THE PIQUE NEWSMAGAZINE** on this 14th day of June 2018 and on this 21st day of November, 2018.

PUBLIC HEARING HELD THIS 26th day of June, 2018

READ A THIRD TIME AS AMENDED THIS 10TH day of July, 2018

APPROVED BY THE MINISTER OF TRANSPORTATION PURSUANT TO SECTION 52 of the *Transportation Act* this _____ day of _____, 201__.

ADOPTED THIS _____ day of _____, **2018**

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

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*