

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

**Agenda** for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, February 19, 2019 at 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1487.

*“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.”*

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<b>Item of Business</b>	<b>Page No.</b>
<b>1. CALL TO ORDER</b>	
In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.	
<b>2. APPROVAL OF AGENDA</b>	<b>1</b>
<b>Recommendation:</b> THAT the Agenda be approved as presented.	
<b>3. RISE WITH REPORT FROM IN CAMERA (CLOSED)</b>	
<b>4. ADOPTION OF MINUTES</b>	<b>5</b>
<b>a) Regular Council Meeting No. 1486, Tuesday, February 5, 2019</b>	
<b>Recommendation:</b> THAT the minutes of Regular Council Meeting No. 1486, held Tuesday, February 5, 2019, be adopted as circulated.	
<b>5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING</b>	
<b>6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE</b>	
<b>7. COMMITTEE MINUTES - FOR INFORMATION</b>	
<b>a) Community Committees</b>	
<b>i. Meeting Minutes, Tourism Pemberton Meeting, Wednesday, January 9, 2019</b>	<b>13</b>
<b>Recommendation:</b> THAT the draft minutes of the Tourism Pemberton meeting held on Wednesday, January 9, 2019 be received.	
<b>8. DELEGATIONS</b>	
<b>a) RCMP Bi-Annual Report and APP, Inspector Triance, Staff Sergeant Hayes and Corporal Hamilton</b>	
<b>9. REPORTS</b>	
<b>a) Office of the Chief Administrative Officer</b>	
<b>i. Verbal Report</b>	
<b>ii. UBCM Community Emergency Preparedness Fund, Flood Mitigation Planning Grant</b>	<b>14</b>
<b>Recommendation:</b> THAT Council support the application to UBCM's Community Emergency Preparedness Fund, under the Flood Mitigation Stream to undertake	

Flood Mitigation Planning for the Lillooet River Floodplain in the amount of \$150,000.

**b) Operations & Development Services**

- i. Operations Division 2018 Fourth Quarter Report** 17

**Recommendation: THAT** the Operations Division 2018 Fourth Quarter Report be received for information.

- ii. Development Services 2018 Fourth Quarter Report** 20

**Recommendation: THAT** the Development Services 2018 Fourth Quarter Report be received for information.

**c) Fire Department**

- i. Fire Department 2018 Fourth Quarter Report** 25

**Recommendation: THAT** the Fire Department 2018 Fourth Quarter Report be received for information.

**d) MAYOR'S Report**

**e) COUNCILLORS' Reports**

**10. BYLAWS**

**a) Bylaws for Adoption**

- i. Village of Pemberton Animal Control Bylaw No. 839, 2018 Amendment Bylaw No. 854, 2019** 32

**Recommendation: THAT** Village of Pemberton Animal Control Bylaw No. 839, 2018 Amendment Bylaw No. 854, 2019 receive Fourth and Final Reading.

- ii. Village of Pemberton Business Licence Bylaw No. 855, 2019** 34

**Recommendation: THAT** Village of Pemberton Business Licence Bylaw No. 855, 2019 receive Fourth and Final Reading.

- iii. Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, Amendment (Smoking Regulation/Business Licence) Bylaw No. 856, 2019** 53

**Recommendation: THAT** Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, Amendment (Smoking Regulation/Business Licence) Bylaw No. 856, 2019 receive Fourth and Final Reading.

**11. CORRESPONDENCE**

**a) For Action**

- i. Bruce Bareham, Squamish-Lillooet Regional District Area C, dated February 6, 2019, expressing concerns regarding vagrants occupying the Community Barn.** 60

**Recommendation: THAT** the correspondence be referred to the RCMP for follow up.

- ii. **Annie Oja, Village of Pemberton, dated February 12, 2019, expressing concern regarding proposed development of a parking lot at Fougberg Park.** 62

**Recommendation: THAT** Council provide direction.

- iii. **Nicole Brink, Village of Pemberton, dated February 15, expressing concern regarding proposed development of a parking lot at Fougberg Park.** 63

**Recommendation: THAT** Council provide direction.

- iv. **Invitation to attend Whistler Blackcomb Foundation Charity Fundraiser to be held March 1<sup>st</sup> and 2<sup>nd</sup>, 2019.** 64

**Recommendation: THAT** Council advise with respect to attending the Whistler Blackcomb Foundation Charity Fundraiser.

**b) For Information**

- i. **Pamela Goldsmith-Jones, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated January 31, 2019, addressed to the Honourable Bill Morneau, Minister of Finance, providing feedback on recent Community Budget Consultations.** 65

- ii. **Anne Crowley, Squamish-Lillooet Regional District Area C, dated February 11, 2019, expressing concerns regarding the paving of Fougberg Park.** 66

- iii. **Carlee Cindric, Tourism Pemberton, dated February 12, 2019, extending an invitation to Tourism Pemberton's Annual General Meeting to be held at 6:00 p.m. on February 21<sup>st</sup> at Pemberton Regional Airport, Blackcomb Helicopters Terminal Building.** 67

- iv. **Jennie Helmer, Squamish-Lillooet Regional District Area C, dated February 12, 2019, expressing concerns regarding the paving of Fougberg Park.** 68

- v. **Jan Naylor, Squamish-Lillooet Regional District Area C, dated February 13, 2019, expressing concerns regarding the development of a parking lot at Fougberg Park.** 69

- vi. **Rachel Hesketh, Village of Pemberton, dated February 13, 2019, expressing concern regarding the development of a parking lot at Fougberg Park.** 70

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

**12. DECISION ON LATE BUSINESS**

**13. LATE BUSINESS**

**14. NOTICE OF MOTION**

**15. QUESTION PERIOD**

71

**16. IN CAMERA**

**Recommendation: THAT** pursuant to Section 90 (1) (g), negotiations and (l), municipal objectives of the *Community Charter*, the Council of the Village of Pemberton serve notice to

hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

This portion of the meeting will be closed to the Public.

**17. RISE WITH REPORT**

**18. ADJOURNMENT**

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

**Minutes of the Regular Meeting** of Council of the Village of Pemberton held on Tuesday, February 5, 2019 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1486.

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**IN ATTENDANCE:** Mayor Mike Richman  
Councillor Amica Antonelli  
Councillor Leah Noble  
Councillor Ryan Zant  
Councillor Craddock

**STAFF IN ATTENDANCE:** Nikki Gilmore, Chief Administrative Officer  
Sheena Fraser, Manager of Corporate & Legislative Services  
Gwendolyn Kennedy, Legislative Assistant

**Public:** 3

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**1. CALL TO ORDER**

At 5:32 p.m. Mayor Richman called the meeting to order.

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

**2. APPROVAL OF AGENDA**

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

**CARRIED**

**3. RISE WITH REPORT FROM IN CAMERA**

Council Rose with Report from the In Camera Meeting held earlier today with the following:

**Downtown Enhancement Project Tender Award:**

**THAT** Council awards the contract to Hazelwood Construction Services Inc. in the amount of \$5,870,857.74, for the Downtown Enhancement Project

**Downtown Community Barn Parking Lot Paving:**

**THAT** parking lot located on the North Side of the Downtown Barn be paved and the costs associated with the paving be incorporated into the loan authorization bylaw.

**Downtown Enhancement Project Loan Authorization Bylaw:**

**THAT** Staff be directed to prepare a Loan Authorization Bylaw to borrow funding, in the amount up to \$980,000, to cover the costs for the contingency component of the Downtown Enhancement Project and the paving of the Downtown Community Barn parking lot as may be required.

**Rescind Resolution – Special In Camera Meeting No. 1479 – October 30, 2018**

**THAT** the following motion passed at the Special In Camera Meeting No. 1479, held Tuesday, October 30, 2018, be rescinded:

**THAT** Staff be directed to prepare a Loan Authorization Bylaw to borrow funding, in the amount up to \$650,000, to cover the costs for a portion of the contingency component of the Downtown Enhancement Project as may be required.

**4. ADOPTION OF MINUTES**

**a) Regular Council Meeting No. 1485, Tuesday, January 22, 2019**

Moved/Seconded

**THAT** the minutes of Regular Council Meeting No. 1485, held Tuesday, January 22, 2019 be adopted as circulated.

**CARRIED**

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

There was no business arising.

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

There was no business arising.

**7. COMMITTEE MINUTES – FOR INFORMATION**

There were no minutes for receipt.

**8. DELEGATIONS**

There were no delegations.

## 9. REPORTS

### a) Office of the Chief Administrative Officer

#### i. Verbal Report

CAO Gilmore did not present a verbal report.

#### ii. BikeBC Funding Application – Bicycle Network Plan

Moved/Seconded

**THAT** Council support the application to the BikeBC Program for the development of a Cycling Network Plan for up to \$7,500.

**AND THAT** Council allocate \$7,500 from the 2019 Budget for the Village's matching contribution toward the development of a Cycling Network Plan

**CARRIED**

#### iii. Fougberg Park Development Proposal

Moved/Seconded

**THAT** Staff be directed to proceed with the development of the Fougberg Park Parking Lot in conjunction with Downtown Enhancement Project subject to a positive hydrogeologist report;

**AND THAT** Staff secure the construction of the Fougberg Park Parking Lot with RONA by way of a formal agreement.

**CARRIED**

**OPPOSED: Councillor Antonelli**

### b) MAYOR'S Report

Mayor Richman reported on the following meetings:

SLRD Board Meeting:

- Zoning Bylaw – respecting short term vacation rentals that would apply to Electoral Area's A, B, C and D noting that after discussion by the Board, Electoral Areas A, B and C were removed from the proposed Bylaw and in the case of Electoral Area C, Staff were directed to develop a community engagement plan to garner feedback from the residents of Electoral Area C.
- Britannia Beach Ocean Front Development – Update
- Sea to Sky Gondola – Development Permit
- Area D Mining application
- Bralorne Wastewater Treatment –project update

SLRD Committee of the Whole:

- Budget Review

Mayor Richman reported on the following events/activities:

- Pemberton & District Library – 40<sup>th</sup> Anniversary Celebrations – recognized the hard work of the Library Board and Staff
- Pemberton Secondary School Basketball Tournament
- The Village has approved funding to expand one round trip per day on the Route 99 Pemberton Commuter and is seeking input to better understand the current use of the Route 99 Pemberton Commuter. The BC Transit survey is available on our website from January 29<sup>th</sup> to February 12<sup>th</sup>.

Mayor Richman advised of the following upcoming events:

- The public will have an opportunity to attend a Staff budget presentation and ask questions at the Budget Information Session on March 5th at 5:30 p.m.
- Registration has opened for the final running of the Numby50 to be held Saturday, May 25th and there are fewer than 50 spots remaining.
- Past Councillor James Linklater and Chef Wade Wright will be preparing the meal for Dine and Dance in the Dark on February 9th at the Legion. Tickets are \$50 and are available for purchase from the Pemberton Valley Supermarket, AC Fuels and the Legion. Proceeds go to CNIB programs and the Lions Foundation of Canada Dog Guides Program.
- There will be a Free Family Movie Matinee at 3 pm on February 9th at the Pemberton Public Library.
- Winterfest Adventure Hunt is scheduled for February 16th. This free family event takes place at the Community Centre with registration opening at 1 pm.

**c) COUNCILLOR Reports**

**Councillor Craddock**

Councillor Craddock reported on the following:

- Library 40<sup>th</sup> Anniversary Celebrations
- Rotary sponsored Much Music Teen Dance
- “A View From Here” lecture hosted by Whistler Real Estate
- Pique article respecting Geo Parks



### **Councillor Zant**

Councillor Zant reported on the following:

- Cannabis Information Session hosted by the PSS Parent Advisory Committee
- Reminded of the Spud Valley Loppet schedule for Sunday, February 17<sup>th</sup>
- Thanked the Bylaw Enforcement Officer for the work being done to address unsafe parking on Cottonwood Street.

### **Councillor Antonelli**

Councillor Antonelli did not report.

### **Councillor Noble**

Councillor Noble reported on the following:

- Cannabis Information Session hosted by the PSS Parent Advisory Committee

## **10. BYLAWS**

### **a) Bylaws for First, Second and Third Readings**

#### **i. Village of Pemberton Animal Control Bylaw No. 839, 2018 Amendment Bylaw No. 854, 2019**

Moved/Seconded

**THAT** Village of Pemberton Animal Control Bylaw No. 839, 2018 Amendment Bylaw No. 854, 2019 receive First, Second and Third Readings.

**CARRIED**

#### **ii. Village of Pemberton Business Licence Bylaw No. 855, 2019**

Moved/Seconded

**THAT** Village of Pemberton Business Licence Bylaw No. 855, 2019 receive First, Second and Third Readings.

**CARRIED**

**iii. Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, Amendment (Smoking Regulation/Business Licence) Bylaw No. 856, 2019**

Moved/Seconded

**THAT** Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, Amendment (Smoking Regulation/Business Licence) Bylaw No. 856, 2019 receive First, Second and Third Readings.

**CARRIED**

**b) Bylaws for Adoption**

**i. Village of Pemberton Tax Exemption (Pemberton Childcare Society) Bylaw No. 850, 2019**

Moved/Seconded

**THAT** Village of Pemberton Tax Exemption (Pemberton Childcare Society) Bylaw No. 850, 2019 receive Fourth and Final Reading.

**CARRIED**

**ii. Village of Pemberton Tax Exemption (Pemberton Lions Activities Society) Bylaw No. 851, 2019**

Moved/Seconded

**THAT** Village of Pemberton Tax Exemption (Pemberton Lions Activities Society) Bylaw No. 851, 2019 receive Fourth and Final Reading.

**CARRIED**

**iii. Village of Pemberton Tax Exemption (Pemberton Community Church) Bylaw No. 852, 2019**

Moved/Seconded

**THAT** Village of Pemberton Tax Exemption (Pemberton Community Church) Bylaw No. 852, 2019 receive Fourth and Final Reading.

**CARRIED**

**iv. Village of Pemberton Tax Exemption (Pemberton Legion) Bylaw No. 853, 2019**

Moved/Seconded

**THAT** Village of Pemberton Tax Exemption (Pemberton Legion) Bylaw No. 853, 2019 receive Fourth and Final Reading.

**CARRIED**

## 11. CORRESPONDENCE

### a) For Action

- i. **Donna Kelm, Village of Pemberton, dated January 29, 2019, expressing concerns regarding parking at Al Staehli Park on Dogwood Street.**
- ii. **Nick Fisher, Village of Pemberton, dated January 29, 2019, expressing concerns regarding parking at Al Staehli Park on Dogwood Street.**

Moved/Seconded

**THAT** Staff monitor Dogwood Street and the Al Staehli Park parking area and bring back a report in September.

**CARRIED**

**OPPOSED: Councillor Craddock**

- iii. **Clare Greenberg, Sea to Sky Invasive Species Council, dated February 1, 2019, requesting funding in the amount of \$1,600 to support the Local Government Partnership Program in 2019.**

Moved/Seconded

**THAT** funding, in the amount of \$1600, be provided to the Sea to Sky Invasive Species Council to help support the Partnership Program.

**CARRIED**

### b) For Information

- i. **Brock Macdonald, Chief Executive Officer, Recycling Council of British Columbia, dated January 11, 2019, extending an invitation the 45<sup>th</sup> Annual Zero Waste/Circular Economy Conference 2019.**

Moved/Seconded

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

**CARRIED**

## 12. DECISION ON LATE BUSINESS

There was no late business for discussion.

## 13. LATE BUSINESS

There was no late business for discussion.

## 14. NOTICE OF MOTION

There was no notice of motion.

## 15. QUESTION PERIOD

There were no questions from the gallery.

## 18. ADJOURNMENT

Moved/Seconded

**THAT** the Regular Council Meeting be adjourned.

**CARRIED**

At 7:11 p.m. the Regular Council Meeting was adjourned.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

DRAFT

**TOURISM PEMBERTON DESTINATION MARKETING ASSOCIATION**

**Directors Meeting Minutes      January 9,2019**

**PRESENT**

Mark Mendonca (Grimm's Deli)  
Shirley Henry (Secretary)  
Don Coggins (Copper Cayuse Outfitters)  
Brad Knowles – (Pemberton Fish finder)  
Russell Mack (SLRD) Liaison  
Ryan Zant – ( VOP Liaison)  
Daniel Schranz – (Schranz Contracting)  
Jill Brooksbank (VOP Staff Liaison)

Rob Megeney (Event Rental Works)

**Regrets:**

Kevin McLeod (Meadows Golf)  
Andy Meeker (Blackcomb Helicopters)  
Gus McCormack (Sweet Water Lane B & B)  
Pete Colapinto (Bike Co)  
*Tyler Schramm (Pemberton Distillery)*

**Call to Order** –President Mark Mendonca called the meeting to order at 7:10 p.m. at Grimm's Deli.

**MINUTES *Don Coggins/Rob Megeney***

***THAT the minutes of the December 12, 2018 meeting be approved as presented. Carried***

**MATTERS ARISING FROM THE MINUTES**

**TRAILS UPDATE** – Mark reported he spoke with Alistair McCrone . There is funding available that could be used to provide improvements to some trails and provide basic facilities in remote areas. . We need to work together with the First Nations in the area .

**DESTINATION MARKETING PLAN** – Don reported there was nothing new to report. Everyone was sent a copy of the plan.

**POWDER FEST** – Andy sent a report that he, Carlee & Justin (from Arcteryx) are meeting tomorrow to see what they think we can put on. He will update us.

**ECO RUN** – Mark has still not heard regarding the donation to SAR or the video.

**MEMBERSHIP DRIVE** – no suggestions

**VALUE OF TOURISM REPORT** – contract signed with Pacific Analytics. Carlee has developed a list of recreation businesses in the area. To assist the project

**TAXI SERVICE** – support letter sent regarding a taxi service in the area.

**WEBSITE** – Brad is waiting for further info regarding booking activities on our website for a commission. Don also has suggested a local company that does the same.

**Meet & Greet or Open House????-** Mark has booked the Great Hall at the Community Centre for April 6 from 1 – 4 p,m, A networking event for our members, chamber members, community groups. Suggested we get the Chamber to co-sponsor with us. Offer if at no charge to participants and spectators. Also the opportunity to have DBC do a workshop on the Friday.

**MRDT** – no word yet

**Backroad Mapbook** 2 promotion on Pemberton. We will breakeven if we get 6-7 participants at \$400 each.

**Membership** – 1 paid member – invoices just emailed out to members.

**Treasurer's Report *Don Coggins/Rob Megeney***

***That the treasurer's report be accepted as presented. Carried.***

**NEW BUSINESS**

**Potato Gun Event** – Ryan brought forth a suggestion for an event for Pemberton - a Potato Gun Event. Mark said we need to see if we can get insurance . It was also suggested that it be an add on the an existing event, like slow food before we do a stand alone event. Ryan will do some more research. , Other suggestion Spud Gun, Poutine Festival. Everyone thought it was a good idea Could be held on a potato farm.

**BC Parks** – Mark reported BC Parks do not charge at their parks but there is nothing stopping an organization from fundraising for a specific park.

**AGM** – will be held on Thursday, February 21,2019 Location to be confirmed by Andy or Mark .

**Next Directors Meeting** – Wednesday, February 13, 2019 Time & Location TBD.

**ADJOURNMENT** – The meeting adjourned at 8:35 p.m.

**Date:** Tuesday, February 19, 2019

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

**From:** Jill Brooksbank, Sr. Communications and Grants Coordinator

**Subject:** UBCM Community Emergency Preparedness Fund,  
Flood Mitigation Planning Grant

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### **PURPOSE**

The purpose of this report is to seek Council support for an application to UBCM's Community Emergency Preparedness Fund for Flood Mitigation Planning for the Lillooet River Floodplain.

### **BACKGROUND**

Recently updated floodplain mapping prepared for the Lillooet River (NHC 2018) showed that the valley is subject to considerable flood hazards and that the level of protection offered by present diking is lower than previously believed. Main reasons for this are: 1) sedimentation caused by the 2010 Mount Meager landslide leading to increased aggradation in the Lillooet River channel; and, 2) a shift in the hydrologic regime resulting in higher flood flow estimates.

Flood profiles simulated as part of the floodplain mapping study allow comparison with surveyed dike crest elevations to estimate flows when dikes may overtop. Some overtopping is likely at the 50-year flood and the present diking will not adequately protect against the 200-year flood. Consequently, PVDD has recognized an urgent need for flood mitigation planning and dike upgrades.

Substantial dike upgrades are likely to be very costly and the optimal degree of protection will need to be carefully assessed in order to get the best return on investment. As material from the Meager Slide moves through the river system, it is also critical that the current sediment management program be intensified.

As such, Staff from the Squamish-Lillooet Regional District, Lil'wat Nation, Pemberton Valley Dyking District and the Village of the Pemberton met to determine next steps and review funding opportunities to undertake flood mitigation planning.

The Union of British Columbia Municipality (UBCM) Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by UBCM. As per the funding requirements, eligible applicants include municipalities, regional districts and Treaty First.

Nations only. Improvement districts, including the Pemberton Valley Dyking District, are not eligible to apply for this funding opportunity. The CEPF's Flood Mitigation Planning Stream, can contribute a maximum of 100% of the mitigation planning costs, to a maximum of \$150,000. The deadline is February 22, 2019.

The proposed project includes flood mitigation planning for the Pemberton Valley area, covered in the 2018 Lillooet River Floodplain Mapping Report which can be found at the following link: <https://goo.gl/KW6eiP>. The completed Flood Mitigation Planning report will inform the prioritization of critical dike upgrades, and will assist with securing further funding for the structure improvements.

The PVDD has received proposals from both engineering and environmental consulting firms to supply the services required to provide all deliverables for the Flood Mitigation Planning project including the final report. The combined costs of these proposals are: Engineering \$292,900 and Environmental \$107,690 for a total of \$400,590. It is anticipated that \$72,900 of the engineering proposal cost estimates that are directly related to Lillooet River sediment removal will be funded by EMBC as part of the 2019 sediment removal project leaving \$327,690 required for the Flood Mitigation Planning project. The \$27,690 shortfall will be covered by either additional funding opportunities or scaling back the Flood Mitigation Planning Project by \$27,690.

### **DISCUSSION & COMMENTS**

As Lil'wat Nation and Pemberton Valley Dyking District are not eligible to apply to the program, the Squamish-Lillooet Regional District and Village of Pemberton would both need to apply. Should the Village and SLRD be successful in obtaining the maximum funding amount of \$150,000, it would cover the majority of the costs required for this critical Flood Mitigation Planning project.

The proposed planning exercise will include:

- With local authorities, identify high priority development areas within the Pemberton Valley containing key assets and infrastructure, including the Village's water treatment facility
- Summarize the degree of protection provided by existing dikes to key areas such as Pemberton Village, the Mount Currie community and Pemberton Meadows
- Estimate 200-year flows for the tributaries and simulate corresponding tributary flood profiles in combination with a flow less than the 200-year Lillooet River flood
- Outline approximate dike upgrades required to meet the 200-year flood standard including freeboard on all existing dikes
- Assess advantages and limitations of building set-back or ring dikes instead of raising the existing dikes in the core Pemberton and Mount Currie areas
- Review previous drainage studies for the Arn Canal
- Consider alternative flood mitigation concepts other than diking
- Develop high level cost estimates for viable alternatives
- With stakeholder input, identify high priority projects for future consideration

The proposed planning exercise will also examine and assess vulnerable dike infrastructure, as identified in the Lillooet River Floodplain Mapping Report, including the Lillooet River dike located downstream of the rail bridge and the Miller-Lillooet dike.

It is estimated that the mitigation planning and dike assessments will take a total of six (6) to eight (8) months to complete.

As per the Village's procedure for flow-through funding applications, the Village will enter into a funding agreement with the Pemberton Valley Dyking District which commits the PVDD to

providing information updates in a timely matter so the Village is able to meet funder deadlines and requirements.

### **COMMUNICATIONS**

As this project is a Pemberton Valley Dyking District initiative, the PVDD would undertake required communications. However, there may be communications requirements associated with funder acknowledgement, which would be outlined in the funding agreement.

### **LEGAL CONSIDERATIONS**

There are no legal, legislative or regulatory considerations related to the submission of this funding application. However, should the Village be successful in obtaining funding, the Village will be required to enter into a funding agreement with UBCM.

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

There are no impacts to the budget or Staff hours for considerations at this time. Should the project have cost overruns, the Pemberton Dyking District will be responsible to seek other funding opportunities.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

Emergency Planning and Management is a function of the Office of the CAO and therefore there are no interdepartmental impacts.

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

Although flood protection is a function of the Pemberton Valley Dyking District, seeking and securing funding must be multijurisdictional effort due to funder requirements.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **POTENTIAL GOVERNANCE CONSIDERATIONS**

Emergency Management and the proposed flood mitigation planning is aligned with the *Social Responsibility Strategic Priority* whereby 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.

### **RECOMMENDATIONS**

**THAT** Council support the application to UBCM's Community Emergency Preparedness Fund, under the Flood Mitigation Stream to undertake Flood Mitigation Planning for the Lillooet River Floodplain in the amount of \$150,000.

Prepared by:	Jill Brooksbank, Sr. Communications and Grants Coordinator
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer



**Date:** February 19, 2019  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** David Ward, Assistant Manager of Operations and Development Services  
**Subject:** Operations Division Fourth Quarter Report: October – December 2018

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### **PURPOSE**

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

### **BACKGROUND**

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

### **DISCUSSION & COMMENTS**

The Operations Department is supported by the following that form the Public Works crew:

- Jeff Westlake – Water Operator
- Martin Kluftringer – Waste Water Treatment Plant (WWTP) Operator
- Cam Adams – Lead Hand & Equipment Operator
- Lincoln Ferguson – Equipment Operator
- Dan Briening – Equipment Operator
- Mel Leblanc – Parks Labourer
- Misha Cossette - Labourer

Below is an overview of a number of projects completed in the Fourth Quarter.

### **Public Works Regular Maintenance**

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

- Parks maintenance including mowing, trimming and cleanup as well as winterization of parks.
- Sewer lift station maintenance including daily checks and pump maintenance when required.
- Waste Water Treatment Plant regular maintenance and operations.
- Water Conditioning Plant regular maintenance and operations.

## **2019 Capital Projects**

### **1. Downtown Enhancement Works:**

In October 2018 the Downtown Enhancement Project tender period closed with two general contractors bidding on the project. Both tenders came in above the approved funding amount and the contract could not be awarded. Subsequently, the scope of the work was reduced and the project re-tendered in November 2018.

As an update, the Tender closed in January and the contract was awarded to Hazelwood Construction on February 5, 2019. It is anticipated that construction will commence this Spring with completion before next winter.

### **2. Soccer Field Development:**

The newly constructed Soccer Field was winterized in October 2018. This involved one last mow and fertilization by the contractor and drainage of the irrigation system. It is anticipated that once the snow and ice melt in early spring that the irrigation system will be brought back online and the contractor will visit and go over maintenance and operations of the field with Village Public Works Staff. It is anticipated that the field will open for use in September depending on how long the grass takes to fully establish which is dependent on weather conditions.

## **2019 Fourth Quarter Public Works Projects**

### **1. Zurcher Park Improvements:**

A new playground set was purchased and installed at Zurcher Park in October. A new gravel trail was also constructed along the south side of the park. A playground twirl has also been ordered for Zurcher Park and is anticipated to be installed in the Spring.

### **2. Radius Trail**

In October, a new gravel trail was constructed that connected Arbutus St to the Community Centre Water Park.

## **Parks Department:**

The Fourth Quarter saw the Parks Crew busy winterizing all Village parks. Winterization involves winter fertilization application and flushing and blowing off of all irrigation systems.

We would like to thank the entire Operations crew for their attention to detail in making our community stand out and look spectacular year-round.

### **COMMUNICATIONS**

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

### **LEGAL CONSIDERATIONS**

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

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

The Operations Division operates on the approved annual municipal budget, reserves, and Provincial grant. The works noted above have all been accommodated in the 2018 budget.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

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

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

There are no impacts on the region or neighboring jurisdictions.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **POTENTIAL GOVERNANCE CONSIDERATIONS**

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

### **RECOMMENDATIONS**

**THAT** the Operations Division 2018 Fourth Quarter Report be received for information.

Submitted by:	David Ward, Assistant Manager of Operations
Approved by the CAO:	Nikki Gilmore, Chief Administrative Officer

**Date:** February 19, 2019  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Lisa Pedrini, Senior Planner  
**Subject:** Development Services 2018 Fourth Quarter Report: October – December

**PURPOSE**

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

**BACKGROUND**

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

**DISCUSSION & COMMENTS**

This report provides an overview of the number of permits issued between October 1 and December 31, 2018 in the following areas:

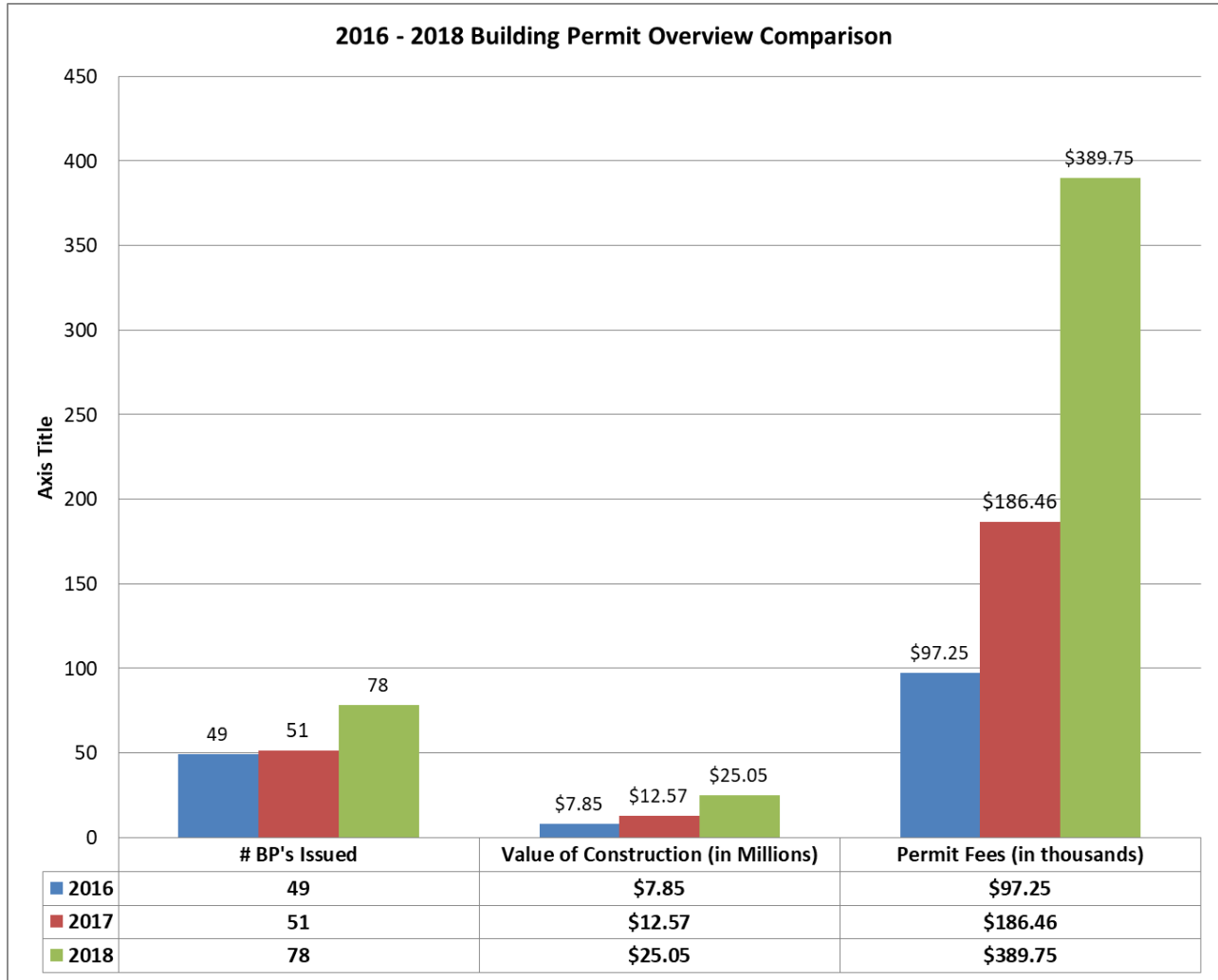
**BUILDING DIVISION**

**October to December 2018 - Building Permit Overview**

A breakdown of building permit data for the Fourth Quarter in 2018, and Year to Date totals are provided below:

Type of Permit	# BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling	6	\$2,434,213	\$21,381
Single Family Dwelling with suite	3	\$1,153,507	\$4,361
Manufactured Home (mobile)	0	\$0	\$0
Multi Family Dwelling (owned)	0	\$0	\$0
Multi Family Dwelling (rental)	0	\$0	\$0
Institutional	0	\$0	\$0
Farm Building	0	\$0	\$0
Other (Decks, Stairs, Reno etc.)	1	\$	\$50
Tenancy Improvement (Commercial/Industrial)	1	\$	\$50
Industrial	0	\$0	\$0
Excavation / Blasting	2	\$0	\$500
<b>Total Permits – 4th Quarter</b>	<b>13</b>	<b>3,587,720</b>	<b>\$26,342</b>
<b>2018 Total - Year to Date</b>	<b>78</b>	<b>\$25,054,114</b>	<b>\$389,750</b>
<b>2017 Total – Year to Date</b>	<b>51</b>	<b>\$12,556,474</b>	<b>\$186,457</b>
<b>Comparison 2017 - 2018</b>		<b>99.5%</b>	<b>109%</b>

The Chart below highlights the Building Permit Comparisons between 2016 and 2018:

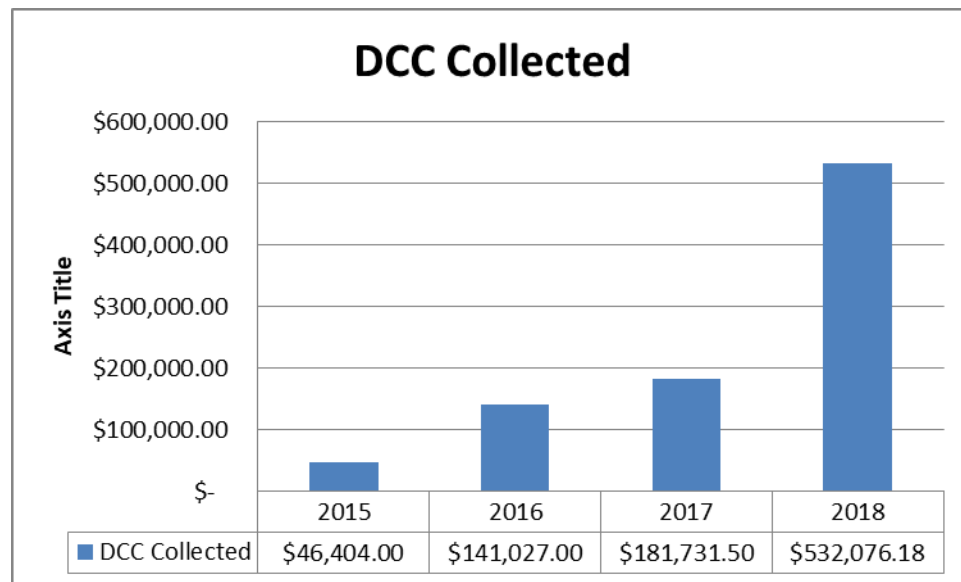


### October to December 2018 - Development Cost Charges Overview

A breakdown of development cost charges collected in the Fourth Quarter of 2018 is provided below:

Fund	Amount
Roads	\$29,284.12
Drainage	\$2,545.53
Sewer	\$69,970.53
Water	\$33,983.82
Parks	\$45,159.00
<b>TOTAL 4<sup>th</sup> Quarter</b>	<b>\$180,943.02</b>

The Chart below highlights Development Cost Charges collected between 2015 and 2018:



## PLANNING DIVISION

### 2018 Current Development Applications

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

Application #	Project	Status
DP008	1422, 1426 & 1430 Portage Road (Crestline) Stacked Townhouses	<b>Amendment Approved 11/27/18</b>
DP011	7370 Highway 99 (Pemberton Mobile Home Park Ltd.) addition of new pads	On Hold by request of Applicant
<b>DP016</b>	<b>Prospect Street - Wye Lands – Mixed Use (Commercial Residential) Development</b>	<b>Application Received 12/19/18 – In Process</b>
<b>DPm110</b>	<b>Mountain Glass – Exterior Improvements</b>	<b>Approved 11/26/18</b>
SO67 – Phase 1	Sunstone – 21 Lot Subdivision	Nearly Completed
SO70	1931 Timberlane Road – 3 Lot Subdivision	TAL Issued - In Process
SO71	1368 Fernwood – 4 Lot Subdivision	Initial Letter issued – In Process
SO73 – Phase 1b	Sunstone – 25 Lot Subdivision	TAL Issued – In Process
SO74	1351 Cedar Street – Lot Split	In Process
DVP123	Sunstone Ridge, Phase 1B, Road C – Road Standards	On Hold at Request of Applicant

DPA: Development Permit  
 DVP: Development Variance Permit  
 LL: Liquor Licence

SO: Subdivision  
 BoV: Board of Variance  
 CL: Cannabis Licence

DPm: Minor Development Permit  
 OR: OCP/Zoning Amendment

**2018 Long Range Planning Projects**

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

<b>Project</b>	<b>Status</b>
Sign Bylaw Review & Update	2019 Work Plan
Affordable Housing Action Plan	In Process (Consultant)
Community Amenity Contribution Policy	In Process (In-house)
Regional Growth Strategy Review	<b>Second Reading of RGS Amendment Bylaw No. 1562, 2018 – 10/24/18; Courtesy 60 Day referral supported on 12/7/18</b>
OCP Amendments/Update (various)	2019 Work Plan
Development Procedures Bylaw Update (to add Cannabis Licence Review et. al.)	2019 Work Plan

**COMMUNICATIONS**

The Development Services Department works with the Communication Coordinator to regularly update the Village’s website with current information related to planning and building and to meet statutory requirements related to notification as needed.

**LEGAL CONSIDERATIONS**

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

**IMPACT ON BUDGET & STAFFING**

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

**INTERDEPARTMENTAL IMPACT & APPROVAL**

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

**IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

There are no impacts on the region or neighbouring jurisdictions.

**ALTERNATIVE OPTIONS**

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

**POTENTIAL GOVERNANCE CONSIDERATIONS**

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

**RECOMMENDATION**

**THAT** the Development Services 2018 Fourth Quarter Report be received for information.

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



**Date:** February 19, 2019  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Robert Grossman, Fire Chief  
**Subject:** 2018 Fourth Quarter Fire Department Report

---

### **PURPOSE**

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

### **BACKGROUND**

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

Pemberton Fire Rescue also provides Road Rescue Service to the entire SLRD Electoral Area C covering 5,570 square kilometers pursuant to SLRD Pemberton Fire Rescue Contribution Service Conversion and Establishment Bylaw No. 715-2001.

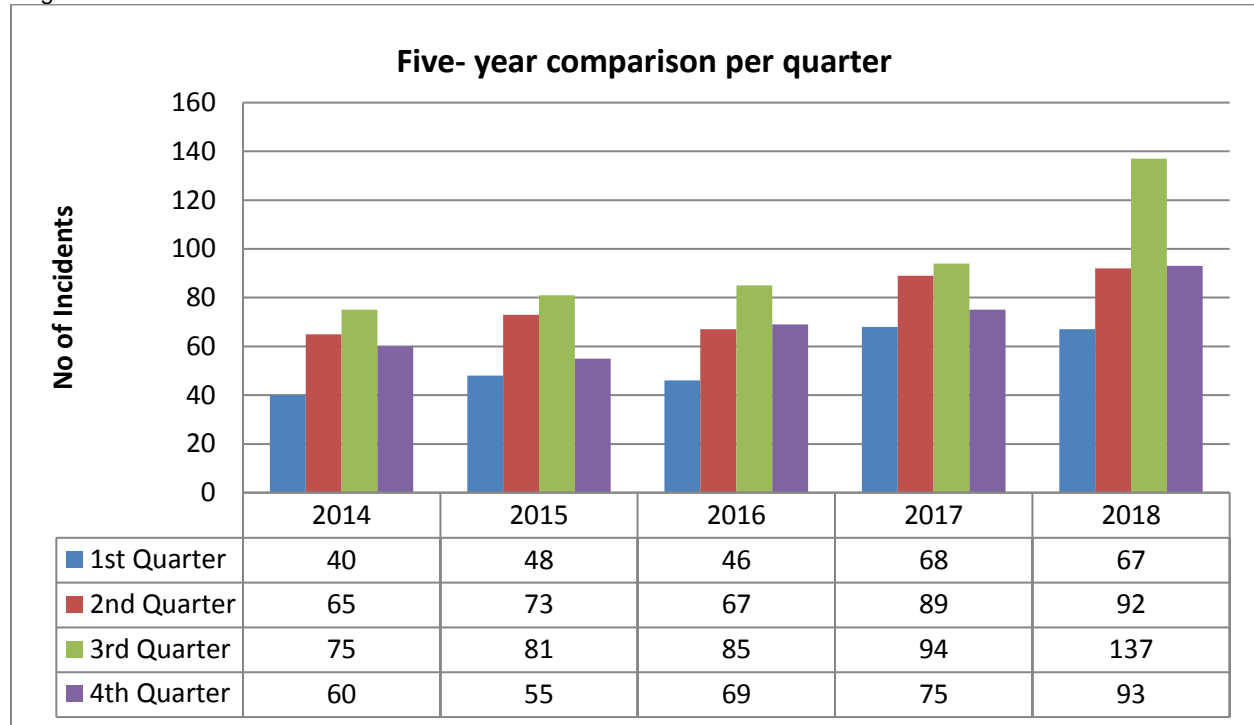
Fire Service is also provided to Lil'wat Nation through a separately negotiated Fire Service Agreement which was established in 2017.

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

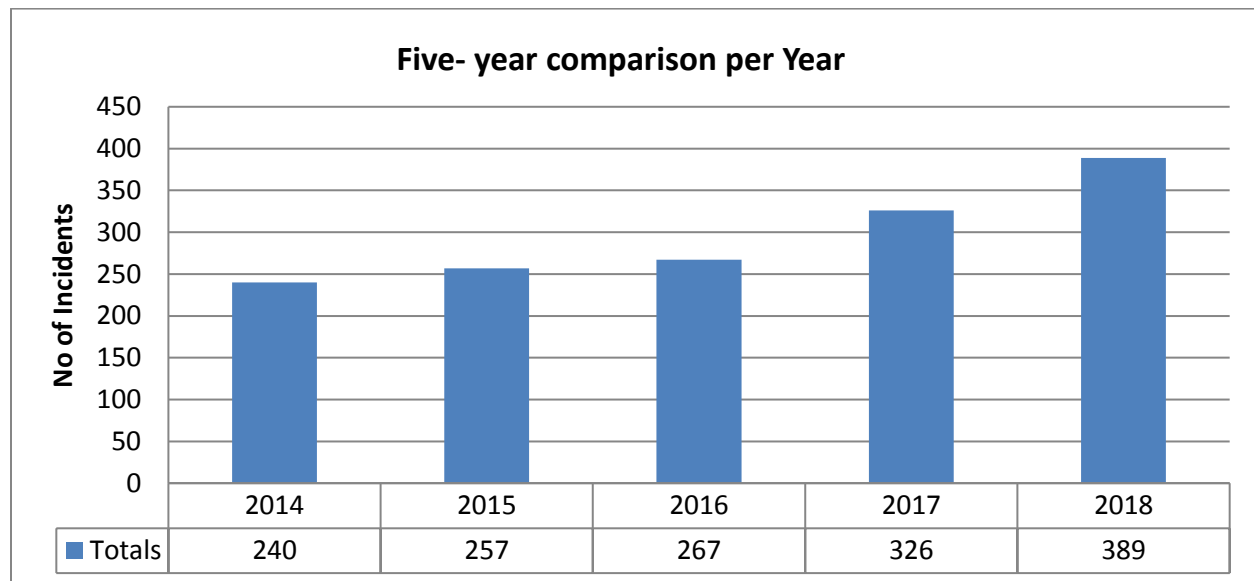
### **DISCUSSION & COMMENTS**

#### **Incidents:**

Pemberton Fire Rescue at the end of the Fourth Quarter responded to ninety-three (93) incidents for a total of 389 incidents for the year. This is an increase of twenty percent (20%) over last year. A comparison chart by Quarter over five (5) years is shown below.



Below is a chart showing a 5-year comparison of total incidents



**Types of Responses:**

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

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

Response Type	4 <sup>th</sup> Quarter		
	2017	2018	Variance
Alarms	8	12	4
Burn Complaint	3	-	-3
Chimney Fire	1	3	2
Structure Fire	3	-	-3
Fire Unclassified	-	2	2
Hazardous Material		1	1
Hydro Assist	3	5	2
Medical Aid	35	49	14
Motor Vehicle Accident	18	19	1
Mutual Aid	1		-1
RCMP Police Assist	1		-1
Smoke Sighting	2	1	-1
Wildland Fire		1	1
<b>Total Number of Responses</b>	<b>75</b>	<b>93</b>	<b>18</b>

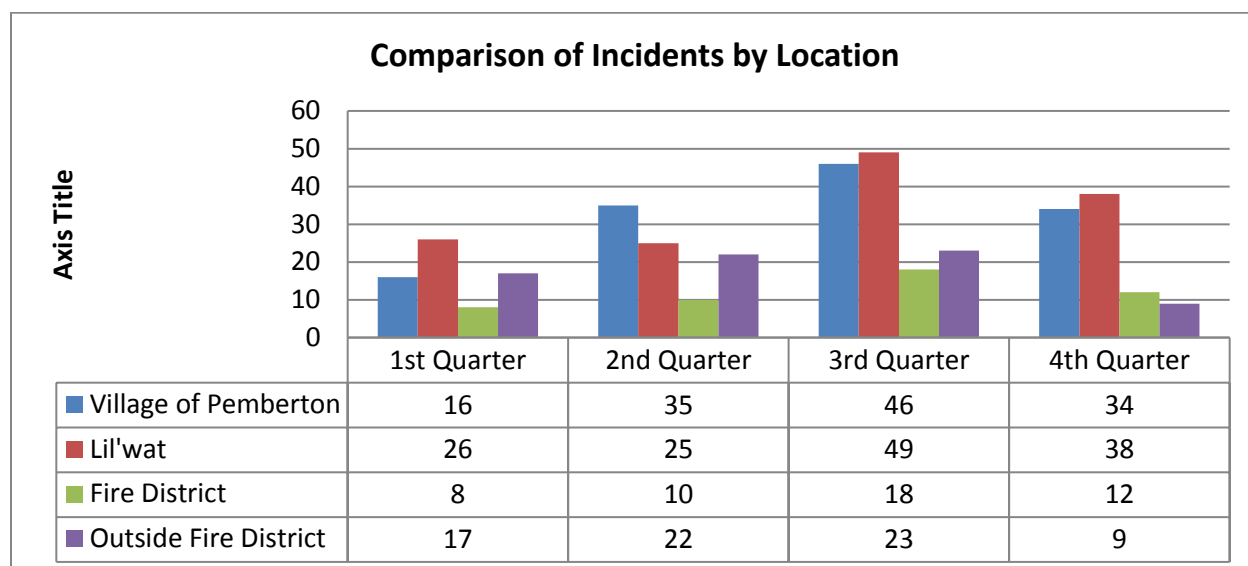
**Responses by Location:**

Pemberton Fire Rescue attends incidents in locations as identified in the Service Agreements with the SLRD and Lil'wat Nation (see map attached as Appendix A).

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

	Village of Pemberton	Lil'wat		Regional District		
		Old Site	New Site	Fire District		
				Meadows	Fringe	Heights
First Quarter	16	15	11	1	4	3
Second Quarter	35	15	10	1	7	2
Third Quarter	46	42	7	12	2	4
Fourth Quarter	34	27	11	4	5	3
<b>Totals</b>	<b>131</b>	<b>99</b>	<b>39</b>	<b>18</b>	<b>18</b>	<b>12</b>

Regional District						
Outside Fire District						
	D'Arcy	Birken	Highway 99 North Area C	Highway 99 North Area B	InShuck FSR	Highway 99 South of 13 km
First Quarter	0	3	3	8	3	0
Second Quarter	3	6	1	8	1	3
Third Quarter	3	4	5	5	3	3
Fourth Quarter	0	2	3	1	1	2
<b>Totals</b>	<b>6</b>	<b>15</b>	<b>12</b>	<b>22</b>	<b>8</b>	<b>8</b>



**Training:**

Members continue to train on a weekly basis, to ensure compliance with the Office of the Fire Commissioner, WorksafeBC, and Department training requirements.

Fire Officers have now completed the six (6) weeks of Fire Officer Training. In this regard, the Department extends its congratulations to Ben Hansler, Cameron Adams, Adam Malpus, Simone Jaggli, Jason Pospisil, John Harris, Ashton Sonnenburg, Kristopher Kirchner who are now certified to the National Fire Protection Association 1021 Level 1 Standard. As a result, Pemberton Fire Rescue is now fully compliant with the Office of the BC Fire Commissioners minimum training standard requirements.

**Membership:**

The 2018 recruit application process was completed with nine (9) new recruits joining the Fire Department. This brings Pemberton Fire Rescue membership to twenty-nine at the end of the Fourth Quarter which are as follows:

One (1) Fire Chief, twelve (12) Officers, eleven (11) Firefighters and nine (9) recruits.

With the Fourth Quarter completed, the total committed hours for 2018 are as follows:

**Incidents:**

- There was a total of 389 Incidents for the year.
  - This totaled 424 hours

**Training:** There were sixty-four (64) training and meeting sessions held throughout the year for a total of 297 hours of training. The breakdown is below:

- Thirty-five (35) regular training sessions - 140 hours Regular Training
- Fourteen (14) special training sessions - 55 hours Special Training
  - This includes First Responder Training, Driver Training, Confined space awareness training
- Nine (9) Officer Training Sessions - 93 hours Officer Training
- Six (6) Department meetings - 9 hours meetings

**Community Events:** Pemberton Fire Rescue participated in and or assisted with twenty-eight (28) community events for a total of 72 hours allocated to community events.

As shown above a commitment to Pemberton Fire Rescue means approximately 793 hours of time spent protecting, and participating in community events. Fire Officers are further required to provide an additional commitment to be available on a 24-hour basis to respond to emergencies which is facilitated through a scheduled roster which is established as follows:

Weekdays: 6:00pm to 6:00am

Weekends: Friday evening at 6:00pm until Monday morning at 6:00am

This is approximately 5700 additional hours that must be scheduled and divided up among the Fire Officers. The Fire Chief facilitates the weekly daytime coverage from 6:00am till 6:00pm which results in an additional five (5) on call hours to the regular work schedule.

**Events:**

Pemberton Fire Rescue continued to be active in the community and attended and participated in seven (7) events in the Fourth Quarter. These included the Remembrance Day Parade, providing traffic control and participating in the Parade, assisting with traffic control during Halloween, attending fireworks for fire suppression both during Halloween and New Year's Eve, Christmas Food Hamper delivery and Shake-out BC at the school.

**Fire Prevention and Inspections:**

During the Fourth Quarter, the following fire prevention initiatives were completed:

- Five (5) new business application review and fire inspections.
- One (1) Fire Safety Plan was reviewed.

### **COMMUNICATIONS**

This report is provided for information purposes and does not require communications element.

### **LEGAL CONSIDERATIONS**

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

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

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

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

There are no interdepartmental impacts or approvals required.

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

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

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **POTENTIAL GOVERNANCE CONSIDERATIONS**

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

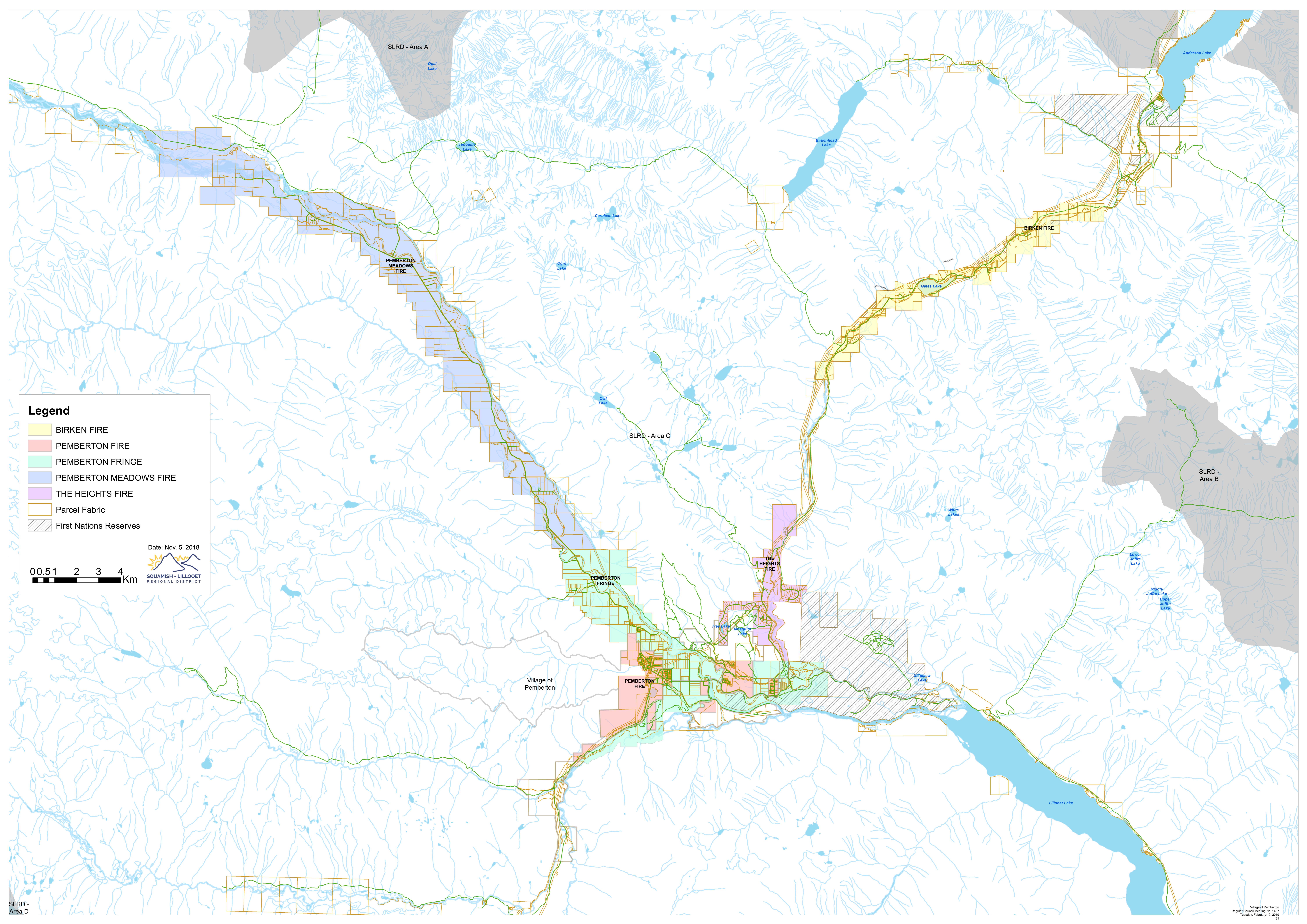
### **RECOMMENDATIONS**

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

### **ATTACHMENTS:**

**Appendix A:** Fire Service Area Map

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




**Legend**

- BIRKEN FIRE
- PEMBERTON FIRE
- PEMBERTON FRINGE
- PEMBERTON MEADOWS FIRE
- THE HEIGHTS FIRE
- Parcel Fabric
- First Nations Reserves

Date: Nov. 5, 2018

00.51 2 3 4 Km



SQUAMISH - LILLOOET  
REGIONAL DISTRICT

VILLAGE OF PEMBERTON

AMENDMENT BYLAW No. 854, 2019

---

A Bylaw to amend Village of Pemberton Animal Control Bylaw No. 839,  
2018

---

**WHEREAS** Section 137 of the *Community Charter* authorizes the Council to, by bylaw, amend or repeal a bylaw.

**NOW, THEREFORE**, the Council of the Village of Pemberton in open meeting assembled, **AMENDS AS FOLLOWS:**

**PART 1: CITATION**

- 1.1. This Bylaw may be cited as “Village of Pemberton Animal Control Bylaw No. 839, Amendment Bylaw No. 854, 2019”.

**PART 2: APPLICATION**

- 2.1. Village of Pemberton Animal Control Bylaw No.839, 2018 be amended as follows:

- a) By deleting Section 6.5 and replacing with a new Section 6.5 below:

6.5. The *dog* shall remain impounded for a minimum of 72 hours, not including the date of impoundment, unless the *dog* is claimed by its rightful *owner*. If not claimed within that time, the *dog* shall become the property of the *Village*, and;

- a) The *Bylaw Enforcement Officer* may:

- i. arrange for such veterinary care for an injured or ill impounded *dog* as may be necessary to sustain its life; or
- ii. arrange for transfer of ownership of the dog to the pound keeper; and
- iii. The *Village* may recover from the *owner*, the cost of veterinary care provided while the *dog* was impounded, in addition to any other fees due to the *Village* for redemption of the *dog*;



**READ A FIRST TIME** this 5<sup>th</sup> day of February, 2019.

**READ A SECOND TIME** this 5<sup>th</sup> day of February, 2019.

**READ A THIRD TIME** this 5<sup>th</sup> day of February, 2019.

**RECONSIDERED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019.

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

\_\_\_\_\_  
Sheena Fraser  
Corporate Officer

## VILLAGE OF PEMBERTON

### BYLAW No. 855, 2019

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#### Being a bylaw to Provide for Licencing of Businesses in the Village of Pemberton

---

**WHEREAS** pursuant to Section 59 of the *Community Charter*, Council is empowered to regulate in relation to business;

**AND WHEREAS** Council is empowered to provide for granting of business licences, to fix and impose licence fees and regulate certain trades, occupations and businesses in the Village of Pemberton;

**NOW THEREFORE**, the Council of the Village of Pemberton, in open meeting assembled, **ENACTS AS FOLLOWS**:

#### **PART 1: CITATION**

1.1. This bylaw may be cited for all purposes as the “Village of Pemberton Business Licence Bylaw No. 855, 2018”.

#### **PART 2: DEFINITIONS**

2.1. In this Bylaw:

***Bed and Breakfast*** means the accessory use of a detached dwelling for tourism accommodation in which a maximum of two (2) bedrooms of an owner-occupied detached dwelling are available as tourism accommodation.

***Business*** means engaging in a trade, occupation, profession, commercial or industrial activity or an undertaking of any kind; and engaging in a trade, occupation, profession, commercial or industrial activity or any undertaking of any kind, but does not include an Employee, or an activity carried on by the Provincial Government, by corporations owned by the Provincial Government or by agencies of the Provincial Government.

***Business Licence*** means a licence issued pursuant to this Bylaw.

***Business Licence Fee*** means the annual fee as set out in Schedule ‘A’.

***Business Name*** means the name, words, trademark, and/or symbol which a Business uses to identify, indicate or advertise the Business.

***Bylaw Enforcement Officer*** means a *person* appointed to that position for the Village by the Chief Administrative Officer.

**Cannabis** has the same meaning as in the *Cannabis Act (Canada)*, subject to any prescribed modifications.

**Cannabis Production** means the processing, packaging, testing, destroying, storing or shipping cannabis, or any combination of these, as authorized by a licence issued under Government of Canada regulations.

**Cannabis Retail** means the retail sale of non-medical (recreational) cannabis for consumption off-premises, as authorized under the *Cannabis Control and Licensing Act* (British Columbia).

**Community Charter** means the *Community Charter*, S.B.C., c26.

**Community Event** means a public event occurring within the Village of Pemberton, is sponsored by a bona fide recognized nonprofit organization or a governmental organization and includes but is not limited to parades, festivals, celebrations and displays.

**Corporate Officer** means the Corporate Officer of the Village.

**Council** means the Municipal Council of the Village.

**Employee** means a *person* who is on the payroll record of a Business, which holds a *business licence*, for which Government of Canada payroll tax deductions are levied by the Business regarding that individual *person*, and shall also include a *person* who obtains no less than 85% of their yearly income from one Business only.

**Farmers' Market** means an open air or fully or partly covered market for retail sales of agricultural products, artisan crafts and locally prepared foods and beverages sold directly by farmers and artisans to consumers, where a minimum of 60% of the products sold are agricultural products.

**FOIPPA** means the Freedom of Information and Protection of Privacy Act, R.S.B.C. 1996 c.165.

**Licence Inspector** means the *person* from time to time duly appointed by the Chief Administrative Officer as Licence Inspector for the Village of Pemberton.

**MTI Bylaw** means the Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, and as amended from time to time or superceded.

**One-Stop Business Registration** means the Provincial Government's online initiative which enables a Business to register with multiple public agencies in one step.

**Owner** means any person who is the registered owner as indicated in the records of the Kamloops, British Columbia Land Title Office, and includes any

*person* in actual or apparent possession of Real Property under a lease, licence or other agreement and includes any authorized representative of the aforesaid.

**Person** means an individual, corporation, partnership or party, and the personal or legal representatives of a *person*, to whom the context can apply according to law.

**Premises** means stores, offices, warehouses, factories, buildings, houses, enclosures, yards or other places occupied, or capable of being occupied, by a Business entity for the purpose of carrying on a Business.

**Provincial Government** means the government of the Province of British Columbia.

**Real Property** means land, with or without improvements so affixed to the land as to make them in fact and law part of it.

**Resident Business** means a business carried on, in or from premises within the municipality;

**Non-Resident Business** means a business, other than a resident business, carried on within the municipality or with respect to which any work or service is performed within the municipality;

**Off-Street Parking** means the use of private land for the parking of motor vehicles other than on a highway.

**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

**Safety Standards Act** means the *Safety Standards Act* S.B.C. 2003 c.39.

**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.

**Short-Term Vacation Rental Operator** means a *person* who owns or operates a *Short-Term Vacation Rental*.

**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 as these

establishments are defined in the Village of Pemberton Zoning Bylaw No. 832, 2018.

**Special Event** means a Business involving short term or temporary events, performances, concerts, exhibitions, entertainment or concessions that, except as provided otherwise in the bylaw, does not exceed seven (7) days with the calendar year and includes but is not limited to retail sale, auction, Trade Show, flea market, craft fair, circus or carnival.

**Special Event Bylaw** means the Village of Pemberton Special Event Bylaw No.750, 2014, and as amended from time to time or superceded.

**Temporary Commercial Vendor** means a Business which offers for sale from a stationary vehicle, or temporary stall that is not part of a permanent use on the lot, goods, other than food items for immediate consumption, otherwise permitted to be sold in the zone in which the vehicle or stall is located.

**Ticket Information** means a municipal ticket information issued accordance with the Municipal Ticket Information Bylaw.

**Trades Contractor** means a Business Type that provides service in a trade that is designated by the Advanced Education Industry Training Authority of the Province of British Columbia as a trade within which it is mandatory that journey persons hold a valid 'Certificate of Qualification' to practice their trade and apprentices must be registered through an apprenticeship agreement.

**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.

**Vending Machine** means any machine or device operated mechanically or otherwise by inserting a coin, token or slug, or operated by credit or debit card, for the sole purpose of selling or dispensing any goods, wares, merchandise, or dispensing refreshments, confections and food, tobacco products, detergents and machines or devices providing a service but does not include clothes washers/dryers.

**Village** means the Village of Pemberton.

### **PART 3: ADMINISTRATION**

- 3.1. The Licence Inspector is hereby appointed to administer and carry out the provisions of this bylaw.
- 3.2. Words defining responsibilities and authority shall be construed to be an internal administration direction and not as creating a duty.

## **PART 4: AUTHORITY**

- 4.1. The Licence Inspector is authorized to grant, issue, transfer, suspend or cancel a *business licence* as herein provide or refuse to grant, issue or transfer a *business licence*;
- 4.2. All Premises from which an applicant for a *business licence* proposes to carry on or conduct any Business in respect of which a *business licence* is required to be held pursuant to this Bylaw, shall comply with all relevant Bylaws of the Village before a *business licence* is granted; and the applicant shall upon request produce such certificates or letters of approval as may be required by Federal, Provincial or Village authorities with respect to the Business.
- 4.3. The Licence Inspector may only issue a *business licence* if the *business licence* Fee as set out in schedule 'A' has been paid.
- 4.4. The Licence Inspector may require confirmation of approval, in a form satisfactory to the Licence Inspector, from the Ministry of Health, R.C.M.P. or the Village Fire Department respecting a *business licence* application and in such cases the Licence Inspector must not issue a *business licence* until he has received such approvals. A *business licence* holder shall immediately notify the Licence Inspector of any suspension or cancellation for any such approvals and the License Inspector may suspend the *business licence* pending reinstatement of such approvals.
- 4.5. A *business licence* issued under this Bylaw is not a representation or acknowledgement by the Village to an applicant or holder of a *business licence* that the proposed Business complies with any or all applicable laws or other enactments.
- 4.6. A *person* carrying on a business within the Village must at all times comply:
  - a) With this Bylaw, other Bylaws of the Village or other local government having jurisdiction over the business activity, and with any applicable enactments of the Provincial and Federal governments;
  - b) With any and all terms and conditions, restrictions, or limits of a license issued under this Bylaw and any other applicable enactment;

## **PART 5: APPLICATION FOR BUSINESS LICENCE**

- 5.1. Every *person* applying for a *business licence* shall complete the *business licence* application as prescribed by the Licence Inspector, or if available applying online on the prescribed application form via the Provincial Government One Stop Business Registration provided however an applicant who wishes to apply online shall also provide the Village with the prescribed *business licence* fee at the time of application and with such further information as may be requested by the Village.

- 5.2. Information provided on the *business licence* application may be subject to “*Freedom of Information and Protection of Privacy Act*” enquiries.

## **PART 6: ISSUING OF BUSINESS LICENCE**

- 6.1. Subject to the *Community Charter*, and unless exempted under Provincial Government or Federal legislation or specifically exempted under this Bylaw, any *person* carrying on Business in the Village, whether a Resident Business or Non-Resident Business, must first hold a valid and subsisting *business licence* issued by the Village.
- 6.2. No *business, person* or representative shall advertise, solicit or promote for a Business activity without first obtaining a *business licence*.
- 6.3. No *business, person* or representative that does not have a permanent base of operations in either a home or commercial location within Pemberton shall advertise, solicit or promote for a Business activity without first obtaining a *business licence*.
- 6.4. A *business* may conduct or offer any number of different business activities within the Business for which the *business licence* is issued provided however that each business activity is disclosed and included in the *business licence* application and the *business licence* which is issued indicates that each business activity is approved.
- 6.5. At the time a *business* undertakes any new activity that would alter the information previously provided on the *business licence* application form, the holder of the *business licence* shall notify the Licence Inspector of such change, pursuant to section 8 of this Bylaw.

## **PART 7: INSPECTION OF PREMISES**

- 7.1. Every *owner, occupier* or *business licence* holder of any Business in the Village shall give to the *Licence Inspector* access at any reasonable hour to the *premises* from which a *business* is carried on.
- 7.2. The *Licence Inspector* may inspect the *premises* for which a *business licence* application is made or a *business licence* is issued and such inspection shall be for the purpose of observing compliance with all applicable bylaws as amended from time to time.

## **PART 8: TRANSFER, CHANGE OR CANCELLATION OF BUSINESS LICENCE AT THE REQUEST OF THE BUSINESS**

- 8.1. A holder of a *business licence* shall notify the Licence Inspector, in writing prior to:
- a) closing of the *business*;

- b) changing the Business Name, phone number and/or fax number, emergency contact name, mailing address (Business Information);
  - c) changing the *business owner* or *business licence* holder;
  - d) changing the location of the *business*;
  - e) changing or adding to the *business*;
  - f) change to the liquor licence or addition of a liquor licence for the *business*.
- 8.2. With the exception of changes made at the time of renewal of a *business licence*, a holder of a *business licence* shall pay the applicable transfer and change fee as set out in Schedule 'A'.
- 8.3. Where more than one change is contemplated involving the *business owner*, *business location* or *business* activities, the existing *business licence* shall be deemed to be cancelled and a new *business licence* application shall be made by the *business licence* holder.

#### **PART 9: PERIOD OF BUSINESS LICENCE**

- 9.1. All Business Licences issued under this Bylaw shall be for the calendar year and will expire on December 31<sup>st</sup> except if a *business licence* is previously forfeited under this Bylaw.

#### **PART 10: BUSINESS LICENCE FEES**

- 10.1. An applicant for a *business licence* must pay to the Village the applicable *business licence fee* for that *business licence* at the time of application and a *business licence* is not valid until it has been issued by the *Licence Inspector*.
- 10.2. The Village shall refund business licence fees where a business licence is withdrawn by the applicant prior to the business licence being issued, or the business licence is refused by the Village, less the administration fee as set out in Schedule "A".
- 10.3. An applicant for a new business licence submitting the application between October 1<sup>st</sup> and December 31<sup>st</sup> will pay a reduced licence fee as set out in Schedule 'A'.
- 10.4. An applicant for a cannabis retail business licence must pay a non-refundable application processing fee as per Schedule 'A' before the business licence application is accepted for review.

#### **PART 11: FORM AND DISPLAY OF LICENCE**

- 11.1. Every *business licence* issued pursuant to this Bylaw shall be in a form as may be prescribed by the Licence Inspector from time to time.



11.2. Every Business shall permanently display the current *business licence* in a prominent location within the Premises for which the *business licence* has been issued. Every *person* doing *business* in other than a fixed or permanent place of Business shall carry such *business licence* on their *person* and prior to the commencement of Business or solicitation shall display the *business Licence* in such manner as will allow the *business licence* to be viewed and read.

## **PART 12: RENEWAL OF BUSINESS LICENCE**

12.1. Each *business* shall ensure that their *business licence* is renewed annually, whether notice is given by the Village or not, and the *business* shall pay the annual *business licence fee*.

12.2. Every business shall renew their *business licence* by January 31<sup>st</sup> of the current calendar year. In the event the Business fails to renew their *business licence* on or before January 31<sup>st</sup>, the Business shall pay, in addition to the annual *business licence fee* for the renewal period, a penalty as set out in Schedule 'A'.

## **PART 13: REFUSAL, SUSPENSION OR CANCELLATION OF A BUSINESS LICENCE**

13.1. An application for *business licence* may be refused by the Licence Inspector in any specific case but:

- a) the application cannot be unreasonably refused; and
- b) on request, the *Licence Inspector* must give written reasons for the refusal.

13.2. A *business licence* may be suspended or cancelled, by the Licence Inspector, for reasonable cause including, but not limited to, failure to comply with a term or condition of a *business licence* or failure to comply with this or any other Bylaw of the Village.

13.3. Before suspending or canceling a *business licence*, the Licence Inspector shall give written notice to the holder of the *business licence* indicating that the *business licence* is suspended or canceled and that the Business must cease operation within seven (7) days of the date of the written notice. The written notice shall indicate the reasons for the suspension or cancellation and provide instructions to the *business licence* holder for the removal of the suspension or cancellation of the *business licence*.

13.4. Written notice of intention to cancel or suspend shall be delivered by registered mail to the address of the Business and the address of the contact *person* as indicated on the *business licence* application.

13.5. No *person* shall carry on a *business* for which a *business licence* is required by this Bylaw during a period of suspension of such *business licence*.

## **PART 14: STREET, PARK, MOBILE OR TEMPORARY VENDING**

- 14.1. Any *person* applying for a Street and Park Vending *business licence* shall provide a copy of any contract or agreement with the Village which authorizes them to operate the Business on a Village park, sidewalk or road, as the case may be.
- 14.2. Only one (1) Portable Food Vendor licence will be issued per parcel of land.
- 14.3. A maximum of five (5) Portable Food Vendors will be licenced in a calendar year.
- 14.4. Portable Food Vendors and Temporary Commercial Vendors shall:
- a) obtain written permission from the owner of the land, allowing the portable vending cart, trailer, vehicle, or temporary stall to be located on a property which is zoned to accommodate the intended use and provide a copy of such permission to the *Licence Inspector*;
  - b) obtain permission to use washroom facilities on the property or in adjacent premises, and provide a written statement indicating said permission;
  - c) provide a garbage container at the location of the vending cart, trailer, vehicle, or temporary stall, and pick up all garbage and debris, within 100 meters of their location, which is a result of their Business operation;
  - d) obtain a *business licence* for each separate location where the Business will be operated.
- 14.5. Mobile Stores shall:
- a) be fully self-contained with no service connection other than electrical service being required;
  - b) be located other than on a highway, sidewalk, or boulevard, except in required off-street parking spaces, but not so as to interfere with or block any motor vehicle, pedestrian exit, or walkway;
  - c) be kept in good repair;
  - d) when in use for food vending, meet Provincial Health regulations, and the vendor shall provide written confirmation from a Provincial Health Inspector.

## **PART 15: TRADE CONTRACTORS**

- 15.1. Any *person* applying for a Trade Contractor *business licence* shall provide proof of the mandatory Certification of Qualification or Apprenticeship Agreement along with their *business licence* application.

## **PART 16: COMMUNITY EVENTS**

- 16.1. Community Events where vendors are present will be required to obtain a *business licence* that will cover all vendors participating in the Community Event and will also be required to obtain a minimum commercial liability policy of two (2) million dollars.
- 16.2. Where all vendors are *businesses* that have a current *business licence*, an additional *business licence* is not required for a Community Event.

## **PART 17: SPECIAL EVENTS**

- 17.1. Unless otherwise provided herein, every *person* desirous of holding a Special Event shall obtain a *business licence* prior to holding the Special Event. This shall not apply to *Community Events*.
- 17.2. A *business licence* is not required for a Special Event held at Premises that holds a valid *business licence* for a Special Event and the Premises are zoned to hold Special Events.
- 17.3. A *business licence* for each vender is required. Where a *business* has a current *business licence*, an additional *business licence* is not required for a Special Event.
- 17.4. The applicant for a *business licence* for a Special Event being held shall submit, along with the *business licence* application, written authorization from the Village that the Special Event is in conformance with Special Event Bylaw.
- 17.5. All machines, rides and equipment to be used by the public at a carnival or circus must conform to the safety requirements of the Safety Standards Act and all elevating devices must have the Identification Label provided for under the *Safety Standards Act* visibly attached as required.
- 17.6. Any and all structures that are erected as part of a circus or carnival or music festival shall be inspected and certified by a structural engineer authorized to practice in British Columbia.
- 17.7. Any Business providing Special Events shall, at the request of the Licence Inspector:
  - a) prior to the issuance or renewal of a *business licence*, a comprehensive liability insurance policy in the amount of five (5) million dollars shall be obtained from an insurance company licensed in the Province of British Columbia, naming the Village as an additional insured, and stating that the policy applies to each insured as if a separate policy had been issued to each; and/or
  - b) prior to the issuance or renewal of a *business licence* enter into a save and harmless agreement to protect, indemnify and save harmless the Village, its

elected and appointed official and Employees from and against any and all losses, claims, damages, actions, costs and expenses that the Village may sustain, incur or suffer or be put to at any time with respect to the events or activities carried on pursuant to the Special Event described in the *business licence* or as a result of any matter, act or omission of the licensee or any agent, Employee, officer, director or subcontractor of the licensee.

#### **PART 18: VENDING MACHINES**

18.1. No *person* owning or occupying any Premises shall keep or permit to be kept therein or thereon any third-party Vending Machine or bank machine unless the Vending Machine Business or the bank machine Business holds a *business licence* and has paid the appropriate *business licence* fee for each Vending Machine or bank machine.

#### **PART 19: NON-PROFIT ORGANIZATIONS**

19.1. Registered Non-profit organizations are not required to obtain a *business licence* but will be required to register with the Village in a form prescribed by the Village.

#### **PART 20: FARMERS' MARKETS**

20.1. Farmers' Markets are required to obtain a *business licence* that will cover all vendors participating in the market and will be required to enter into a contract with the Village and will also be required to obtain a minimum commercial liability policy of two (2) million dollars.

#### **PART 21: SHORT-TERM VACATION RENTALS**

##### **21.1. General Regulations**

- a) A *short-term vacation rental business licence* is valid for one (1) dwelling unit only.
- b) A *short-term vacation rental operator* shall not advertise the *short-term vacation rental* prior to the issuance of a *business licence* for that *short-term vacation rental*.
- c) Every advertisement for a *short-term vacation rental* must disclose, in respect to the Short-Term Vacation Rental being advertised,
  - i. a valid *business licence* number;
  - ii. the maximum permitted guest occupancy of the *short-term vacation rental* pursuant to the Zoning Bylaw;
  - iii. the number and location of off-street parking spaces available to guests and a statement that such number is the maximum number

of vehicles that paying guests of the *short-term vacation rental* are permitted to bring to the premises; and

- iv. the Village of Pemberton Quiet Hours pursuant to the Noise Regulation Bylaw No. 699, 2012 as amended or replaced from time to time;
- d) The following information shall be provided in a notice visible upon entering a *short-term vacation rental* unit:
- i. the *business licence* number for the *short-term vacation rental*;
  - ii. the maximum permitted guest occupancy of the *short-term vacation rental* pursuant to the Zoning Bylaw;
  - iii. the number and location of off-street parking spaces available to guests and a statement that such number is the maximum number of vehicles that paying guests of the *short-term vacation rental* are permitted to bring to the premises;
  - iv. the Village of Pemberton Quiet Hours pursuant to the Noise Regulation Bylaw No. 699, 2012 as amended or replaced from time to time; and
  - v. the name, address, email and telephone number of the *Short-Term Vacation Rental Operator* and the contacts required under s. 21.3.1(c) of this Bylaw.
- e) For clarification, a requirement of this Bylaw pertaining to *short-term vacation rental* is an addition to other requirements contained herein that are generally applicable to businesses.

## 21.2. Principal Residence Requirement

- a) A *short-term vacation rental operator* must not operate a *short-term vacation rental* unless the *short-term vacation rental* is located in:
- i. the *principal residence* of the *short-term vacation rental operator*, or
  - ii. a *secondary suite* that is in a detached dwelling where the *short-term vacation rental operator* has their *principal residence*.

## 21.3. Short-Term Vacation Rental Application

- a) Any *person* making application for a *business licence* for a *short-term vacation rental* shall, at the time of making such application, in addition to the general requirements under this bylaw, provide;
- i. confirmation of ownership of the premises;

- ii. proof of their principal residence of the property, which may include proof of homeowner grant, employer-issued pay stubs, voter registration, documentation showing you received provincial or federal government benefits, or income tax documentation, and a drivers licence or utility bill alone is insufficient proof of principal residence;
  - iii. the name, address and telephone number of one or two local contacts, other than the applicant, as an emergency contact; and
  - iv. proof of adequate parking pursuant to the Zoning Bylaw and a parking plan.
- b) In considering an application for a business license for a *short-term vacation rental*, the *Licence Inspector* may consider whether a *short-term vacation rental business licence* held by the applicant has been previously cancelled.

**21.4. Good Neighbour Agreement**

- a) All *short-term vacation rental business licence* applicants must sign a Good Neighbour Agreement, in a form approved by the *Licence Inspector*, prior to the business licence being issued.
- b) Any violation of the Good Neighbour Agreement may result in the *short-term vacation rental business licence* being cancelled.

**21.5. Short-Term Vacation Rental *Business Licence* Location and Allocation Cap**

- a) The number of *short-term vacation rental licences* available in a calendar year shall be limited to no more than 5% of the total number of single-family dwelling units located in each neighbourhood identified in the table below and shown on the map attached as Schedule ‘C’:

<b>Neighbourhood</b>
Aspen Fields
Benchlands
The Glen
Pemberton Plateau
The Ridge
Town Centre
Sunstone Ridge

- b) If an application for a license cannot be allowed due to s. 21.6.a of this Bylaw, the application will be placed on a waiting list.
- c) The applications on the waitlist referred to in s. 21.6. (b) of this Bylaw will be considered if s. 21.6 (a) of this Bylaw allows for the application to

proceed and in chronological order of when the applications were placed on the wait list.

## **PART 22: CANNABIS PRODUCTION**

22.1. A person must obtain a *business licence* before operating the business of *cannabis production*.

22.2. Any person applying for a *cannabis production business licence* shall provide proof of issuance of a federal licence from Health Canada to the Licence Inspector.

22.3. Any person applying for a *cannabis production business licence* must provide the Licence Inspector with the following information, in documented form:

- a) Parking Plan;
- b) Site Plan;
- c) Security Plan;
- d) Sign Plan;
- e) Permission of the owner of the building if the space is rented or leased; and
- f) Proof of payment of all applicable licence and inspection fees.

22.4. Operational Requirements

- a) A person carrying on the *business of cannabis production* must install the following measures in the *cannabis production* facility for security and safety, and ensure they are operating and maintained in good working order at all times:
  - i. Security systems that meet or exceed the requirements of the Liquor and Cannabis Regulation Branch (B.C.) as set out in the *Cannabis Retail Store Licence Terms and Conditions Handbook*, as amended from time to time;
  - ii. Fire Alarm systems that, when installed or replaced, meet current CSA standards as approved by the Fire Chief for the Village and that are monitored at all times;
  - iii. Air filtration and odour suppression systems that meet the standards of the BC Building Code, as approved by the Chief Building Official for the Village; and
  - iv. Any other security measures that the Chief of Police (RCMP) or the Fire Chief for the Village consider necessary in the circumstances of a specific facility or premises for public safety or security or fire safety, as applicable.

## **PART 23: CANNABIS RETAIL**

- 23.1. A person must obtain a *business licence* before operating a *cannabis retail business*.
- 23.2. Any person applying for a *cannabis retail* business licence shall provide proof of issuance of a Provincial Licence from the Liquor and Cannabis Regulation Branch (LCRB).
- 23.3. Any *person* applying for a *cannabis retail* business licence must provide the Licence Inspector with all of the following information in documented form:
- a) Parking Plan;
  - b) Site Plan;
  - c) Security Plan;
  - d) Sign Plan;
  - e) Permission of the owner of the building if the space is rented or leased;
  - f) Proof of completion of the LCRB Employee Training Program; and
  - g) Proof of payment of all applicable licence and inspection fees.
- 23.4. Operational Requirements
- a) A person carrying on a *cannabis retail* business must limit the operation to the hours of 9:00 a.m. and 9:00 p.m. only.
  - b) A person carrying on a *cannabis retail* business must install the following measures for security and safety on the business premises, and ensure they are operating and maintained in good working order at all times:
    - i. Security systems that meet or exceed the requirements of the Liquor and Cannabis Regulation Branch (B.C.) as set out in the *Cannabis Retail Store Licence Terms and Conditions Handbook*, as amended from time to time;
    - ii. Fire Alarm systems that, when installed or replaced, meet current CSA standards as approved by the Fire Chief for the Village and that are monitored at all times;
    - iii. Air filtration and odour suppression systems that meet the standards of the BC Building Code, as approved by the Chief Building Official for the Village; and
    - iv. Any other security measures that the Chief of Police (RCMP) or the Fire Chief for the Village consider necessary in the circumstances of a specific facility or premises for public safety or security or fire safety, as applicable.



## **PART 24: PENALTIES**

24.1. Any person who:

- a) contravenes any provision of this bylaw;
- b) causes or allows any act or thing to be done in contravention of any provision of this bylaw; or
- c) fails or neglects to do anything required to be done by any provision of this bylaw

commits an offence, and each day that the offence continues constitutes a separate offence.

24.2. A person found guilty of an offence under this bylaw is liable

- a) If proceedings are brought under the *Offence Act (B.C.)*, to pay a fine to maximum of \$10,000 and such other amounts as the court may impose in relation to the offence;
- b) If a ticket is issued under the Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, as amended or replaced from time to time, to pay a fine to a maximum of \$1,000;
- c) If a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that *Act*.

## **PART 25: BYLAW ENFORCEMENT**

25.1. The *Licence Inspector*, their designate from time to time or a *Bylaw Enforcement Officer* may enforce the provisions of this Bylaw.

## **PART 26: DUTY OF CARE**

26.1. This Bylaw does not create any duty of care whatsoever on the Village, its elected and appointed officials, Employees or agents in the respect of:

- a) the issuance of a *Business Licence*;
- b) inspection made by the Licence Inspector or failure to make an inspection; and/or
- c) the enforcement of this Bylaw.

## **PART 27: SEVERABILITY**

27.1. If any section, subsection, sentence, clause, sub clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.

**PART 28: MASCULINE/SINGULAR**

28.1. Whenever the masculine is used throughout this Bylaw, it shall also mean the feminine; and whenever the singular is used throughout this Bylaw, it shall also mean the plural.

**PART 29: BYLAW SHALL PREVAIL**

29.1. Where the provisions of this Bylaw conflict with the provisions of any other Bylaw of the Village, the Bylaw with the most stringent provision shall prevail.

**PART 30: REPEAL AND SCHEDULE**

30.1. The following bylaw is hereby repealed:

Village of Pemberton Business Licence Bylaw No. 842, 2018

30.2. Despite subsection 29.1 every order made under Business Licence Bylaw No. 842, 2018 and its amendments continue in effect.

30.3. Schedules 'A', 'B' and 'C' are attached to and form part of this bylaw and are enforceable in the same manner as this bylaw:

**READ A FIRST TIME** this 5<sup>th</sup> day of February, 2019.

**READ A SECOND TIME** this 5<sup>th</sup> day of February, 2019.

**READ A THIRD TIME** this 5<sup>th</sup> day of February, 2019.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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

\_\_\_\_\_  
Sheena Fraser  
Corporate Officer

**SCHEDULE 'A'**

**FEES**

**Part 8. Transfer or Change at the Request of the Business**

Transfer and Change Fees (8.2) \$ 25.00

**Part 10.1 Business Licence Annual Fees:**

Administration Fee: \$ 25.00

Business Licence Fee (Resident & Non-Resident): \$150.00

**Business Specific Fees (Part Noted):**

Cannabis Production Facility - Standard (22)	\$5,000.00
Cannabis Production Facility – Micro (22)	\$2,500.00
Cannabis Retail (23)	\$5,000.00
Community Event (16)	\$150.00
Farmers' Market (20)	\$300.00
Street, Park, Mobile or Temporary Vendor (14)	\$300.00
Short-Term Vacation Rental (21)	\$300.00
Special Event (17)	\$100.00
Trade Contractor (15)	\$150.00
Vending Machines (18)	\$150.00

**Part 10.2 Non-Refundable Application Processing Fee**

Cannabis Retail Business Licence Applications \$1,000.00

**Part 10.3 Reduced Fee for Applications received between October 31<sup>st</sup> and December 31<sup>st</sup>:**

The Business Licence Annual Fee for new applications received between October 31<sup>st</sup> and December 31<sup>st</sup> will be 50% of the full business licence annual fee set out in Part 10.1.

**Part 12. Business Licence Renewal Penalty**

Business Licence Renewals received after January 31<sup>st</sup> will be subject to a 100% penalty.

## SCHEDULE 'B'

### FINES

6.2 -	Resident Business without Business Licence:	
	1 <sup>st</sup> Offence	\$ 75.00
	2 <sup>nd</sup> Offence (1 week after 1 <sup>st</sup> offence)	\$150.00
	3 <sup>rd</sup> Offence (1 week after 2 <sup>nd</sup> offence)	\$300.00
	Subsequent Offences	\$450.00
6.3 -	Non-Resident Business without Business Licence:	
	1 <sup>st</sup> Offence	\$ 75.00
	2 <sup>nd</sup> Offence (1 week after 1 <sup>st</sup> offence)	\$150.00
	3 <sup>rd</sup> Offence (1 week after 2 <sup>nd</sup> offence)	\$300.00
	Subsequent Offences	\$450.00
7.1 -	Failure to Provide Access	\$150.00
11.2 -	Failure to Display Valid Licence:	
	1 <sup>st</sup> Offence	\$ 75.00
	2 <sup>nd</sup> Offence (1 week after 1 <sup>st</sup> offence)	\$150.00
	3 <sup>rd</sup> Offence (1 week after 2 <sup>nd</sup> offence)	\$300.00
	Subsequent Offences	\$450.00
13.5 -	Carrying on Business while Suspended:	
	1 <sup>st</sup> Offence	\$150.00
	2 <sup>nd</sup> Offence (1 week after 1 <sup>st</sup> offence)	\$300.00
	3 <sup>rd</sup> Offence (1 week after 2 <sup>nd</sup> offence)	\$450.00
14.4 (d) -	Mobile Vendor without Business Licence	
	1 <sup>st</sup> Offence	\$300.00
	2 <sup>nd</sup> and Subsequent Offences	\$450.00
21.1(b) -	Short-Term Vacation Rental Advertising without a Business Licence	\$600.00
21.1(c) -	Short-Term Vacation Rental failure to display business licence number in advertisements	\$ 75.00
22.1	Cannabis Production without a Business Licence	\$600.00
22.4	Cannabis Production in contravention to operational requirements, per offense	\$ 75.00
23.1	Cannabis Retail without a Business Licence	\$600.00
23.4	Cannabis Retail in contravention to operational requirements, per offense	\$ 75.00

**VILLAGE OF PEMBERTON**

**MUNICIPAL TICKET INFORMATION UTILIZATION AMENDMENT BYLAW No.  
856, 2019**

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**A Bylaw to amend Village of Pemberton Municipal Ticket Information  
Utilization Bylaw No. 845, 2018**

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**WHEREAS** Section 137 of the *Community Charter* authorizes the Council to, by bylaw, amend or repeal a bylaw.

**NOW, THEREFORE**, the Council of the Village of Pemberton in open meeting assembled, **AMENDS AS FOLLOWS:**

**1. CITATION**

This Bylaw may be cited as “Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, Amendment (Smoking Regulation/Business Licence) Bylaw No. 856, 2018”.

**2. APPLICATION**

2.1 Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018 be amended as follows:

2.1.1 By deleting Schedule 1 and replacing it with an amended Schedule 1 referencing Smoking Regulation Bylaw No. 848, 2018 and Business Licence Bylaw No. 855, 2019.

2.1.2 By deleting Schedule 12 and replacing it with an amended Schedule 12 referencing Business Licence Bylaw No. 855, 2019.

2.1.3 By deleting Schedule 13 and replacing it with an amended Schedule 13 referencing Smoking Regulation Bylaw No. 848, 2018.

**READ A FIRST TIME** this 5<sup>th</sup> day of February, 2019.

**READ A SECOND TIME** this 5<sup>th</sup> day of February, 2019..

**READ A THIRD TIME** this 5<sup>th</sup> day of February, 2019.

**RECONSIDERED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019.

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

\_\_\_\_\_  
Sheena Fraser  
Corporate Officer

## SCHEDULE 1

In Column 2 of this Schedule, "Bylaw Enforcement Officer" means an officer appointed by the Chief Administrative Officer; other positions have the same meaning as defined in the corresponding designated bylaw identified in Column 1.

<b>DESIGNATED BYLAW</b>	<b>DESIGNATED BYLAW ENFORCEMENT OFFICERS</b>
Unsightly Premises Bylaw No. 476, 2002	Authorized Person Bylaw Enforcement Officer
Wildlife Attractant Bylaw No. 684, 2011	Bylaw Enforcement Officer RCMP Conservation Officer
Noise Regulation Bylaw No. 699, 2012	Authorized Person Bylaw Enforcement Officer RCMP
Boulevard Maintenance Bylaw No. 713, 2012	Village Official Bylaw Enforcement Officer
Blasting Bylaw No. 714, 2012	Building Official Bylaw Enforcement Officer
Fire Prevention Bylaw No. 744, 2013	Fire Chief Inspector Bylaw Enforcement Officer RCMP
Outdoor Water Use Regulation Bylaw No. 792, 2015	Village Official Bylaw Enforcement Officer
Public Nuisance Abatement Bylaw No. 838, 2018	Bylaw Enforcement Officer RCMP
Animal Control Bylaw No. 839, 2018	Bylaw Enforcement Officer RCMP Conservation Officer
Parking and Traffic Control Bylaw No. 840, 2018	Manager Bylaw Enforcement Officer Fire Chief RCMP

Business Licence Bylaw No. 855, 2019

Licence Inspector  
Bylaw Enforcement Officer

Smoking Regulations Bylaw No.848, 2018

Bylaw Enforcement Officer  
RCMP

Cross Connection Control  
Bylaw No. 844, 2018

Bylaw Enforcement Officer  
Village Official  
Manager  
Water Operator  
Building Official



## SCHEDULE 12

### BUSINESS LICENCE BYLAW No. 855, 2019

OFFENCE	SECTION	FINE	REDUCED FINE – if paid within 30 days
<b>Resident Business without Business Licence</b>	6.2		
First Offence		\$ 75	Not Applicable
Second Offence (1 week after 1 <sup>st</sup> offence)		\$150	Not Applicable
3 <sup>rd</sup> Offence (1 week after 2 <sup>nd</sup> offence)		\$300	Not Applicable
Subsequent Offences		\$450	Not Applicable
<b>Non-Resident Business without Business Licence</b>	6.3		
First Offence		\$ 75	Not Applicable
Second Offence (1 week after 1 <sup>st</sup> offence)		\$150	Not Applicable
3 <sup>rd</sup> Offence (1 week after 2 <sup>nd</sup> offence)		\$300	Not Applicable
Subsequent Offences		\$450	Not Applicable
<b>Failure to Provide Access</b>	7.1	\$150	\$125
<b>Failure to Display Valid Licence</b>	11.2		
First Offence		\$ 75	\$50
Second Offence (1 week after 1 <sup>st</sup> offence)		\$150	Not Applicable
3 <sup>rd</sup> Offence (1 week after 2 <sup>nd</sup> offence)		\$300	Not Applicable
Subsequent Offences		\$450	Not Applicable
<b>Carrying on Business while Suspended</b>	13.5		
First Offence		\$150	Not Applicable
Second Offence (1 week after 1 <sup>st</sup> offence)		\$300	Not Applicable
3 <sup>rd</sup> Offence (1 week after 2 <sup>nd</sup> offence)		\$450	Not Applicable
<b>Mobile Vendor without Business Licence</b>	14.4 (d)		
First Offence		\$300	Not Applicable
Second and Subsequent Offences		\$450	Not Applicable
Short-Term Vacation Rental Advertising without a Business Licence	21.1(b)	\$600	Not Applicable
Short-Term Vacation Rental failure to display business licence number in advertisements	21.1(c)	\$ 75	Not Applicable
Cannabis Production Facility operating without a Business Licence	22.1	\$600	Not Applicable

Cannabis Production Facility operating without required security/safety measures, per offense	22.4	\$ 75	Not Applicable
Cannabis Retail operating without a Business Licence	23.1	\$600	Not Applicable
Cannabis Retail Business operating outside the hours of 9:00 a.m. to 9:00 p.m.	23.4 (a)	\$ 75	Not Applicable
Cannabis Retail Business operating without required safety/security measures, per offense	23.4 (b)	\$ 75	Not Applicable

## SCHEDULE 13

### SMOKING REGULATION BYLAW No. 848, 2018

<b>OFFENCE</b>	<b>SECTION</b>	<b>FINE</b>	<b>REDUCED FINE - if paid within 30 days</b>
Areas of Smoking Prohibition (Responsible Person)	3.1	\$200	\$100
Areas of Smoking Prohibition (Personal)	3.2	\$100	\$50
Sign Requirements	4.1	\$100	\$50
Remove or deface Sign	4.2	\$100	\$50
Interfere with or Obstruct Enforcement Officer	6.1	\$300	\$200

To Mayor & Council

Feb 6/2019

On Feb 2 2019 I took my concerns to the RCMP. about the street. people in the park. I encourage you to ask staff members working on maintenance about the mess.

The RCMP said they are too busy unless there is a specific complaint to even walk through it. That this continues is pathetic.

Please lets figure this out

Your Bruce Barshan

RECEIVED

FEB 06 2019

RECEIVED  
FEB 06 2019  
Village of Pemberton

Bruce Bareham

[REDACTED]  
Mt. Currie, BC  
VON 2K0

[REDACTED]  
February 2, 2019

To the RCMP  
Pemberton Detachment  
Pemberton, BC

Dear Sirs:

My name is Bruce Bareham. I am a resident of Ivey Lake and am a business owner in Pemberton.

During the bad weather I practice Tai Chi Chun in the barn downtown Pemberton.

Unfortunately, there is just about always a team of street people drinking and smoking in the barn.

I watch as residents either go out of their way to walk around the structure or scurry through it to avoid dealing with the bad behaviour.

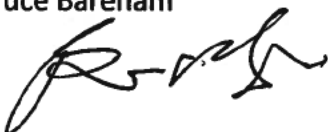
These street people have made this area their base to drink and carry on. I have witnessed these people void their bladder and bowels in the barn, yell and curse people, litter and beg.

If they cannot drink there they would not stay there. Then mothers could let their children play and people could enjoy the barn for lunch, etc.

I look forward to hearing from you about this matter.

Yours truly,

Bruce Bareham



**From:** Annie Oja [REDACTED]  
**Sent:** February 12, 2019 12:21:56 PM  
**To:** Mike Richman; Ted Craddock; Leah Noble; Ryan Zant; Amica Antonelli  
**Cc:** Lisa Pedrini  
**Subject:** Recent Decision Made a Fougberg Park

Good afternoon Mayor and Council,

I'm writing on behalf of the recent decision to remove parkland and have it converted into 16 parking stalls at Fougberg Park.

As a landscape architect and parks planner I have several concerns with this plan.

1. What are the current issues and options? Where is the clear, long term plan? Where is the opportunity for public input? Where is the public hearing? A big decision was made by your team without considering some important planning steps.
2. Does this project have a development permit? It was never brought to the Village of Pemberton's Advisory Design Panel for review and comments prior to Staff and Council approval. It's critical that all major development projects within the downtown core receive development permits as these are what shape the look and feel of our mountain town.
3. The VoP recently rezoned the Black's Auto Shop parcel as a legal non-conforming parcel due to the close proximity of a well head. Creating parking immediately adjacent to this parcel seems hypocritical as you would be increasing the amount of surface pollutants that could then wash away into the small well head.

It is imperative that there is careful thought and consideration for design of our downtown. Park land is a **public** amenity and it seems inappropriate to make decisions to remove it without **public** input.

Thank you for your time and I hope to hear from you soon.

Regards,  
Annie Oja

**From:** Nicole Brink [REDACTED]  
**Subject:** Foughburg Park  
**Date:** February 15, 2019 at 1:12:26 PM PST  
**To:** [mrichman@pemberton.ca](mailto:mrichman@pemberton.ca)  
**Cc:** [aantonelli@pemberton.ca](mailto:aantonelli@pemberton.ca), [tcraddock@pemberton.ca](mailto:tcraddock@pemberton.ca), [lnoble@pemberton.ca](mailto:lnoble@pemberton.ca),  
[rzant@pemberton.ca](mailto:rzant@pemberton.ca)

Mayor Richman and Village Council:

When will you provide an opportunity for your constituents to weigh in on your decision to turn Foughburg Park into a parking lot?

This issue has sparked enough debate to warrant a proper public consultation (as should have happened in the first place). This is quite a big change to the Master Plan, which the Village was so deliberate about sharing publicly and getting feedback on.

We eagerly await your comments!

Regards,  
Nicole Brink

## A WHISTLER BLACKCOMB FOUNDATION CHARITY FUNDRAISER

Join us for Whistler's legendary fundraising event of the season and celebrate 26 years of making a difference in our communities!

This action-packed weekend features fun-filled ski events, wine, beer and food galore, our famous silent and live auctions and fabulous live entertainment. All proceeds from the event go to support non-profit charities. Come on out and join us for an event that you don't want to miss!

There are several ways you can participate. If you aren't up for skiing, we invite you to join us at one of our legendary evening events.

### EVENING EVENTS

Whistler Winetastic	Friday, March 1	\$80*
+ VIP First Sip	Friday, March 1	\$25 (add on)
Noches de la Havana	Saturday, March 2	\$250*

\*includes taxes and fees

### TEAM PACKAGES

#### *Two-day Quartet*

**Friday & Saturday – \$2,200**  
(4 skiers/snowboarders per team)

- ★ Buffet breakfast: Friday & Saturday
- ★ 4 x 2-day lift tickets: Friday & Saturday
- ★ Priority lift line privileges: Friday & Saturday
- ★ Ski With a Pro Adventure Day: Friday
- ★ Après-ski with awards and prizing: Friday
- ★ 4 x tickets to Whistler Winetastic: Friday
- ★ Race Classic: Saturday
- ★ 4 x tickets to Mountain Top Gala: Saturday
- ★ Event gift and team photo

#### *One-day Quartet*

**Saturday Only – \$1,800**  
(4 skiers/snowboarders per team)

- ★ 4 x lift tickets
- ★ Buffet breakfast
- ★ Priority lift line privileges
- ★ Race Classic
- ★ 4 x tickets to Mountain Top Gala
- ★ Event gift and team photo

★ 26TH ANNUAL ★



**TELUS  
WINTER  
CLASSIC®**

**MARCH 1-2, 2019**

## FRIDAY, MARCH 1<sup>ST</sup>

### ACCENTURE SKI WITH A PRO ADVENTURE DAY

**8:30am – 3pm | Whistler and/or Blackcomb Mountain**

Enjoy a delicious buffet breakfast at the Fairmont and then let one of Whistler Blackcomb's hot ski professionals guide you on an adventure.

### APRÈS-SKI PRESENTED BY CORONA

**3pm – 4:30pm | Glacierview Room, Roundhouse Lodge, Whistler Mountain**

Enjoy an ice cold beer, snacks, great prizes, awards and lots of laughs from the day.

### WHISTLER WINETASTIC PRESENTED BY AVAYA

**6:45pm to 7:30pm | VIP First Sip**

Very limited tickets available to this exclusive tasting in the Macdonald Ballroom just before the main event. Come in and enjoy some high-end samples before the rest of the guests arrive. Guests must have a Winetastic AND First Sip ticket for early entry.

**7:30pm | Macdonald Ballroom, Fairmont Chateau Whistler**

Sample from an extensive collection of fantastic wine, beer, spirits and gourmet cheese. Enjoy delectable appetizers from local restaurants including the Bearfoot Bistro, Purebread, and Portobello while listening to fabulous live entertainment. Last pour at 10pm.

## SATURDAY, MARCH 2<sup>ND</sup>

### EMBARC WHISTLER LIFT LINE PRIORITY

As a team participant, this is the ONLY weekend of the year that you can be fast-tracked to the front of the line on Whistler and Blackcomb Mountains. Pick up your Lift Line Priority Pass at the breakfast and maximize your skiing experience.

### CISCO START-GATE BREAKFAST

**8:00am to 9:00am | Macdonald Ballroom, Fairmont Chateau Whistler**

Jump start your Saturday morning with the Start-Gate Breakfast buffet.

### ENGEL & VÖLKERS RACE CLASSIC

(formerly Thornhill Real Estate Group)

**10:00am to 12:00pm | Whistler Mountain**

Team participants of any ability will have a blast testing their racing skills in this fun format. Guess how fast you think you can do the race and try to match it. To help, a select group of pacesetters will forerun the course to give you an idea of what times to expect.

### NOCHES DE LA HAVANA MOUNTAIN TOP GALA PRESENTED BY SAMSUNG

**6:45pm to Midnight | Roundhouse Lodge, Whistler Mountain**

Upload the Whistler Mountain Village Gondola between 6:45pm & 7:30pm.

Noches de la Havana is a centuries-spanning, fedora-demanding, flower-splashed fiesta. Come dance the rumba amongst colonial columns, salsa through Hemingway's sea of rum and hand rolled cigars, and mambo into the modern madness of the Tropicana nightclub. Ladies, your bata cubanas are calling your name; gentlemen, your guayaberas will not be ignored! On a Caribbean island at the top of a mountain, we will defy our weather together!

VISIT [WHISTLERBLACKCOMBFUNDATION.COM](http://WHISTLERBLACKCOMBFUNDATION.COM) TO ORDER EVENT TICKETS OR TO BOOK A TEAM.  
THANK YOU FOR HELPING US MAKE A SIGNIFICANT DIFFERENCE FOR OUR COMMUNITY CHARITIES.

★ Pre-register for the online silent auction at [wbfauction.com](http://wbfauction.com)

Village of Pemberton  
Regular Council Meeting No. 1487

Tuesday, February 19, 2019





Pamela Goldsmith-Jones

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

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January 31, 2019

The Honourable Bill Morneau, P.C., M.P.  
Minister of Finance  
House of Commons  
Ottawa, ON K1A 0A6

Dear Minister Morneau,

**Re: Community Budget Consultations Feedback**

Thank you for taking the time to hear the concerns of Canadians around the country. I have conducted two broad pre-budget consultation town hall meetings - one with students at Howe Sound Secondary and another with the general public. The students' priorities are:

- The environment
- Cost of healthcare
- Cost of post-secondary tuition

The general public remains focussed on the cost of housing and public transportation.

Additionally, there are eight municipalities in my riding. I can confirm that all eight mayors, all newly elected, are unanimous in their support for our continued investment in clean infrastructure.

Sincerely,

A handwritten signature in blue ink that reads "P. Goldsmith - Jones".

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

cc: Mayor and Council, Resort Municipality of Whistler  
Mayor and Council, Village of Pemberton  
Mayor and Council, Village of Lions Bay  
Mayor and Council, District of West Vancouver  
Mayor and Council, District of Squamish  
Mayor and Council, Town of Gibsons  
Mayor and Council, District of Sechelt  
Mayor and Council, District of Lillooet  
Heather Lafreniere, Howe Sound Secondary School

Confederation Building, Room 583 | 6367 Bruce Street  
Ottawa, ON K1A 0A6 | West Vancouver, BC V7W 2G5  
Tel: 613 947 4617 Fax: 613 947 4620 | Tel: 604 913 2660 Fax: 604 913 2664

pam.goldsmith-jones@parl.gc.ca  
www.pgoldsmithjones.ca

Village of Pemberton  
Regular Council Meeting No. 1487  
Tuesday, February 19, 2019

**Form Submission Info**

**First Name:** Anne

**Last Name:** Crowley

**Street Address:** [REDACTED]

**PO Box:** [REDACTED]

**Town/City:** Pemberton

**Province:** BC

**Postal Code:** V0N 2L0

**Phone Number:** [REDACTED]

**Email:** [REDACTED]

**Please attach any related documents (if applicable):**

**Message to Mayor & Council:** I am firmly opposed to paving dedicated park land in Fougberg Park. Green space is precious and although Pemberton has adequate green spaces now - it is imperative that the Village has a vision which can project the future growth of Pemberton. Pemberton is poised for intense development in the next 15-20 years. These green spaces which are dedicated to green space will become increasingly precious. To consider paving this space is unsustainable in that any natural surface with soil and vegetation is an important source of clean air and water. The well on this property serves the people of Pemberton. I am upset the Village is making this decision without consultation with the citizens. It was not included in the Downtown Enhancement Plan. The newspaper article states the borders of the Park will be kept hoping that people will find that palatable. I, for one, would not choose to rest and perhaps picnic beside a parking lot and the street on the other side. I take issue with the statement that "business owners repeatedly expressed concerns that they felt that there was a lack of parking" In point of fact - business owners have expressed concern about parking issues that will be created by changes contemplated by Village of Pemberton's Downtown "Enhancement" plan. Mayor Richman states the park has limited use. Where does he get this statistic? The park is used by citizens in the summer as it is a cool quiet spot to rest and play. These quiet spots will become increasingly important as Pemberton grows and space closes in. Council needs to reflect on how public land is to be used and to develop a vision.

# Tourism Pemberton Annual General Meeting



**Thursday, February 21 - 6:00pm**

Pemberton Regional Airport, Blackcomb Helicopters Terminal Building

Pizza and refreshments will be served  
Prospective members welcome!

Village of Pemberton  
Regular Council Meeting No. 1487  
Tuesday, February 19, 2019

[tourismpembertonbc.com](http://tourismpembertonbc.com) | [info@tourismpembertonbc.com](mailto:info@tourismpembertonbc.com)

From: Jennie Helmer [REDACTED]

Sent: Tuesday, February 12, 2019 12:52 PM

To: Mike Richman; Amica Antonelli; tcradock@pemberton.ca; Leah Noble; Ryan Zant; Sheena Fraser; Nikki Gilmore

Subject: The paving of Fougberg Park

Good afternoon Mayor and Council

Thank you for spending a considerable amount of your time and great energies as mayor and council, this is much appreciated by all.

I am concerned to see that Mayor and Council have voted to proceed with paving Fougberg Park. This was a community amenity contributed by members of the community, and the long-term vision was not to remove public grass space and replace it with parking.

My concerns are centred around the following:

- There is very little downtown green space remaining in Pemberton
- The Village water well is located here
- The public good is compromised in order to provide parking for a very few businesses

Could this letter please be included in the next business council meeting agenda.

Kind regards,

Jennie Helmer  
Pemberton BC

RECEIVED

FEB 13 2019

Mayor and Council  
Pemberton, B.C.

Village of Pemberton

Feb, 13, 2019.

Re: Pemberton Council Green lights parking in Fougberg Park (Pique Feb. 7)

As you might know, we are not citizens of Pemberton Village but do in fact live nearby and seen over the many years we've been here the many changes taking place as our town and area grows. (I noted recently that Pemberton was the fastest growing Municipality in B.C. back in 2001 and now it is Squamish!)

So, I do feel that the loss of any green space within the downtown core would be a huge mistake especially when looking "down the road" in another say - 20 years! While I do realize that the downtown enhancement is "on the go"...and as such, will reduce parking spaces somewhat...I do feel that creating parking on that green space is not the way to compensate. I recently spoke with some friends who live within the Village and they do concur and agree that while it may not be well used presently (mostly only in the summertime)...we do feel that it would be a huge mistake to take away the future need for a pleasant green space there as the population of the town will inevitably grow.

Sincerely,

[Redacted Signature]  
Jan [Redacted]

[Redacted Address]  
Pemberton, B.C. V0N 2L0  
[Redacted]

On Feb 12, 2019, at 1:30 PM, Rachel Hesketh [REDACTED] wrote:

Good afternoon counselors,

I live in Pemberton and am the owner of [REDACTED]

I was concerned to hear that Foughburg Park will be turned into extra parking. It's a small, beautiful green area in our downtown surrounded by many different parking options. I have never had any difficulty finding a parking spot in Pemberton over the past few years, and have many times enjoyed the shady grass under the tree in that small park. The flowers there are lovely too.

In the summer, the downtown paved streets and parking lots are hot and unpleasant, but that park and the larger one beside the Municipality provide a beautiful space to get out of the sun and connect with nature on beautiful shady grass.

I would appreciate any information you can provide on this matter. I strongly feel that the green space is more valuable to the community and adds more value to our town than a few more parking spaces.

Thank you for your consideration,

Rachel Hesketh

[REDACTED]  
Pemberton, BC, Canada

## 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*