

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

**Agenda** for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, November 19, 2019 at 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1503.

*"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>Recommendation:</b> THAT the Agenda be approved as presented.	
<b>3. RISE WITH REPORT FROM IN CAMERA (CLOSED)</b>	
<b>4. ADOPTION OF MINUTES</b>	
<b>a) Regular Council Meeting No. 1501, Tuesday, November 5, 2019</b>	<b>5</b>
<b>Recommendation:</b> THAT the minutes of Regular Council Meeting No. 1501, held Tuesday, November 5, 2019, be adopted as circulated.	
<b>b) Special Council Meeting No. 1502, Tuesday, November 12, 2019</b>	<b>12</b>
<b>Recommendation:</b> THAT the minutes of Special Council Meeting No. 1502, held Tuesday November 12, 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>a) Hillside Development Design Guidelines</b>	
Moved/Seconded <b>THAT</b> the Committee of the Whole recommend to Council to direct Staff to apply the Hillside Development Design Guidelines when reviewing Development Applications. <b>CARRIED</b>	
Moved/Seconded <b>THAT</b> the Committee of the Whole recommend to Council that more detailed Hillside Standards be incorporated into a future Subdivision and Development Control Bylaw update. <b>CARRIED</b>	
<b>7. COMMITTEE MINUTES - FOR INFORMATION</b>	
There are no committee minutes for information.	
<b>8. DELEGATIONS</b>	
There are no delegations scheduled for this meeting.	

**9. REPORTS**

**a) Office of the Chief Administrative Officer**

- i. Crosswalk Upgrades – Pemberton Portage Road at Flint Street – Verbal Report**
- ii. Garbage Collection Along Highway 99 - Follow Up – Verbal Report**

**b) Corporate & Legislative Services**

- i. Public Hearing Minutes – Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019 and Zoning Bylaw (Sunstone Lot 1) Amendment Bylaw No. 869, 2019** 14

**Recommendation: THAT** the minutes of the Public Hearing for Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019, and Zoning Bylaw (Sunstone Lot 1) Amendment Bylaw No. 869, 2019, held November 5, 2019, be received.

**c) Finance & Administration**

- i. 2020 - 2024 Five Year Financial Plan Schedule** 19

**Recommendation: THAT** Council approve the schedule as presented.

**d) MAYOR’S Report**

**e) COUNCILLORS’ Reports**

**10. BYLAWS**

**a) Bylaws for First and Second Readings**

- i. Village of Pemberton Official Community Plan (SD48) Amendment Bylaw No. 872, 2019** 24

**Recommendation: THAT** the Village of Pemberton Official Community Plan (SD48) Amendment Bylaw No. 872, 2019 be given first and second readings.

- ii. Village of Pemberton Zoning (SD48) Amendment Bylaw No. 873, 2019**

**Recommendation: THAT** the Village of Pemberton Zoning (SD48) Amendment Bylaw No. 873, 2019, be given first and second readings.

**b) Bylaws for Third and Fourth Readings**

- i. Village of Pemberton Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019** 43

**Recommendation: THAT** Village of Pemberton Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019, be given third and final reading.

- ii. Village of Pemberton Zoning (Sunstone Lot 1) Amendment Bylaw No. 869, 2019, be given third and final reading.** 45

**Recommendation: THAT** Village of Pemberton Zoning (Sunstone Lot 1) Amendment Bylaw No. 869, 2019 be given third and final reading.

**c) Bylaw for Adoption**

- i. **Village of Pemberton Business Licence Amendment Bylaw No. 871, 2019** 50

**Recommendation: THAT** the Village of Pemberton Business Licence Amendment Bylaw No. 871, 2019, be adopted.

**11. CORRESPONDENCE**

**a) For Action**

- i. **Lee Ann Patterson, Village of Pemberton, dated November 6, 2019, regarding concerns about potential development of the Benchlands.** 53
- ii. **Melina Rothwell, Village of Pemberton, dated November 12, 2019, regarding concerns about potential development in the Benchlands.** 55
- iii. **Valerie Butters, Village of Pemberton, dated November 13, 2019, regarding concerns about potential development in the Benchlands.** 57
- iv. **Nick Fisher, Village of Pemberton, dated November 13, 2019, regarding concerns about potential development in the Benchlands.** 58
- v. **Tim Hailwood, Village of Pemberton, dated November 13, 2019, regarding concerns about potential development in the Benchlands.** 61
- vi. **Niki Vankerck, Village of Pemberton, dated November 13, 2019, regarding concerns about potential development in the Benchlands.** 63

**Recommendation: THAT** the above correspondence be referred to Staff for response.

**b) For Information**

- i. **Katrine Conroy, Minister of Children and Family Development, dated October 31, 2019, regarding the proclamation of November as Adoption Awareness month.** 64

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

**12. DECISION ON LATE BUSINESS**

**13. LATE BUSINESS**

**14. NOTICE OF MOTION**

**15. QUESTION PERIOD**

**16. IN CAMERA**

66

**THAT** pursuant to Section 90 (1) (k) Negotiations of the *Community Charter*, the Council of the Village of Pemberton serves notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**17. RISE FROM IN CAMERA**

**18. RECESS REGULAR COUNCIL MEETING**

**19. RECONVENE REGULAR COUNCIL MEETING**

**20. IN CAMERA**

**THAT** pursuant to Section 90 (1) (k) Negotiations of the *Community Charter*, the Council of the Village of Pemberton serves notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**21. ADJOURNMENT OF REGULAR COUNCIL MEETING**

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

**Minutes of the Regular Meeting** of Council of the Village of Pemberton held on Tuesday, November 5, 2019 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1501.

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

**STAFF IN ATTENDANCE:** Nikki Gilmore, Chief Administrative Officer  
Sheena Fraser, Manager of Corporate & Legislative Services  
Lisa Pedrini, Manager of Development Services  
Tom Csima, Manager of Operations/Projects  
Robert Grossman, Fire Chief  
Lena Martin, Manager of Finance & Administration  
Angela Belsham, Recreation Services Manager  
Elysia Harvey, Legislative Assistant

**Public:** 2

**Media:** 1

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**1. CALL TO ORDER**

At 5:30 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 (CLOSED)**

Council did not rise with report.

**4. ADOPTION OF MINUTES**

**a) Regular Council Meeting No. 1500, Tuesday, October 22, 2019**

Moved/Seconded

**THAT** the minutes of Regular Council Meeting No. 1500, held Tuesday, October 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**

The Committee of the Whole rose with report and Council passed the following resolutions:

### **Age-Friendly Affordable Housing Action Plan:**

Moved/Seconded

**THAT** the Age-Friendly Affordable Housing Action Plan be approved;

**AND THAT** Staff be directed to prepare a detailed short-term affordable housing implementation program for consideration during the 2020 budget deliberations.

**CARRIED**

## **7. COMMITTEE MINUTES – FOR INFORMATION**

There were no Committee Minutes for information.

## **8. DELEGATIONS**

There were no delegation presentations.

## **9. REPORTS**

### **a) Corporate & Legislative Services**

#### **i. 2020 Council Committee Appointments**

Moved/Seconded

**THAT** the 2020 Committee Appointments and Acting Mayor Schedule be approved as established in 2019.

**CARRIED**

At 5:38 pm Councillor Zant declared a conflict of interest pursuant to section 100 (2) (a) of the *Community Charter* and excused himself from the meeting.

#### **ii. Airport Development Inquiries**

Moved/Seconded

**THAT** those making enquiries respecting lease lots or development at the airport whether it be for a private hangar or a commercial operation be advised that proposals to the Village should address and/or include the following:

- Benefits to the community of the proposed operation
  - Creation of jobs
  - Revenue generation
- Impacts to the community of the proposed operation
- Impacts of air traffic noise
- Business plan in the case of a commercial operation

**AND THAT** development of a lease lot must be started within one (1) year of entering into the lease and completed within three (3) years of entering into a lease agreement.

**CARRIED**

At 5:50 pm Councillor Zant returned to the meeting.

**b) Finance & Administration**

**i. 2019 Third Quarter Financial Statements**

Moved/Seconded

**THAT** the 2019 Third Quarter Financial Statements be received for information.

**CARRIED**

**c) Development Services**

**i. 2019 Third Quarter Report**

Moved/Seconded

**THAT** the 2019 Third Quarter Development Services Report be received for information.

**CARRIED**

**d) Operations & Projects**

**i. 2019 Third Quarter Report**

Moved/Seconded

**THAT** the 2019 Third Quarter Operations & Projects Report be received for information.

**CARRIED**

**ii. Snow Clearing Policy**

Moved/Seconded

**THAT** the Snow and Ice Removal Policy be amended and approved as presented.

**CARRIED**

**e) Recreation Services**

**i. 2019 Third Quarter Report**

Moved/Seconded

**THAT** the 2019 Third Quarter Pemberton and District Recreation Services Report be received for information.

**CARRIED**

At 6:57 pm the Regular Council Meeting was recessed for the scheduled Public Hearing.

At 7:30 pm the Regular Council Meeting reconvened.

**f) Fire Rescue Service**

**i. 2019 Third Quarter Report**

Moved/Seconded

**THAT** the 2019 Third Quarter Fire Department Report be received for information.

**CARRIED**

**g) MAYOR'S Report**

Mayor Richman reported on the following:

- Thank you to Pemberton Fire Rescue for the Halloween Fireworks display;
- Congratulations to the Pemberton Farmers Market Association for another successful season;
- Starting November 4<sup>th</sup>, Public Works will be carrying out ditch cleaning within the Village right-of-ways on several streets in the Glen, which involves the removal of debris from the bottom of the ditches and around culvert inlets and outlets;
- Remembrance Day ceremony will take place November 11<sup>th</sup> at the Legion, beginning at 10:30 am;
- Reminder that Winter Parking Regulations begin on November 15<sup>th</sup>;



- Noted that there are Village roads which are in need of repair by the Ministry of Transportation and Infrastructure (MOTI).

Discussion took place on the lack of maintenance by MOTI's contractor, Miller Capilano, on Ministry roads within the Village boundaries (including islands and road painting), and the following resolution was passed:

Moved/Seconded

**THAT** correspondence be sent to the Ministry of Transportation and Infrastructure – Sea to Sky District Manager expressing the Village's frustration with the disrepair of the Ministry roads within the Village boundaries;

**AND THAT** the correspondence include an invitation to attend a future Council meeting;

**AND THAT** a copy of the correspondence be sent to MLA Jordan Sturdy.  
**CARRIED**

#### h) **COUNCILLORS' Reports**

##### **Councillor Noble**

Councillor Noble reported that the Lil'wat Spiritual Warriors won two awards at the Native American Music Awards and commented that the Halloween celebrations at the Glen neighbourhood and fireworks display at Signal Hill Elementary School were a great success.

##### **Councillor Zant**

Councillor Zant reported on the following:

- Attended the SLRD Board meeting and reported on the following items:
  - SLRD Staffing positions
  - Flood Mitigation Grant application;
  - Grant funding for the Pemberton Children's Centre from the Pemberton & District Community Grant-in-Aid Fund;
- Attended the Furry Creek town meeting where new development, bear issues, and town upgrades were discussed;
- Commended residents of The Glen neighbourhood for their part in the Halloween festivities;
- The fireworks display at Signal Hill Elementary School was great; thank you to the Fire Department for their efforts again this year.

**Councillor Antonelli did not report.**

**Councillor Craddock did not report.**

## **10. BYLAWS**

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

#### **i. Village of Pemberton Business Licence Amendment Bylaw No. 871, 2019**

Moved/Seconded

**THAT** the Village of Pemberton Business Licence Amendment Bylaw No. 871, 2019, be given first, second and third readings.

**CARRIED**

### **b) Bylaw for Adoption**

#### **i. Village of Pemberton Animal Control Amendment Bylaw No. 870, 2019**

Moved/Seconded

**THAT** the Village of Pemberton Animal Control Amendment Bylaw No. 870, 2019 be given fourth and Final Reading.

**CARRIED**

## **11. CORRESPONDENCE**

### **a) For Action**

### **b) For Information**

There were no correspondence items.

## **12. DECISION ON LATE BUSINESS**

## **13. LATE BUSINESS**

There was no late business.

## **14. NOTICE OF MOTION**

There was no notice of motion.

## **15. QUESTION PERIOD**

There were no questions from the gallery.

## **16. IN CAMERA**

Moved/Seconded

**THAT** pursuant to Section 90 (1) (e) land acquisition of the *Community Charter*, the Council of the Village of Pemberton serves notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

At 8:02 pm Council moved In-Camera.

**17. RISE FROM IN CAMERA**

At 8:47 p.m. Council rose from In Camera and did not rise with report.

**18. ADJOURNMENT OF REGULAR COUNCIL MEETING**

Moved/Seconded

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

**CARRIED**

At 8:47 p.m. the Regular Council Meeting was adjourned.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

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

**Minutes of the SPECIAL Meeting** of Council of the Village of Pemberton held on Tuesday, November 12, 2019 at 9:00 a.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1502.

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

**STAFF IN ATTENDANCE:** Nikki Gilmore, Chief Administrative Officer  
Sheena Fraser, Manager of Corporate & Legislative Services  
Lisa Pedrini, Manager of Development Services  
Robert Grossman, Fire Chief  
Jill Brooksbank, Communications & Grant Coordinator  
Elysia Harvey, Legislative Assistant

**Public:** 0

**Media:** 0

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**1. CALL TO ORDER**

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

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

**2. APPROVAL OF AGENDA**

Moved/Seconded

**THAT** the Agenda be approved as amended to include a discussion on garbage collection along Highway 99 as item 4.

**CARRIED**

**3. UBCM VOLUNTEER & COMPOSITE FIRE DEPARTMENTS EQUIPMENT & TRAINING PROGRAM**

Moved/Seconded

**THAT** Council approve an application to UBCM's Volunteer & Composite Fire Department Training & Equipment program for up to \$25,000 for the purchase of essential equipment and training for Pemberton Fire Rescue and its members.

**CARRIED**

#### 4. GARBAGE COLLECTION ALONG HIGHWAY 99

Mayor Richman advised that he had received an email regarding an initiative led by community members to clean up garbage along Highway 99 between Pemberton and Whistler. The group had collected a significant amount of garbage along the highway over the weekend and planned to coordinate another clean up event. The correspondence to Mayor Richman included a request for resources and/or support from the Village.

Mayor Richman indicated he would provide a response requesting additional information on the resources required, including the cost of tipping fees, in order that the Village might consider how support may be provided.

#### 5. IN CAMERA

**THAT** pursuant to Section 90 (1) (e) Land Acquisition and (k) Negotiations of the *Community Charter*, the Council of the Village of Pemberton serves notice to hold an In-Camera Meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

At 9:05 a.m. Council moved In-Camera.

#### 6. RISE FROM IN CAMERA

At 9:39 a.m. Council rose from In Camera and did not rise with report.

#### 7. ADJOURNMENT OF REGULAR COUNCIL MEETING

Moved/Seconded

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

**CARRIED**

At 9:39 a.m. the Regular Council Meeting was adjourned.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

**VILLAGE OF PEMBERTON  
- PUBLIC HEARING MINUTES-**

**Minutes** of the **Public Hearing** of Council of the Village of Pemberton held on Tuesday, November 5, 2019 at 7:00 p.m. in Council Chambers, 7400 Prospect Street.

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**IN ATTENDANCE:**

Mayor Mike Richman  
Councillor Ted Craddock  
Councillor Ryan Zant  
Councillor Amica Antonelli  
Councillor Leah Noble

**STAFF IN ATTENDANCE:**

Nikki Gilmore, Chief Administrative Officer  
Sheena Fraser, Manager of Corporate & Legislative Services  
Lisa Pedrini, Manager of Development Services  
Cameron Chalmers, Contract Planner  
Joanna Rees, Planner  
Elysia Harvey, Legislative Assistant

**MEMBERS OF PUBLIC:**

4

**MEDIA:**

1

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**1. CALL TO ORDER and OPENING STATEMENTS**

At 7:00 p.m. Mayor Mike Richman called the Public Hearing to order and read the following Opening Statement for the Village of Pemberton Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019 and Zoning Bylaw (Sunstone Lot 1) Amendment Bylaw No. 869, 2019:

Good Evening. My name is Mike Richman and as Mayor of the Village of Pemberton I will be chairing these Public Hearings.

Cameron Chalmers, Contract Planner, will make a brief presentation on the Official Community Plan and Zoning Amendment Bylaws and Sheena Fraser, Manager of Corporate & Legislative Services, will record your comments for the minutes which will form part of the public record on this matter.

Also in attendance are Councillor Ryan Zant, Councillor Leah Noble, Councillor Ted Craddock, and Councillor Amica Antonelli.

This Public Hearing is convened pursuant to Section 465 of the Local Government Act to allow the public to make representations to Council respecting matters contained in the proposed Village of Pemberton Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019 and Village of Pemberton Zoning Bylaw (Sunstone Lot 1) Amendment Bylaw No. 869, 2019.

Tonight we will be holding two Public Hearings concurrently for Village of Pemberton Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019, and Village of Pemberton Zoning Bylaw (Sunstone Lot 1) Amendment Bylaw No. 869, 2019.

Notification of this Public Hearing was advertised in the October 24<sup>th</sup> and 31<sup>st</sup>, 2019, issues of the "Pique Newsmagazine" Newspaper. Notice was also posted at Village of Pemberton Offices, the Village Notice Board located at the Post Office, and on the Village Website, Facebook Page, and eNews. Notices were also mailed to all properties within 100 meters of the subject property.

Every one of you present who believes that your interest in the property is affected by the proposed Bylaws shall be given a reasonable opportunity to be heard or to present written submissions respecting matters contained in the proposed Bylaws.

Each speaker will have up to five (5) minutes to be heard. Once everyone has had a chance to speak, those who wish to speak again may do so if they have new points to present.

None of you will be discouraged or prevented from making your views known. However, it is important that you restrict your remarks to matters contained in the proposed Bylaws.

When speaking please commence your remarks by clearly stating for the public record your **full name and address** and whether or not you are in favour or opposed to the Bylaws.

Members of Council may, if they so wish, ask questions following a presentation. However, the main function of Council Members at this Public Hearing is to listen rather than to debate the merits of the proposed Bylaws. This Public Hearing is not a question and answer period it is an opportunity for the public's views to be heard.

Please refrain from applause or other expressions.

After this Public Hearing has concluded, Council will further consider these Bylaws at the Regular Council Meeting to be convened on Tuesday, November 19<sup>th</sup>, 2019, at 9:00 am in Council Chambers, located at the Village Office.

May I remind you that tonight is your final opportunity for input on the proposed Bylaws.

I would now like to open the Public Hearing for the Village of Pemberton Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019 and Village of

Pemberton Zoning Bylaw (Sunstone Lot 1) Amendment Bylaw No. 869, 2019 and ask Mr. Chalmers to introduce the Bylaws.

**2. PRESENTATION OF VILLAGE OF PEMBERTON OFFICIAL COMMUNITY PLAN (SUNSTONE LOT 1) AMENDMENT BYLAW NO. 868, 2019, AND ZONING BYLAW (SUNSTONE LOT 1) AMENDMENT BYLAW NO. 869, 2019**

Cameron Chalmers, Contract Planner with the Village, presented background information regarding the proposed Official Community Plan and Zoning amendment Bylaws.

Mr. Chalmers highlighted the main changes that would result from the proposed Bylaws, including extension of the current Road E in the Sunstone Development and establishment of a new RSA-3 Zone which would accommodate additional large lots within the Sunstone Neighbourhood.

Mr. Chalmers advised that the legislated requirements to provide Public Notice for the Public Hearing and subject Bylaws had been met, including two advertisements in the newspaper and Notices posted on the Village public notice boards, and that the Village had made additional efforts to advertise the Public Hearing through other news outlets including Facebook, eNews, and website.

Councillor Craddock requested clarification that any environmental sensitivities, as noted in the letter from Stewardship Pemberton, of the subject area had been addressed. Mr. Chalmers advised that environmental studies on the habitat in and surrounding the Sunstone Development had been completed and confirmed there were no outstanding issues.

**3. CORRESPONDENCE AND PETITIONS RECEIVED BY THE VILLAGE AS OF 4:30 PM, THURSDAY, OCTOBER 31, 2019.**

None.

**4. ANY OTHER CORRESPONDENCE OR PETITIONS RECEIVED.**

Sheena Fraser, Manager of Corporate & Legislative Services advised that the Village had received three (3) submissions from the public after the deadline, one (1) expressing support of the proposed amendments and two (2) outlining concerns. These submissions were provided to Council prior to the start of the Public Hearing and were also made available for review at the Public Hearing.

**5. MEETING OPEN FOR PUBLIC COMMENT**

Mayor Richman called for submissions from the public:



### **Jagoda Jawad, Village of Pemberton, 1757 Pinewood Drive**

Ms. Jawad spoke in opposition of the Bylaws due to the following concerns:

- Insufficient notice of the Public Hearing specifically to residents of the Plateau neighbourhood;
- Noise and visual disturbance caused by further developing the Sunstone neighbourhood;
- Concern around endangered species habitat of the sharp-tailed snake;
- Road and pedestrian safety concerns on Pemberton Farm Road East caused by trucks and construction contractors.

### **Cam Mclvor, Sunstone Ridge Developments Ltd., 7733 Pemberton Meadows Road**

Mr. Mclvor attended on behalf of Sunstone Ridge Developments in support of the proposed Bylaw amendments and commented on the following:

- Location of the new water reservoir limits any further development of the area after the lands in question;
- Extensive environmental studies have been conducted of the area during the planning phase;
- Road safety is a high priority;
- Sunstone Ridge Developments has donated funding back into the Community through community amenity contributions used for recreation;
- Notice of the Council required, developer-led Public Open House, held earlier this fall, was provided to the Pemberton Plateau Strata for distribution to residents.

**Tammy Mclvor was called upon to speak as she was listed on the speakers list but declined as Mr. Mclvor had covered her points.**

### **Barb Turrin, Village of Pemberton, 1502 White Cap Crescent**

Ms. Turrin indicated she was neither for or against the proposed Bylaws but took the opportunity to provide comments on the Sunstone Ridge Development and the impacts on other residents in the area.

Ms. Turrin noted that retention of forested areas between the two adjacent developments would be of great value in facilitating walkability, accessibility and visual quality of the area.

## **6. CLOSING STATEMENTS**

Mayor Richman called three (3) times for any other submissions and hearing none made the following closing statements:

On behalf of Council and myself I would like to thank all of you who have attended this meeting. Your input and participation in the process is greatly appreciated.

Please note that after the Public Hearing is adjourned, the opportunity for public discussion is ended and Council may not hear from or receive correspondence from interested parties relating to these Bylaws. These Bylaws are now a matter for Council's consideration based upon information received to date and will be considered following the close of the Public Hearing at the next Regular Council Meeting.

This Public Hearing for Village of Pemberton Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019, and Village of Pemberton Zoning Bylaw (Sunstone Lot 1) Amendment Bylaw No. 869, 2019, is now adjourned.

## **7. ADJOURNMENT**

At 7:28 p.m. the Public Hearing was adjourned.

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Sheena Fraser  
Corporate Officer

**Date:** November 19, 2019  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Lena Martin, Manager of Finance and Administration  
**Subject:** 2020 – 2024 Five Year Financial Plan Schedule

**PURPOSE**

To present to Council the proposed 2020 – 2024 Five Year Financial Plan Timeline for scheduling purposes.

**BACKGROUND**

Each year, Staff prepares a budget deliberation timeline for review and consideration by Council. The timeline is in alignment with the meeting schedule as established by Council with an aim to complete the budget process by end of April or early May as the Bylaws are submitted to the Ministry of Municipal Affairs and Housing before May 15<sup>th</sup>.

**DISCUSSION & COMMENTS**

In order to meet the legislated timelines to complete the 2020 – 2024 Five Year Financial Plan and Tax Rate Bylaws, Staff proposes the following timeline, with the addition of a Committee of the Whole meeting on an alternate \*date:

<b>Date</b>	<b>Description</b>
<b>Tuesday, November 19</b>	<b>Regular Council Meeting</b> <ul style="list-style-type: none"> <li>Draft Budget Timeline Report to Council</li> </ul>
<b>December/ January</b>	Meetings/Discussion with Managers and CAO to finalize projects and priorities.
<b>Tuesday, February 11</b>	<b>Committee of the Whole Meeting</b> <ul style="list-style-type: none"> <li>Budgeting Session #1– 2020 Operating Budgets, Capital and Project Budgets</li> </ul>
<b>Tuesday, February 25</b>	<b>Committee of the Whole Meeting</b> <ul style="list-style-type: none"> <li>Budgeting Session #2– 2020 Revised Operating, Capital and Project Budgets</li> </ul>
<b>Tuesday, March 10</b>	<b>Committee of the Whole Meeting</b> <ul style="list-style-type: none"> <li>Tax Implications of 2020 Revised Budget</li> </ul>
<b>Tuesday, March 10</b>	Public Budget Information Session 2019 review ( <b>prior to Council</b> )
<i>Tuesday, March 31*</i>	<i>Committee of the Whole Meeting *Alternate week</i> <ul style="list-style-type: none"> <li><i>Budgeting Session #3 – 2020 Capital and Project Budgets with final Tax Implications for final review and</i></li> </ul>

	<i>5 Year Financial Plan prior to Bylaws coming forward for adoption.</i>
<b>Tuesday, April 7</b>	<b>Regular Council Meeting</b> <ul style="list-style-type: none"> <li>• 2020 - 2024 Five Year Financial Plan Bylaw 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings (S.165 <i>Community Charter (CC)</i>)</li> </ul>
<b>Tuesday, April 21</b>	<b>Regular Council Meeting</b> <ul style="list-style-type: none"> <li>• 2020 - 2024 Five Year Financial Plan Bylaw 4<sup>th</sup> &amp; Final</li> <li>• 2020 Tax Rates Bylaw 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings</li> </ul>
<b>Tuesday, May 5</b>	<b>Regular Council Meeting</b> <ul style="list-style-type: none"> <li>• 2020 Tax Rates Bylaw 4<sup>th</sup> &amp; Final (S.197 CC)</li> </ul>

\***Bold indicates Regular Council Meeting dates as per the 2020 Meeting Schedule approved by Council**

### **COMMUNICATIONS**

Once the format and date for public consultation has been determined, Staff will provide notification through the eNEWS, Village Website and Facebook (Village’s page), as well as newspaper advertisements.

### **LEGAL CONSIDERATIONS**

There are no legal considerations at this time.

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

The Five-Year Financial Plan and Tax Rates Bylaws must be adopted and forwarded to the Ministry of Municipal Affairs and Housing before May 15, 2020. The timeline provided above will enable the Village to meet this requirement.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

There will be impact on all departments to prepare departmental projects and costs to be included in the 2020 – 2024 Five Year Financial Plan, which can be accommodated in each departments’ work plan.

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

There is no impact on the region or neighboring jurisdictions.

### **ALTERNATIVE OPTIONS**

There are no alternate options for consideration at this time.

### **POTENTIAL GOVERNANCE CONSIDERATIONS**

Establishing the Five-Year Financial Plan and Tax Rates Bylaws’ timeline meets with Strategic Priority Two: Good Governance being an open and accountable government and to fiscal responsibility. As well, it meets with Strategic Priority Three: Excellence in Service by continuing to deliver quality municipal services.

**RECOMMENDATION**

**THAT** Council approve the schedule as presented.

**Attachments:**

**APPENDX A:** 2020 Council Calendar

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

## APPENDIX A

### 2020 Council Meeting Schedule January – December

(Approved by Council: Meeting No. 1500 - Tuesday, October 22, 2019)

Council Meetings are held in Council Chambers located at 7400 Prospect Street (Village Office) unless otherwise posted.

<b>COUNCIL</b> January 14, 2020 5:30 p.m.	<b>COUNCIL</b> February 11, 2020 5:30 p.m.	<b>COUNCIL</b> March 10, 2020 5:30 p.m.	<b>COUNCIL</b> April 7, 2020 5:30 p.m.
<b>COUNCIL</b> January 28, 2020 9:00 a.m.	<b>COUNCIL</b> February 25, 2020 9:00 a.m.		<b>COUNCIL</b> April 21, 2020 9:00 a.m.
<b>COUNCIL</b> May 5, 2020 5:30 p.m.	<b>COUNCIL</b> June 16, 2020 5:30 p.m.	<b>COUNCIL</b> July 14, 2020 5:30 p.m.	August 2020 Summer Break
<b>COUNCIL</b> May 26, 2020 9:00 a.m.	<b>COUNCIL</b> June 30, 2020 9:00 a.m.	<b>COUNCIL</b> July 28, 2020 9:00 a.m.	
<b>COUNCIL</b> September 1, 2020 5:30 p.m.	<b>COUNCIL</b> October 6, 2020 5:30 p.m.	<b>COUNCIL</b> November 3, 2020 5:30 p.m.	<b>COUNCIL</b> December 8, 2020 5:30 p.m.
<b>COUNCIL</b> September 15, 2020 9:00 a.m.	<b>COUNCIL</b> October 20, 2020 9:00 a.m.	<b>COUNCIL</b> November 17, 2020 9:00 a.m.	

*Please note: Committee of the Whole and In Camera meetings will be scheduled as required.*

**Date:** November 19, 2019

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

**From:** Joanna Rees, Planner

**Subject:** Official Community Plan (Pemberton Secondary School) Amendment Bylaw No. 872, 2019  
Zoning (Pemberton Secondary School) Amendment Bylaw No. 873, 2019

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## **PURPOSE**

The purpose of this report is for Council to concurrently consider First and Second Readings to Official Community Plan (Pemberton Secondary School) Amendment Bylaw No. 872, 2019 (**Appendix A**) and Zoning (Pemberton Secondary School) Amendment Bylaw No. 873, 2019 (**Appendix B**) in addition to the scheduling of a Public Hearing.

The Bylaws have been prepared in response to an application by Sea to Sky School District No. 48 to amend the Official Community Plan Bylaw No. 654, 2011, Map B – Land Use by re-designating a 1,001 square metre portion of Lot 1, DL 165 & 203, LLD, Plan KAP56732 from ‘Civic and Institutional’ to ‘Residential’ and to amend Zoning Bylaw No. 832, 2018, Schedule A – Zoning Map to rezone the subject property from ‘Public (P-1)’ to ‘Residential -1 (R-1)’.

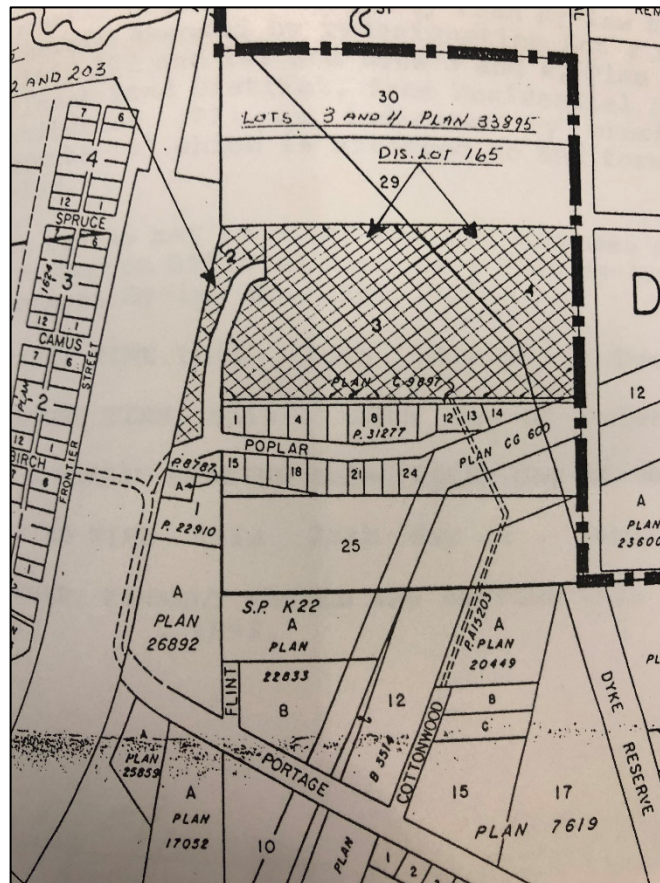
## **BACKGROUND**

The amendments together would enable the applicant to apply for subdivision and would result in the creation of a new single-family residential lot on Poplar Street that Sea to Sky School District No. 48 would develop. A new program run out of Pemberton Secondary School (PSS) would give students the opportunity to gain hands-on learning experience in multiple trades such as design, construction and landscaping before being involved in the sales, marketing and staging of the new home as valuable real-life skill development. The School District has proposed that the new home will either be sold on the private market or serve as staff housing for teachers (a ‘teacherage’).

It should be noted that as the proposed Zoning Amendment Bylaw is considering land that is within 800 metres of a controlled access highway (Portage Road), sign off from the Ministry of Transportation and Infrastructure (MOTI) is required.

## **Lot Shape**

The legal description of the lands is Lot 1, DL 165 & 203, LLD, Plan KAP56732 and the civic address is 1400 Oak Street. The total area of the property is 7.86 ha. The subject lands have an irregular flag shape configuration. This configuration is due to a previous road dedication existing on the subject lands which originally provided access to the lot from Poplar Street. The original lot configuration is demonstrated in Figure 1 below prior to the existence of Aspen Boulevard.



**Figure 1:** Original lot configuration shown in hatching from Bylaw No. 329, 1992 to amend the Zoning Bylaw to permit the secondary school.

Exchange of Lands Bylaw No. 344, 1993, passed on October 26, 1993, provided for an exchange of land to accommodate the relocation of a section of a public road that served as access to what is now the high school lands. This resulted in the existing road to be stopped and closed and the creation of Aspen Boulevard.

### Site Description

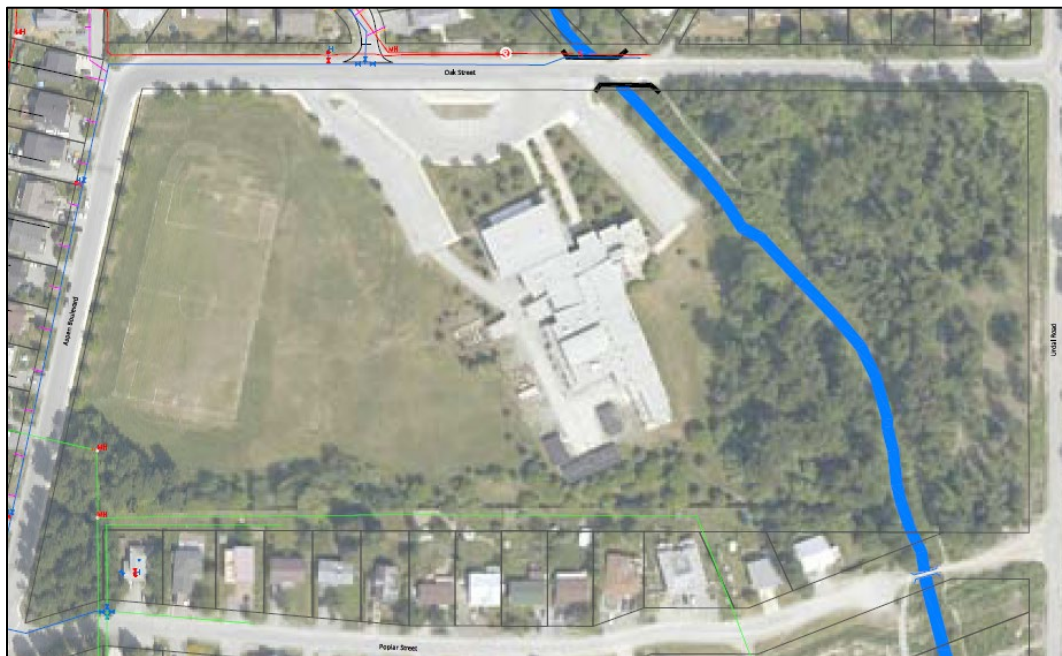
The subject lands are depicted in **Appendix C**. The subject land is flat and currently naturally vegetated, as shown in Figure 2 below.





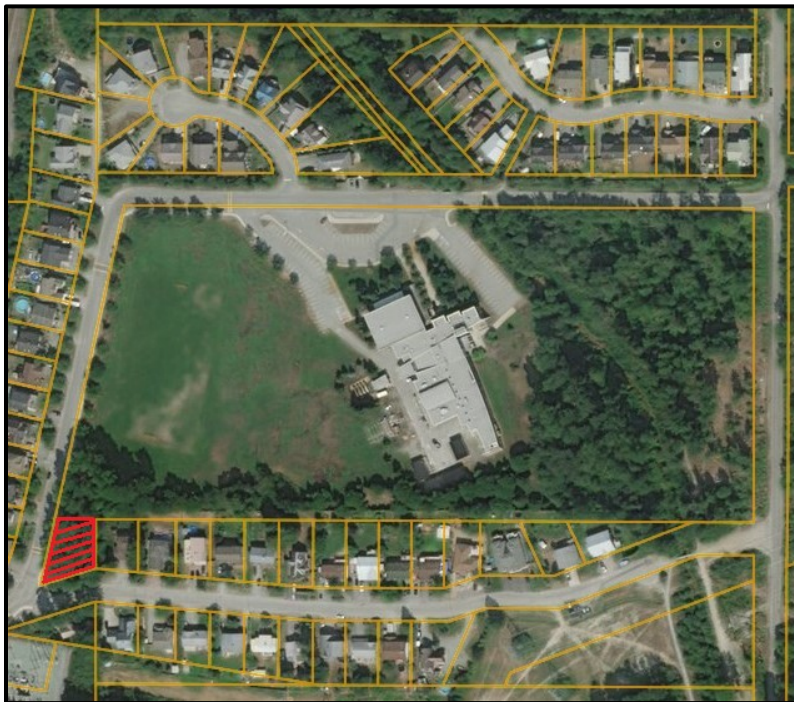
**Figure 2:** Subject lands, view from the corner of Poplar and Aspen Street.

Pemberton Secondary School is located centrally on the subject lands and is accessed from Oak Street. There is an existing three (3) metre utility right of way easement along the south property line, demonstrated in Figure 3 below.



**Figure 3:** Utility ROW, indicated in green, located on the subject property

Surrounding land uses are characterized by residential uses. Institutional uses including Pemberton Health Centre and Pemberton Lions Villa are located further south of the subject lands. An aerial photo of the subject lands, with the area proposed to be re-designated and rezoned is indicated with red cross hatching in Figure 4 below.



**Figure 4:** Aerial photo of subject lands, the area to be re-designated and rezoned is indicated in red.

### Early and Ongoing Consultation

In accordance with Section 475 of the *Local Government Act*, a report regarding the Official Community Plan Amendment Early and Ongoing Consultation was presented to Council at the Regular Council Meeting No. 1499, held on October 8<sup>th</sup> 2019. The following motion was passed:

#### *Moved/Seconded*

**THAT** Council has considered the obligations under Section 475 of the *Local Government Act* with respect to the Official Community Plan amendment application by Sea to Sky School District No. 48 on a portion of Lot 1, DL 165 & 203, LLD, Plan KAP56732 and requests that the Applicant organize, advertise, and host at least one (1) public information meeting prior to consideration of First and Second reading of the forthcoming OCP amending bylaw.

**AND THAT** Council has considered Section 475 of the *Local Government Act* and directs Staff to consult with the following organizations before consideration of First and Second Reading to the forthcoming OCP amending bylaw:

- *Lil'wat Nation*
- *Squamish-Lillooet Regional District*
- *Ministry of Transportation and Infrastructure*
- *CN Rail*
- *Pemberton Valley Dyking District*
- *Pemberton Valley Trails Association*
- *School District No. 93 – Consular Scholaire Francophone de la BC*

- *Pemberton and District Chamber of Commerce*
- *TELUS*
- *BC Hydro*

**CARRIED**

### **Advisory Land Use Commission (ALUC)**

The proposal was presented to the Village Advisory Land Use Commission for consideration at the meeting held on October 28<sup>th</sup> 2019 and the following recommendation was passed:

*Moved/Seconded*

***THAT the Advisory Land Use Planning Commission recommend to Council that the application for Official Community Plan amendment and rezoning for a portion of Lot 1, DL 165 & 203, LLD, Plan KAP56732 be supported.***

**CARRIED**

### **Developer Lead Public Information Meeting**

A developer lead Public Information Meeting was hosted at Pemberton Secondary School (PSS) on Monday, November 18<sup>th</sup> at 6:00pm. The Public Information Meeting was advertised in the Pique Newsmagazine (published November 7<sup>th</sup> & November 14<sup>th</sup> ), an email was sent to parents and guardians of students at PSS and at Signal Hill Elementary School (SHE), notice was provided on the School District Website (<https://sd48seatosky.org/>) and notices were hand delivered to residents on Poplar, Willow, Aspen and Alder Street. The comments collected from the Public Information Meeting will be verbally presented by Staff at the Council Meeting.

### **DISCUSSION & COMMENTS**

The proposal is generally consistent with the goals and objectives of the Official Community Plan (OCP). Accordingly, the proposed re-designation and rezoning aligns with the general OCP directives. Specifically, Section 5.1.1 Growth Policies, states that growth should *make efficient use of land that is deemed appropriate for development through embracing applicable smart growth policies*, this includes the encouragement of growth within existing communities. Additionally, Section 4.0 Greenhouse Gas Emissions Reduction Targets states that *85% of all residences shall be within 1,000 metres of the downtown core*.

This proposal will provide one (1) additional single-family home that will be in close proximity to the downtown core and public institutions encouraging active transportation and therefore contributing to reduced greenhouse gas emissions. Furthermore, the addition of a residential lot at the corner of Poplar and Aspen Street will be in character with the surrounding residential neighborhood.

The proposed zoning of the severed lot is Residential 1 (R-1), which allows for a minimum parcel size of 700 m<sup>2</sup> and a minimum lot width of 18 m. The proposed new lot, Lot 1, will measure 1,001 m<sup>2</sup> and the lot width is 25.3 m and therefore meets the minimum parcel size and minimum lot width requirements.

## **Community Amenity Contributions**

Typically, the Village of Pemberton would anticipate a voluntary contribution toward community amenities when making a discretionary decision on whether or not to support an amendment to the Village's Official Community Plan and Zoning Bylaw. Under the Village's current Community Amenity Policy, adopted in 2007, the expectation for a voluntary contribution of \$9,165 per single family lot only applies to proponents of rezoning applications which include a residential component of more than three (3) units. Community Amenity Contributions help to address the burden that residential development imposes on demand for public facilities, services and amenities by contributing to a fund for their provision, improvement and expansion.

## **REFERRAL COMMENTS**

### **Internal Comments**

**Building:** No objections. Architectural drawings will be reviewed at the building permit stage.

**Corporate and Legislative Services:** No objections.

### **Engineering Consultant (ISL):**

- From the topographic survey provided it appears that some of the existing drainage ditches encroach slightly onto the private parcel. These should be reshaped and reconstructed to be fully within the road right-of-way (ROW). A 3.0m x 3.0m corner cut at the most southwesterly corner of the property (at the intersection of Aspen and Poplar) to provide adequate space for future improvements if needed such as intersection improvements, drainage conditions and to maintain sight lines.
- Driveway access is from Poplar and as far east as possible but not within the existing utility ROW.
- That all significant vegetation including any trees be removed from the utility ROW; the entirety of the ROW should be accessible to the Village of Pemberton to allow for future maintenance and/or replacement of the sanitary infrastructure if needed.

**Fire Department:** No objections.

**Operations:** Storm water and snow storage should be considered at time of design along with water and sanitary. The existing ditch line should remain.

### **External Comments**

All external responses received are attached as **Appendix D**.

<b>BC Hydro - Properties Transmission review</b>	No objections.
<b>BC Hydro - Design NSC - Distribution review</b>	No comments received
<b>CN Rail</b>	No objection; see Appendix D
<b>Lil'wat Nation</b>	No objections

**Ministry of Transportation and Infrastructure**

Preliminary Approval is granted for one year pursuant to section 52(3)(a) of the Transportation Act

**Pemberton and District Chamber of Commerce**

No comments received

**Pemberton Valley Dyking District**

No objections

**Pemberton Valley Trails Association**

No comments received

**School District No. 93 – Consular Scholaire**

No comments received

**Francophone de la BC**

**Squamish-Lillooet Regional District**

No comments received

**TELUS**

No comments received

Given the lack of concerns from referral agencies and the community benefit of potential employee housing and student development, Staff are supportive of this application. If Council is prepared to give the Bylaws First and Second Reading, the next step in the bylaw consideration process would be for Council to set a date and time for a Public Hearing as outlined in the recommendations to this report.

**COMMUNICATIONS**

This report and request for Council consideration of First and Second Reading does not require communication beyond appearing on a Regular Agenda of Council.

Subject to Section 465 of the *Local Government Act (LGA)*, a Public Hearing must be held for both the OCP and the Zoning Amendment Bylaws, after First Reading of the Bylaws and before Third Reading. Notice of the Public Hearing will be given as per Section 466 of the *LGA*. Staff recommends a concurrent Public Hearing to both Bylaws.

Should Council send the proposed bylaws to Public Hearing, the Hearing will be advertised in accordance with Section 465 of the *Local Government Act* and section 6.0 of Development Procedures Bylaw No. 725, 2013. Notice to the Public will be issued by way of an advertisement in two (2) consecutive issues of the Pique Newsmagazine, not less than three (3) days prior and not more than ten (10) days before the Public Hearing. Additionally, notice of the Hearing will be mailed or otherwise delivered at least ten (10) days before the Public Hearing to owners (as shown on the assessment roll at the date of the First Reading of the Bylaw) and to any tenants in occupation of all parcels within 100m of the subject lands.

**LEGAL CONSIDERATIONS**

The processing of an OCP Amendment and Rezoning application is regulated by various sections contained in Part 26 of the *Local Government Act* and by the Village's Development Procedures Bylaw 725, 2013, as amended from time to time.

**IMPACT ON BUDGET & STAFFING**

The research and preparation of the report and bylaws is a component of the daily work undertaken by the Development Services Department. All costs associated with the processing of this application, including Staff time, are recoverable from the applicant's fees as per the Village of Pemberton Development Procedures Bylaw 725, 2013, as amended from time to time.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

The Amending Bylaws were referred to all internal departments for comment, but there are no interdepartmental impacts or approvals required respecting the processing of this application as it is a function of the Development Services Department.

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

There are no impacts on the region or neighbouring jurisdictions.

### **ALTERNATIVE OPTIONS**

**Option One:** THAT Council gives First and Second to the Official Community Plan (Pemberton Secondary School) Amendment Bylaw No. 872, 2019 and Zoning (Pemberton Secondary School) Amendment Bylaw No. 873, 2019 and that a Public Hearing be scheduled.

(Recommended by Staff)

**Option Two:** THAT Council refer Official Community Plan (Pemberton Secondary School) Amendment Bylaw No. 872, 2019 and Zoning (Pemberton Secondary School) Amendment Bylaw No. 873, 2019 to Staff for additional consideration of the following matters:

- (To be added by Council)

**Option Three:** THAT Council refuse Official Community Plan (Pemberton Secondary School) Amendment Bylaw No. 872, 2019 and Zoning (Pemberton Secondary School) Amendment Bylaw No. 873, 2019.

### **POTENTIAL GOVERNANCE CONSIDERATIONS**

This application supports three Strategy Priorities:

Strategic Priority Two: Good Governance  
Strategic Priority Three: Excellence in Service  
Strategic Priority Four: Social Responsibility

### **RECOMMENDATIONS**

#### **Recommendation One:**

THAT Official Community Plan (Pemberton Secondary School) Amendment Bylaw No. 872, 2019 be given First and Second Reading;

**Recommendation Two:**

**THAT** Zoning (Pemberton Secondary School) Amendment Bylaw No. 873, 2019 be given First and Second Reading;

**Recommendation Three:**

**THAT** Council convene a concurrent Public Hearing for Bylaws No. 872 and 873 on Tuesday, December 10<sup>th</sup> at 7 pm at the Village of Pemberton Council Chambers.

**ATTACHMENTS:**

**Appendix A:** Official Community Plan (Pemberton Secondary School) Amendment Bylaw No.872, 2019

**Appendix B:** Zoning (Pemberton Secondary School) Amendment Bylaw No.873, 2019

**Appendix C:** Subject Property Map

**Appendix D:** External Referral Responses

Prepared or Submitted by:	Joanna Rees, Planner
Manager Approval:	Lisa Pedrini, Manager of Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

**VILLAGE OF PEMBERTON**

**BYLAW No. 872, 2019**

---

**Being a bylaw to amend the Village of Pemberton Official Community Plan Bylaw No. 654, 2011**

---

**WHEREAS** the Council may amend its Official Community Plan from time to time;

**AND WHEREAS** the Council of the Village of Pemberton deems it desirable to amend the Official Community Plan Bylaw to accommodate residential development;

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

**1. CITATION**

This Bylaw may be cited for all purposes as “Official Community Plan Bylaw 654, 2011, Amendment (Pemberton Secondary School) Bylaw No. 872, 2019.”

- 2. Map B – Land Use Designations of the Village of Pemberton Official Community Plan Bylaw No 654, 2011 is amended by re-designating the subject lands shown shaded on Schedule 1 of this Bylaw from “Civic and Institutional” to “Residential”.**

**READ A FIRST TIME** this    day of    , 20XX.

**READ A SECOND TIME** this    day of    , 20XX.

**NOTICE OF PUBLIC HEARING** for Village of Pemberton Official Community Plan Bylaw No. 654, 2011, Amendment Bylaw No. XXX, 20XX was published in the Pique Newsmagazine on    , 20XX and    , 20XX.

**PUBLIC HEARING HELD** this    day of    , 20XX.

**READ A THIRD TIME** this    day of    , 20XX.

**ADOPTED** this    day of    , 20XX.

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Mike Richman  
Mayor

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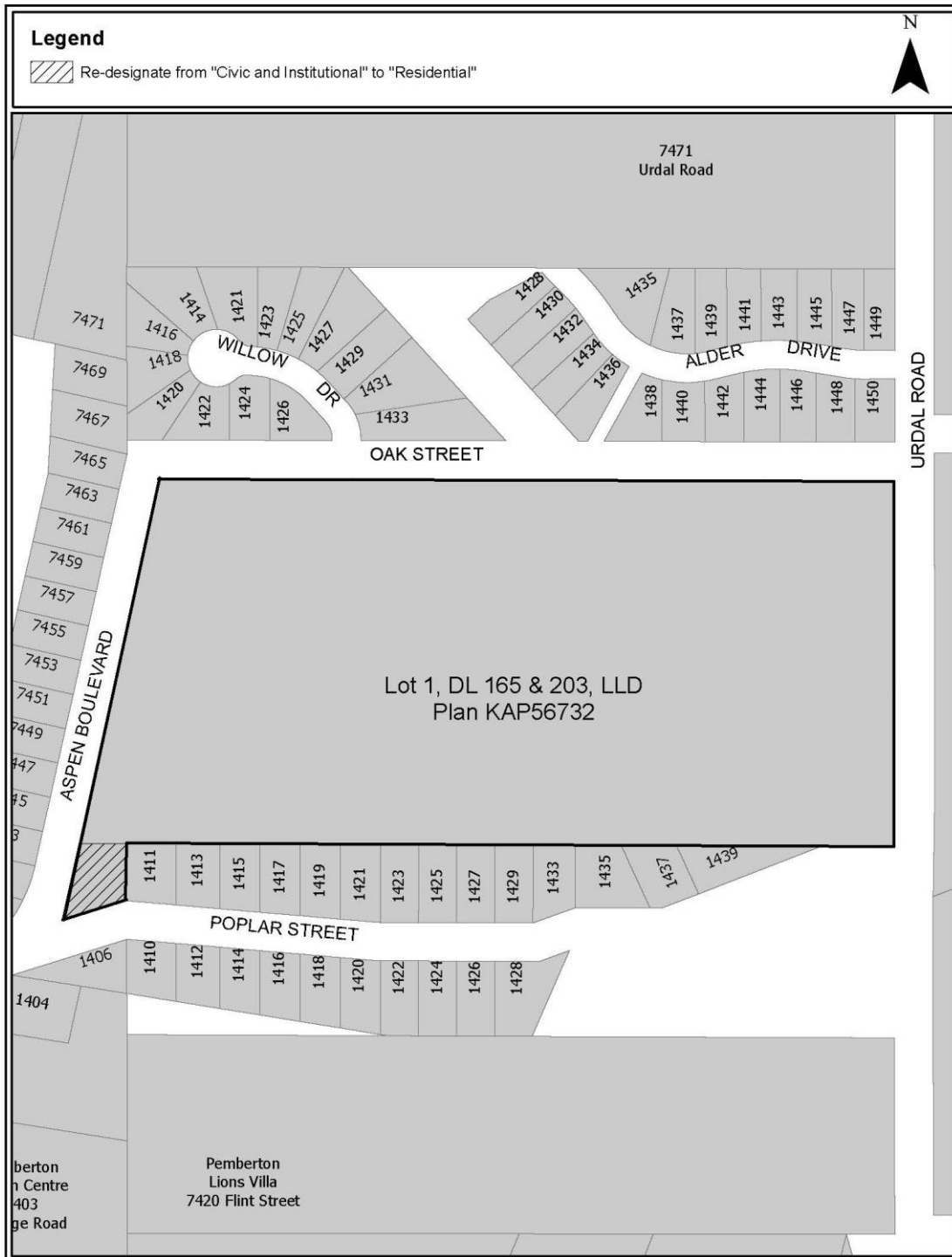
Sheena Fraser  
Corporate Officer



### Schedule 1

Village of Pemberton OCP Bylaw No. 654, 2011,  
Amendment (Pemberton Secondary School) Bylaw No. 872, 2019

“Subject Lands”



**THE VILLAGE OF PEMBERTON  
BYLAW NO. 873, 2019**

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**Being a bylaw to amend the Village of Pemberton Zoning Bylaw No. 832, 2018**

---

**WHEREAS** the Council may amend its Zoning Bylaw from time to time;

**AND WHEREAS** the Council of the Village of Pemberton deems it desirable to zone lands for Residential Uses;

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

**1. CITATION**

This Bylaw may be cited for all purposes as “Zoning Bylaw 832, 2018, Amendment (Pemberton Secondary School) Bylaw No. 873, 2019.”

- 2. Schedule A – Zoning Map of Zoning Bylaw 832, 2018 is amended by zoning the lands shown shaded on Schedule 1 of this Bylaw from Public (P-1) to Residential 1 (R-1).**

**READ A FIRST TIME** this    day of    , 20XX.

**READ A SECOND TIME** this    day of    , 20XX.

**NOTICE OF PUBLIC HEARING** for Village of Pemberton Zoning Bylaw No. 832, 2018, Amendment (Pemberton Secondary School) Bylaw No. XXX, 20XX was published in the Pique Newsmagazine on    , **20XX** and    , **20XX**.

**PUBLIC HEARING HELD** this    day of    , 20XX.

**READ A THIRD TIME** this    day of    , 20XX.

**APPROVED BY THE MINISTER OF TRANSPORTATION AND INFRASTRUCTURE PURSUANT TO SECTION 52 of the *Transportation Act*** this \_\_\_\_\_day of \_\_\_\_\_, 201X.

**ADOPTED** this    day of    , 20XX.

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Mike Richman  
Mayor

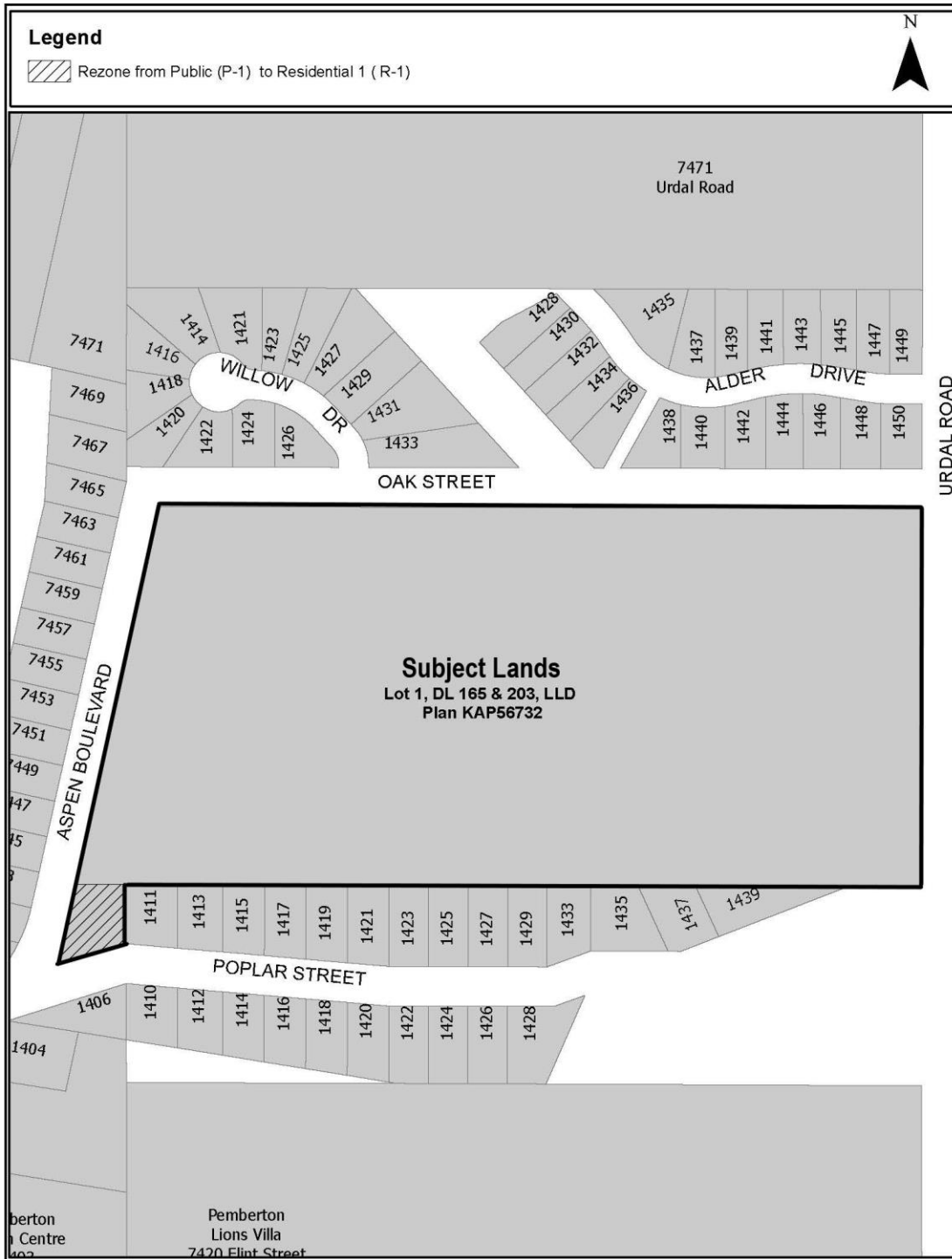
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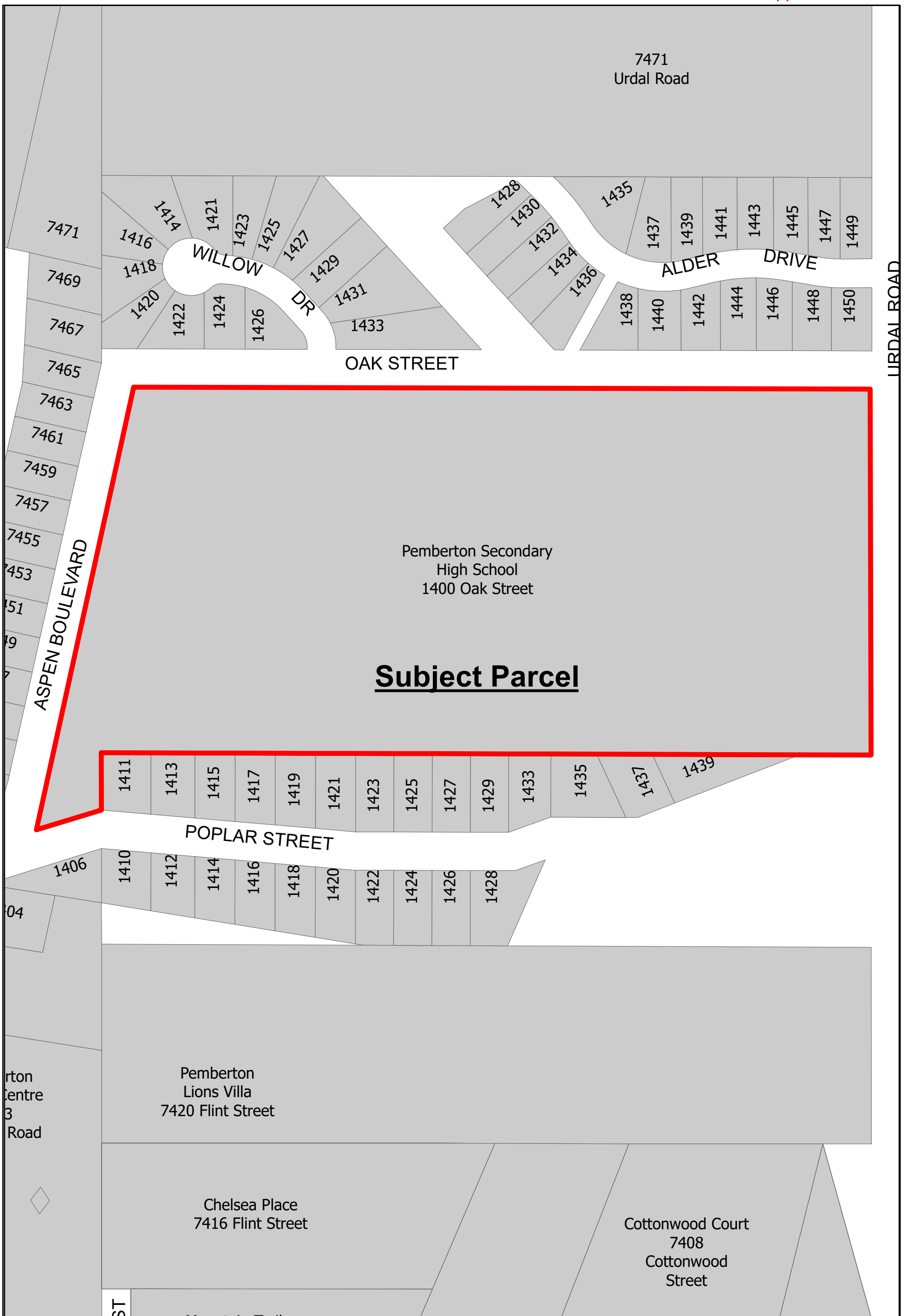
Sheena Fraser  
Corporate Officer

# Schedule 1

Village of Pemberton Zoning Bylaw No. 832, 2018,  
Amendment (Pemberton Secondary School) Bylaw No. 873, 2019

“Subject Lands”



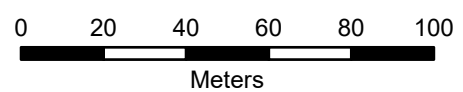


**Subject Parcel**

Pemberton Secondary High School  
1400 Oak Street

**Location Map**

**Pemberton Secondary High School  
1400 Oak Street**



Not for legal reference.  
Revised: August, 26 2019



**Joanna Rees**

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**From:** Properties, Help Desk <properties.helpdesk@bchydro.com>  
**Sent:** Wednesday, October 30, 2019 1:05 PM  
**To:** Joanna Rees; Design, NSC; Properties, Help Desk  
**Cc:** Lisa Pedrini  
**Subject:** RE: [External] 1400 Oak Street - Subdivision, OCP Amendment and Zoning Amendment Application

BCH Properties has no issues and leaves Design, NSC to comment on any Hydro requirements

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**Kim Proudlove, DULE, SR/WA** | Property Representative, Property Rights Services

**P** 604 543 1591  
**M** 604 323 3304  
**E** [kim.proudlove@bchydro.com](mailto:kim.proudlove@bchydro.com)

[Submit your ROW Compatible Use request here](#)

Smart about power in all we do.  
Safety is part of everything we do!

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**From:** Joanna Rees [mailto:JRees@pemberton.ca]  
**Sent:** 2019, October 30 12:16 PM  
**To:** Design, NSC; Properties, Help Desk  
**Cc:** Lisa Pedrini  
**Subject:** [External] 1400 Oak Street - Subdivision, OCP Amendment and Zoning Amendment Application

**\*\*\*Caution:** This is an **external** email. Do not open attachments or click on links from unknown senders.\*\*\*

Hello,

Attached to this email is the Referral Letter, Referral Summary and Application Package for Subdivision and a corresponding OCP and Zoning Amendment Application submitted by Sea to Sky School District No. 48 regarding 1400 Oak Street.

Please review the attached documents and provide your comments by **November 6<sup>th</sup>, 2019**. If you have any additional questions or feel you won't be able to supply comments by this deadline please don't hesitate to contact me.

Kind regards,

**Joanna Rees**

---

**From:** Proximity <proximity@cn.ca>  
**Sent:** Wednesday, October 23, 2019 10:31 AM  
**To:** Joanna Rees  
**Subject:** FW: 1400 Oak Street - Subdivision, OCP Amendment and Zoning Amendment Application - CN Rail Comments  
**Attachments:** S076\_External Referral Letter\_October 2019.pdf; Referral Summary .pdf; Application Package.pdf

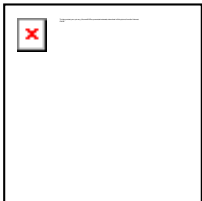
Good morning Joanna

Thank you for circulating CN Rail on the subdivision and OCP application for 1400 Oak Street.

I have reviewed the application package and site location. CN Rail does not object to this site being used for a single family house.

Regards

Susanne



**Susanne Glenn-Rigny**

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Senior Officer, Community Planning and Development | Corporate Services  
T: **514-399-7844** | C: **514-919-7844**

*Celebrating 100 years | Célébrons nos 100 ans*

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**From:** Joanna Rees <JRees@pemberton.ca>  
**Sent:** Wednesday, October 23, 2019 12:25 PM  
**To:** Susanne Glenn-Rigny <Susanne.Glenn-Rigny@cn.ca>  
**Subject:** FW: 1400 Oak Street - Subdivision, OCP Amendment and Zoning Amendment Application

Hi Susanne,

I just received a bounce back on the email below from [proximity@cn.ca](mailto:proximity@cn.ca) could you please confirm this address ?

Thanks,



October 31, 2019

Village of Pemberton  
 P.O. Box 100, 400 Prospect Street  
 Pemberton, BC, Canada V0N 2L0  
 Email: [jrees@pemberton.ca](mailto:jrees@pemberton.ca)

Attention: Joanna Rees, Planner

**Re: S076 Subdivision Application and OR127 Zoning Amendment Application**

**Our File: 10112019-001 VOP Proposed Subdivision and Zoning Amendment**

We are writing to you in response to your letter dated October 11, 2019 informing us of a proposed Subdivision and Zoning Amendment application and asking us to bring forward any aboriginal interests we may have on or adjacent to the land in question.

The proposed application area lies within the traditional territory of the Lil'wat Nation. These lands have been used and occupied by the Lil'wat since time immemorial. The Province of British Columbia has been notified of the existence of the Lil'wat Nation's traditional territory.

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

A series of recent court decisions have:

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



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

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

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

We have reviewed the information provided with this referral regarding the proposed Subdivision and Zoning Amendment application. We do not have any comments at this time regarding this decision. However, if any new information were to arise during the course of this activity that indicates there may be impacts on Lil'wat aboriginal rights, title or interests, we would expect to receive notice and to have an opportunity to provide comments at that time. Furthermore, nothing in this letter is intended to affect the scope of, or the opportunity to exercise, any of Lil'wat's aboriginal rights, nor is it intended to accept any infringement of same.

Sincerely,

Harriet VanWart, Director  
Lands and Resources Department  
Lil'wat Nation





**DEVELOPMENT SERVICES  
PRELIMINARY BYLAW  
COMMUNICATION**

Your File #: S076-1400 Oak Street  
eDAS File #: 2019-05988  
Date: October/30/2019

Village of Pemberton  
Box 100, 7400 Prospect Street  
Pemberton, BC V0N 2L0

Attention: Joanna Rees

**Re: Bylaw 832, 2018 for:  
1400 Oak Street, Pemberton  
Lot 1, DL & 165 & 203, Lillooet Dist, Plan KAP 56732  
Rezoning and OCP amendment**

Thank you for the opportunity to provide comments.

Preliminary Approval is granted for one year pursuant to section 52(3)(a) of the *Transportation Act*.

If you have any questions, feel free to call Rupinder Prihar at (236) 468-1930.

Yours truly,

Rupinder Prihar  
A/ Senior Development Officer  
BC Ministry of Transportation and Infrastructure

Local District Address
Lower Mainland District 310-1500 Woolridge Street Coquitlam, BC V3K 0B8 Canada Phone: (604) 527-2221 Fax: (604) 527-2222

**Joanna Rees**

---

**From:** Trustees - PVDD <trustees@pvdd.ca>  
**Sent:** Tuesday, October 29, 2019 10:07 AM  
**To:** Joanna Rees; sallison@csf.bc.ca  
**Subject:** RE: 1400 Oak Street - Subdivision, OCP Amendment and Zoning Amendment Application

Good morning Joanna,

Steve Flynn has reviewed the referral package and has no comments or concerns.

Kind regards,  
 Kerry

Pia Fotsch / Kerry Teitzel  
 Administrator  
 Pemberton Valley Dyking District  
 PO Box 235 Pemberton, BC V0N 2L0  
 Phone: (604) 894-6632 Fax: (604) 894-5271  
 Email: [trustees@pvdd.ca](mailto:trustees@pvdd.ca)

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 Thank you

---

**From:** Joanna Rees [mailto:[JRees@pemberton.ca](mailto:JRees@pemberton.ca)]  
**Sent:** October 11, 2019 12:44 PM  
**To:** Trustees - PVDD <trustees@pvdd.ca>; sallison@csf.bc.ca  
**Subject:** FW: 1400 Oak Street - Subdivision, OCP Amendment and Zoning Amendment Application



Village of **PEMBERTON**  
**Joanna Rees**  
 Planner  
 Development Services

*'Committed to Community'*

Box 100, 7400 Prospect Street  
 Pemberton, BC V0N2L0  
 T. 604.894.6135 x232 | F. 604.894.6136  
 VillageOfPemberton

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

This message and any attachments are intended only for the use of the intended recipient(s), are confidential, and may be privileged. If you are not the intended recipient, you are hereby notified that any review, retransmission, conversion to hard copy, copying, circulation or other use of this message and any attachments is strictly prohibited. If you are not the intended recipient, please notify the sender immediately by return e-mail, and delete this message and any attachments from your system. Please note that correspondence with Village of Pemberton Council and Staff, can be subject to disclosure under the Freedom of Information and Protection of Privacy Act.

---

**From:** Joanna Rees  
**Sent:** Friday, October 11, 2019 12:30 PM  
**To:** [Harriet.Vanwart@lilwat.ca](mailto:Harriet.Vanwart@lilwat.ca); Kimberly Needham <[KNeedham@slrd.bc.ca](mailto:KNeedham@slrd.bc.ca)>; [Rupinder.Prihar@gov.bc.ca](mailto:Rupinder.Prihar@gov.bc.ca); [nadia.eldabee@cn.ca](mailto:nadia.eldabee@cn.ca); [trustees@pudd.ca](mailto:trustees@pudd.ca); [sallison@cfs.bc.ca](mailto:sallison@cfs.bc.ca); [graham.turner@lilwat.ca](mailto:graham.turner@lilwat.ca); [surinder.hoonjan@telus.net](mailto:surinder.hoonjan@telus.net);

**THE VILLAGE OF PEMBERTON**

**BYLAW NO. 868, 2019**

---

**Being a bylaw to amend the Village of Pemberton OCP Bylaw No. 654, 2011**

---

**WHEREAS** the Council may amend its Official Community Plan from time to time;

**AND WHEREAS** the Council of the Village of Pemberton deems it desirable to amend the Official Community Plan Bylaw to accommodate residential development;

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

**1. CITATION**

This Bylaw may be cited for all purposes as “Official Community Plan (Sunstone Lot 1) Amendment Bylaw No. 868, 2019.”

**2. Village of Pemberton Official Community Plan Bylaw No. 654, 2011 is amended by:**

- a) Amending *Map B – Land Use Designations* to designate the “subject lands” identified in Schedule A of this bylaw from “Hillside Special Planning Area” to “Residential”.
- b) Amend *Map K - Environmentally Sensitive Areas* to designate the “subject lands” identified in Schedule A of this bylaw as Development Permit Area No. 1 – Environmental Protection.
- c) Amend *Map L – Land Constraints* to designate the “subject lands” identified in Schedule A of this bylaw as Development Permit Area No. 2 – Land Constraints.

**READ A FIRST TIME** this 8<sup>th</sup> day of October, 2019.

**READ A SECOND TIME** this 8<sup>th</sup> day of October, 2019.

**NOTICE OF PUBLIC HEARING FOR OFFICIAL COMMUNITY PLAN (SUNSTONE LOT 1) AMENDMENT BYLAW NO. 868, 2019 WAS PUBLISHED IN THE** Pique Newsmagazine **ON** October 24<sup>th</sup>, 2019 **AND** October 31<sup>st</sup>, 2019.

**PUBLIC HEARING HELD** this 5<sup>th</sup> day of November, 2019.

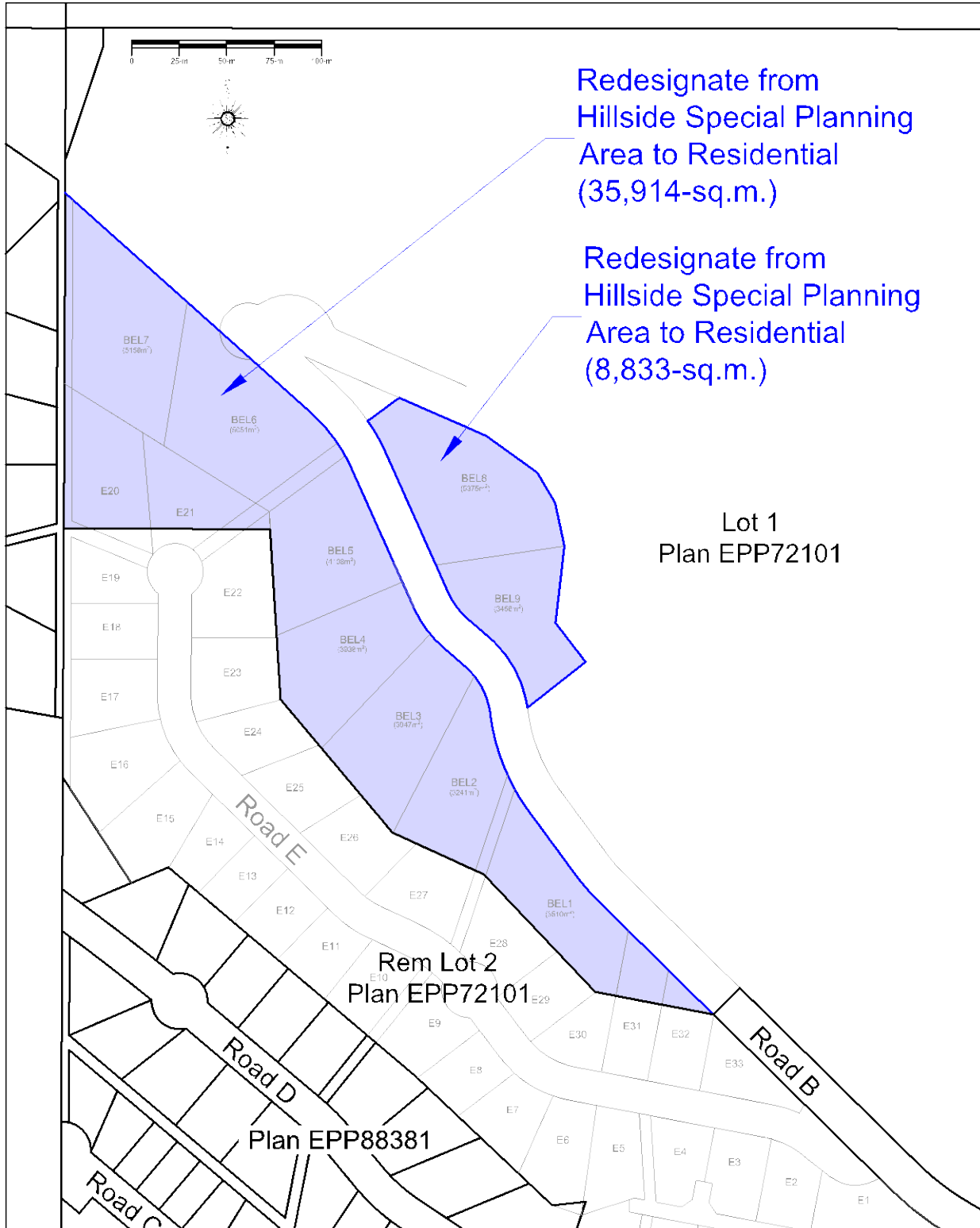
**READ A THIRD TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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

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

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

**SCHEDULE A  
"Subject Lands"**



**THE VILLAGE OF PEMBERTON**

**BYLAW NO. 869, 2019**

---

**Being a bylaw to amend the Village of Pemberton Zoning Bylaw No. 832, 2018**

---

**WHEREAS** the Council may amend its Zoning Bylaw from time to time;

**AND WHEREAS** the Council of the Village of Pemberton deems it desirable to amend the Zoning Bylaw to accommodate residential development;

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

**1. CITATION**

This Bylaw may be cited for all purposes as "Zoning (Sunstone Lot 1) Amendment Bylaw No. 869, 2019."

**2. Village of Pemberton Zoning Bylaw No. 832, 2018 is amended by:**

I) Adding the following Section as a new section 13.3 in Part 13 of the Zoning Bylaw:

**13.3 Residential Amenity 3, Sunstone (RSA-3)**

The *Residential Amenity 3, Sunstone (RSA-3) Zone* is to accommodate *Detached Dwellings*, on large *lots* within the Sunstone Neighbourhood, and to provide density incentives earned by the provision of certain amenities.

**13.3.1 Permitted Principal Uses**

(a) *Dwelling, Detached*

**13.3.2 Permitted Accessory Uses**

- (a) *Accessory Suite*
- (b) *Bed and Breakfast*
- (c) *Carriage House*
- (d) *Home Occupation*
- (e) *Secondary Suite*
- (f) *Short-Term Vacation Rental*

**13.3.3 Conditions of Use**

- (a) *A secondary suite use, an accessory suite or a carriage house use, is permitted as an accessory residential use on a lot, but not two (2) accessory dwelling units on the same lot.*

- (b) No more than two (2) dwellings (which includes an *accessory dwelling unit*) may be located on a *lot*.
- (c) No more than two (2) *accessory buildings or structures* are permitted on a *lot*.
- (d) The maximum size of an *accessory dwelling unit* (*secondary suite, accessory suite, or carriage house*) is 90m<sup>2</sup>.
- (e) The minimum lot sizes as a base density are as follows:
  - i. *Detached Dwelling* 20,000 m<sup>2</sup>
  - ii. *Bed and Breakfast* 20,000 m<sup>2</sup>
- (f) The minimum lot size where the requirements identified in Section 13.1.3 (g) have been fulfilled are as follows:
  - i. *Detached Dwelling* 2,000 m<sup>2</sup>
  - ii. *Bed and Breakfast* 2,000 m<sup>2</sup>
- (g) The densities may be increased from the requirements identified in Section 13.3.3 (e) to the requirements identified in Section 13.3.3 (f) providing contributions toward community amenities have been provided through a payment of \$9,165 per *detached dwelling* or *bed and breakfast* lot, payable either:
  - i. in cash prior to the registration of a plan of subdivision and to be held in a reserve fund by the Village for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and accessory uses; and/or
  - ii. in-kind works and services provided that they are approved by the Village in writing prior to the registration of a plan of subdivision for the purpose of future recreational capital costs on sports fields, a multi-sports facility, an ice arena or aquatic centre and accessory uses.

**13.3.4 Lot Regulations**

a) Minimum <i>Lot Size</i> :	2,000 m <sup>2</sup>
b) Minimum <i>Lot Width</i> :	18 m

**13.3.5 Building Regulations**

a) Minimum <i>Principal Building Width</i> :	7.6 m
b) Minimum <i>Front Setback</i> :	5 m
c) Minimum <i>Rear Setback</i> :	5 m
d) Minimum <i>Interior Side Setback</i> :	1.5 m
e) Minimum <i>Exterior Side Setback</i> :	3 m
f) Maximum <i>Lot Coverage</i> :	40%
g) Maximum Number of <i>Principal Buildings</i> :	1
h) Maximum Number of <i>Accessory Buildings</i> :	2
i) Maximum <i>Building Height, Principal</i> :	10.5 m
j) Maximum <i>Building Height, Carriage House</i> :	Two (2) storeys
k) Maximum <i>Building Height, Accessory</i> :	4.6 m

### 13.3.6 Off-Street Parking

- (a) Off-street parking spaces shall be provided in accordance with the requirements of this Bylaw.

### 13.3.7 Screening and Landscaping

- (a) Screening and landscaping shall be provided in accordance with the regulations in this Bylaw.

### 13.3.8 Signage

- (a) Signage should be limited to that permitted pursuant to the requirements of this Bylaw and the Village of Pemberton Sign Bylaw.

### 13.3.9 Watercourse Setbacks

Setbacks from any watercourses on the property must be in accordance with the requirements of the Village of Pemberton, Ministry of Environment and the Department of Fisheries and Oceans.

- II) Renumbering the pages commencing at Section 13.3 in sequence through the remainder of the Zoning Bylaw;
- III) Amending Schedule A – Zoning Map to rezone the lands shown on Schedule A, attached to and forming a part of this Bylaw, from RR-1 Rural Residential - 1 to RSA-1 Residential Amenity 1, Sunstone and RSA-3 Residential Amenity 3, Sunstone.

**READ A FIRST TIME** this 8<sup>th</sup> day of October, 2019.

**READ A SECOND TIME** this 8<sup>th</sup> day of October, 2019.

**NOTICE OF PUBLIC HEARING FOR ZONING (SUNSTONE LOT 1) AMENDMENT BYLAW NO. 869, 2019 WAS PUBLISHED IN THE Pique Newsmagazine ON October 24<sup>th</sup>, 2019 AND October 31<sup>st</sup>, 2019.**

**PUBLIC HEARING HELD** this 5<sup>th</sup> day of November, 2019.

**READ A THIRD TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

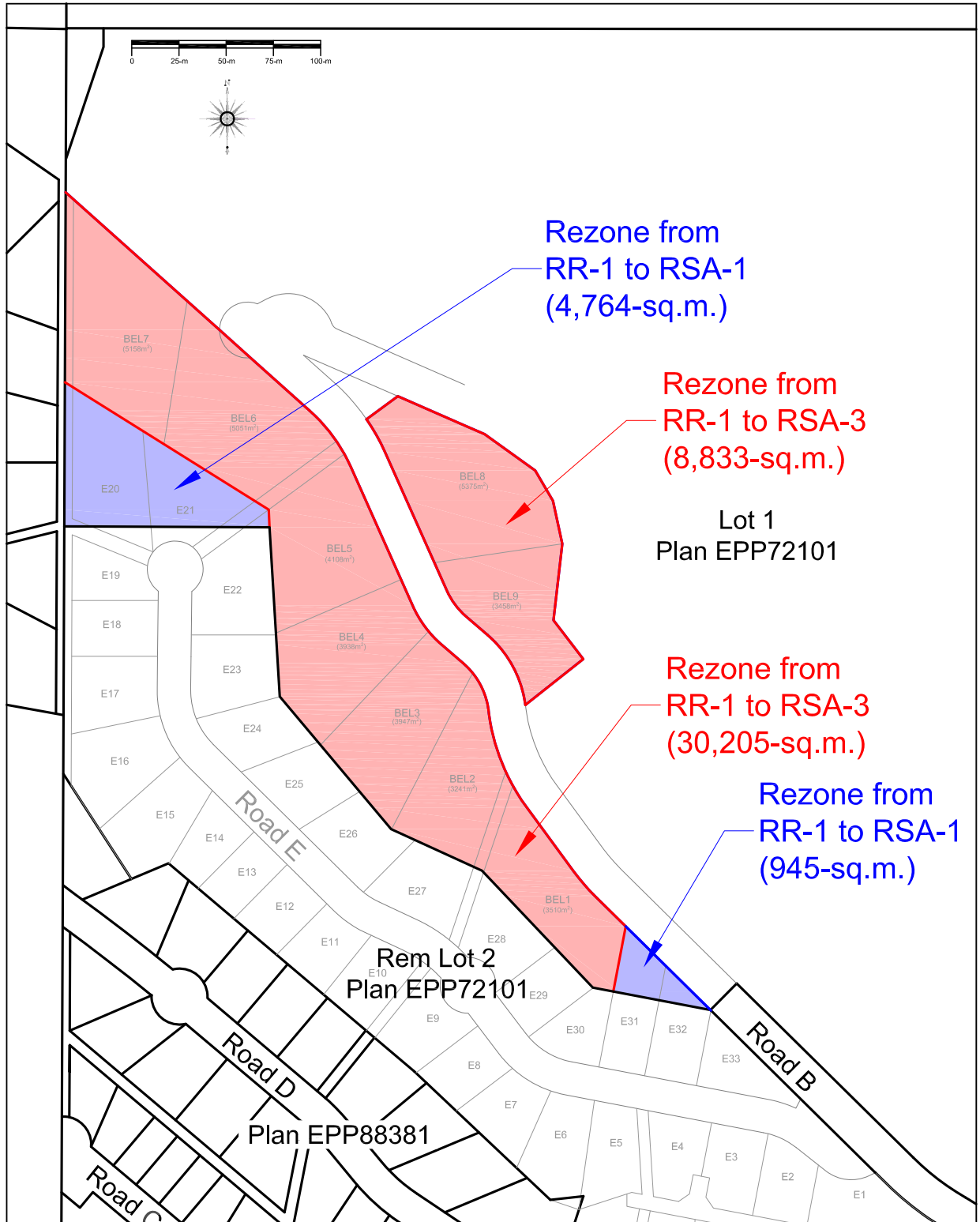
**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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

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



**SCHEDULE A  
"Subject Lands"**



**THE VILLAGE OF PEMBERTON  
BYLAW No. 871, 2019**

---

**A bylaw to amend Village of Pemberton Business Licence Bylaw No. 855, 2019**

---

**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;

**AND WHEREAS** Council may amend its bylaws from time to time when deemed appropriate.

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

**PART 1: CITATION**

This bylaw may be cited for all purposes as the “Village of Pemberton Business Licence Bylaw 855, 2019, Amendment (Housekeeping) Bylaw No. 871, 2019”.

**PART 2: APPLICATION**

2.1 Village of Pemberton Business Licence Bylaw No. 855, 2019, is amended as follows:

a) **PART 2** is amended by adding the following definitions:

*Community Group* means a type of group or organization that is created and operates for a specific purpose or to provide a specific service in a community for the public benefit of the members of the community but does not hold society status.

*Independent Contractor* for the purposes of this Bylaw means an individual person who is contracted to provide services to facilitate a specific recreation program and works as required.

*Non-Profit Organization* means a club, society, or association that is organized and operated solely for: social welfare, civic improvement, pleasure or recreation and any other purpose except profit.

b) **PART 13** Refusal, Suspension or Cancellation of a Business Licence is amended by adding the following:

13.6 A person whose business license has been refused, suspended or cancelled by the Licence Inspector and who intends to appeal such refusal, suspension or cancellation to the Village of Pemberton Council shall, within ten (10) business days from the date of suspension or cancellation, inform the Corporate Officer, in writing, of the intention to appeal such refusal, suspension or cancellation.

13.7 The notice of intention to appeal shall state in a concise fashion the grounds upon which the appeal is based.

13.8 The Corporate Officer shall refer the matter to the Village of Pemberton Council for reconsideration.

c) **PART 19** Non-Profit Organizations is hereby deleted and renamed and replaced with the following:

**PART 19: Business Licence Exemptions**

19.1 The following are not required to obtain a business licence within the Village of Pemberton:

- a) *Non-Profit Organization*;
- b) *Community Group*;
- c) *Independent Contractor* hired by the Pemberton and District Community Centre to facilitate an activity, program or support an event run by the Recreation Services Department.

d) Schedule 'A' of Bylaw No. 855, 2019, is hereby deleted and replaced with a new Schedule 'A' that is attached hereto and forms part of this bylaw.

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

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

**READ A THIRD TIME** this 5<sup>th</sup> day of November, 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 1<sup>st</sup> and December 31<sup>st</sup>:**

*The Business Licence Annual Fee for new applications received between October 1<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.

**From:** On Behalf Of

**Sent:** Wednesday, November 6, 2019 6:38 PM

**To:** Sheena Fraser <sfraser@pemberton.ca>; Nikki Gilmore <ngilmore@pemberton.ca>; Elysia Harvey <Eharvey@pemberton.ca>

**Subject:** Website Submission: Write to Mayor & Council - pemberton.ca

Village of Pemberton - Website Submission: Write to Mayor & Council - pemberton.ca

## Website Submission: Write to Mayor & Council - pemberton.ca

### Form Submission Info

**First Name:** Lee Anne

**Last Name:** Patterson

**Street Address:** [REDACTED]

**PO Box:** [REDACTED]

**Town/City:** Pemberton

**Province:** British Columbia

**Postal Code:** V0N 2L0

**Phone Number:** [REDACTED]

**Email:** [REDACTED]

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

**Message to Mayor & Council:** I am writing with my questions and concerns that I have about the land above Eagle Ridge Drive. According to the Pemberton Benchlands document prepared by Lisa Pedrini June 6, 2017 phasing of this development is subject to "Market Conditions, Housing Demand and Absorption, Collaboration among Landowners, Developers and VoP regarding Development Plans, Servicing and Infrastructure." Recently in the last few weeks there has been quite a lot of activity up there related to surveying water courses (high water mark) and installing what looks like water test sites, it seems that some degree of development is moving forward. I'm concerned that roads will be built and lots will be cleared far too prematurely. It would be a shame for the Pemberton Creek hillside to be developed at this early

point when developments like Tiyata, The Ridge and Sunstone are approved and serviced and far from being built out. The Tiyata development has supplied the market with many new houses that don't seem to be selling, I really question the market conditions and if approving another development of building lots is a positive for our community in any way. Another question is about the order of the phasing of the development, again according to the document the phase to be developed next is the private land off the Pemberton Meadows Road, but the recent surveying and land disturbance is entirely focused on the existing road up to the water reservoirs and the CBC tower, this seems opposite to the strategy of the plan that was presented to Committee of the Whole. The Ridge, Sunstone and Tyata have all been serviced so let's focus on getting those areas built out so that we can see a benefit in taxes coming in before we move forward with another development. In fact it seems the real value of the land above Eagle drive is in the beautiful water fall on Pemberton Creek and the existing world class biking and hiking trails. I think we should be forward-thinking and figure out a way to preserve this Crown land as parkland for the village so that we can attract more people to live in Pemberton. We will still have amazing green space and recreation to offer our residents, if we make the right choices now. A brave city council at one point had to decide to not allow Stanley Park to be sold to developers. Let's be brave! and do things differently. Lee Anne Patterson

Village of Pemberton

**From:** [REDACTED] on behalf of [REDACTED]  
**To:** [Sheena Fraser](#); [Nikki Gilmore](#); [Elysia Harvey](#)  
**Subject:** Website Submission: Write to Mayor & Council - pemberton.ca  
**Date:** Tuesday, November 12, 2019 8:29:08 PM

---

Village of Pemberton - Website Submission: Write to Mayor & Council - pemberton.ca

# Website Submission: Write to Mayor & Council - pemberton.ca

## Form Submission Info

**First Name:** Melina

**Last Name:** Rothwell

**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 writing in opposition to the proposed development above Eagle Drive. I do not want to see the area clear cut and more subdivisions put in. The Pemberton Creek waterfall trails and surrounding hiking and biking trails are an important part of what makes Pemberton great. Once the area is turned into another subdivision it will not be the same. There are already many developments happening in Pemberton (Tiyata, Sunstone and The Ridge). I do not feel that we should be building more homes when there are many houses for sale already. One of the reasons I love living where I do is that I can basically walk out my front door, down the street and be on a secluded forest trail in a few minutes. I

think it would be better to save this area as a park instead of ruining it with another development. Sincerely, Melina Rothwell

Village of Pemberton



Attn: Mayor and council

To whom it may concern,

Regarding the development in the Benchlands.

Realistically I understand that this development is inevitable, and I will not be ignorant of that, however I will stress that as someone who lives in this area, that I believe the development is premature in its plans. I have various concerns.

First for my safety and wellbeing of my family, as I live on the corner of dogwood. It has been the worst summer in the ten years I have lived here. The traffic was atrocious, my son and I were almost hit in our own driveway multiple times. I appreciate the child at play sign that was installed by the village, but that is not a solution for the heavy traffic in both machinery as well as the increased local traffic. It is so bad that I often want to move away from this area, and I am genuinely concerned that it will not get better. Worse in fact. Until there is a viable plan to regulate and enforce the traffic up here, I am vehemently opposed to moving forward with the new development.

Second, it seems obvious to me and others, but why would the development commence before the other areas have completed development? I'm starting to feel like I live in Fragel Rock, there is no need for all this development to commence so soon, it seems premature. And the regulations are lacking to support such early plans to act. Wont that effect the market if lots are over saturated in the valley? Until you can logically explain the sudden urgency to develop, I will vocally oppose this premature development.

Third, the lack of communication with the residents of the area. It seems that this increased volume effects us directly and we should have time to make plans for the noise pollution consequently to the construction. As well as more enforcement to the times allotted for the construction to happen. Many people are going over their times to make construction noise and as a family its very frustrating to hear the banging and machinery at all hours of the day. I also fell like we have been held in the dark about who is developing, who owns the area and what is happening, how many and when.

Fourth, A concern about the plans and use or lack of greenspace in the new area.

I hope you understand that this mass developing effects us directly on so many levels and I would also like to stress my utmost concerned about our safety up here. I also hope you understand that the measures that have been made with the existing development in my humble opinion, just doesn't cut it and it would be a tragedy to have that concern articulated finally by an accident that seems inevitable from my birds eye view of the situation at hand.

Sincerely,

Valerie Butters (from the Blind corner on the hill)

Phone: [REDACTED]

**From:** [REDACTED] <n [REDACTED]> **On Behalf Of**  
[REDACTED]

**Sent:** Wednesday, November 13, 2019 10:40 AM

**To:** Sheena Fraser <sfraser@pemberton.ca>; Nikki Gilmore <ngilmore@pemberton.ca>; Elysia Harvey <Eharvey@pemberton.ca>

**Subject:** Website Submission: Write to Mayor & Council - pemberton.ca

Village of Pemberton - Website Submission: Write to Mayor & Council - pemberton.ca

## Website Submission: Write to Mayor & Council - pemberton.ca

### Form Submission Info

**First Name:** Nick

**Last Name:** Fisher

**Street Address:** [REDACTED]

**PO Box:** [REDACTED]

**Town/City:** Pemberton

**Province:** BC

**Postal Code:** V0N2L0

**Phone Number:** [REDACTED]

**Email:** [REDACTED]

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

Pemberton\_Benchlands\_CoW\_Presentation.pdf

**Message to Mayor & Council:** Dear Mayor and Council, First I would like to acknowledge that I live and work on unceded Lil'wat territory, and that I understand the area I am writing about is a part of that territory. I also understand that this proposed development is in a partnership between Lil'wat and a Vancouver based developer, and so I voice these concerns with the greatest of respect.

I am writing this letter to be addressed with at least two other letters I know to have been submitted by my neighbours in the Benchlands neighbourhood. The purpose of my letter is to highlight a number of my concerns relating to the proposed developments. I refer to

the June 6th 2017 presentation by Lisa Pedrini to the Committee of the Whole (File attached).

My concerns are as follows:

1. Pace of development- it seems to me that there are a number of unfinished developments currently, including Tiyata, where even those houses completed sit unsold and uninhabited. The Ridge and Sunstone have a handful of houses under construction, despite having been cleared in a substantial and ugly way well over a year ago. I also note just today that some heavy machinery has finally appeared on the Y- Lands so I can only assume construction there may be imminent, although this land has sat cleared for well over a year now. The pace of land clearance appears to be outstripping the pace of building and once current construction is complete there is likely to be a flood of houses on the market impacting market value. There are already indications in the housing market of a slow down in sales and drop in property values. I therefore question the rationale of forging ahead with a new development at this time. In reference to the 2017 presentation, p14 "Phasing (is) subject to "Market Conditions, Housing Demand and Absorption, Collaboration among Landowners, Developers and VoP regarding Development Plans, Servicing and Infrastructure."

2. Phasing, road construction and traffic. P 12. of the 2017 presentation details Phase 1 as complete/ nearing completion. Phase 2 is the most northerly phase and would require a new road linking in to the Meadows Road, and is designated as private lands. Phase 3 begins at the current end of Eagle Drive. I understand there may be a temptation to begin Phase 3 first as there is an FSR present already, but in terms of impact on the neighbourhood in the short term I would ask that developers be held to the phasing as presented. This is for the following reasons: a) Even with the relatively small number of houses constructed in Phase 1 there has been a significant increase in construction traffic passing via Dogwood St. This is despite the construction of Eagle Drive as a bypass option. I predict this trend will continue with future phases and would therefore request that a new road entrance be a key aspect of future development. It happens all too often that details like this become a victim of cost cutting when the project becomes more complex than predicted. b) The phase 2 construction area is likely to be of the least value in terms of views and lack of sunlight in the winter. I predict if developers are not held to constructing this first, again the temptation will be to 'forget about' this area, again decreasing the likelihood of a second road being constructed.

3. Green spaces. I have watched with some concern the development of areas like Sunstone and Tiyata which appear to have few, if any green space buffers between subdivisions and worse still, the trend for building enormous houses on small lots, leaving no yard space or trees around them. Aesthetically this is ugly and in our hot summers means there is little option for shade. I am reassured on p 15 of the presentation that there are a number of green spaces which appear to also protect some of the best loved

mountain biking trails in the area, including "Fat Tug"- a trail that I understand does have some legal protection in holding a section 57 designation. I am keen to hold any future plans to maintaining this concept to continue to provide these amenities for current and future residents of the neighbourhood, and would request that there be a change in bylaws to prevent the 'large house on a small lot' trend becoming the norm.

4. Cost of housing. Referring again to Tiyata, I have been astonished by the pricing on these houses. I can only hope the next phase sees some houses that could be deemed as 'affordable'. I trust there will be an effort made with the Benchlands development to prioritize affordable houses over attempts to capitalize on a ballooning property market. I note, and welcome, construction of a school as part of the NCP. But schools need teachers. The health centre will need to expand with the growing population. This will mean more nurses. Childcare is already heavily oversubscribed- with 500 new lots this is unlikely to improve. Nurses, teachers and childcare workers cannot afford \$900k+ houses.

5. Sunlight and mood disorders. That area of our valley gets almost no sun in the winter time. There are multiple studies that reinforce the importance of sunlight on our mood. As a physician, this is an area of concern to me. I wonder whether this has been considered when moving forward with this project. I am grateful for your time in listening to, and responding to these concerns. I am aware of the need for development and am not opposed in principle. Indeed, compared to the urban sprawl that has been created with the construction of The Ridge and Sunstone, and all the additional costs that is likely to entail, I believe that there is much sense to development of the Benchlands area. But let's not rush in. Let's do it right. And let's do it so it benefits the whole town and wider community.

Yours Sincerely,

Dr Nick Fisher  
Village of Pemberton

**From:** [REDACTED] on behalf of [REDACTED]  
**To:** [Sheena Fraser](#); [Nikki Gilmore](#); [Elysia Harvey](#)  
**Subject:** Website Submission: Write to Mayor & Council - pemberton.ca  
**Date:** Wednesday, November 13, 2019 9:25:11 AM

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Village of Pemberton - Website Submission: Write to Mayor & Council - pemberton.ca

# Website Submission: Write to Mayor & Council - pemberton.ca

## Form Submission Info

**First Name:** Tim

**Last Name:** Hailwood

**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:** Good morning, I am emailing with some concerns and questions regarding the development of the benchlands area. In recent months there seems to have been a lot of activity on the access road past the water towers, alongside the adjacent trails and along the Pemberton creek. I am aware of the future plans for the area but it seems to me that it is very premature to start development given the amount of other incomplete/unsold properties around the village. The homes, for example, in Tiyata that are completed do not seem to be selling and there appears to still be a lot of land left to develop in that area. Currently the land behind eagle drive and alongside the Pemberton creek offers some

incredible recreation and green space, it would be shame for this land to be chewed up prematurely, the lot between signal hill elementary and portage station comes to mind. Will this lot get built at some point? Thanks you for your time, unfortunately I am unable to attend the meeting on the 19th as I will be at work. Have a great day.  
Tim

Village of Pemberton

**From:** [REDACTED]  
**To:** [Mike Richman](#); [Amica Antonelli](#); [Ted Craddock](#); [Leah Noble](#); [Ryan Zant](#)  
**Cc:** [Sheena Fraser](#)  
**Subject:** Benchlands development questions  
**Date:** Wednesday, November 13, 2019 8:50:51 AM

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Hello Mayor and Council,

I have questions and concerns about the pace of development activities in the 'Phase 2' section of the Benchlands Planning area, along the road to the water tower. My understanding is the OCP has this section as the second phase, to be completed after the backside is developed which would see a new access road from Pemberton Meadows Road. Also I wonder why developers seem to be pushing ahead with surveying etc when we have quite a bit of undeveloped, residentially zoned land within our boundaries right now - Sunstone, Ridge, Tiyata, the Wye lands. I'm concerned we are allowing the developers to push their agenda ahead of what makes sense for the pace of growth we are experiencing. My understanding is that as the subdivisions are turned over to the Village to maintain/plow/service, it can be difficult for the tax proceeds from the housing to cover the incremental cost, particularly if they are undeveloped or uninhabited. I think we need much more consultation with the public on opening more crown land to development at this stage, especially as it requires an OCP amendment. I'd like to see more evidence of the growth that is talked about (how many people is it actually) as being the driver for more development - more recent surveys etc.

While I can see that the planning area could be the next future development area, I'm not clear that we are at that future time when it is needed for the community to stay healthy and financially viable.

I look forward to your response to this important matter and plan to attend the Nov 19<sup>th</sup> meeting.

Niki Vankerck

c: [REDACTED], Pemberton BC  
e: [REDACTED]

**From:** MCF Info MCF:EX <[MCF.Info@gov.bc.ca](mailto:MCF.Info@gov.bc.ca)>

**Sent:** October 31, 2019 1:00 PM

**To:** VoP Admin <[admin@pemberton.ca](mailto:admin@pemberton.ca)>

**Subject:** Letter from the Honourable Katrine Conroy, Minister of Children and Family Development

**VIA E-MAIL**

Ref: 245429

His Worship Mayor Mike Richman

Village of Pemberton

E-mail: [admin@pemberton.ca](mailto:admin@pemberton.ca)

Dear Mayor Richman:

As Minister of Children and Family Development, I am honoured to once again proclaim November as Adoption Awareness month. This month of recognition encourages us to reflect on those in our province who have selflessly opened their hearts and lives through adoption. This month, we also take the time to champion and guide those who might consider adopting now or in the future.

It is my wish to see a province where growing up in a stable home with food, shelter and love is a given for all children and youth in British Columbia. Unfortunately, there are hundreds of young people still hoping to find a home and a family to call their own. Adoption can provide some of the most vulnerable people in our communities with the support and guidance necessary to thrive in both the present and as they grow into adulthood.

For more information on the Adoption Campaign of 2019, please visit [Adoptnow.ca](http://Adoptnow.ca).

Proclaiming November as Adoption Awareness month is not the only way your community can support adoptive parents and those who might choose to adopt in the future. In addition to your proclamation, you could organize an information session for prospective parents in your community or a celebration for those who are already adoptive parents. You can explore the variety of adoption awareness events happening around our province in November here: <https://www.bcadoption.com/aam>. If you would like more guidance or information on how to champion and raise awareness about adoption, please connect with Ministry of Children and Family Development (MCFD) staff at [MCF.AdoptionsBranch@gov.bc.ca](mailto:MCF.AdoptionsBranch@gov.bc.ca).

An important pillar for all those involved in adoptions in British Columbia is [The Adoptive Families Association of British Columbia](#), which has been a support for adoptive families in British Columbia for over forty years. You may wish to [connect with the association](#) to learn more about your community's involvement in adoption events, their contact information, as well as contact information for the licensed adoption agencies in British Columbia and more.

[Adopt BC Kids](#) is an online portal that allows citizens to complete an adoption application 24 hours a day, seven days a week. I encourage you to take the time to explore this resource and provide it to any community members who are interested in adopting a child in foster care.



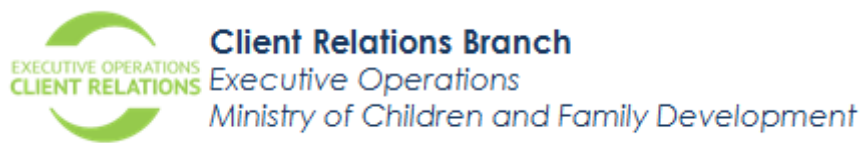
On behalf of MCFD, thank you for leading your communities and supporting both those who have opened their homes and hearts and those who might do so in the future. With your help and support, more children and youth could find their forever homes.

Sincerely,

***ORIGINAL SIGNED BY***

Katrine Conroy  
Minister

*Sent on behalf of the Minister by:*



## 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*