

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

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, February 2, 2021 at 5:30 p.m. via electronic means through a ZOOM Webinar. This is Meeting No. 1531.

"This meeting is being recorded as authorized by the [Village of Pemberton Video Recording & Broadcasting of Electronically Held Council, Committee, and Board Meetings](#)"

*** All Council and Staff will be attending the meeting electronically. Instructions for public participation at the meeting can be found [here](#).**

Item of Business	Page No.
1. CALL TO ORDER REGULAR MEETING In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.	
2. APPROVAL OF AGENDA Recommendation: THAT the Agenda be approved as presented.	1
3. ADOPTION OF MINUTES a) Regular Council Meeting No. 1530, Tuesday, January 12, 2021 Recommendation: THAT the minutes of Regular Council Meeting No. 1530, held Tuesday, January 12, 2021, be adopted as circulated.	5
4. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING	
5. RISE WITH REPORT FROM IN CAMERA	
6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE	
7. COMMITTEE MINUTES - FOR INFORMATION None	
8. DELEGATION a) Kevin Clark, Operations Manager, Pemberton Valley Dyking District Regarding lobbying the Provincial Government to enable the PVDD to apply for government grant funding and requesting a letter of support from Mayor and Council.	13
9. REPORTS a) Office of the Chief Administrative Officer i. COVID-19 Resilience Infrastructure Stream Application – One Mile Lake Park Infrastructure Upgrades	36

Recommendation: THAT the Village of Pemberton apply to the COVID -19 Resilience Infrastructure Stream for grant funding, up to an amount of \$614,550, for the infrastructure upgrades to One Mile Lake Park.

- b) Recreation Services Department** 41
 - i. Recreation Services 2020 Fourth Quarter Report**
Recommendation: THAT the Recreation Services Department 2020 Fourth Quarter report be received. 48
- c) Corporate & Legislative Services**
 - i. Regular Council Meeting Outstanding Resolutions Listing - Update**
Recommendation: THAT the Regular Council Meeting Outstanding Resolutions Listing Update be received.
- d) Development Services**
 - i. Development Services 2020 Fourth Quarter Report** 52
Recommendation: THAT the Development Services 2020 Fourth Quarter report be received.
- e) Operations Department**
 - i. Operations 2020 Fourth Quarter Report** 56
Recommendation: THAT the Operations Department 2020 Fourth Quarter report be received.
- f) Pemberton Fire Rescue Department**
 - i. Pemberton Fire Rescue 2020 Fourth Quarter Report** 59
Recommendation: THAT the Pemberton Fire Rescue Department 2020 Fourth Quarter report be received.

10. BYLAWS

There are no bylaws for consideration.

11. MAYOR'S Report

12. COUNCILLORS' Reports

13. CORRESPONDENCE

a) For Action

- i. **Correspondence from Diamond Isinger, Provincial Commissioner (BC), Girl Guides of Canada, dated January 12, 2021, requesting support for Guiding Lights Across BC – February 22, 2021 by lighting up outdoor landmarks, bridges, buildings and other illuminated locations in blue lights.
Recommendation: THAT Council provide direction.**
- ii. **Correspondence from Lindsay Corey, Village resident, dated January 20, 2021, describing an attack by an off-leash dog and requesting additional bylaw presence, more signage, and more fenced off-leash dog parks.
Recommendation: THAT Council provide direction.**
- iii. **Correspondence from Heather Pierre, Village resident, dated January 21, 2021, regarding the need for more bylaw enforcement, education, and enclosed dog parks to address the issue of off leash dogs.
Recommendation: THAT Council provide direction.**
- iv. **Correspondence from Aurora Warren, Village resident, dated January 21, 2021, expressing concern regarding off-leash dogs and expressing support for additional bylaw enforcement.
Recommendation: THAT Council provide direction.**
- v. **Correspondence from Marnie Martin, Village resident, dated January 21, 2021, expressing concern regarding off-leash dog, and requesting additional bylaw presence and fencing of the off-leash dog park.
Recommendation: THAT Council provide direction.**
- vi. **Correspondence from Nicole Brink, Village resident, dated January 21, 2021, calling for improved enforcement of the Village's leash bylaw and the addition of a fence at the dog park in the wake of the recent dog attack.
Recommendation: THAT Council provide direction.**
- vii. **Correspondence from Matthew Olfert, Village resident, dated January 21, 2021, expressing concern regarding uncontrolled dogs and requesting additional signage, another bylaw officer working weekends, and a dog pound.
Recommendation: THAT Council provide direction.**
- vii. **Correspondence from Shannon Storey, Executive Director, Lower Mainland Local Government Association, dated January 27, 2021, calling for resolutions to be considered at the 2021 virtual convention and calling for nominations for executive positions that will be elected at the virtual AGM.**

Recommendation: THAT the Call for Resolutions be referred to Committee of the Whole for discussion.

b) For Information

- i. Copy of correspondence from Mayor John Dooley, City of Nelson, to Minister of Health Adrian Dix, dated January 8, 2021, requesting consideration of priority vaccination for essential critical infrastructure municipal employees.**
- ii. Copy of correspondence from Mayor Linda Buchanan, City of North Vancouver, to Minister of Environment and Climate Change Strategy, George Heyman, dated January 11, 2021, requesting the implementation of a Province-wide ban on anticoagulant rodenticides.**
- iii. Correspondence from Lee Edwards, Sunstone property owner, dated January 26, 2021, expressing opposition to the granting of a variance to permit the retaining wall on the neighbouring property, and opposing the elimination of restrictions on retaining wall height.**
- iv. Correspondence from Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky, dated January 29, 2021, announcing the launch of the Highly Affected Sectors Credit Availability Program.**

Recommendation: THAT the correspondence be received.

14. DECISION ON LATE BUSINESS

15. LATE BUSINESS

16. NOTICE OF MOTION

17. QUESTION PERIOD

18. IN CAMERA

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (c) Employee Relations, and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

19. RISE WITH REPORT

20. 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, January 12, 2021 at 5:30 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 1530.

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

ABSENT: Councillor Amica Antonelli

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
Emily White, Executive Assistant/HR
Laura Murphy, Project & Research Coordinator
Vinka Hutchinson, Communications & Grant Coordinator
Joanna Rees, Planner
Gwendolyn Kennedy, Building & Planning Clerk

PUBLIC: 5

MEDIA: 1

****ALL COUNCIL MEMBERS AND STAFF ATTENDED ELECTRONICALLY***

A RECORDING OF THE MEETING WAS MADE AVAILABLE TO THE PUBLIC & MEDIA

1. CALL TO ORDER REGULAR MEETING

At 5:33 p.m. Mayor Richman called the Regular Meeting to Order.

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

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the agenda be approved as presented.

CARRIED

3. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1529, Tuesday, December 8, 2020

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1529, held Tuesday, December 8, 2020, be adopted as circulated.

CARRIED

4. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

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

5. RISE WITH REPORT FROM IN CAMERA

There was no rise with report.

6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE

There was no business arising from the previous Committee of the Whole Meeting as that was done at the December 8, 2020 Regular Meeting.

7. COMMITTEE MINUTES - FOR INFORMATION

There were no Committee minutes for receipt.

8. DELEGATION

There were no delegation presentations.

9. REPORTS

a) Office of the Chief Administrative Officer

i. Introduction of New Staff

Nikki Gilmore, CAO, introduced the following new staff members:

Vinka Hutchinson, Communications and Grant Coordinator

Laura Murphy, Project and Research Coordinator

Emily White, Human Resources Coordinator & Executive Assistant

Ms. Gilmore noted that Elena Aranguren, the Village's new Reception/Administrative Assistant, was unable to attend the meeting and will be introduced at a future meeting.

ii. Bang the Table - Verbal Report

Nikki Gilmore, CAO, provided an overview of the new engagement program the Village will be using called Bang the Table. Development Services & Office of the CAO Staff have been setting up the platform for use with the Affordable Housing Action Plan, Community Climate Action Plan, and Official Community Plan Review and the program will launch shortly. This is a great opportunity to enhance the Village's capacity for gathering public input on important issues.

Moved/Seconded

THAT the verbal report be received.

CARRIED

At 5:42 p.m. Lisa Pedrini, Manager of Development Services, and Cameron Chalmers, Village Planning Consultant, joined the meeting.

11. BYLAWS

a) First and Second Readings

i. Village of Pemberton Zoning Bylaw No. 832, 2018, Amendment (Retaining Wall Regulations) Bylaw No. 892, 2021

Moved/Seconded

THAT Zoning Bylaw Amendment (Retaining Wall Regulations) Bylaw No. 892, 2021, be referred back to Staff to examine options for retaining wall height restrictions;

AND THAT a report be prepared for presentation and discussion at a future meeting of the Committee of the Whole.

CARRIED

At 6:13 p.m. Ms. Pedrini and Mr. Cameron left the meeting.

12. MAYOR'S Report

a) Mayor Richman expressed sadness at the loss of Graham Haywood, a well-respected and loved member of the community, and extended condolences to Mr. Haywood's family.

Moved/Seconded

THAT a card be sent to Mr. Haywood's family expressing the Village's condolences.

CARRIED

b) Mayor Richman reported on the following:

- Attended the Pemberton Valley Emergency Management Committee meeting and received an update on projects including the Arn Canal outlets and culverts, the Pole Yard Dike, seismic testing of Miller and Lillooet dikes, and the Grandmother Slough study. Discussion focused on the need for more planning to access federal grant funding.
- Attended the Squamish-Lillooet Regional District Board meeting on December 16, 2020 where the following items were discussed:
 - length of service awards were presented;
 - a development proposal for Lil'wat Main Street was considered;
 - zoning bylaw amendments in support of affordable housing through gentle densification received first and second readings;
 - short-term vacation rentals were discussed;
 - waste transfer station survey results were presented; and
 - a delegation from the Squamish Food Policy Council presented an update on the Squamish Valley Agricultural Plan.
- Attended the Sea to Sky Regional District Hospital meeting where plans and funding requests were considered, and a presentation from Vancouver Coastal Health regarding capital investments to replace aging infrastructure was received.
- Attended the Squamish-Lillooet Regional District Committee of the Whole meeting where a delegation from Climate Impact Consortium was heard and the budget was presented for first review.
- Attended weekly Sea to Sky Mayors' meetings.
- Attended the monthly phone conference with the Honourable Josie Osborne, Minister of Municipal Affairs with Mayors and CAOs from the Sea to Sky, Lower Mainland and Sunshine Coast.
- Was approached by a committee formed to address the issue of the use of the CN Rail bridge over the Lillooet River for access to trails.
- Encouraged Councillors and Staff to review the Ministers' mandate letters that have been distributed recently.

c) Pemberton Scotiabank Closure – Discussion

Mayor Richman reported that Scotiabank has decided to close the Pemberton branch and noted that the closure will have a negative impact on the community. Community members have written letters and circulated a petition that has gathered approximately 2000 signatures. Mayor Richman invited Councillors to comment. Discussion focused on the loss of jobs, the loss of the branch's contribution to the community, and the reliance of residents of Pemberton and the surrounding region on the bank's services.

Moved/Seconded

THAT Staff prepare a letter to Mr. Brian Porter, Scotiabank Chief Executive Officer, for Mayor Richman's signature, expressing Council's dismay over the decision to close the branch.

CARRIED

d) Mayor Richman also reported on the following:

- Reminded residents that business licence and pet licence renewals are due by January 31st.
- Advised that the Village is hiring and that job postings may be viewed on our website.
- Reminded residents that winter parking regulations are in effect. Check signs for details.
- The Pemberton Community Centre is open and offering fitness programs that meet the PHO's – check out the website for details.

13. COUNCILLORS Reports

Councillor Zant reported on the following:

- Attended the Library Board Meeting and noted that the library has been working hard to ensure community members continue to have access to services during the COVID-19 pandemic. The Library Board AGM is scheduled for January 28th.

Councillor Craddock did not report.

Councillor Noble did not report.

Councillor Antonelli was absent from the meeting and did not report.

14. CORRESPONDENCE

a) For Action

- i. **Correspondence from Mr. Andrew Elliot, Co-Founder, Coast Mountain Cannabis, dated December 10, 2020, requesting review of the Business Licence Fees for Cannabis related businesses**

Moved/Seconded

THAT correspondence be sent advising that the Village will be reviewing the Business Licence Fees for cannabis related business in 2021.

CARRIED

- ii. **Correspondence from Ken Christian, Mayor, City of Kamloops, dated December 18, 2020, seeking support for a resolution to be sent to the Government of Canada calling for an Overdose Action Plan to address the Overdose Crisis.**

Moved/Seconded

WHEREAS the opioid crisis is one of the largest public health emergencies of our lifetime, with a death about every two hours on average and death toll of over 16,360 since 2016 (January 2016 to March 2020);

AND WHEREAS other countries have significantly reduced drug-related fatalities with reforms such as legal regulation of illicit drugs to ensure safe supply and decriminalization for personal use;

AND WHEREAS the federal government has indicated it is premature to discuss these measures until there are comprehensive supports for people to get well;

AND WHEREAS supports are needed, but measures that save lives are essential if people are to survive and access supports;

AND WHEREAS the Canadian Association of Police Chiefs has stated that they agree the evidence suggests “decriminalization for simple possession is an effective way to reduce the public health and public safety harms associated with substance use”, causing the Federal Health Minister to indicate the government is now “deliberating” over decriminalization;

AND WHEREAS the overdose crisis rages, showing few signs of abating;

THEREFORE BE IT RESOLVED THAT Council supports the resolution regarding the Overdose Crisis and the Call for an Overdose Action Plan passed by the City of Kamloops Council and requests that the Government of Canada:

- a. Declare the overdose crisis a national public health emergency so that it is taken seriously and funded appropriately; and
- b. Immediately seek input from the people most affected by this crisis and meet with provinces and territories to develop a comprehensive, Pan-Canadian overdose action plan, which includes comprehensive supports and full consideration of reforms that other countries have used to significantly reduce drug-related fatalities and stigma, such as legal regulation of illicit drugs to ensure safe supply of pharmaceutical alternatives to toxic street drugs, and decriminalization of personal use.

CARRIED

- iii. **Correspondence from Karen and Miles Dyczkowski, dated January 7, 2021, requesting that the one-year time limit to reapply for a Development Variance Permit be waived.**

Moved/Seconded

THAT the request to have the one-year time limit waived for re-application of a development variance permit for 1368 Fernwood Drive be approved;

AND THAT the applicants be advised they may re-apply at any time.

CARRIED

- iv. **Correspondence from the BC Softball Association, dated January 8, 2021, requesting financial support to send BC Softball Teams to the 2022 Canada Summer Games in Niagara, Ontario.**

THAT the correspondence be received.

CARRIED

b) For Information

- i. **Correspondence from Tony Geheran Executive Vice-President and Chief Customer Officer and Ned Hodaly, General Manager, TLUS Corporation, dated December 15, 2020, expressing seasons greetings.**
- ii. **Correspondence from Mayor Cathy Moore, City of Rossland, dated December 17, 2020, in support of universal no-cost access to all prescription contraception.**
- iii. **Correspondence from Patrick Weiler, MP, West Vancouver-Sunshine-Sea to Sky, advising the Canada Summer Job 2021 program is accepting applications from business operators from December 21, 2020 until January 29, 2021.**
- iv. **Correspondence from Margo Wagner, Chair, Cariboo Regional District and Gabe Fourchalk, Mayor, District of Wells, dated December 18, 2020, regarding BC Hydro Streetlighting Rate Increase and Termination of Private Lighting Systems.**

Moved/Seconded

THAT the correspondence be received.

CARRIED

15. DECISION ON LATE BUSINESS

There was no late business.

16. LATE BUSINESS

17. NOTICE OF MOTION

There was no Notice of Motion.

18. QUESTION PERIOD

There were no questions from the public.

At 6:52 p.m. the Regular meeting was recessed.

At 6:57 p.m. the Regular meeting was reconvened.

19. IN CAMERA

Moved/Seconded

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (c) Employee Relations and (k) Negotiations, and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

CARRIED

At 7:58 p.m. Council moved In Camera.

At 7:53 p.m. Council rose without report.

20. RISE WITH REPORT

21. ADJOURNMENT OF REGULAR COUNCIL MEETING

Moved/Seconded

THAT the Regular Council Meeting be adjourned.

CARRIED

At 7:54 p.m. the Regular Council Meeting was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

From: Kevin Clark <kclark@pvdd.ca>
Subject: PVDD Lobby Support
Date: January 15, 2021 at 10:53:13 AM PST
To: Mike Richman <mrichman@pemberton.ca>

Good Morning,

The PVDD is in the process of lobbying the Province to allow the PVDD to apply for government grants. As you are aware the "Improvement Districts" of B.C. are being phased out and to expedite this the Province took away their ability to apply for direct funding in 2006. This is why the PVDD needs the partnership of the VOP and SLRD to apply for funding. The PVDD would like to see the government rethink the position on SOME improvement districts as they are important to the local governance and they make no sense to dissolve. One new issue is that some of the new funding states that the Funding applicant must own the infrastructure when the project is complete. This means that if the VOP applies for some funding to repair the Pemberton Creek dike then the VOP would have to own it afterwards.

We are asking for a letter of support from Mayor and Council as we believe that the PVDD is an important entity in the Pemberton Valley. Attached is our draft letter for review.

Secondly the PVDD is also going to reach out to the IOD to relax the seismic guidelines for the Miller Lillooet Dike so we could perform an upgrade. This letter is also attached and we would request another letter of support to highlight how important this project is for emergency preparedness and safety. This project would be an integral part of a safe evacuation plan as the known areas of concern would be pushed out of the most populated area buying valuable time for an evacuation should the need arise.

I would be happy to meet to discuss these documents and lobby efforts further with yourself or council.

Please reach out if you have any questions.

Sincerely,

Kevin Clark
Operations and Maintenance Manager
Pemberton Valley Dyking District
Office 604 894-6632



To: Honourable Josie Osborne

RE: Improvement District Designation.

The Pemberton Valley Dyking District (PVDD) was incorporated by Letters Patent issued on January 31, 1947. The initial function of the PVDD was to take over maintaining and repairing dikes from the Dominion (Federal) government. Since inception the PVDD has fulfilled the rules of governance as laid out by the province.

The PVDD has maintained flood protection infrastructure within the confines of the tax base. The District has performed countless projects both small and large with government funds and in partnerships with other local authorities.

The PVDD is an important entity in the Pemberton Valley. The PVDD dyking infrastructure protects areas of the Village of Pemberton (VOP), Squamish Lillooet Regional District (SLRD) and Lil'wat Nation lands. The PVDD works as an important neutral party toward protecting the best interests of all. The current collaborative approach between the VOP, SLRD, Lil'wat, and PVDD ensures flood management projects are completed to everyone's satisfaction and with a common understanding of the transfer of risk.

History:

Initially, the reclamation of the Pemberton Valley was administered by the Dominion (Federal) government under the Prairie Farmers Rehabilitation Administration (PFRA) in a tri-partite agreement. The Lillooet River and its tributaries (Ryan Creek and Millar Creek) were straightened and dykes were constructed, starting at the northern part of the Pemberton Valley. Also, as part of the tri-partite agreement, lowering of Lillooet Lake was completed at the Tenas Narrows. In 1947 the Pemberton Dyking District was formed to maintain the newly constructed dykes, as well as drainage and flood control in the Pemberton Valley.

The purpose of the reclamation project was to encourage post war veterans, in the 1950s to settle on the reclaimed land in the valley, and farm.



Geography:

Pemberton is located North of Whistler in an area first settled by Indigenous (Lil'wat) peoples and then by farmers in the early 1900's. There are 5 major watercourses that are tributaries of Lillooet Lake and carry on to the Fraser River. The area has added risks due to its vicinity to Mt. Meager which is the only known active volcano in Canada.

The lands where the flood control infrastructures were built crosses Squamish Lillooet Regional District (SLRD), Village of Pemberton (VOP) and Lil'wat Indigenous Lands.

PVDD Role:

The PVDD plays an important role in the flood mitigation planning and emergency preparedness of the area.

The PVEMC (Pemberton Valley Emergency Management Committee) was formed with representation from all governing groups and elected officials. Members from each group (Lil'wat, SLRD, VOP and PVDD) have one staff member and one elected official on the committee. The committee's mandate is laid out in the "terms of reference" signed by all parties.

The group hosts monthly meetings to share project updates, bring issues to the group and speak about which proposed projects should form flood mitigation funding applications.

The goal is to have a Pemberton Valley Flood Mitigation "Vision". This vision focuses on bringing flood protection levels and management up to provincial standards across all jurisdictions.



Government Policy Change:

Government of British Columbia policy, outlined in the Ministry of Community, Sport and Cultural Development and Responsible for TransLink's Improvement District Governance: Policy Statement, restricts improvement districts from accessing sewer and water infrastructure grants (British Columbia, 2006) (Durward 2017)

The aim of this policy was to eliminate Improvement Districts as a form of Local Government. The recommendation was for Improvement Districts to join area Regional Districts.

At the present time the PVDD must work with the local Squamish Lillooet Regional District, Village of Pemberton and/or Lil'wat to apply for government funding for flood protection works. In the past the funding was secured by one of the 3 PVDD partners and then the works were completed by the PVDD while the PVDD retained the ownership of the infrastructure. In 2020 some of the funding applications explicitly state that the asset must be transferred to the successful applicant for the monies to be granted. This is not practical or preferred by some of our partners.

While performing research for this letter the PVDD looked at all Improvement Districts that had similar roles and responsibilities.

While we can agree that many Improvement District Dyking Authorities in BC would benefit from amalgamating with their Local Government, we believe the specifics and geography of our area demonstrate Pemberton is different. All other Dyking Authorities have much less infrastructure and are bordered by other authorities such as Regional Districts and Municipalities that share similar responsibilities.



Other Improvement Districts (Dyking) in B.C.:

Fraser Valley Dyking Authorities (Provide protection from the Fraser River)

1. Trethewey-Edge – Maple Ridge (1) dike 4.6 kms long
2. Glen Valley – Abotsford (3) dikes total length 11.7 kms long
3. Maple Ridge Road 13 – Maple Ridge (1) dike .3 kms long
4. North Nicomen – Agassiz (1) dike 3.4 kms long

Sea Based Dyking in the Lower Mainland (Provide protection from tide based risk)

1. Mud Bay – Surrey (3) dikes total length 11.1 kms long

Creston Area (Provide protection from the Kootenay River)

1. Nicks Island – Creston (1) dike 11.5 kms long
2. Reclamation – Creston (1) dike 17.6 km long

Pemberton Valley Dyking District

- Pemberton 44kms of dikes
- 25 kms of drainage canal and ditches
- (5) main rivers
- Mt. Meager



Due to the nature of the Pemberton Valley we request a review of our specific situation as we believe that we have justification for existence as a separate governing entity. We do not believe the suggested legislation should apply to the Pemberton Valley Dyking District due to our uniqueness.

The PVDD has a logistically and politically challenging role. We have to look at what is best for the Valley as a whole. We cannot make decisions based on special interests or be seen as catering to a specific area. Through many studies and engineering reports the PVDD is working on a path forward to protect the area's people and their possessions. Over a century of hard work has been committed by the people and their ancestors who call this area home.

Government legislation is difficult. It is near impossible to look at an issue and see all possible outcomes. We believe that through consultation and education the PVDD and its area partners (Lil'wat, Squamish Lillooet Regional District and the Village of Pemberton) prove beyond question that the governance structure surrounding flood mitigation is best in its current form. The PVDD is always looking to better itself as any governing body should. When looking holistically at the necessities of the Pemberton Valley, the PVDD believes it is important they remain a separate entity. This allows the PVDD to solely focus on flood protection, emergency preparedness, partnership consultation and public education.

Lil'wat Nation and other Indigenous groups have not had the opportunity to apply for government funding for flood control under the UBCM stream until 2018. Since 2018 the PVDD has worked with Lil'wat Nation to help craft their first project under this new opportunity and see it through to fruition. The Poleyard dike expansion will take place in summer 2021. This is the first of many projects that we hope to complete to bring much of the ancestral territory up to area flood protection levels.

We are requesting a new designation that would allow the PVDD to enter the competitive funding stream offered by the federal and provincial governments. We believe our request is reasonable and would enhance the effectiveness of all flood protection works going forward in our community. It continues to be the function



Pemberton Valley Dyking District
1381 Aster Street
Pemberton B.C. V0N2L0



of the PVDD and its partners to put together well planned and complete funding applications for review by the funder.

Sincerely,

CAO Li'wat

CAO SLRD

CAO VOP

PVDD Board Chair

Anyone else?

DRAFT



PO BOX 235 1381 Aster St, Pemberton, BC V0N 2L0 phone: (604) 894-6632 fax: (604) 894-5271 trustees@pvdd.ca www.pvdd.ca

PEMBERTON VALLEY DYKING DISTRICT

To: Mitchell Hahn, P. Eng., Inspector of Dikes
Flood Safety Section
Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Re: Miller Lillooet Dike Partial Upgrade Project – Request for Relaxation of Seismic Guideline Maximum Displacement Requirements

On behalf of the Board of Trustees, this letter requests that the Inspector of Dikes relax the maximum (1:2475 earthquake event) displacement requirements of the “Seismic Design Guidelines for Dikes” (2014) to allow the PVDD to complete a partial upgrade of the Miller-Lillooet Dike at Pemberton. The following sections provide background on the PVDD, the flood hazard, the Miller-Lillooet Dike Partial Upgrade Project and the public safety rationale for this request. Supporting figures and documents are provided in the attached Appendix. Two recent letter reports prepared by Thurber Engineering are also attached. Digital copies of the Thurber and other relevant engineering reports as listed in the References section are provided separately.

Pemberton Valley Dyking District Background

Initially, the reclamation of the Pemberton Valley was administered by the Dominion (Federal) government under the Prairie Farmers Rehabilitation Administration (PFRA) in a tri-partite agreement. The Lillooet River and its tributaries (Ryan Creek and Miller Creek) were straightened and dykes were constructed, starting at the northern part of the Pemberton Valley. Also, as part of the tri-partite agreement, lowering of Lillooet Lake was completed at the Tenas Narrows. In 1947 the Pemberton Valley Dyking District was formed to maintain the newly constructed dykes, as well as drainage and flood control in the [Pemberton Valley](#).

The purpose of the reclamation project was to encourage post war veterans, in the 1950s to settle on the reclaimed land in the valley, and farm. Since then the Valley has become a thriving farming community. Outdoor recreation and it’s vicinity to Whistler has made Pemberton into a sought after vacation destination.

In 2010 the Capricorn Creek landslide altered the future of Pemberton overnight. We now know that the Lillooet River is aggrading and that the diking infrastructure is inadequate. Prior to the floodplain mapping project



completed in 2018 the level of protection provided by the Miller-Lillooet Dike was thought to be at a 1:100 year event. After the modelling was completed the level of protection is now estimated to be less than a 1:50 year event.

While several sections of the 12 km long Miller Lillooet dike are low and could overtop and breach during an approximately 1:50 flood event, it was determined that one of these low sections was immediately adjacent to a residential area in the Village of Pemberton (just downstream of the Lillooet River railway bridge). If this section overtopped and the dike breached, there would likely be inadequate time for the safe evacuation of residents. Therefore, a breach in this section could foreseeably result in loss of life.

In 2019 the PVDD and its partners attempted to remedy this situation by applying for funding for a project to partially raise this 1.4 km long low section of the Miller-Lillooet dike by about 0.5 m to the 1:100 year flood level (without freeboard). This project was recommended in several engineering reports as the highest priority of a number of proposed flood mitigation measures.

Pemberton Valley Drainages, Flood Forecasting, and Evacuation Strategy

There are (6) rivers that are all tributaries of Lillooet Lake and the Fraser River. The rivers are (Lillooet, Green, Birkenhead, Ryan, Miller and Pemberton Creek, in order by size largest to smallest).

Flood risk in the Pemberton Valley is very difficult to predict as there are so many inputs. There is a litany of other factors which add to the complexity of flood forecasting such as: lack of weather stations which result in the River Forecast Center having difficulty with predictions and the lack of hydrometric monitoring stations on the tributaries (Ryan, Miller and Green). **See letter from RFC attached as Figure 8 in the Appendix.**

To improve flood forecasting and warning, the PVDD and the Water Survey of Canada have partnered up to install a gauge on Ryan Creek in 2021 and funding for the Green and Miller has been applied for through the CEPF Structural grants stream. Lil'wat First Nation has applied for and been granted funding for a gauge on the Birkenhead River which will be installed in 2021.

Even with all of the gauges installed and monitoring in real time the river levels are difficult to predict as the ability to transmit real time weather data from the upper reaches of the tributaries is challenging. This issue and the fact that the drainages are relatively flashy make an evacuation call very difficult.

The location of the tributary confluences is also an issue as the Ryan, Miller, Pemberton and Green tributaries enter very close to the most populated area. Being as that these tributaries are flashy there is a constant threat when the Lillooet itself is running high and the tributaries are not. If the rain begins to fall over the other valleys the rivers can rise extremely fast and with little warning. Ryan and Miller creeks can turn on and add 50% to the Lillooet flow in a few hours. They both enter the Lillooet River only 4 km upstream of the Town of Pemberton. Evacuation planning is critical. Some aspects of PVDD's evacuation strategy are presented in **Figure 7 of the Appendix**.

Miller Lillooet Dike Partial Upgrade Project:

The Pemberton Valley Dyking District and its local partners (Squamish Lillooet Regional District, Lil'wat First Nation and the Village of Pemberton) submitted a funding application in 2019 to the CEPF for the partial upgrade of one of the low sections of the Miller-Lillooet Dike (a 1.4 km long section of the 12 km long dike). The location is shown in **Figure 1 in the Appendix**. The funding was approved by the CEPF but due to the requirement for the project to meet the 2014 Seismic Guidelines and the fact that the project is on a "High" consequence dike, the project had to be deferred.

The objective of this project is to raise (and strengthen by widening) this low section of dike by typically 0.5 m, so that the section closest to the densely populated residential area of Pemberton would not overtop and breach first, thereby providing more time for evacuation of nearby residents and reducing the potential for loss of life. Several sections of the Miller-Lillooet dike upstream of the Village would also be expected to overtop and breach during approximately a 1:50 event and, even with the partial upgrade of one low section, most of the area protected by the Miller-Lillooet dike would still flood. To state again, the primary purpose of the project is public safety; to at least partially mitigate the potential for loss of life where a low section of dike is adjacent to a high density residential subdivision.





It is useful to view the partial upgrade project (i.e. 0.5 m dike raise over 1.4 km) in the context of what might be required to complete a full dike upgrade to meet provincial hydraulic design standards. To provide a 1:200 level of protection including a freeboard allowance, much of the 12 km long Miller-Lillooet dike would have to be extensively widened and raised to accommodate a dike crest raise of more than 1.5 m.

In the 2018 NHC Flood Plain Mapping study the Lillooet River model dike breach analysis showed relatively quick inundation of the most populated and asset dense area in 30 minutes. This water would be fast moving and up to 2 meters in depth. See Figure 2. The CN railway embankment crosses the floodplain north of the densely developed area of the Village. See Figure 3. While not a dike, the railway forms a berm that slows the inundation of the Village should a breach occur at a location upstream. See Figure 4.

From a public safety perspective a breach of the Miller Lillooet dike just downstream of the railway bridge, near the Village of Pemberton, potentially during the next major flood event on the Lillooet River would be disastrous. Initially through the CEPF and more recently, through ARDM, the PVDD has had access to funding to design and construct the proposed partial upgrade project, but the implementation of this project has been held back for many months by the requirement to meet the Seismic Guidelines. The first step in meeting the seismic guidelines was to complete the deformation assessment – this has now been done. While the outcome was not what was hoped for, “progress” has been made.

Since the project deferral the PVDD has self-funded further CPT testing, seismic deformation testing and site specific slope stability modelling to determine potential seismic conditions. Please see the two Thurber Engineering reports attached and digital copies in the reference folder:

1. Miller-Lillooet Dike Preliminary Seismic Assessment (Rev 1), Dec 10/20 (originally submitted Aug 28/20)
2. Miller-Lillooet Dike Preliminary Seismic Deformation Assessment, Dec 10/20

In summary, Thurber Engineering has estimated that the dike meets the Seismic Guideline displacement criteria for both the 1:100 and 1:475 year events but not for the 1:2475 earthquake event. The outcome of a seismic event is noted in the report to not be any different for the dike in existing or post upgrade condition.

Rationale for Requesting a Relaxation of Seismic Guidelines:

On January 29, 2019 the IOD released a bulletin "Update - Status of Seismic Design of Dikes in B.C." This document outlines that exceptions can be made through due process. The rationale for requesting a relaxation from the 1:2475 (2% chance in 50 years) maximum allowable dike crest displacement criteria (Table 2 in the 2014 Seismic Guidelines) is outlined below.

1. The dike is stable and meets displacement criteria for the 1:100, and 1:475 earthquake events.
2. The hydraulic modelling completed by NHC (2018) indicated that this section of the existing Miller-Lillooet Dike would have approximately 1 m of freeboard for a 1:10 flow at the WSC gauge, without consideration of any recent channel changes (N Peters, NHC, pers com). Based on the small deformations reported by Thurber the dike would meet the post-earthquake freeboard requirements for the 1:100 and 1:475 EQ events, but may not provide freeboard after a 1:2475 event.
3. This project is only a partial upgrade and involves a minor raise and widening of about 12% of the dike length. Ground improvement or constructing a new set-back dike to meet the 1:2475 EQ criteria is cost-prohibitive and simply not feasible given the site constraints and limited PVDD funds. Typical ground improvement costs would be in the order of \$6 M/km (NHC 2020b - Flood Mitigation Planning Report).
4. The partial dike raising and widening project does not represent a large capital investment that could be lost if the dike is damaged in a rare, large earthquake event. (i.e. the CEPF funding to be allocated to this project was to be only part of the \$1.5M in grant funding obtained by the Village of Pemberton and the Squamish Lillooet Regional District).
5. Life safety issue – it is critical that this section of dike does not breach first. Because of the rapid progression of flooding from a dike breach, flood forecasting, warning and evacuation cannot mitigate the life safety risk to the nearby residents.
6. Professional engineers have issued reports highlighting this flood safety issue (NHC 2018, NHC 2020a, NHC 2020b). These reports confirm a high risk at this particular site. The Diking Authority (PVDD) owes

its residents a duty of care to implement the engineers' recommendations. If the approval of this partial upgrade is blocked by the province, the PVDD cannot be held liable in the event of a breach.

7. The Lillooet River is aggrading so the risk to the Village of Pemberton is increasing and will continue to do so for the foreseeable future.
8. The PVDD and its partners in the Pemberton Valley Emergency Management Committee (PVEMC) will continue to work on a long-term integrated flood management strategy for the Valley.

Conclusion

We are confident that the PVDD and its partners have provided additional information and a sound rationale to support a relaxation from the 1:2475 displacement criteria of the Seismic Guidelines. We strongly believe that flood safety objectives of this project warrant a relaxation of the Seismic Guidelines when the information we have provided is taken into consideration.

If the IOD grants this request for relaxation of the Seismic guidelines, the PVDD will move forward with the DMA Approval application and submit further detailed surveys, design briefs, drawings, "rights of ways" and other details to support the DMA approval.

Sincerely,

Kevin Clark
Operations and Maintenance Manager
Pemberton Valley Dyking District

cc: John Beks, Chair, Pemberton Valley Dyking District



References

NHC 2018. Lillooet River Floodplain Mapping – Final Report. Prepared for Pemberton Valley Dyking District. 31 August 2018.

NHC 2020a. Proposed Typical Section for Miller-Lillooet Dike Partial Upgrade Project. Letter Report for Pemberton Valley Dyking District 30 January 2020

NHC 2020b Pemberton Valley Flood Mitigation Planning. Final Report Prepared for Pemberton Valley Dyking District. 5 June 2020

Thurber Engineering Ltd. Miller-Lillooet Dike (02-20) Preliminary Seismic Assessment (Revision 1) Pemberton BC. 10 December 2020

Thurber Engineering Ltd. Miller-Lillooet Dike (02-20) Preliminary Seismic Deformation Assessment. Pemberton BC. 10 December 2020

Appendix

Figure 1 – Location of Proposed Partial Dike Upgrade Project

Figure 2 – Progression of Flooding from Breach at Partial Dike Upgrade Site

Figure 3 – Railway Embankment Location

Figure 4 – Progression of Flooding from an Upstream Dike Breach Location

Figure 5 - Lillooet River Flows which result in Dike Overtopping

Figure 6 – Estimated “return period discharge rates”:

Figure 7 – Aspects of PVDD’s Evacuation Strategy

Figure 8 – Letter of support from River Forecast Center regarding “gaps in data”



Figure 1: Location of Proposed Partial Dike Upgrade Project

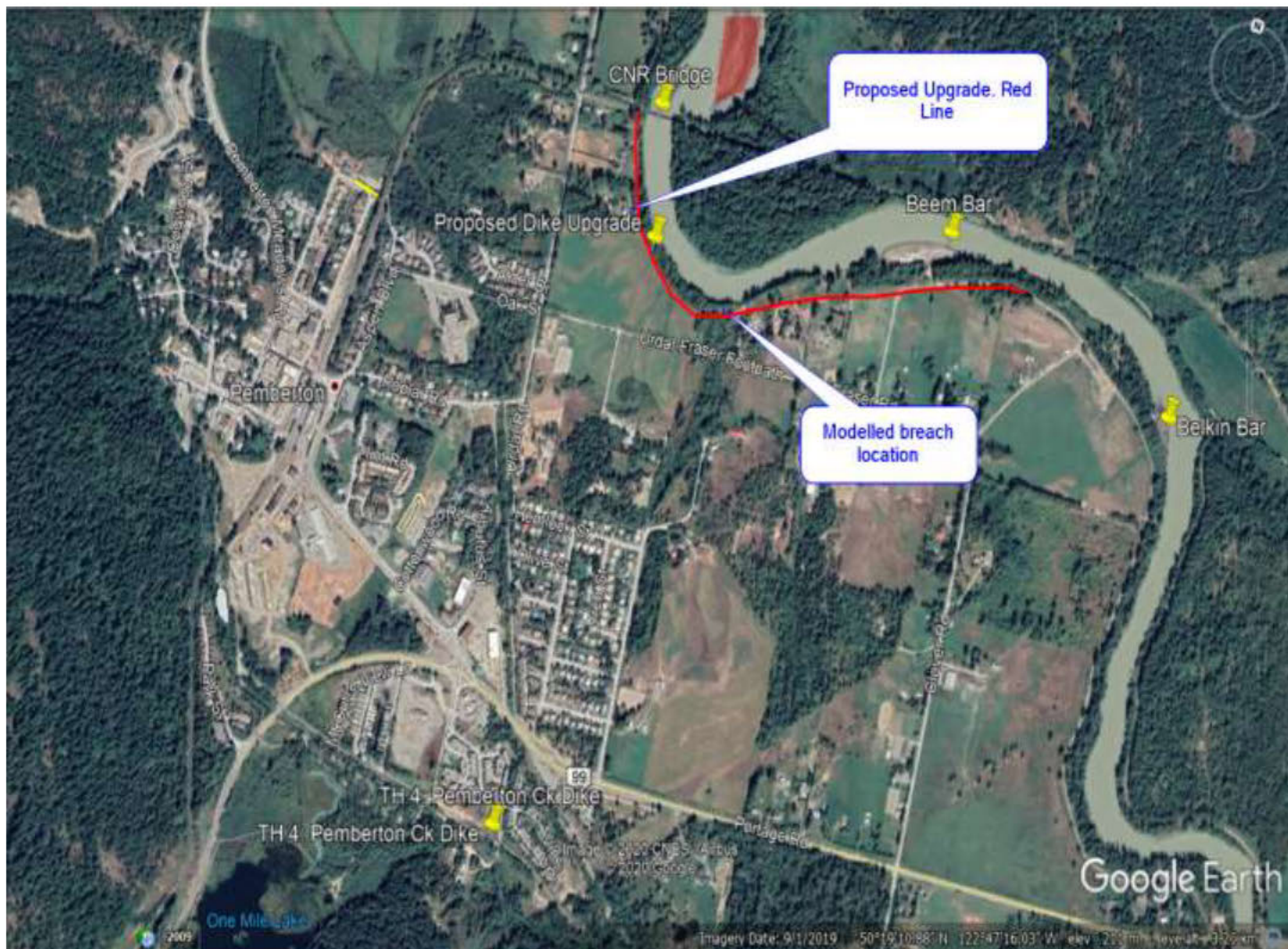


Figure 2: Progression of Flooding from Breach at Partial Upgrade Site

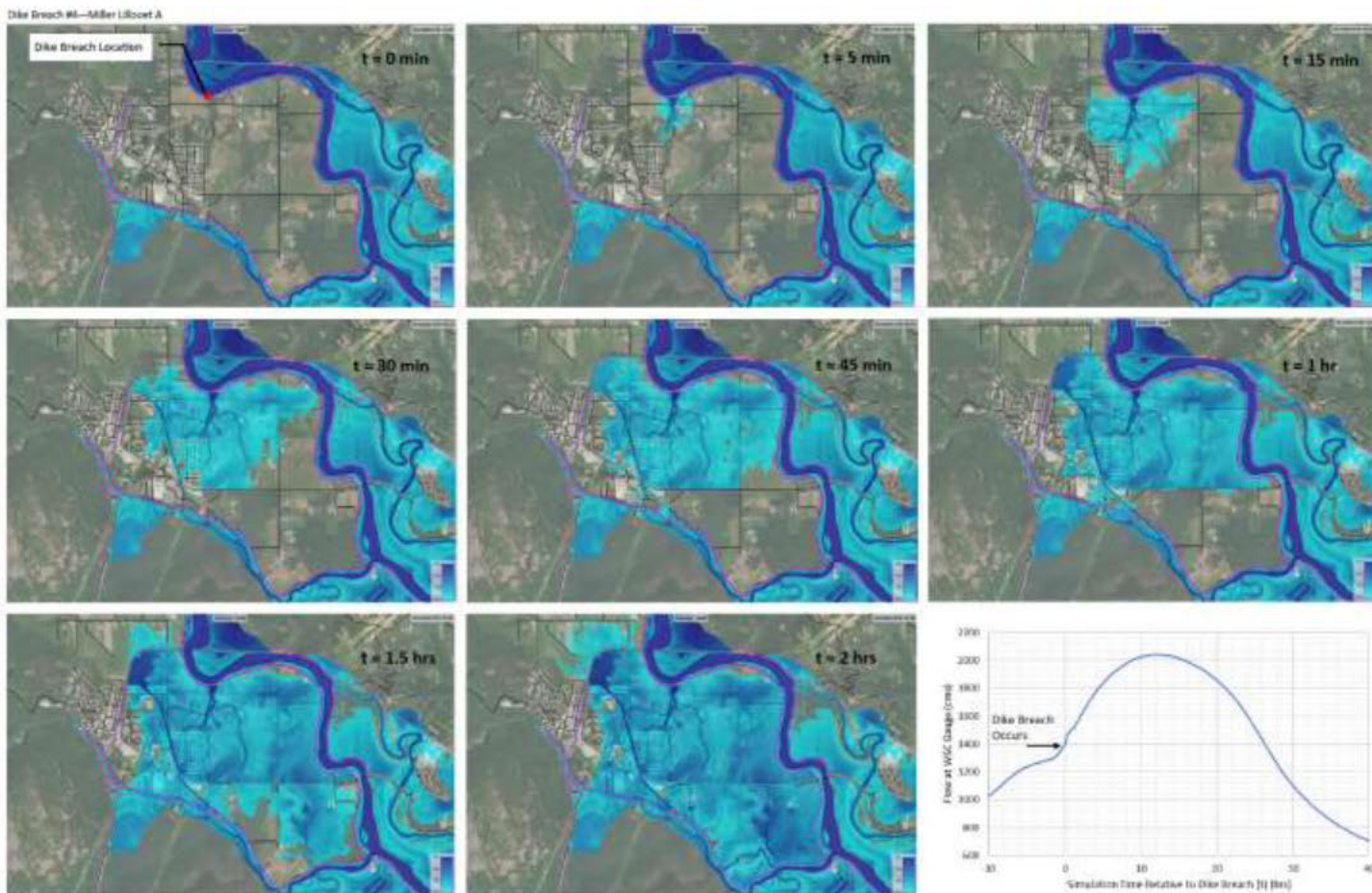


Figure 3: Railway Embankment Location



Figure 4 Progression of Flooding from an Upstream Dike Breach Location

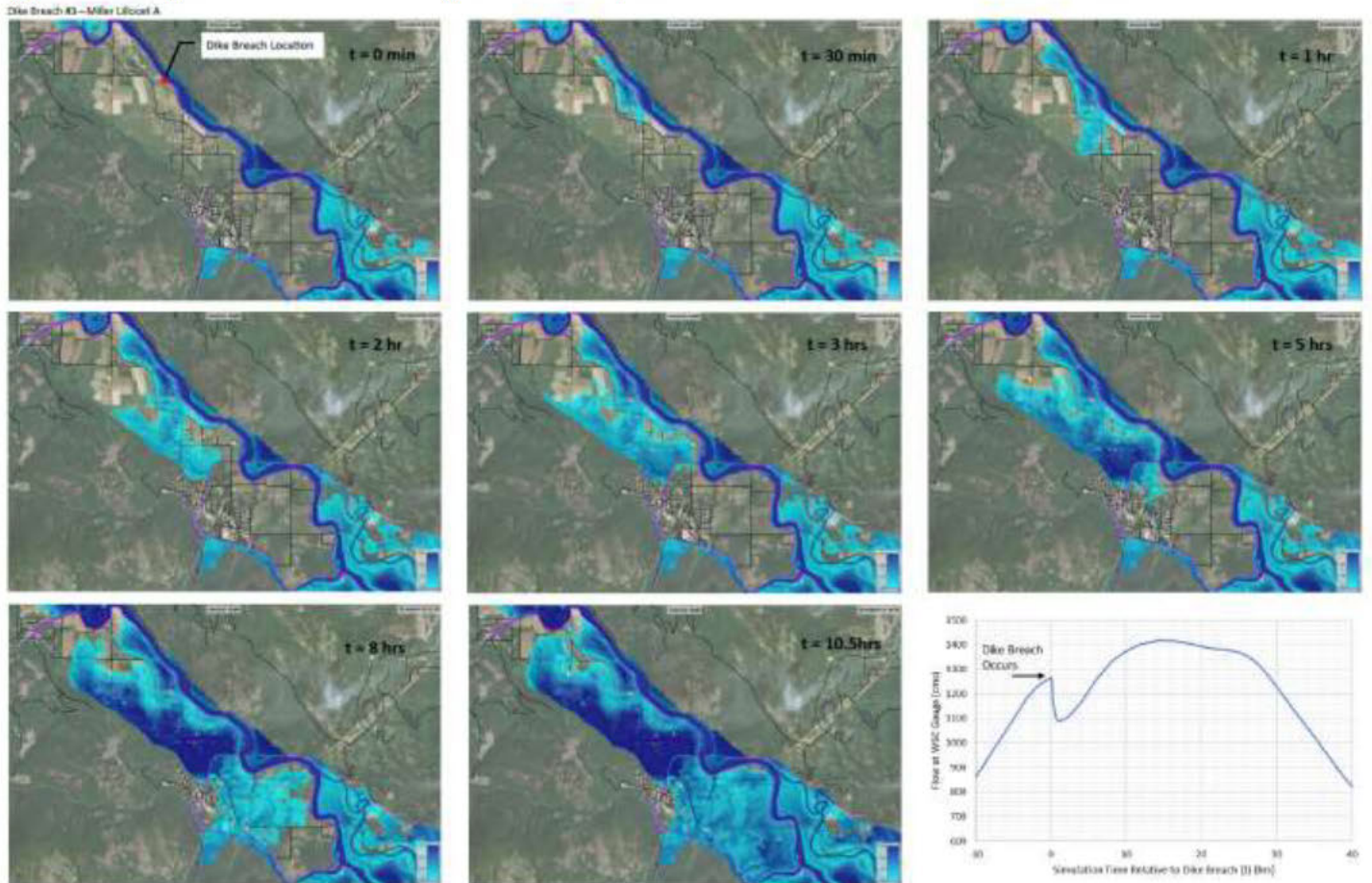




Figure 5: Lillooet River Flows which result in Dike Overtopping

Dike	River	Kms from lake	Flow when overtopping imminent	Notes:
Airport road Dike B	Lillooet	10-11 and 12	750 m3/sec	
Nesuch	Lillooet	km 4 and 9.5-10	800 m3/sec	
Ryan Dike	Ryan	13-14	****800 m3/sec	Can overtop much sooner due to Ryan flow
Orphaned Berm	Lillooet	25.5	900 m3/sec	
Hungerford Dike	Lillooet	24.5-25	940 m3/sec	
Forestry Road Dike	Lillooet	43.5-44	980 m3/sec	
Smuks Dike	Lillooet	44.5	1050 m3/sec	
Orphaned Berm	Lillooet	31-31.5	1060 m3/sec	
Boneyard Dike	Ryan	km1 at Meadows rd.	1080 m3/sec	
Ayers dike	Lillooet	14.5-15	1090 m3/sec	
M/L Dike A	Lillooet	19-20	1260 m3/sec	
M/L Dike C	Lillooet	14.5-15.5	1300 m3/sec	
M/L Dike C	Lillooet	13-14	1320 m3/sec	
M/L Dike A	Miller	.6-1	1340 m3/sec	
M/L Dike C	Lillooet	16-17	1340 m3/sec	
Poleyard Dike	Birkenhead	10	****1400 m3/sec	Can overtop from birkenhead flow at a much lower Lillooet rate



Figure 6: Estimated “return period discharge rates”

Table 5-3 Peak flow estimates for the WSC Lillooet River at Pemberton gauge (08MG005).

Return Period (Yr)	Flow Estimate (m ³ /s)
50	1540
100	1810
200	2118
200+Climate Change	2542

Table 4-5 Design peak flows for model reaches and increases to account for climate change (CC).

Model Reach	50-yr	50-yr + CC	100-yr	100-yr + CC	200-yr	200-yr + CC
Birkenhead Lower	32	38	37	44	43	52
Birkenhead Upper	336	403	389	467	448	538
Green Lower	21	25	25	30	29	35
Green Upper	423	508	489	587	563	676
Lillooet Lower	58	70	68	82	80	95
Lillooet Middle at WSC	119	143	140	168	164	197
Lillooet Upper	1061	1273	1247	1496	1459	1750
Miller Upper	54	64	63	76	74	88
Pemberton Upper	32	38	35	41	37	44
Ryan Lower	30	36	35	42	41	50
Ryan Upper	276	332	325	390	380	456



Figure 7: Aspects of PVDD's Evacuation Strategy

In the event of a "High stream flow advisory" the PVDD works with the RFC and ECCC to make some predictions about flows. If the data warrants the PVDD through its partners (SLRD, VOP and Lil'wat) issues a warning. The PVDD will notify its Dike patrol volunteers that they may be needed. As the event progresses the flows are monitored and potential problem areas are patrolled. Once the River levels hit some predetermined flow rates evacuation notices and orders will be issued.

The strategy is to evacuate the low lying areas such as Lil'wat First Nation land and the Airport as they are at risk first (Airport Road Dike A and Nesuch). The evacuation route from these areas is inundated early on as hwy 99 has a low point which makes the road impassable in even a moderate flow event like we had in 2016. Once the low lying areas are evacuated the river levels, rates of rise and rainfall predictions will be looked at again and the decision to evacuate the Town of Pemberton will have to be made. At the same time the flow on the Ryan River has to be evaluated as the access to evacuate the Pemberton Meadows is cut off if the Ryan spills its banks.

Once the evacuation route to the North is cut off at the hwy 99 low point the only route is then to the South. Pemberton creek is crossed by a MOTI Bridge that is under designed and has been highlighted in several engineering reports a needing to be upgraded for safety. To this date there has been no indication from MOTI that they will do so.

The estimated time from an evacuation study to evacuate Pemberton is 8 hours. With the speed at which the rivers can rise this is a long time. With the present diking infrastructure the dangers of calling an evacuation and having a false alarm are very high. This will erode public trust and should be avoided. Even if we get all of the Hydrometric stations and weather stations on the tributaries installed the picture is still going to be difficult to define during a weather event. The safety of the town however, can be vastly improved with the Miller Lillooet dike partial upgrade as proposed as more adequate time will be available to evacuate should the condition arise.

Figure 8: Letter of support from River Forecast Center regarding “gaps in data”

Date: November 17, 2020

Dear Kevin Clark,

I am writing to provide the River Forecast Centre’s (RFC) support of proposed enhancements to hydrometric monitoring within the Pemberton Valley, and in particular additions to the currently ungauged tributaries of Green River and Miller Creek.

The RFC has worked to increase our river forecasting capabilities in the Lillooet River watershed over the past decade, including the development of hydrologic forecast models (CLEVER, COFFEE) for river location at the Water Survey of Canada gauge Lillooet River near Pemberton (08MG005), and support for the installation, data management and integration of the upstream Early Warning System gauge into RFC monitoring and modelling.

With the operational experience gained from forecasting flood events since the emergence of these new modelling and monitoring resources, it has become apparent that there continue to be knowledge gaps that continue to challenge forecasting specific areas of flood risk in the Pemberton Valley. This includes monitoring gaps in key tributaries, including the Ryan River, Miller Creek and Green River which contribute a significant portion of the overall drainage area of the Lillooet River upstream of Lillooet Lake and areas around Pemberton that are exposed to flood risk.

These watersheds also lie across a transition zone across the Coast Mountains from the more coastal region towards an interior one, with an extremely strong gradient of typical precipitation patterns; currently the wetter western portions of the watershed (including Ryan River, Miller Creek, Green River) have less representation in the monitoring in comparison to drier areas of the north and eastern portions of the broader Lillooet River watershed. For example, ClimateBC analysis indicates mean annual precipitation amounts in the 1000-1400 mm range around the Pemberton Valley, 800-1200 mm range around Birkenhead, and 1800-2200 mm in the Green River watershed; it is expected that wetter areas contribute a greater proportion of river runoff than their relative drainage area contributions. Experience in recent events has shown that monitoring in the Lillooet River valley upstream of Pemberton has failed to capture the significant local inflow which contributes to flooding impacts in downstream areas.

Our understanding is that initiatives are underway to fill gaps in monitoring at Ryan River. The RFC feels that additional hydrometric monitoring on Miller Creek and the Green River would significantly benefit flood monitoring and flood forecasting for the Pemberton region, particularly for providing advanced flood warning for areas of increased flood risk around and near Pemberton and on the Green River. In conjunction with hydrometric monitoring enhancements, we also recommend consideration of integration of additional weather/climate monitoring (either existing or new) within these sub-basins to provide further improvements to river/flood forecasting capabilities.



Pemberton Valley Dyking District
1381 Aster Street
Pemberton B.C. V0N2L0



In addition to our support for enhanced monitoring in the region, the RFC commits to integrating all upgrades/enhancements to the hydrometric monitoring in the Lillooet River watershed (Pemberton Valley) into our flood monitoring and forecasting operations. We believe that the proposed hydrometric gauge additions will lead to direct improvements to our forecasting and the RFC's ability to support the region in preparing and responding to flood emergencies.

I look forward to continuing to collaborate on this important work.

Regards,

David Campbell, M.Sc., P.Geo.
Head, River Forecast Centre
Water Management Branch, Resource Stewardship Division
BC Ministry of Forests, Lands, Natural Resource Operations and Rural Development

DRAFT

Date: Tuesday, February 2, 2021

To: Nikki Gilmore, Chief Administrative Officer

From: Vinka Hutchinson, Communications and Grant Coordinator

Subject: COVID-19 Resilience Infrastructure Stream Application – One Mile Lake Park Infrastructure Upgrades

PURPOSE

The purpose of this report is to seek support for a funding application to the COVID-19 Resilience Infrastructure Stream for infrastructure upgrades to One Mile Lake Park.

BACKGROUND

The COVID -19 Resilience Infrastructure Stream (CVRIS) is a component of the over-arching Investing in Canada Infrastructure Program (ICIP) which provides funding through an Integrated Bilateral Agreement (IBA) between the Federal Government and the Province of British Columbia (BC) for capital projects. The CVRIS stream was created in response to the effects of the COVID-19 pandemic on communities across the country.

The CVRIS (or funding stream) will support infrastructure projects that provide retrofits, repairs and upgrades to local government and indigenous buildings; support development of active transportation networks, allow communities to improve their infrastructure to increase the resiliency and efficiency in preventing the spread of COVID-19 including protective screens and measures to support physical distancing; and complete disaster mitigation and adaptation infrastructure projects.

To be eligible to apply for the CVRIS, a project must meet one of the following federal outcomes listed below.

- Retrofits, Repairs and Upgrades for local government and indigenous government buildings, health infrastructure and educational infrastructure;
- COVID-19 Response Infrastructure, including measures to support physical distancing;
- Active Transportation Infrastructure, including parks, trails, foot bridges, bike lanes and multi-use paths; and
- Disaster Mitigation and Adaptation, including natural infrastructure, flood* and fire mitigation, tree planting and related infrastructure.

Projects can not exceed \$10 million in total costs. Local Governments are eligible to submit one application and eligible to receive 100% funding towards eligible costs. Once approved, construction of projects must start before September 30, 2021 and be completed by Dec. 31, 2021. Project design should be completed or nearly completed at the time of application. Final

design work can be included as part of the capital grant application and are required to be at an advanced stage of planning or “shovel-ready”.

Staff used the following criteria to select the projects to be put forward for funding consideration:

- gross project costs are under \$10 million;
- the project is at advanced stage of planning or shovel ready; and
- it meets the federal outcomes and other criteria of the funding program.

As a result, the One Mile Lake Infrastructure Upgrades project was selected.

DISCUSSION & COMMENTS

This project will bring much needed service upgrades to One Mile Lake Park. Project works include the installation and tie-in of a new watermain, sanitary force main and electrical line to the One Mile Lake Nature Centre owned and operated by Stewardship Pemberton Society (SPS) but located on lands leased from the Village of Pemberton through a Licence of Occupation.

The servicing upgrades have been identified as an important project in the One Mile Lake Master Plan 2016 which can be viewed by clicking on the following link: <https://www.pemberton.ca/public/download/documents/37419> It will also support important existing, off-grid infrastructure in the Park, including the One Mile Lake Nature Centre.

The Class “C” cost estimate totals \$622,800 of which \$614,550 are eligible as shown in **Appendix A**.

The deadline for the intake was January 27, 2021 (2:00pm PST). An application was submitted prior to the deadline to not miss the opportunity for funding. At this time, Staff is seeking Council’s endorsement of the application which is a requirement of the submission.

COMMUNICATIONS

There are no communications considerations at this time. However, should the Village be successful in obtaining funding for the proposed project, the Village would be bound to the communications requirements as set out in the funding agreement.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

Funding covers 100% of eligible project costs, however costs associated with Staff time are not eligible. It is estimated this project will require up to 50 hours of Communications Staff time and up to 100 hours of Operations Staff time. This allocation of time can be accommodated as part of the 2021 Work Plans for both the Communications Division and Operations Department and is also shown in the Class “C” cost estimate as the Village’s In-Kind contribution on the project attached as **Appendix A**.

INTERDEPARTMENTAL IMPACT & APPROVAL

If successful, oversight of this projects will be undertaken by the Operations and Projects Department and would be incorporated into the 2021 Work Plans for the Department.

Interdepartmental Approval by:	Tom Csima, Manager of Operations & Projects
--------------------------------	---

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

The submission of the grant funding application has no impacts on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

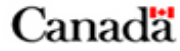
RECOMMENDATIONS

THAT the Village of Pemberton apply to the COVID -19 Resilience Infrastructure Stream for grant funding, up to an amount of \$614,550, for the infrastructure upgrades to One Mile Lake Park.

ATTACHMENTS:

Appendix A: Class “C” Cost Estimate dated January 19, 2021

Prepared by:	Vinka Hutchinson, Communications and Grant Coordinator
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer



Investing in Canada Infrastructure Program



COVID-19 Resilience Infrastructure Stream Detailed Cost Estimate

Applicant Name: Village of Pemberton
Project Number: IV0209
Project Title: One Mile Lake Park Infrastructure Upgrades

Cost Estimate Developed By: Vinka Hutchinson

Date of Cost Estimate (DD-MM-YYYY): 19/01/2021

Cost Estimate Class - A,B,C,D (see guidance below): C

*Optional: Phase of Project
(if phases identified as part of application):*

ELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Project Planning				
For example, costs associated with environmental assessment, aboriginal consultation, climate lens assessments, community employment benefit plans	Permit/s	1.00	5,000.00	5,000
	Environmental Monitoring	1.00	16,200.00	16,200
Planning Sub-Total:				\$21,200
Design / Engineering				
It is recommended that a maximum 15% of construction project costs are engineering/consulting fees. Please separate cost associated with project management and project design/engineering	Civil & Electrical Engineering	1.00	92,000.00	92,000
	Geotechnical Engineering	1.00	12,000.00	12,000
	Surveying	1.00	14,000.00	14,000
Design / Engineering Sub-Total:				\$118,000
Construction / Materials				
Items should reflect the major components in your project without going into specific detail, add lines as necessary	General	1	28,600.00	28,600
	Site Work	1	18,625.00	18,625
	Sanitary Servicing	1	83,145.00	83,145
	Water Servicing	1	72,870.00	72,870
	Electrical	1	173,440.00	173,440
Construction / Materials Sub-Total:				\$376,680
Other Eligible Costs				
For example (communications, testing)				
	Signage	2.00	1,000.00	2,000
	Ribbon Cutting Event	1.00	2,500.00	2,500
Other Eligible Costs Sub-Total:				\$4,500
Contingency				
Contingency is generally reflective of the Class of Cost Estimate	Contingency	1.00	94,170.00	94,170
Contingency Sub-Total:				\$94,170
TOTAL ELIGIBLE COSTS*:				\$614,550

	Description	Quantity	Per Unit Amount	Total Cost
INELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Land Acquisition Cost				
Leasing Land, Building and Other Facilities				
Financing Charges				
Legal Fees				
In-kind Contribution	Staff hours (Public Works - 100 hours, Communications - 50 hours)	150.00	8,250.00	8,250
Tax Rebate				
Other				
TOTAL INELIGIBLE COSTS*:				\$8,250
TOTAL GROSS PROJECT COSTS (Eligible + Ineligible)*:				\$622,800

***Totals must match totals in the Project Costs section of the Application Form.**

Cost Estimate Comments

Please add any information that you feel is relevant to your cost estimate

Cost Estimate Classes - definitions & assumptions [sourced from the Association of Professional Engineers and Geoscientists of British Columbia (APEGBC)]		
Cost estimate class	Features & Uses	Suggested Contingency for Associated Class
Class A	Detailed estimate based on final drawings and specifications Used to evaluate tenders	±10-15%
Class B	Prepared after completing site investigations and studies, and after defining major systems Based on a project brief and preliminary design Used for project approvals and budgetary control	±15-25%
Class C	Prepared with limited site information and based on probable conditions Captures major cost elements Used to refine project definition and for preliminary approvals	±25-40%
Class D	Preliminary estimate based on little or no site information Represents the approximate magnitude of cost, based on broad requirements Used for preliminary discussion and long-term capital planning	±50%

Date: February 2, 2021
To: Nikki Gilmore, Chief Administrative Officer
From: Christine Burns, Manager of Recreation
Subject: Recreation Service 2020 Fourth Quarter Report

PURPOSE

The purpose of this report is to provide Council with an update on the Fourth Quarter activities of the Pemberton and District Recreation Services.

BACKGROUND

Quarterly reports will be provided throughout the year as a means of keeping Council up to date with the Recreation Service Department projects and activities.

DISCUSSION & COMMENTS

This report provides an overview of Fourth Quarter activities undertaken by the Department of Recreation Services from October 1, 2020 to December 31, 2020.

Fall Programming:

Fall program registration began Monday August 24, 2020 through our online booking system Perfectmind.

1. School Aged Children Fall Offerings:

Staff focused on creating as many school aged programs as possible in conjunction with contractors and through hiring program leader Staff. The following programs were offered by program contractors:

- Drawing Class
- Babysitters Course
- Home Alone
- Kids Fit
- An array of Dance programs by Pemberton Dance Academy

Programs facilitated by Staff this fall included:

- Monday thru Friday Afterschool Program
- Pro D Days and Early Dismissals

Fall 2020 Programs (October – December)

Pemberton Community Centre Activities	Statistics 2020	Statistics 2019
Registration	305 participants	944 participants
Classes Offered	62	180
Classes Cancelled	16 (25.81%)	18 (10%)

Classes Run	46	162
Gross Program Revenue	\$15,890.12	\$58,134.77

Fall Registration Highlights (Children’s Programs)

Activity	Registrants
Afterschool Program	Full (8 registrants Monday to Thursday, Fridays average 4)
Babysitters Course	Full (7 registrants)
Drawing class	7 registrants
Kinder Acro	Full (9 registrants)
Little Ballerinas	Full (9 registrants)
Acro/Jazz 1&2	Full (10 registrants)
Acro/Jazz 3&4	Full (10 registrants)
Kinder Acro	Full (9 registrants)

2. Adult Group Fitness Offerings:

Fall Group Fitness programming was off to a great start under the initial guidelines and expectations provided by the Public Health Officer. On November 7, 2020 significant modifications for the Recreation Industry were put in place especially for Group Fitness Classes as the Public Health Order (PHO) that governs Gatherings and Events was amended. As a result, the Recreation Staff pivoted by canceling, postponing, re-creating and delivering fitness programs.

Fall Registration Highlights (Adult Programs)

Activity	Registrants
Rise and Shine	10 registrants
Cycle Core	10 registrants
Mum & Baby Fitness	10 registrants
Morning HIIT	10 registrants
Women’s Kickboxing	10 registrants
Zumba	8 registrants
Value Added Classes	Full most weeks

3. Pre-Registered Fitness Centre Use:

A total of 3,160 unique fitness centre bookings were made from October 1 to December 31, 2020.

In September, the Fitness Centre transitioned to (2) two spaces (the Fitness Centre upstairs and Hall A of the Great Hall downstairs). With the updated PHO on November 7, 2020, modifications to the timeslots were required. As a result, 30 minutes was added between each workout timeslot to allow Staff to sanitize and guarantee no overlap of patrons as a means to increase the safety protocols in the COVID-19 Safety Plan.

The new schedule implemented in November is provided below for information:

Initial Fitness Blocks	Modified Fitness Blocks after November 7th
6:00 – 7:00am	6:00 – 7:00am
7:15 – 8:15am	7:30 – 8:30am
8:45 – 9:45am	9:00 – 10:00am
4:30 – 5:30pm	3:00 – 4:00pm
5:45 – 6:45pm	4:30 – 5:30pm
7:00 – 8:00pm	6:00 – 7:00pm
8:15 – 9:15pm (not on Fridays)	7:30 – 8:30pm

Saturdays Fitness Centre Bookings are provided as follows:

9:15 – 10:15am	9:30 – 10:30am
10:30 – 11:30am	11:00 – 12:00pm
11:45am – 12:45pm	12:30 – 1:30pm

Total Memberships sold for October, November and December was 362:

1 Month Adult	87
1 Month Senior/Student	22
10x Adult	152
10x Senior/Student	41
3 Month Adult	40
3 Month Student/Senior	7
6 Month Adult	6
6 Month Student/Senior	1
1 Year Adult	4
1 Year Student/Senior	2

4. Seniors and Youth Programing:

The first week of school saw the return of Youth Services in the REC starting on Wednesday September 9th and continuing through to the end of December. There were slight fluctuations in attendance as the fall rolled on in October, November and December, with decreased attendance on Wednesdays and Thursdays and slight increases on Fridays and Saturdays:

The REC (average participant use)	2020	2019
Wednesday	5 youth	4.5 youth
Thursday	7 youth	12 youth
Friday	19 youth	29 youth
Saturday	11 youth	19 youth

Please note that prior to the COVID-19 Pandemic sign in was not practiced, therefore, 2019 numbers may be skewed.

Seniors programming returned at the Rec in October with an initial Men's Shed meeting and a Craft and Chat afternoon. In November indoor gatherings for the Seniors ceased and refocused to online programs:

Activity	Registrants
Strength Training	12 regular registrants 7 on average participants
Chair Yoga	12 regular registrants 7 on average participants
Online Holiday Celebration	6 participants

In December an outside Walk and Talk program was introduced, with an average of 4 Seniors joining on a weekly basis.

5. Facility Update for Fourth Quarter

- Geotechnical survey of foundation and footings report received and reviewed with no major unknown issues found.
- 40 ft scissor lift, for height work around facility, was delivered.
- 2021 Fire inspection, working on quotes for deficiencies items on all VOP buildings with Chief Grossman's assistance. Looking to get all facilities done by one contractor.
- Fitness Centre preventative maintenance completed: all cable equipment and spin bikes.
- Hot water tank replaced due to failure.
- Youth Centre, afterschool program area, and staff areas deep cleaned and sanitized weekly.
- Geothermal system working perfectly with new food safe polypropylene glycol, quarterly filter changes and preventative maintenance completed in December.
- Parkade gas/CO detectors tested and calibrated.
- Landscaping fall clean up completed.
- Installation of commercial grade Holiday lights to PCC and Y/C, lots of positive community feedback.
- Spray park shut down and winterized with no issues found.
- Industrial heater added to staff area to keep staff warm due to doors being open for fitness blocks.

6. Indoor Facility Use:

Due to the Pandemic and in particular the revised Public Health Order, found at the following link <https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-order-gatherings-events.pdf> the usual number of bookings for programs and events looked much different this Fall. PCC only saw the following bookings return in some capacity:

- Whistler Gymnastics
- Karate
- Jujitsu

In the Fourth Quarter, Staff continued to work actively on the return to service protocols and adjusted protocols as required with user groups. This included the following:

- Modifications to Fitness Centre Hours with continuation of separate times for our vulnerable individuals (Fitness Centre and Great Hall A)
- Additional Fitness programs (Room C)
- Afterschool Care program (Room D)
- Pemberton Dance Academy (Room B and use of Great Hall B & C)
- Bookings with approved COVID-19 Safety Plans
 - Gymnastics (Great Hall B & C)
 - Jujitsu
 - Karate
- Return to Youth Centre operations
- Seniors programming

7. Parks and Fields:

Meadows Fields:

- Pemberton Youth Soccer Associations season ended on Thanksgiving weekend.
- Annual Fall Shutdown occurred
- Weekly/bi-weekly checks continued through the Fall

The Rec Site:

- Pemberton Youth Soccer Associations season ended on Thanksgiving weekend.
- Port-a-potty removed.
- Monitoring continued through the fall.

Gates Lake

- Weekly/bi-weekly monitoring continued through the Fall

Phase 3 – Reopening Plans

Programs and services that will not return, until a COVID-19 vaccine is available, due to the nature in which they operate and/or function include, but may not be limited to:

- Childminding
- Anything Drop-In
 - Open Gym for parents and tots
 - Regular operations of the fitness centre
 - Drop-in Sports including; basketball, soccer, badminton and volleyball
- Bookings that do not have an approved COVID-19 Safety Plan
- One-time bookings, such as a wedding rehearsal dinner or a Strata meeting.

Access to the PCC for Phase 3 of programs and services continues to be on a registration basis only. The modified hours of operation implemented in September to accommodate fitness programs and services and the other various users accessing the facility continued in the Fourth

Quarter but were adjusted in November in response to the updated PHO's. As such, staggering entry and exit by program participants and bookings continued to be through the front entrance or by using the main floor rooms for separate entrances and exits to ensure minimal opportunity

for mingling between demographic users. Further modifications to the PCC operational schedule were required with increased time between fitness bookings so daily hours are:

- Sunday: CLOSED
- Monday: Open 6am to 9pm (no fitness centre timeslots)
- Tuesday: Open 6am to 9pm
- Wednesday: Open 6am to 9pm
- Thursday: Open 6am to 9pm
- Friday: Open 6am to 9pm
- Saturday: Open 8:30am to 2pm

All programs and services accessing the facility, by what we now call the PCC front door, are done so through registration and bookings. The doors are opened by Staff only with no access unless you are scheduled to be there.

COMMUNICATIONS

Recreation Services coordinates with the Communications and Grant Coordinator on the initiatives and projects that are currently underway to ensure that information is communicated to residents through the eNEWS, Facebook and other social network mediums. As such, considerable communication has been undertaken related to the Pemberton and District Community Centre reopening and continued changes taking place for Fitness Services and programs as a result of continued updates to the PHO on Gatherings and Events.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

The Recreation Services Department operates on the Squamish-Lillooet Regional District (SLRD) Board approved annual budget, reserves, grants and on a cost recovery basis as per the SLRD Recreation Service Fees and Charges Bylaw No. 1635-2019, as amended.

The COVID-19 Pandemic has had an impact to the budget and staffing schedule; however, through innovation and adjustments to programming full-time hours have been provided for full-time Staff and casual Staff in the Fourth Quarter. Through October, November and December all full-time Staff were required to offset operations through a varied schedule and casual Staff were used to ensure disruptions to programming and services being re-introduced did not occur.

Additional expenses continue to be accumulated in order to be compliant with WorkSafeBC, Provincial Health Authority and other governing bodies, and to ensure all aspects of the COVID-19 Safety Pan were being met. These expenses were unexpected when the budget was initially set in early 2020 and it is anticipated that more expenses related to COVID-19 response will continue to be incurred in the foreseeable future. The Village and the SLRD have received COVID-19 Safe Restart Grants for Local Governments from the Province that will be jointly allocated for 2020 and beyond to offset any operational losses or direct COVID expenses that have not already been covered.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Currently, collaborative efforts exist between Whistler, and Squamish to mindfully return to Recreation Services in a similar manner. This will positively impact residents of the region as a whole. It has also been identified that consultation will be required with Sea to Sky School District No. 48, School District No. 93, Sea to Sky Community Services and various other service groups in the community in order to thoughtfully continue to program for 2021 to meet potential needs of the community.

ALTERNATIVE OPTIONS

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

RECOMMENDATIONS

THAT the Recreation Services 2020 Fourth Quarter Report be received.

Submitted by:	Christine Burns, Recreation Services Manager
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Date: February 2, 2021

To: Nikki Gilmore, Chief Administrative Officer

From: Sheena Fraser, Manager of Corporate & Legislative Services

Subject: Regular Council Meeting Outstanding Resolutions Listing - Update

PURPOSE

To present to Council a listing of the outstanding resolutions from previous Regular Meetings for which action on the matter or item has not been completed or is in progress as at December 31, 2020.

BACKGROUND

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

DISCUSSION & COMMENTS

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

The current listing of outstanding items and the status of the work related to the item is attached as **Appendix A**.

It should be noted there are some outstanding resolutions passed by the previous Council. In this regard, the following items are held over from previous Council and are identified on the chart in light blue and are as follows:

- Affordable Housing – Development Cost Charges (incorporated into the Affordable Housing Action Plan and will be incorporated into the 2021 work plan as also identified as a priority by this Council).
- Boundary Extension (deferred to a later date)
- Single Use Strategies

COMMUNICATIONS

There is no communications element required.

LEGAL CONSIDERATIONS

There are no legal considerations at this time.

IMPACT ON BUDGET & STAFFING

There is no impact on budget or staffing.

INTERDEPARTMENTAL IMPACT & APPROVAL

There is no interdepartmental impact or approvals required.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There is no impact on the region or neighbouring jurisdictions

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT the Regular Council Meeting Outstanding Resolutions Listing Update be received.

Attachments:

Appendix A: Regular Council Meeting Outstanding Resolution Listing as at December 31, 2020

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

APPENDIX A

REGULAR COUNCIL OUTSTANDING RESOLUTION LISTING AS AT December 31, 2020

Mtg No	Date	Topic	Resolution	Comment
1463	06-Feb_18	Affordable Housing – Development Cost Charges	THAT consideration of an Eligible Development for Waiving or Reducing Development Cost Charges component be included as part of the Development Cost Charge Bylaw review anticipated for 2018.	STATUS UPDATE: This was referred for consideration as part of the 2019 Affordable Housing Action Plan. This will be incorporated during the review and update of the Development Cost Charge Bylaw scheduled to take place in 2021.
1472	12-June-18	Boundary Extension	THAT Staff explore the possibility of a smaller boundary extension initiative that would include only the lands occupied by the independent power projects and present this information at a future Committee of the Whole meeting.	STATUS UPDATE: Staff is reviewing options and will bring this matter back in the future.
1477	2-Oct-18	Single Use Items – Reduction Strategies	THAT the development of a Single-Use Items Strategy be brought forward for consideration as part of the 2019 strategic planning and budget deliberation process.	STATUS UPDATE: The Provincial Government concluded its province wide consultation for B.C. Plastic Action Plan and announced in September that it is developing the framework to allow local governments to ban certain types of plastic products. As well, it is proposing to draft a new regulation under the <i>Community Charter</i> to allow local governments to ban single-use plastics without requiring provincial approval. Staff are monitoring and will bring this initiative back when more details are available.
1486	5-Feb-19	Fougberg Park Development Proposal	THAT Staff be directed to proceed with the development of the Fougberg Park Parking Lot in conjunction with the Downtown Enhancement Project subject to a positive hydrogeologist report; AND THAT Staff secure construction of the Fougberg Park Parking Lot with RONA by way of a formal Agreement.	STATUS UPDATE: This initiative has been put on hold and Staff are monitoring parking in the downtown core to determine whether or not parking in the downtown has been impacted.

APPENDIX A

REGULAR COUNCIL OUTSTANDING RESOLUTION LISTING AS AT December 31, 2020

1507	28-Jan-20	Village of Pemberton Gateway Sign Relocation	<p>THAT Staff facilitate refurbishment of the current southern Gateway Sign and explore the cost to refurbish the sign versus development of a new sign and design options for the addition of “welcome” in Ucmalmicwts and French.</p> <p>THAT an application to apply for a Crown land tenure through the community institutional program to relocate the southern Gateway Sign to Part of Primary: DISTRICT LOT 239, LILLOOET DISTRICT, Plan 24TR6_NEW_WESTMINISTER, PIN 6088620 be endorsed.</p>	<p>STATUS UPDATE: This item was brought forward for consideration in the 2020 budget but deferred to 2021.</p> <p>The application has received review by Lil'wat Nation Referrals Committee and is now complete and is in process of being submitted to the Province. Note: This process takes up to 2 years.</p>
1520	28-July-20	Crown Land Tenure Application – Lillooet River Park and Boat Launch (Old Waste Water Treatment Plan at Highway 99)	<p>THAT Staff explore making application for a crown land tenure to facilitate waterfront access in this area</p>	<p>STATUS UPDATE: This initiative is on hold until confirmation is received that the Crown Land Tenure has been approved.</p>
1528	30-Nov-20	Development Cost Charge Bylaw	<p>THAT Staff be directed to prepare an Eligible Development for Waiving or Reducing Development Cost Charge Bylaw for consideration by Council in 2021.</p>	<p>STATUS UPDATE: This matter has been incorporated into the 2021 work plan.</p>
1529	8-Dec- 20	Cannabis Business Licence Fees	<p>THAT discussion of business licence fees for cannabis-related businesses be brought to a future Committee of the Whole meeting for review.</p>	<p>STATUS UPDATE: This matter has been incorporated into the 2021 work plan.</p>
		Hillside Development and Retaining Walls	<p>THAT Staff be directed to undertake a review and amendment process to the Village of Pemberton Zoning Bylaw No. 832, 2018, to address retaining wall provisions.</p>	<p>STATUS UPDATE: A Zoning Amendment Bylaw has been drafted and was presented for First and Second Readings on January 12, 2021. Council has referred this matter back to Staff for further review and to be brought back to a future Committee of the Whole Meeting.</p>

Date: February 2, 2021
To: Nikki Gilmore, Chief Administrative Officer
From: Lisa Pedrini, Manager of Development Services
Subject: Development Services - 2020 Fourth Quarter Report

PURPOSE

The purpose of this report is to inform Council of the activities of the Development Services Department for the Fourth Quarter of 2020.

BACKGROUND

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

DISCUSSION & COMMENTS

This report provides an overview of the number of permits issued and applications received between October 1 and December 31, 2020 in the following areas:

BUILDING DIVISION

October - December 2020 - Building Permit Overview

A breakdown of building permit data for the Fourth Quarter of 2020 is provided below.

Type of Permit	# of BP's Issued	Value of Construction	Permit Fees
New Single Family Dwelling & Duplex	12	\$9,818,528	\$75,113
New Single Family Dwelling with suite	2	\$1,067,766	\$8,574
New Manufactured Homes (mobile)	1	\$130,000	\$1,210
New Multi Family Dwelling (owned)	0	0	0
New Multi Family Dwelling (rental)	0	0	0
New Industrial	0	0	0
New Institutional	0	0	0
New Farm Building	0	0	0
Other (Decks, Stairs, Reno, Plumbing, etc.)	19	\$11,000	\$5,478
Tenancy Improvements (Commercial/Industrial)	3	\$70,000	\$775
Total Permits – 4th Quarter 2020	37	\$11,097,294	\$91,150
2020 – Total Permits	100	\$30,420,014	\$243,109
2019 – Total Permits	87	\$26,520,710	\$213,731
Percent increase from 2019 to 2020	14.9%	14.7%	13.7%

The following Development Cost Charges were collected in the Fourth Quarter of 2020.

Fund	DCCs Collected in 4th Quarter	Total DCCs Collected in 2020	Total DCCs Collected in 2019
Roads	\$2,254	\$36,221	\$13,819
Drainage	\$115	\$3,619	\$1,306
Sewer	\$5,435	\$44,658	\$18,790
Water	\$2,640	\$22,319	\$9,340
Parks	\$3,507	\$3,507	\$3,507
TOTAL	\$13,951	\$110,324	\$46,762
Percent increase from 2019 to 2020		136%	

PLANNING DIVISION

2020 Current Development Applications

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

Application #	Project	Status
DP83	4000 Sunstone Way, Elevate at Sunstone	Issued December 18, 2020
DP86	Harmony Reach (Wye Lands) – Combined Commercial Residential Development	On hold pending DVP125
DP87	Mountain Side Collection – Multi-family Residential Development	Authorized for issuance on December 8, 2020
DP88	The Aspect – 1422, 1426, 1430 Portage Road	Received November 23, 2020 / In Process

DPm117	Royal Canadian Legion – cenotaph and landscaping update	Issued October 1, 2020
DVP124	1368 Fernwood – road & utility variances	Application Denied December 8, 2020
DVP126	McDonalds Drive Thru Sign	Issued November 2, 2020
OR130	Child Care Centre Amendment	Adopted November 3, 2020
OR131	French School CSF (SD#93)	In Process
OR132	Retaining Wall Zoning Bylaw Amendment	In Process
SO61	Tiyata – Phase 4 – 16 Small Lot Subdivision	In Process
SO71	1368 Fernwood – 4 Lot Subdivision	In Process
SO75	1350 Aster Street- SLRD/VOP Lot Split	In Process
SO76	1400 Oak Street – PSS Lot Split	In Process
SO78	Sunstone Phase 2	In Process
SO79	1929 Stone Cutter Place – VOP & SLRD	In Process
SO80	Elevate at Sunstone – Lot Line Adjustment	Registration completed
SAP 2020-19	7422 Dogwood Street – Remove Tree	Issued October 7, 2020

DPA: Development Permit

DVP: Development Variance Permit

LL: Liquor Licence

SO: Subdivision

BoV: Board of Variance

CL: Cannabis Licence

DPm: Minor Development Permit

OR: OCP/Zoning Amendment

SAP: Site Alteration Permit

2020 Long Range Planning Projects

The following is a list of long-range planning projects and policy work and their respective status as of December 31, 2020.

Project	Status
Affordable Housing Action Plan – Work Program	In Process – Engagement Event in Preparation for January 2021
Climate Action Plan	In Process – Background Review Underway; Key Stakeholder Engagement in January 2021
Development Procedures Bylaw Update	Adopted November 17, 2020
Sign Bylaw	Deferred
Natural Hazards Risk Assessment Strategy	Deferred until 2021 – OCP Review
Zoning Bylaw Text Amendments	In Process
Subdivision and Development Control Bylaw	Deferred until 2022
Development Cost Charge (DCC) Bylaw Review	Deferred until 2021
Official Community Plan (OCP) Review	To begin in 2021
Building Bylaw Update	In Process

COMMUNICATIONS

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

A new online public engagement website – HaveYourSay.Pemberton.ca to share information and seek input on Long Range Planning Projects is under development and will be implemented in 2021.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

The Development Services Division operates on a cost recovery basis as per the *Development Procedures Bylaw No. 887, 2020*, as amended from time to time. All applications for development, subdivision, temporary use and building permits have fees associated with the review. If the review of development applications exceeds the deposit, then any additional time is cost-recoverable from the applicant.

INTERDEPARTMENTAL IMPACT & APPROVAL

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

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There are no impacts on the region or neighbouring jurisdictions.

ALTERNATIVE OPTIONS

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

RECOMMENDATIONS

THAT the Development Services 2020 Fourth Quarter Report be received.

Submitted by:	Lisa Pedrini, Manager of Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Date: Tuesday, February 2, 2020
To: Nikki Gilmore, Chief Administrative Officer
From: Tom Csima, Manager of Operations and Projects
Subject: Operations Department 2020 Fourth Quarter Report

PURPOSE

The purpose of this report is to inform Council on the activities of the Department of Operations for the Fourth Quarter of 2020.

BACKGROUND

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

DISCUSSION & COMMENTS

The Fourth Quarter consisted of an early snow fall followed by a warm/dry season with regards to snow removal. As a result, many projects and maintenance activities were complete, in addition to the ongoing maintenance and operation of the Village infrastructure.

Regular Maintenance and Small Projects

Public Works

- Regular operation, inspection, and maintenance of sanitary lift stations, Wastewater Treatment Plant (WWTP), Water Conditioning Plant, Wellhouse and Pumping Stations
- Public Works Building improvements including the demolition work in preparation for the installation of a staff bathroom and showers and investigation into leaking shop roof
- Reservoir fencing installation and regrading of reservoir apron
- Bi-annual sanitary sewer lift station and lines flushing
- Installation of culverts at Industrial Park for access to fire hydrants
- Sewer back up in the Glen, emergency response and clean-up
- Staehli Park Stormwater lift station pump failure and replacement
- Collaboration with School District on drainage issues in Right of Way at rear of Poplar Street properties adjacent to Pemberton Secondary School
- Preparation and execution of snow and ice clearing operations throughout Village
- Installation of new sodium hypochlorite pump at Wellhouse
- Investigation and maintenance of water main flow meter and check valve
- Walnut Lift station pump faults and operational challenges
- Vehicle maintenance and inspections/certification
- Potholes and roads repairs
- Line painting throughout town
- Development of new service connection inspection guidelines and procedures
- New Sander purchased for one-tonne truck

Parks

- Ongoing garbage collection from public receptacles and daily sanitization of public toilets
- Brushing along trails and roads
- Restock sand at One Mile Lake swimming beach
- Parks, gardens, and irrigation winterization
- Exploration Well drilling for Recreation site irrigation, and site works and surveys in preparation of Soccer Field #2 construction
- Christmas lights throughout town

2020 Capital Projects

1. Pemberton Farm Rd East/ Mackenzie Road Washout:

- During a heavy rain event on January 31st, 2020, a channel avulsion occurred in the ditch along Mackenzie Rd. below Pebble Creek Drive, causing stormwater and debris to overtake the road and erode the shoulder and ditch.
- Considerable damage was sustained to the sub-base of the road, exposing Communications and Hydro ducting with areas of asphalt completely undermined.
- Immediate response work was completed to secure the road and ditch and Emergency Management BC (EMBC) Disaster Financial Assistance Program has approved the funding for restoration work.
- As BC Hydro requires the remaining work be completed by their crews, the project was delayed until their engineering department could review the design and their certified crews could be mobilized.
- Temporary road paving was completed prior to the winter to prevent damage related to snow clearing, and to widen the road to allow two lanes of traffic in the interim until the project can be completed in full.

2. One Mile Lake Fish Habitat Restoration Project

- Beaver activity and weed growth on the channel that supplies One Mile Lake (OML) was restricting water from entering the lake, causing stagnant water with higher temperatures and excessive weed growth.
- The inlet channel was widened and deepened in August 2020, with an access trail/road established for future maintenance activity.
- The culvert at the beginning of the inlet channel was discovered to be in very poor condition, and in need of replacement, so talks have continued with the Department of Fisheries and Oceans to coordinate this work.
- Sedimentation in the channel was also observed, which may possibly be addressed by replacing the culvert and using the gate valve to regulate flow at times of high sediment.
- Staff also recommend that the maintenance access route adjacent to the new inlet channel be established as a walking path, with a connection to the boardwalk installed, and information signage developed and posted explaining the fish migration cycles.

COMMUNICATIONS

The Operations Department works regularly with the Office of the CAO to provide updates on the initiatives and projects that are currently underway to ensure that the Village's website is updated, and information is communicated to residents through the eNEWS and the Village's Facebook Page.

LEGAL CONSIDERATIONS

The matter of responsibility with regards to the Pemberton Farm Road East washout is currently under review. Village is reviewing and considering options respecting recovering repair costs.

IMPACT ON BUDGET & STAFFING

The Operations Department operates on the approved annual municipal budget, reserves, and Provincial and Federal grants.

INTERDEPARTMENTAL IMPACT & APPROVAL

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

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There are no impacts on the region or neighbouring jurisdictions

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT the Operations Department 2020 Fourth Quarter Report be received.

Submitted by:	Tom Csimá, Manager of Operations and Projects
Approved by the CAO:	Nikki Gilmore, Chief Administrative Officer

Date: February 2, 2021

To: Nikki Gilmore, Chief Administrative Officer

From: Robert Grossman, Fire Chief

Subject: Pemberton Fire Rescue - 2020 Fourth Quarter Report

PURPOSE

To provide Council with a summary of the activities of the Pemberton Fire Rescue Department for the Fourth Quarter of 2020.

BACKGROUND

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

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

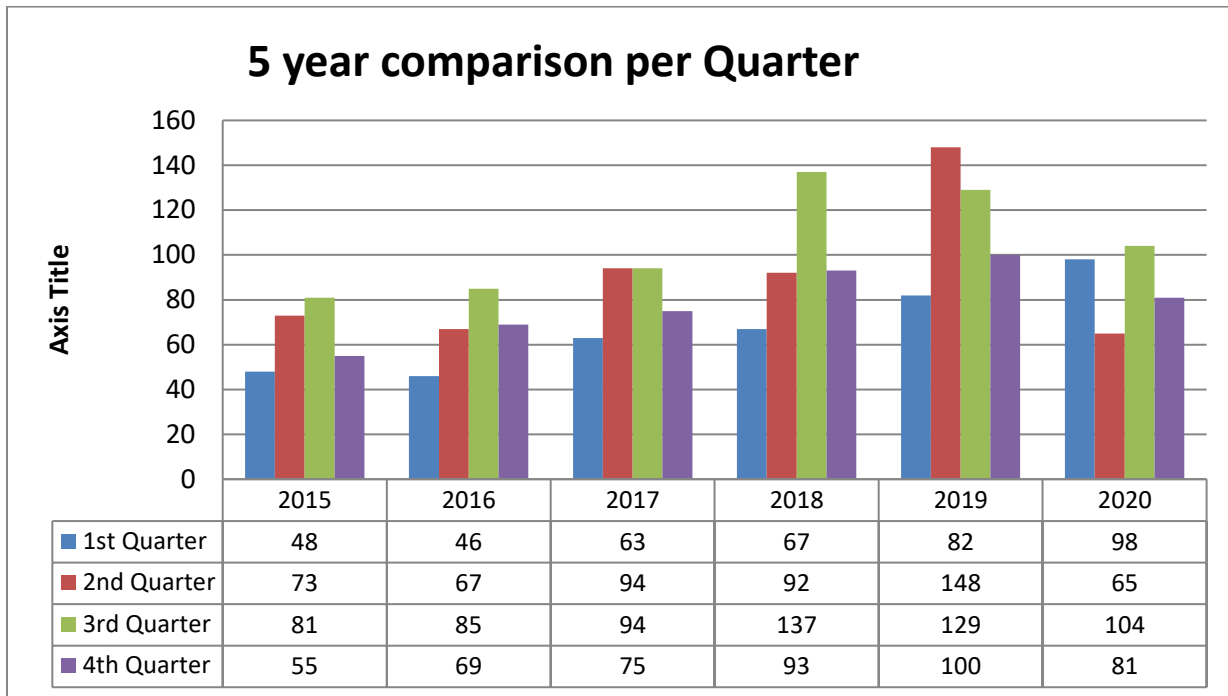
Fire Service is also provided to Lil'wat Nation through a separately negotiated Fire Service Agreement which was established in 2017.

DISCUSSION & COMMENTS

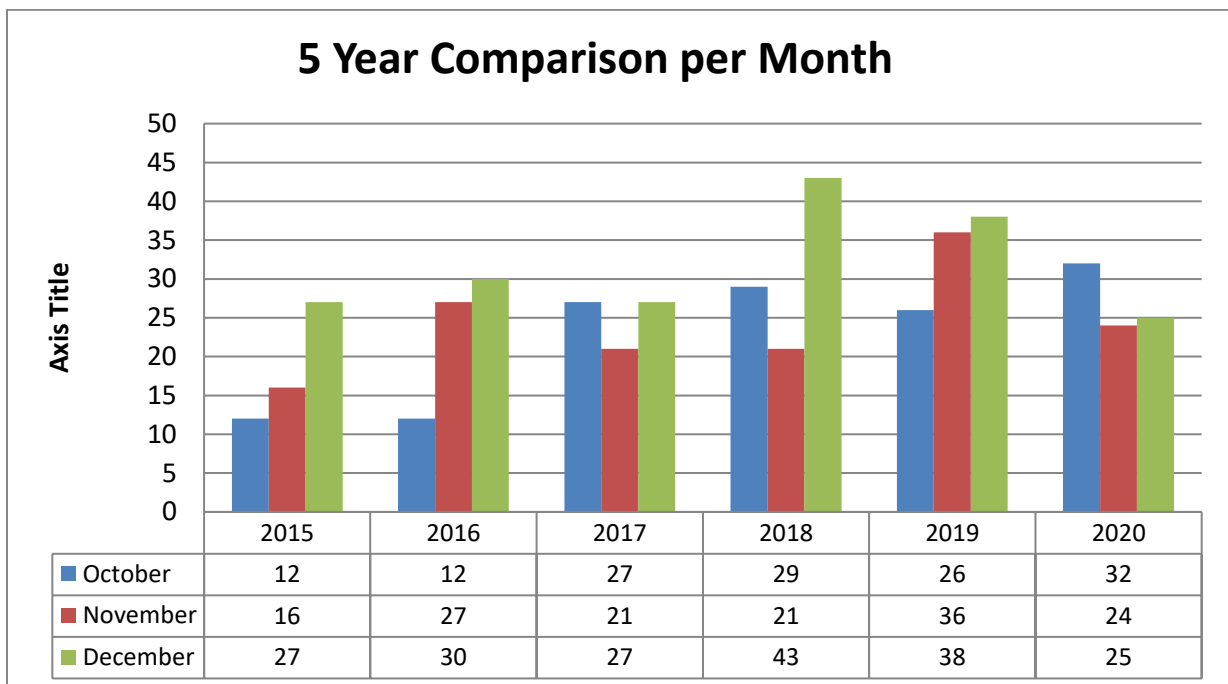
Incidents:

For the Fourth Quarter, Pemberton Fire Rescue responded to 81 incidents; this is a decrease of 19 incidents over the same period in 2019.

A comparison chart by Quarter over the last five (5) years is shown below.



The table below shows the total number of incidents since 2015 by month.



The highlighted green squares indicate number of incidents greater than number of days in a month.

	Incidents by month since 2008					
	2015	2016	2017	2018	2019	2020
January	14	16	31	21	32	29
February	19	17	18	30	25	29
March	15	13	14	16	25	40
April	15	16	21	22	33	25
May	21	27	38	37	55	24
June	37	24	35	33	60	16
July	32	42	32	48	47	36
August	34	25	38	38	33	36
September	15	18	24	51	49	32
October	12	12	27	29	26	32
November	16	27	21	21	36	24
December	27	30	27	43	38	25
Totals	257	267	326	389	459	348

New to the quarterly report is a breakdown of the average number of Firefighters attending incidents and the average number of those attending response types. This information is helpful to highlight the challenges Pemberton Fire Rescue encounters as a result of being a small Department and with many Firefighters holding fulltime jobs outside the community which means they are not always able to attend daytime calls. That said, Pemberton Fire Rescue is pleased to also be able to show how our member numbers have grown especially since 2018.

The average number of firefighters attending Incidents since 2015:

Year	2015	2016	2017	2018	2019	2020
Total # Incidents	257	267	326	389	459	348
Average # responders	5.34	4.61	5.60	5.04	4.75	7.05
Total Members Per Year	17	21	23	20	25	31
% of members responding	31%	22%	24%	25%	19%	23%

The average number of firefighters that attended each response type over a 5-year period.

Response Type	Minimum Personnel Requirements	2015	2016	2017	2018	2019	2020
Medical Aid	4	4	4	4	4	4	5
Motor Vehicle Accident	8	6	4	6	5	4	8
Alarms	16	5	4	4	5	5	5
Wires Down	8	5	4	9	4	5	7
Public Service	8	5	4	4	2	1	4
Flood Assist	8	3	3	2	6		5
RCMP Police Assist	8	4	4	7	2	4	8
Rescue & Safety	8		6	4	6	4	7
Hazardous Material	8	5	5	4	4	3	9
Appliance Fire	16	5	5			8	
Burn Complaint	8	4	4	4	4	2	7
Chimney Fire	16	5	7	6	7	7	9
Electrical Fire	16	5	7			6	
Fire Unclassified	16	7	4	5	5	9	8
Grass Fire	16	6	4		6	6	7
Investigation (no fire)	4				3	4	
Smoke in a structure	16	6		6	3	5	11
Smoke Sighting	8	3	3	5	6	5	7
Structure Fire	16	9	7	9	9	7	12
Vehicle Fire	8	6	6	5	6	5	8
Wildland Fire	16	6	5	6	7	6	7

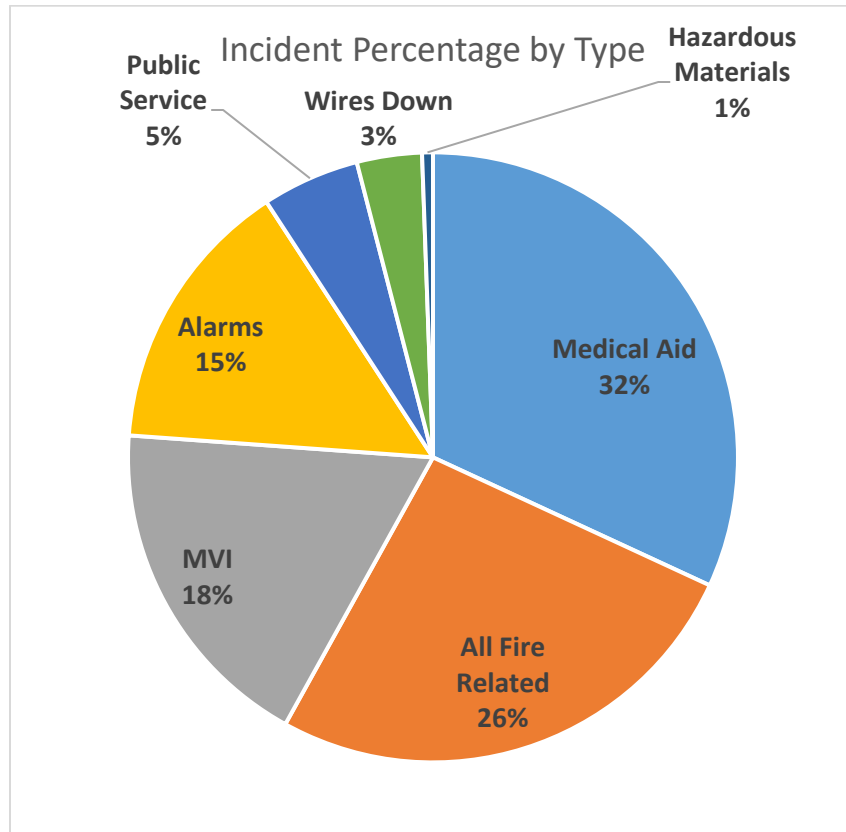
Number of Incidents per day for 2020 Year

Day	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
1	2	3	2	0	0	0	0	0	0	3	1	1	12
2	1	1	2	0	1	0	0	1	0	3	2	1	12
3	2	1	2	0	0	0	2	0	1	0	0	1	9
4	2	1	0	0	1	0	1	1	2	1	0	0	9
5	1	0	1	0	1	0	5	1	1	2	1	1	14
6	0	1	0	0	0	0	1	1	1	0	5	2	11
7	2	1	3	5	0	1	0	1	1	0	0	0	14
8	0	0	1	2	0	0	0	2	0	1	1	2	9
9	0	0	2	0	1	0	0	1	0	2	2	0	8
10	0	1	0	3	0	2	1	1	1	0	1	1	11
11	1	0	0	2	1	0	0	1	0	1	0	2	8
12	1	0	2	0	0	0	2	0	2	0	1	2	10
13	0	0	0	0	0	0	4	1	1	1	2	1	10
14	0	1	1	1	0	2	2	1	0	2	1	0	11
15	3	0	4	0	1	0	0	3	2	0	1	1	15
16	1	0	0	2	1	0	0	2	4	2	1	0	13
17	1	2	2	4	1	0	3	1	1	0	2	0	17
18	0	1	0	0	1	0	2	3	1	2	0	0	10
19	3	2	1	0	2	1	0	1	2	3	1	1	17
20	0	2	1	0	1	1	0	0	0	0	1	0	6
21	1	2	0	0	1	3	2	1	0	1	0	0	11
22	0	0	2	0	0	0	2	3	1	1	0	2	11
23	0	4	1	3	4	2	3	0	0	3	1	1	22
24	0	0	0	1	2	0	1	1	0	1	0	0	6
25	1	0	4	0	1	0	1	1	1	1	0	0	10
26	3	1	1	1	2	0	1	4	2	0	0	0	15
27	2	1	3	0	2	1	0	2	1	0	0	3	15
28	1	4	0	1	0	0	0	0	2	1	0	0	9
29	0	0	0	0	0	2	1	0	2	0	0	1	6
30	1	0	4	0	0	1	0	2	3	0	0	2	13
31	0	0	1	0	0	0	2	0	0	1	0	0	4
Totals	29	29	40	25	24	16	36	36	32	32	24	25	348
Days Month	31	29	31	30	31	30	31	31	30	31	30	31	
Colour Coding		1 - 2			3 - 4			5 - 10			11 +		

Types of Responses:

As set out in the Fire Department Establishment Bylaw No. 807, 2016, Pemberton Fire Rescue responds to several different types of incidents, and as per locations identified in the Service Agreements with the SLRD and Lil'wat Nation.

Below is a pie chart and a table that summarizes the number of callouts per type of incident attended Year to Date (YTD).

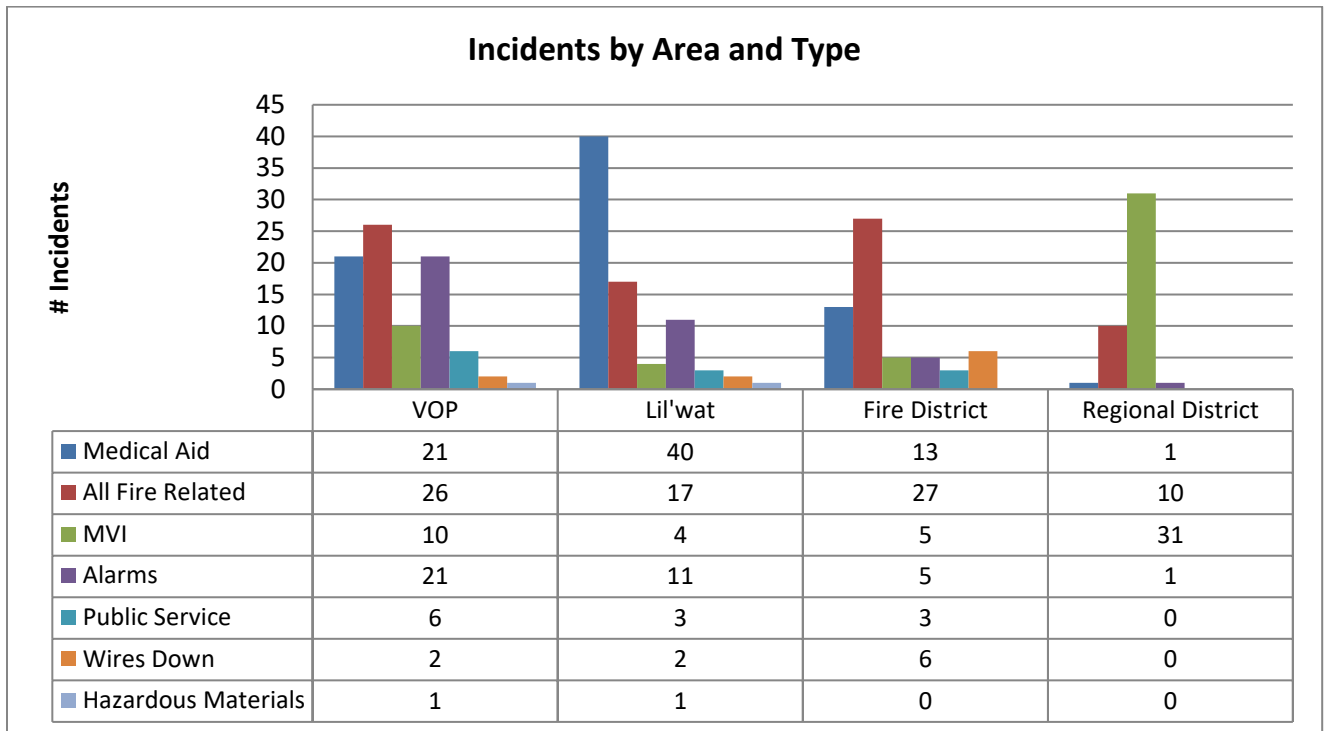


Incidents by Area:

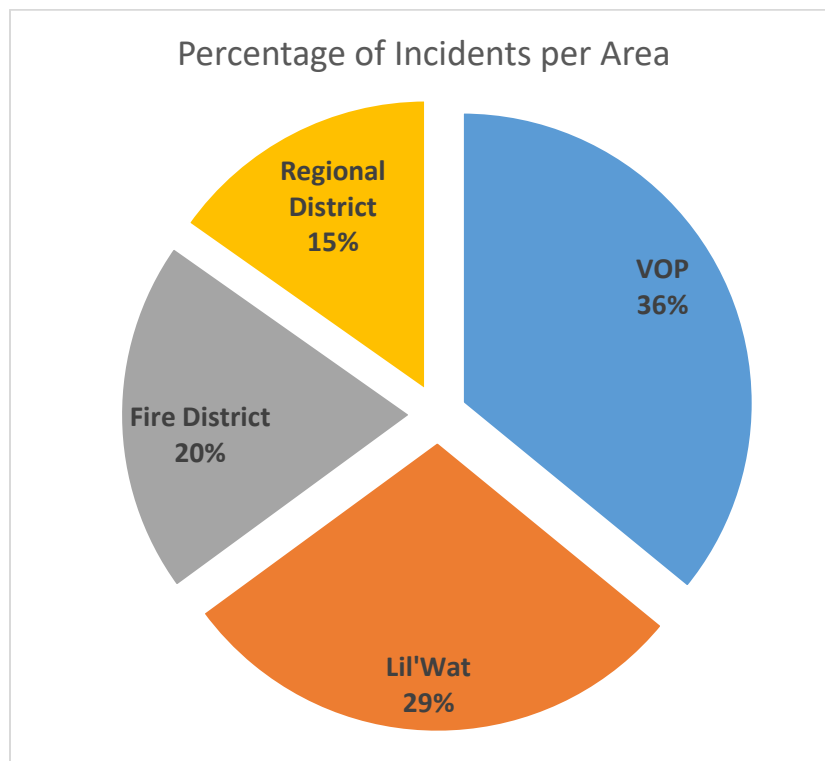
The breakdown of the incident reports is categorized into the following regions:

- Village of Pemberton Boundaries;
- Lil'wat Nation;
- Fire District Service Areas; and
- Regional District (or outside the Fire District zones including north of Mount Currie, north of The Heights and south of the Village Boundaries).

The chart below shows the Incidents by Area and Type:



Below is a chart showing the percentage breakdown of Incidents by Area Year to Date (YTD).



Membership:

At the end of the Fourth Quarter, membership stands at thirty-eight and is comprised of two (2) full-time members, 26 volunteers (paid on-call) members and ten (10) recruits.

Training:

Members in the Fourth Quarter continued training on a weekly basis under a modified program. In response to the COVID-19 Pandemic protocols four (4) training sessions were held per week with 4 – 6 members attending each training session. This revised training program has required an increased commitment by the Chief and Deputy Chief to maintain the training requirements set forth by the Province while at the same time abiding to the social distancing protocols set forth by the Province.

Fourth Quarter Commitments:

In the Fourth Quarter, Pemberton Fire Rescue held 22 training sessions (114 hours), responded to 81 incidents (85 hours) and participated in three (3) public events (7.5 hours).

Fire Prevention, Inspections & Public Events:

During the Fourth Quarter, the following fire prevention, inspections, education, and public service initiatives were completed and attended by Pemberton Fire Rescue members:

- Four (4) new business application review and fire inspection
- Two (2) Fire Safety Plans were reviewed.

COMMUNICATIONS

This report is a quarterly update and does not require any communications element.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

This report has been prepared in-house and is an element of the regular day to day operations of the Pemberton Fire Rescue Department.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals for considerations at this time.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

The activities of Pemberton Fire Rescue, such as increased fire prevention awareness activities, firefighter recruitment and training support to improve upon the current level of service to the

Village and the Fire Service District Service Area. This is a benefit to the community and positively impacts the Squamish-Lillooet Regional District and Lil'wat Nation.

ALTERNATIVE OPTIONS

This report is being presented for information as such there are no alternative options for consideration.

RECOMMENDATIONS

THAT the Pemberton Fire Rescue Department 2020 Fourth Quarter Report be received.

Prepared by:	Gabrielle Stauber, Administrative Assistant
Manager Approval:	Robert Grossman, Fire Chief
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

From: BC Provincial Commissioner <bc-pc@girlguides.ca>

Sent: January 12, 2021 11:06 AM

To: Mike Richman <mrichman@pemberton.ca>; Vinka Hutchinson <vhutchinson@pemberton.ca>; Nikki Gilmore <ngilmore@pemberton.ca>

Subject: Guiding Lights Across BC - Feb 22 2021 - Village of Pemberton

Dear Village of Pemberton,

On behalf of Girl Guides of Canada's British Columbia Council, I am writing to ask for your support for girl empowerment in BC this February 22 by lighting up your municipal hall or local landmarks in the colour blue. By doing so, you'll be joining dozens of other participating 'blue' sites across BC including the BC Legislature, BC Place, Science World, Canada Place, the Royal BC Museum, Surrey Civic Plaza, Port Coquitlam City Hall, Whistler's Fitzsimmons Bridge, Penticton's South Okanagan Events Centre, Quesnel's Fraser River Footbridge, Trail's Victoria Street Bridge, Parksville's Civic and Technology Centre, North Vancouver's Presentation House Theatre, and many more.

Every year on February 22, Girl Guides celebrate World Thinking Day, a day of international friendship. It is an opportunity to speak out on issues that affect girls and young women, celebrate the founding of Girl Guides, and be connected to the 10 million members around the world who are part of the Guiding movement.

Here in British Columbia, we have thousands of girls and women who are members of Girl Guides of Canada. We have Girl Guide programs in nearly every community in BC - including in Pemberton and throughout the Sea to Sky - and our girls/volunteers light up their communities year-round through leadership, community service, and efforts to create *a better world, by girls*. Girls typically participate in annual Thinking Day activities held on/around February 22. Due to the impacts of COVID-19, our usual large gatherings, campfire singalongs, community events, special camps, and other activities are impacted, so this year will look different than usual.

For Thinking Day 2021, we will be celebrating in a way that is COVID-friendly, keeps our communities safe, and brings a smile to the faces of girls, families, volunteers, and the public: **Guiding Lights Across British Columbia**. This community initiative will light up outdoor landmarks, bridges, buildings, stadiums, and other illuminated locations, with blue lights, in celebration of the sisterhood of Guiding across BC and beyond, on February 22. Blue is the well-known colour of Girl Guides and girls/women in BC have worn their blue Girl Guide uniforms with pride for many generations.

We will be mobilizing our members to admire these lit-up sites in ways that comply with COVID-19 rules (both from public health authorities and Girl Guides' own member safety protocols) in effect at that time, posting photos on social media, emailing our members with info about how to participate, and more. We are excited for this open-air opportunity that will enable everyone to safely celebrate.

Our Girl Guide members and broader network of supporters would be thrilled to have your landmarks lit up as part of Guiding Lights Across British Columbia, and to highlight your participation as part of this province-wide event. Please contact us at bc-pc@girlguides.ca to confirm your ability to participate in this February 22, 2021 activity.

Thank you for your support for Guiding in BC!

Diamond Isinger
Provincial Commissioner (BC)
Girl Guides of Canada-Guides du Canada

Diamond Isinger | Provincial Commissioner | British Columbia
Girl Guides of Canada-Guides du Canada

From: Lindsey Corey [REDACTED]
Sent: January 20, 2021 1:06 PM
To: VoP Admin <admin@pemberton.ca>
Subject: Mauling of Puppy by off leash dog on front of children

Hello town council

On Monday the 18th of January at 6:45 pm my children (8 and 12yrs old) took our 4month old small breed puppy named Holly outside on leash. The kids and puppy were at the end of our street (two houses down from ours) when an off leash dog quickly approached and attacked our dog. The kids witnessed a horrific mauling of their puppy. A neighbour witnessed and ran to help. My daughter picked the puppy up and ran home and the puppy died in her arms. The other dog ran towards the Highway. There was no owner who claimed the dog and we did not recognize it.

The facts as we know them are:

Location: the corner of Balsam street and Laural street.

Time: 6:45pm Monday January 18th, 2020

Description of the dog: a grey or dark colored German Shepard/husky cross with a dark colored harness. Off leash and unattended.

I am writing this to express the need for the culture in this town around off leash dogs to change. We are a growing community with more people and more dogs than ever before. We are not the small town we used to be. Everyone believes they have a good dog that won't do damage but we never truly know.

Even if they are not dangerous it is unnerving to come across or be approached by a dog you don't know. We are a community with many children and they need to know they are safe.

Even if they are not dangerous, off leash dogs use our yards, community spaces and pathways as toilet areas. I clean up dog waste on my front yard and even my back yard if the gate is left open almost daily and it is not from my own dog. As my kids walk to school I am constantly pointing out dog waste not to step in.

I feel like changing the community's culture around off leash dogs will only come with more by-law presence, more signage, as well as more designated and fenced off unleashed parks around town.

I know change can be slow, however we need to start trying to make the change happen and I believe that starts with the Village of Pemberton. The Village needs to be making a bigger effort to get the community to understand that the rules around dogs is for everyone's benefit. People need to understand that other communities have the same rules for the same reasons and that it is not unreasonable to have to leash your dog around town.

Regards,
Lindsey Corey

From: [REDACTED]

Sent: January 21, 2021 10:34 AM

To: VoP Admin <admin@pemberton.ca>; Mike Richman <mrichman@pemberton.ca>; Amica Antonelli <AAntonelli@pemberton.ca>; Leah Noble <LNoble@pemberton.ca>; Ted Craddock <TCraddock@pemberton.ca>; Ryan Zant <RZant@pemberton.ca>

Subject: Request for additional bylaw, dog park etc

Hello

I write with respect to the recent dog attack in the Glen that resulted in the death of a family's puppy. Please let this incident be the catalyst for instituting tougher bylaws, more bylaw enforcement, more bylaw officers and more ENCLOSED dog park areas. This incident should never have happened and should never happen again. I cannot fathom what this family is going through and the trauma their children had to endure and continue to relive. Thank goodness the dog involved didn't turn on the children.

As a mother of two children myself and someone who has an innate fear of dogs I cannot fully explain to you the trepidation I feel when I choose to go out for a walk or bike ride because of the number of off-leash dogs we come across. In fact most times I AVOID taking walks and riding my bike here locally (vs mountain bike trails, another issue entirely). I live in the Glen, my mother lives in Mt Currie View trailer park, my children attend Signal Hill Elementary, and yet I will not bike or walk most places because of the multiple dog encounters we have along the way. While "most" dogs are well behaved and respond to their owners there are still far too many that believe simply because they BELIEVE their dog is well behaved and friendly that the rules don't apply to them. I am someone who has an uncontrollable fear of dogs therefore I speak from first hand experience that my vibes, my aura, my body language can all change how an otherwise friendly dog acts nevermind an excited, rambunctious, protective or even aggressive dog. I cannot tell you the number of times I have heard "oh he has never done that before" as either me or my children stand frozen in fear while a dog challenges us or charges at us, barking, without their owner close by enough to render them under control. Dogs react quickly to sounds, other animals, other people, moving vehicles, bikes, active children etc and simply having them on a controlled leash can make the world of difference. The culture here in Pemberton seems to be that we are a farm town with farm dogs or that because of our "play in the outdoors" mentality means our dogs should roam free and unfettered. This needs to change as Pemberton grows and we are seeing more activity, more traffic, more children and yes, more dogs.

We clearly need more rules. These rules need to be enforced. We need more bodies enforcing the rules. We need more signage, advertising, social media blitzes, whatever it takes so people are aware of the rules and cannot claim or feign ignorance. We need more areas for "downtown dogs" (vs farm dogs with jobs) to exercise and socialize, ENCLOSED, so that owners cannot claim they are lacking in spaces for their dogs to just be dogs.

The fact that this tragedy happened is sad but also inexcusable. We cannot let it be in vain. We need to fix this NOW.

Thank you for your time.
Heather Pierre (and family)

-----Original Message-----

From: Aurora Moore [REDACTED]
Sent: January 21, 2021 8:35 AM
To: VoP Admin <admin@pemberton.ca>
Subject: Dogs

Hi,

I'm not sure if this is the best way to voice this but I wanted to add my concern alongside other members of the community about the growing issue of offleash dogs and lack of availability of enforcement.

I read that there would be a review soon about whether the Village should hire more bylaw officers. If this is true and there will be a review then I strongly support more enforcement around the issue of dogs.

I've been chased on two occasions in the last week by off-leash dogs in Pemberton while jogging. I've half resigned myself to the fact that dog attacks are just be something I have to prepare for if I want to exercise in this town.

So I'm asking what the Village suggests people do to protect themselves?

I'm considering carrying pepper spray or something similar but will I end up in more trouble legally if I use that on a dog that's attacking me? (I have been attacked and bitten in Whistler and it was a scary experience I don't want to go through again). Basically I want to stay physically safe but also within the law.

I also have two very young children that I'm honestly scared for whenever we walk on narrower trails or by the off leash park (which is super close to our house). I think it would be a good use of funds to fence that area and get more signage up but most importantly for the village to start handing out fines liberally (I suspect you would have the funds to pay for a fence if you fined all the owners of offleash dogs you met on a week of walks).

I grew up in a place where if a dog bites a person it gets put down (sheep farming community so it's necessary), I don't necessarily agree with that measure but I can tell you that dog training is a booming business and people take training and leashing their dogs very seriously. In an ideal world I would like to see mandatory dog training introduced.

Anyways apologies for the very long email but it's a matter that I think needs to be addressed with haste. The relaxed attitude people have to their dogs roaming free through the streets is ridiculous and I hope we can work towards change.

Best regards,
Aurora warren.

Sent from my iPhone

From: Marnie Martin [REDACTED]
Sent: January 21, 2021 11:05 AM
To: VoP Admin <admin@pemberton.ca>
Subject: Citizen letter of concern
Importance: High

Dear Village of Pemberton Council

In light of the recent dog attack in The Glenn and the killing of the puppy by yet another off leash dog roaming our streets, I feel compelled to address my growing concerns about this town and the elephant in the room. Unleashed Dogs!

I am outraged at how the community members of this town flaunt the rules without any regard for others and their pets.

I am an owner of a smaller dog. He has been attacked by six dogs on my street! Neighbours dogs out off leash. It is a constant battle. These attacks have scared by dog and left my family having to deal with a nervous, anxious dog for the rest of his life. I can't walk around the block here with out bumping into 2-10 dogs that are off leash. I have my dog on leash and their dogs come barrelling towards us with owners either ignoring the situation completely or else yelling out. "Oh, he's friendly"

I am sure I do not need to waste your time explaining how a dog feels when on a leash with an off leash dog running at them friendly or not. It is disruptive, stressfull and needs to stop.

Our town is growing day by day and there needs to be more resources put into this sector of our community. One Bi Law officer is a joke. She cannot do the work of what I believe is at the very least three -four person job. Treat her with some respect and bring in some support and help for crying out load.

The other issue the pop up dog park that has been created on Poplar street field. Are you kidding me – there needs to be a fenced in area with proper entrance, dog bag and garbage section. You don't just designate an open area on a street where families live, paths go by for dogs to freely run everywhere. We need to get a serious grip on what is happening in this beautiful community of ours.

Growth is inevitable so lets make this a priority in our community so everyone knows the rules and there will be consequences if rules not followed.

Thank you for your time.

Marnie Martin

[REDACTED]
Pemberton, BC
V0N 2L0

[REDACTED]

On Jan 21, 2021, at 12:36 PM,
Nicole Christine <[REDACTED]> wrote:

Good Afternoon, Mayor Richman,

I would like to add my voice to the others calling for improved enforcement of the Village's leash laws and the addition of a fence at the off leash park.

With regards to off leash dogs, there was a very tragic attack recently that resulted in the death of a puppy in front of the children walking him due to an unleashed dog attacking it. There are also too many unattended dogs being struck by vehicles in town. Another concern is free range dogs defecating on Village and private property.

The off leash park has been a wonderful addition to the town, but I do believe it needs to be fenced in order for proper separation of owners and dogs who are fine socializing with each other off leash and those that are not and are walking very close by.

Thank you for considering this matter,

Nicole Brink
[REDACTED]
[REDACTED]

To Mayor and Council

I want to start off by saying that some dog owner's behavior in this village is unbelievably bad. To sum it up, the dog problem is out of control. A leash is a rare sight in many parts of the village boundaries, specifically in and around One Mile lake. This behaviour needed to be addressed many years ago and continues to get worse. It is a rare occurrence when I am not barked at or have a dog in my personal space, while trying to enjoy the outdoors. I do not know why I am unable to enjoy the trails, with all users, without this happening. These trails are to be for the enjoyment of everyone, not a select group. If I did not know better, it would seem from the Pemberton community garden all the way around One Mile lake is an off-leash area. Due to the all the off-leash action, by irresponsible dog owners, there is an insane amount of dog feces on and beside the trails, especially around One Mile Lake. Due to this I rarely recreate there.

How is it that we tell the people of the village we have a dog park, and it is not even fenced in? It is still an area, the same as before, only with signs now. Dogs still approach your personal space when trying to go along the trail. I think it is appropriate that there is a dog beach at One Mile Lake, but again no fence, dogs are approaching trail users who are trying to enjoy One Mile. Another area that needs to be fenced in is Underhill park. My son was bitten by an unleashed dog, using the trails, a few years ago. If we can not get people to be responsible, then we should at least protect young park users from these types of attacks.

Maybe more signage on all trails around the village, letting dog owners know their responsibilities and the potential liabilities for sub par behavior. This behavior has gone on for so long, that I have even seen village employees walking with their dogs with no leashes. I would think they would hold themselves to a higher standard and set a good example.

On social media platforms, it seems someone is always finding a "wandering and or lost" dog. It was very upsetting to hear about the children whose dog was killed by a wandering dog, what next an injured child. I went for a walk the other day near the Pemberton community garden area and saw 12 dogs. Of those 12 dogs only 1 was leashed. This was on a Thursday; on weekends there is way more dogs that get to walk freely around One Mile lake and many other trails. I would not disrespect others the way myself and many other community members are disrespected on the trails. I do not know if a dog is friendly, nor do I always want to be approached by an off-leash dog.

This village could use a dog pound, as well as another bylaw officer who works on the weekends. Perhaps a survey should be done so you can see the reality of many users experiences with dogs in this village. Our community continues to grow at a fast pace. If this issue is not addressed now it will continue to get even more out of control and harder down the line to enforce.

Matthew Olfert

From: Shannon Story <sstory@lmlga.ca>

Sent: Wednesday, January 27, 2021 1:40 PM

To: [REDACTED]

Subject: Lower Mainland LGA Call for Resolutions and Nominations

CALL FOR RESOLUTIONS AND NOMINATIONS

**PLEASE FORWARD THIS EMAIL AND ATTACHMENTS TO ELECTED
OFFICIALS IN YOUR COUNCIL/BOARD MEETING PACKAGE**

The Lower Mainland LGA Executive has made the difficult decision that due to the ongoing COVID-19 pandemic and the roll out schedule of vaccinations, that the 2021 Conference and AGM will be held virtually from May 12-14, 2021. More details will come soon in regards to the program and registration.

The Lower Mainland LGA Executive is calling for resolutions to be considered at the 2021 virtual convention. Lower Mainland LGA member local governments may now submit board or council endorsed resolutions following the requirements outlined in the attached call for resolutions. Resolutions will be accepted until **March 26, 2021**. The resolutions process will take place virtually with more details to come. No late resolutions or resolutions from the floor will be accepted. **Due to the online format, we request that our members streamline their resolutions process and only submit timely resolutions of high importance to all Lower Mainland LGA members. Please see the attached Resolutions Notice.**

Please also see the attached Call for Nominations for our Executive Positions that will be elected at our virtual AGM. Nominations are due by Thursday, **April 1, 2021**.

Shannon Story
Executive Director
Lower Mainland Local Government Association
www.lgma.ca



LOWER MAINLAND
LOCAL GOVERNMENT ASSOCIATION

2021 VIRTUAL AGM & CONVENTION

RESOLUTIONS NOTICE REQUEST FOR SUBMISSIONS

The Lower Mainland LGA Executive is calling for resolutions to be considered at the 2021 virtual convention. The virtual conference will be held from May 12-14, 2021. The resolutions process will also take place in a virtual format. Pending finalization of the procedures, members are now asked to submit resolutions with the requirements outlined in the following pages.

DEADLINE FOR RESOLUTIONS

All resolutions must be received in the Lower Mainland LGA office by **Friday, March 26, 2021**.

Late resolutions or off-the-floor resolutions will not be accepted this year. Resolutions that emerge after Friday, March 26, 2021 need to be submitted directly to UBCM.

IMPORTANT SUBMISSION REQUIREMENTS

To submit a resolution to the Lower Mainland LGA for consideration please send:

1. A Word document by email to ssstory@lmlga.ca by the deadline.
2. Title the email "Resolution-title of resolution" or in the case of multiple resolutions subject header "Resolutions-X number enclosed".
3. Include a cover letter as an attachment outlining how many resolutions that have been sent and list the title of each resolution.

Detailed guidelines for preparing a resolution follow, but the basic requirements are:

- Members are responsible for submitting accurate resolutions. Lower Mainland LGA recommends that local government staff assist in drafting the resolutions, check the accuracy of legislative references, and be able to answer questions from the Lower Mainland LGA and UBCM about each resolution.
- Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a single resolution. Do not submit backgrounders for multiple resolutions. The backgrounder may include links to other information sources and reports.
- Resolutions must be relevant to other local governments within the Lower Mainland LGA rather than specific to a single member government.
- The resolution must have at least one "whereas" clause and should not contain more than two "whereas" clauses. Each whereas clause must only have **one sentence**.

UBCM RESOLUTION PROCEDURES

UBCM urges members to submit resolutions to Area Associations for consideration. Resolutions endorsed at Area Association annual meetings are submitted automatically to UBCM for consideration and do not need to be re-submitted to UBCM by the sponsor.

UBCM and its member local governments have observed that submitting resolutions first to Area Associations results in better quality resolutions overall. If absolutely necessary, however, local governments may submit council or board endorsed resolutions directly to UBCM prior to June 30. Should this be necessary, detailed instructions are available on the UBCM website.

UBCM RESOLUTIONS PROCESS

1. Members submit resolutions to their Area Association for debate.
2. The Area Association submits resolutions endorsed at its Convention to UBCM.
3. The UBCM Resolutions Committee reviews the resolutions for submission to its Convention.
4. Resolutions endorsed at the UBCM Convention are submitted to the appropriate level of government for response.
5. UBCM will forward the response to the resolution sponsor for review.

UBCM RESOLUTIONS GUIDELINES

The Construction of a Resolution:

All resolutions contain a preamble – whereas clause(s) – and an enactment clause. The preamble describes *the issue*, and the enactment clause outlines *the action being* requested of UBCM. A resolution should answer the following three questions:

- a) **What is the problem?**
- b) **What is causing the problem?**
- c) **What is the best way to solve the problem?**

Preamble:

The preamble begins with "WHEREAS" and is a concise paragraph about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. Supporting background documents can describe the problem more fully if necessary. Do not add extra clauses.

Only one sentence per WHEREAS clause.

Enactment Clause:

The enactment clause begins with the phrase "Therefore be it resolved" and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. **The enactment should propose a specific action by UBCM.**

Keep the enactment clause as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

HOW TO DRAFT A RESOLUTION

1. Address one specific subject in the text of the resolution.

Since your community seeks to influence attitudes and inspire action, limit the scope of a resolution to one specific subject or issue. Delegates will not support a resolution if it is unclear or too complex for them to understand quickly. If there are multiple topics in a resolution, the resolution may be sent back to the sponsor to rework and resubmit.

2. For resolutions to be debated at UBCM, focus on issues that are province wide.

The issue identified in the resolution should be relevant to other local governments across BC. This will support productive debate and assist UBCM to represent your concern effectively to the provincial or federal government on behalf of all BC municipalities and regional districts. Regionally specific resolutions may be referred back to the Lower Mainland LGA and may not be entered for debate during the UBCM Convention.

3. Use simple, action-oriented language and avoid ambiguous terms.

Explain the background briefly and state the desired action clearly. Delegates can then debate the resolution without having to try to interpret complicated text or vague concepts.

4. Check legislative references for accuracy.

Research the legislation on the subject so the resolution is accurate. Where necessary, identify:

- the correct jurisdictional responsibility (responsible ministry or department, and whether provincial or federal government); and
- the correct legislation, including the title of the act or regulation.

5. Provide factual background information.

Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the resolution is understood fully so that members understand what they are debating and UBCM can advocate effectively with other levels of government and agencies.

Each resolution **must include a separate backgrounder** that is a maximum of 3 pages and specific to a single resolution. Do not submit backgrounders that relate to multiple resolutions. The backgrounder may include links to other information sources and reports.

The backgrounder should outline what led to the presentation and adoption of the resolution by the local government and can link to the report presented to the council or board along with the resolution. Resolutions submitted without background information **will not be considered** until the sponsor has provided adequate background information. This could result in the resolution being returned or having to be submitted directly to UBCM.

6. Construct a brief, descriptive title.

A title identifies the intent of the resolution and helps eliminate the possibility of misinterpretation. It is usually drawn from the "enactment clause" of the resolution. For ease of printing in the Annual Report and Resolutions Book and for clarity, a title should be no more than three or four words.

7. Avoid repeat resolutions.

In the past, resolutions have come back year after year on the same topic. Elected officials and staff are encouraged to search the UBCM Resolutions database available through their website at www.ubcm.ca Click on the "Resolutions and Policy" tab at the top of the page. It will be possible to locate any resolutions on the same topic that have been considered in the past and what the responses have been.

TEMPLATE FOR A RESOLUTION

Whereas << *this is the area to include an issue statement that outlines the nature of the problem or the reason for the request* >>.

And whereas << *if more information is useful to answer the questions - what is the problem? what is causing the problem?>>:*

Therefore be it resolved that the Lower Mainland LGA & UBCM << *specify here the action(s) that the **Lower Mainland LGA & UBCM** are being asked to take on, and what government agency the associations should be contacting to solve the problem identified in the whereas clauses* >>.

If absolutely necessary, there can be a second enactment clause (the “therefore” clause that specifies the action requested) with the following format:

And be it further resolved that << *specify any additional actions needed to address the problem identified in the whereas clauses* >>.



LOWER MAINLAND

LOCAL GOVERNMENT ASSOCIATION

TO: Mayor/Chair; Council/Board

FROM: Mayor Jack Crompton, Lower Mainland LGA Past President

DATE: January 26, 2020

RE: 2020 CALL FOR NOMINATIONS FOR LOWER MAINLAND LGA EXECUTIVE

Please include the following information on your next meeting agenda.

This circular is notice of the Lower Mainland LGA Executive positions open for nomination, the process and the procedures for nomination.

The deadline for receipt of your nomination is **Thursday, April 1, 2021**. The Lower Mainland LGA Conference and AGM will be held virtually this year from May 12-14, 2021. Voting for the executive positions will be online. There will be no nominations from the floor this year.

The Lower Mainland LGA is the collective voice for local government in the Lower Mainland, including local governments in the Greater Vancouver Regional District, the Squamish-Lillooet Regional District and the Fraser Valley Regional District. The membership elects directors to the Executive during the Convention, and the Executive is charged with ensuring that policy direction set by the general membership is carried forward. The Executive also provides operational and policy direction to the Lower Mainland LGA between Conventions.

1. POSITIONS OPEN TO NOMINATIONS

The following positions are open for nomination:

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

2. NOMINATION PROCESS AND QUALIFICATIONS FOR OFFICE

The candidate must be an elected official of a Lower Mainland LGA member. The candidate must be nominated by two elected officials of a Lower Mainland LGA local government member.

Background information regarding the primary responsibilities and commitments of a Lower Mainland LGA Executive member is available upon request.

A nomination and consent form are attached and should be used for all nominations.

The Chair of the 2021 Nominating Committee is Mayor Jack Crompton, Lower Mainland LGA Past President.

3. NEXT STEPS

It is part of the duties of the Nominating Committee to review the credentials of each candidate. A Report on Nominations including, at the candidate's option, a photo and 200-word biography will be prepared under the direction of the Nominating Committee and distributed in the Lower Mainland LGA Convention Newsletter, which is distributed via email before the conference. It is not the responsibility of the Lower Mainland LGA to edit applicant materials to make them suitable for print. If materials are not provided on time and print ready, the Lower Mainland LGA reserves the right not to include them in the newsletter.

To be included in the Convention Newsletter, send your current photo, biography and completed nomination form to:

sstory@lmlga.ca

**With subject line: Lower Mainland LGA Nomination Package – “applicant name”
Deadline: April 1, 2021**

5. FURTHER INFORMATION

All other inquiries should be directed to:

Shannon Story, Executive Director of the Lower Mainland LGA

at sstory@lmlga.ca

PO Box [REDACTED]

Pemberton, BC V0N 2L0

604 [REDACTED]

NOMINATIONS FOR THE 2021 LOWER MAINLAND LGA EXECUTIVE

We are qualified under the Lower Mainland LGA Constitution to nominate¹ a candidate and we nominate:

Name of nominee: _____

Local government position (Mayor/Councillor/Director): _____

Local government represented: _____

Lower Mainland LGA Executive office nominated for: _____

Printed Name of nominator: _____ Printed Name of nominator: _____

Position: _____ Position: _____

Local Gov't: _____ Local Gov't: _____

Signature: _____ Signature: _____

CONSENT FORM

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the Lower Mainland LGA Constitution². I also agree to provide the following information to the Executive Director by April 1, 2021:

- 2"x3" Photo (high resolution)
- Biographical information. No more than 200 words in length.

Printed Name: _____

Running for (position): _____

Local Government: _____

Signature: _____

Date: _____

¹ Nominations require two elected officials of members of the Association.

² All nominees of the Executive shall be elected representatives of a member of the Association.

**Return to: ssstory@lmlga.ca
c/o Lower Mainland LGA, [REDACTED], Pemberton, BC [REDACTED]**



CITY OF NELSON

January 8, 2021

Honourable Adrian Dix
Minister of Health
Government of British Columbia

Delivered via email

Re: Vaccination Priority for Essential Critical Infrastructure Municipal Employees

Dear Minister Dix,

In early December, the BC government announced they secured a minimal number of initial doses of the COVID-19 vaccine to distribute to those populations identified as the most vulnerable. In the following weeks, the government released a phased approach to administering the vaccine and listed the populations included in each phase. While the City of Nelson acknowledges the extraordinary amount of work the Province has put into developing the distribution process, we would like to request a review of the vaccine distribution priority lists to include essential critical infrastructure employees.

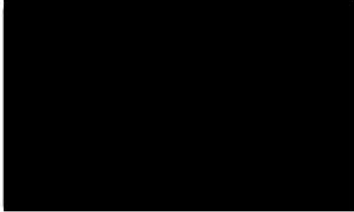
The Province's website outlines the specific groups that will be first and second priority for receiving the vaccine; the list does not include essential service providers such as water, IT, energy and utility workers. This does not appear to align with the recommendations from the *National Advisory Committee on Immunization* upon which the Province has developed its priorities for the first and second phase of vaccinations. The Committee has indicated municipal workers identified as 'essential' should be prioritized to maintain reliable operation of critical infrastructure services and functions.

With COVID-19 cases circulating in rural communities, the risk of an outbreak causing the loss of key personnel trained to manage essential service delivery could exacerbate the current public health emergency. This would have a much larger impact in smaller communities, such as ours, as resources and appropriately trained personnel replacements are more challenging to access than in larger centers. For example, the City of Nelson has five linemen that maintain our electrical distribution & transmission system that serves over 10,000 customers.

.../2

The City recognizes the number of vaccine doses and how they will be distributed throughout BC is a fragile and fluid process. We hope this request can be reviewed and addressed in time to include essential municipal critical infrastructure employees in the second priority group of the COVID-19 vaccine roll-out.

We appreciate your timely consideration of this matter.



John Dooley
Mayor, City of Nelson

Cc: Premier John Horgan, Office of the Premier
Hon. Josie Osborne, Minister of Municipal Affairs
Brittney Anderson, MLA, Nelson-Creston
Nelson City Council
Union of BC Municipalities (UBCM)
Association of Kootenay Boundary Local Governments (AKBLG)
British Columbia Local Governments



January 11, 2021

Hon. George Heyman, Minister of Environment and Climate Change Strategy and
Minister responsible for Translink

Sent VIA email ENV.Minister@gov.bc.ca

Dear Minister Heyman:

Re: Implementing a Province-wide Ban on Anticoagulant Rodenticides

As Mayor of the City of North Vancouver and on behalf of Council, I want to congratulate you on your recent re-election and appointment to the Executive Council.

Despite the ongoing pandemic resulting from the novel coronavirus, we cannot slow down on our response to the climate emergency. I'm encouraged by your background in solutions-oriented negotiations and policy. Now more than ever we need bold, progressive action.

On the North Shore we have had several owls consume rat poison and become dangerously ill. The use of anticoagulant rodenticides poses serious threats to B.C. wildlife and ecosystems through primary and secondary poisoning of non-target species, and have the potential to harm children and pets. To address this issue locally, Council passed a motion just prior to the 2020 Provincial election to ban the use of anticoagulant rodenticides within the City of North Vancouver.

The motion contained the following active clause:

THEREFORE BE IT RESOLVED THAT the City of North Vancouver create a formal ban on the use of anticoagulant rodenticides on all municipal property and take advantage of opportunities to communicate alternative pest control methods to residents and businesses;

AND THAT Council request that the Mayor write, on behalf of Council, to the Province of BC requesting that the Province ban anticoagulant rodenticides, and that letter be shared with all other local governments in BC.

I therefore humbly request that the Province consider a B.C.-wide ban and find new ways to address the rodent population that does not threaten the wellbeing of other animals dwelling within urban areas.

I appreciate your consideration. Please contact my staff at mayor@cnv.org if you require any additional information.

Yours truly,


Mayor Linda Buchanan

c.c. Bowinn Ma, MLA North Vancouver-Lonsdale
All municipal Councils across B.C. via Clerks Departments

January 26, 2021

Mayor and Council
Village of Pemberton

Sent via email to: admin@pemberton.ca

RE: Variance application for 7665 Cerulean Drive, Pemberton BC

Dear Mr. Mayor and Council,

I am the owner of 7663 Cerulean Drive, located adjacent to, and north of, the above referenced property. I made a detailed submission to the October 31, 2020 Board of Variance meeting regarding this property, setting out my opposition to the requested variance. I also attended the January 12, 2021 Council meeting, where proposed changes to the by-laws concerning retaining walls were discussed. I am very aware of the issues and discussion regarding Pemberton's retaining wall by-laws, Hillside Development Design Guidelines and the changes in the wording and enforcement of Pemberton by-laws over time.

I have two main areas of concern around the use of large retaining walls in the new hillside developments around Pemberton, and in Sunstone in particular:

- 1) **The negative impact of these walls with respect to**
 - a) **the adjacent properties, including blocking sightlines, limiting options for siting buildings, adverse impact on vegetation, and safety issues with respect to people or property falling off, all of which combine to reduce the enjoyment and value of the neighbouring lots; and**
 - b) **the overall appearance of the development in that these walls are not consistent with the Village of Pemberton Hillside Development Design Guidelines.**
- 2) **The assertion that these walls are necessary to build on lots such as those on Cerulean Drive, which I can show is not true.**

I will address the second point first. I understand that some have asserted that the only way to build on some of these new hillside lots in Pemberton is to utilize large retaining walls. To demonstrate that it is in fact possible to design a home that works WITH the slope with no need for large (greater than 1.2 m) retaining walls, I have attached a copy of the engineered plan for my lot (please see details in the Appendix to this letter). This design complies with current Village of Pemberton building by-laws and the Village of Pemberton Hillside Development Design Guidelines (as well as meeting Sunstone's Design and Building Guidelines – the design has already been approved by Sunstone).

The photo below shows one view of the design, which incorporates an energy efficient home, large enough for a family with one or two children plus a suite (2,460 square feet on two levels), a two-tiered yard with ample safe space for children, gardens and the retention of the existing trees. The upper floor

is accessible from street level with a conveniently flat driveway. The design takes advantage of the slope to provide access from the lower level directly to the garden. A large retaining wall is simply not needed.



The above rendering does not show the retaining wall that has been built on 7665 Cerulean Drive, which is located in the left background. Here are two photos of that retaining wall, taken from a position on my property approximately at the left side of the above rendering. The lot line markers are plainly visible, and show how the fill has overflowed onto my lot, burying the base of the trees.



The wall is 4.32 m high at its highest point and, at its closest point, is only 0.39 m from the shared property line (the site plan and other details are available in the meeting materials for the October 31, 2020 Board of Variance meeting <https://www.pemberton.ca/public/download/files/156368>). The full retaining wall structure runs from lot line to lot line and changes the entire character of the lot, which is approximately 10,500 square feet, from sloping to flat. It is not an exaggeration to say that it looms over my property, obscuring the view that I previously had to the south. The presence of the massive retaining wall has limited the viable building sites and orientations on my lot. It is plainly visible from the entrance to Sunstone. It is simply not possible to “fix” this through a landscaping plan.

The drainage pipe improperly drains onto my lot. The fill that has spilled over the property line has adversely impacted the vegetation on my lot, and I will need to have it moved and the vegetation underneath restored.

It is my understanding that there is no requirement under the building by-laws for safety rails to be built on a retaining wall of this nature, despite the obvious risk of falls for people or property onto adjacent lots or the walking trail that runs below.

Quite simply, this retaining wall does not comply with the Village of Pemberton building by-laws and does not remotely align with the Hillside Development Design Guidelines. I invite you to drive up to Sunstone for a first hand look.

I understand from the discussion at the January 12, 2021 council meeting that broad development issues around building on sloped lots can best be addressed at the “street scale”, not at the lot level, but that has not been done (at least not uniformly) in the issuance of past development permits. I believe this is an issue with the lots on Cerulean Drive, where the location of Cerulean Drive itself, which was built after the lots were sold, changed the elevation profile of the downhill lots, making them much steeper than when they were first put on the market. As a result, some property owners are finding their building options to be quite constrained. I commend the Mayor and Council for seeking to find solutions to the current issues.

However, any solution must take into account the impact of these massive retaining walls on the neighbours. I have described the negative impact of just one retaining wall on one adjacent property, but more generally, these massive retaining walls impair sightlines, create safety issues, impact the building design options, impact the drainage and vegetation, and change the appearance of the neighbourhood.

In my opinion, if these massive retaining walls, built in violation of building by-laws and without prior approval, are allowed to proliferate, it calls into question the meaning of our by-laws, and sets a poor precedent.

It may be that the best solution to the issues around hillside development in Pemberton includes some relaxation of the current by-laws concerning retaining walls, but there also needs to be some meaningful limit. Massive walls, built right to the property line, should not be permitted.

I appreciate that Mayor and Council recognize the financial difficulty that property owners that are “mid-stream” have with this issue. I would also add there is a similar urgency from my perspective to have this resolved in a timely way.

I hope this helps the Mayor and Council make an informed decision regarding the integrity of further development in Pemberton. I would be happy to answer any questions that the Mayor, Council or the Planning Department might have.

Yours truly,



Lee Edwards

Appendix: Engineered Building Plan for 7663 Cerulean Drive

RESIDENCE

SHEET INDEX	
ID	NAME
A-001	Cover Sheet
A-101	Site Plan
A-102	Foundation Plan
A-103	Lower Level Floor Plan
A-104	Main Level Floor Plan
A-105	Roof Plan
A-106	Landscaping Plan
A-201	Elevations N & S
A-202	Elevations E & W
A-301	Sections
A-302	Sections
A-401	Details
A-402	Details
A-501	Schedules

GENERAL NOTES:

1. CONTRACTOR SHALL CHECK ALL LEVELS AND DIMENSIONS ON SITE, AND BE RESPONSIBLE FOR THE SAME. DO NOT SCALE DRAWINGS.
2. ALL DIMENSIONS ARE TAKEN FROM STUD TO STUD/CONCRETE OR TO THE FACE OF SHEATHING OF PREFABRICATED PANELS.
3. ALL CONSTRUCTION TO BE IN ACCORDANCE WITH THE LATEST BCBC.
4. TOP OF EXTERIOR FOUNDATION WALLS TO BE 203mm ABOVE FINISHED GRADE.
5. CONTRACTOR TO VERIFY ALL SERVICE LINES PRIOR TO CONSTRUCTION.
6. CAULK ALL EXTERIOR OPENINGS.
7. RECIRCULATING SYSTEM AND HOT WATER PIPES TO BE INSULATED TO RSI 0.35 (R 2.84).
8. HEAT RECOVERY VENTILATOR WITH MINIMUM 65% EFFICIENCY RATING AT SPECIFIED FLOW RATE.
9. HOT WATER TANK OR ON DEMAND TANKS MUST BE 78% EFFICIENCY OR GREATER. ELECTRIC TANKS TO BE INSULATED WITH MINIMUM RSI 1.74 (R 10).
10. SITE CERTIFICATE REQUIRED.
11. CONTRACTOR SHALL REVIEW THESE PLANS THOROUGHLY, MAKE A DETAILED SITE VISIT, AND SHALL IMMEDIATELY BRING ANY INCONSISTENCY, SITE LAYOUT PROBLEM, OR ANY OTHER REQUEST FOR CLARIFICATION TO THE OWNER FOR RESOLUTION PRIOR TO THE DELIVERY OF ANY BID. FAILURE TO DO SO SHALL CAUSE THE CONTRACTOR TO BE INELIGIBLE FOR EXTRAS RELATING TO SUCH MATTERS.
12. SEE STRUCTURAL DRAWINGS FOR ALL STRUCTURAL ASPECTS.
13. DRAWINGS OF EXISTING SITE COMPONENTS ARE, IN GENERAL, DIAGRAMMATIC. EXACT LOCATIONS SHALL BE DETERMINED BY THE CONTRACTOR FROM FIELD MEASUREMENTS TAKEN BY THE CONTRACTOR'S PERSONNEL.
14. DIMENSIONS SHALL GOVERN THESE DRAWINGS AND THEY ARE NOT TO BE SCALED.
15. ALL INTERIOR FINISHES, MILLWORKS AND EQUIPMENTS TO BE OWNER SPECIFIED. CONTRACTOR TO VERIFY ALL EQUIPMENTS, FURNISHING AND MILLWORKS RELATED TO ELECTRICAL, MECHANICAL AND PLUMBING WITH OWNER PRIOR TO CONSTRUCTION AND FABRICATIONS.



DESIGN:



BC Passive House Inc.
1928 Artisan Road,
Pemberton, BC V0N 2K0
PHONE: (604) 894-5084
BCPASSIVEHOUSE.COM

BUILDING PERMIT ONLY

IT IS THE RESPONSIBILITY OF THE OWNER, GENERAL AND/OR TENANT CONTRACTOR AND ALL SUB-TRADES TO BE FAMILIAR WITH THE PROJECT AS A WHOLE. ALL DISCREPANCIES AND DIMENSIONAL ERRORS ON THE PLANS AND RELATED DOCUMENTS MUST BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING ANY WORK.

DO NOT SCALE DRAWING

THE CONTENTS OF THIS DRAWING REMAIN THE COPYRIGHT PROPERTY OF BC PASSIVE HOUSE INC.



Client:

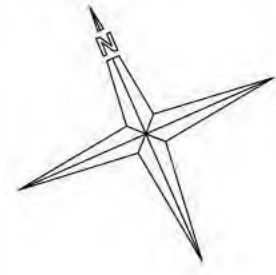
Item No.	Date (dd/mm/yy)	Issued For:
1.	18/11/20	PRELIM PRICING & REVIEW
2.	10/12/20	ISSUED FOR BP

Item No.	Date (dd/mm/yy)	Revisions:

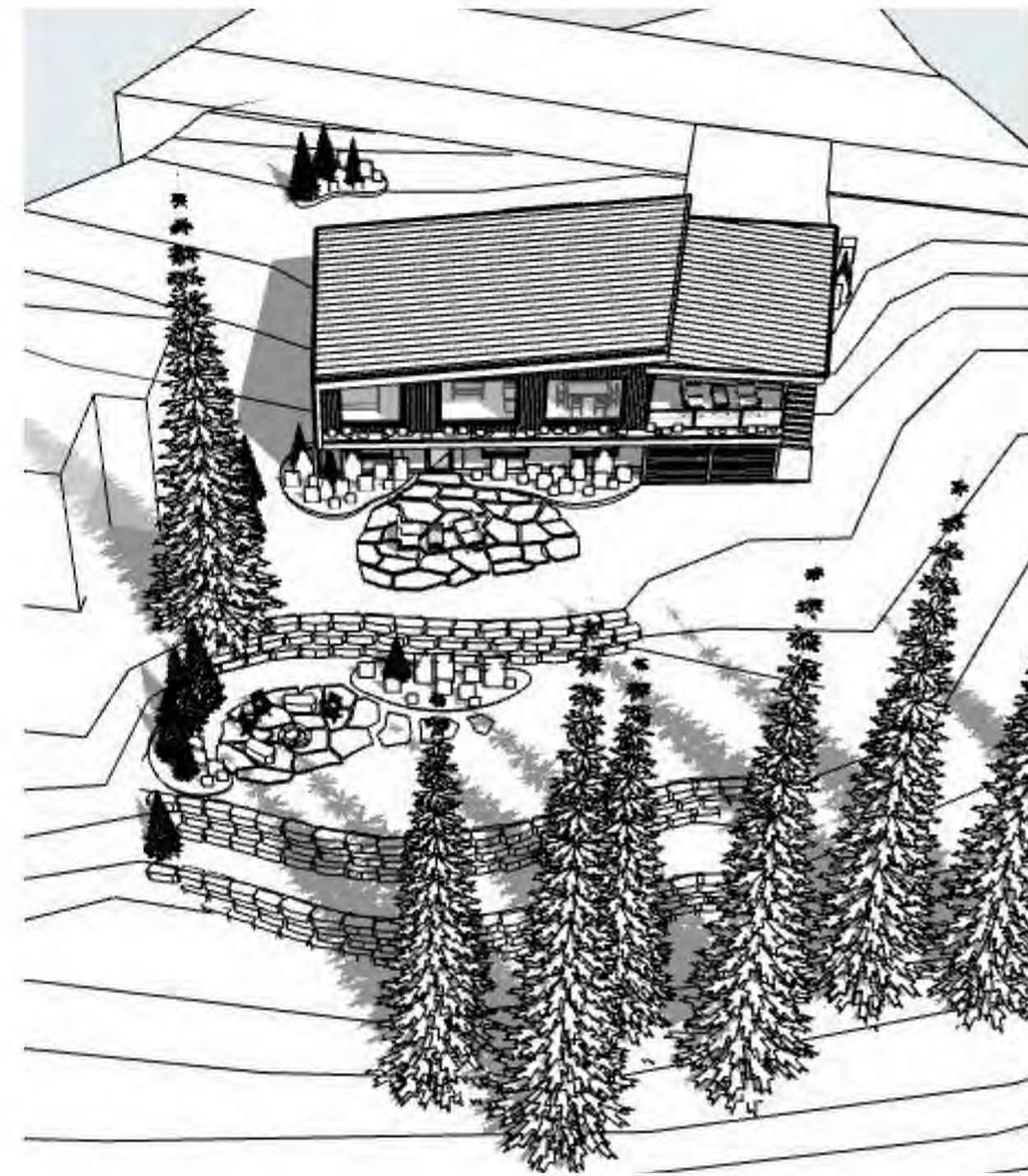
PROJECT NO: LED
DRAWN BY: PS
SCALE: AS NOTED
SHEET SIZE: 22" x 34" (ANSI-D 559 x 864)

SHEET TITLE
Cover Sheet

A-001
SHEET 1 OF 14

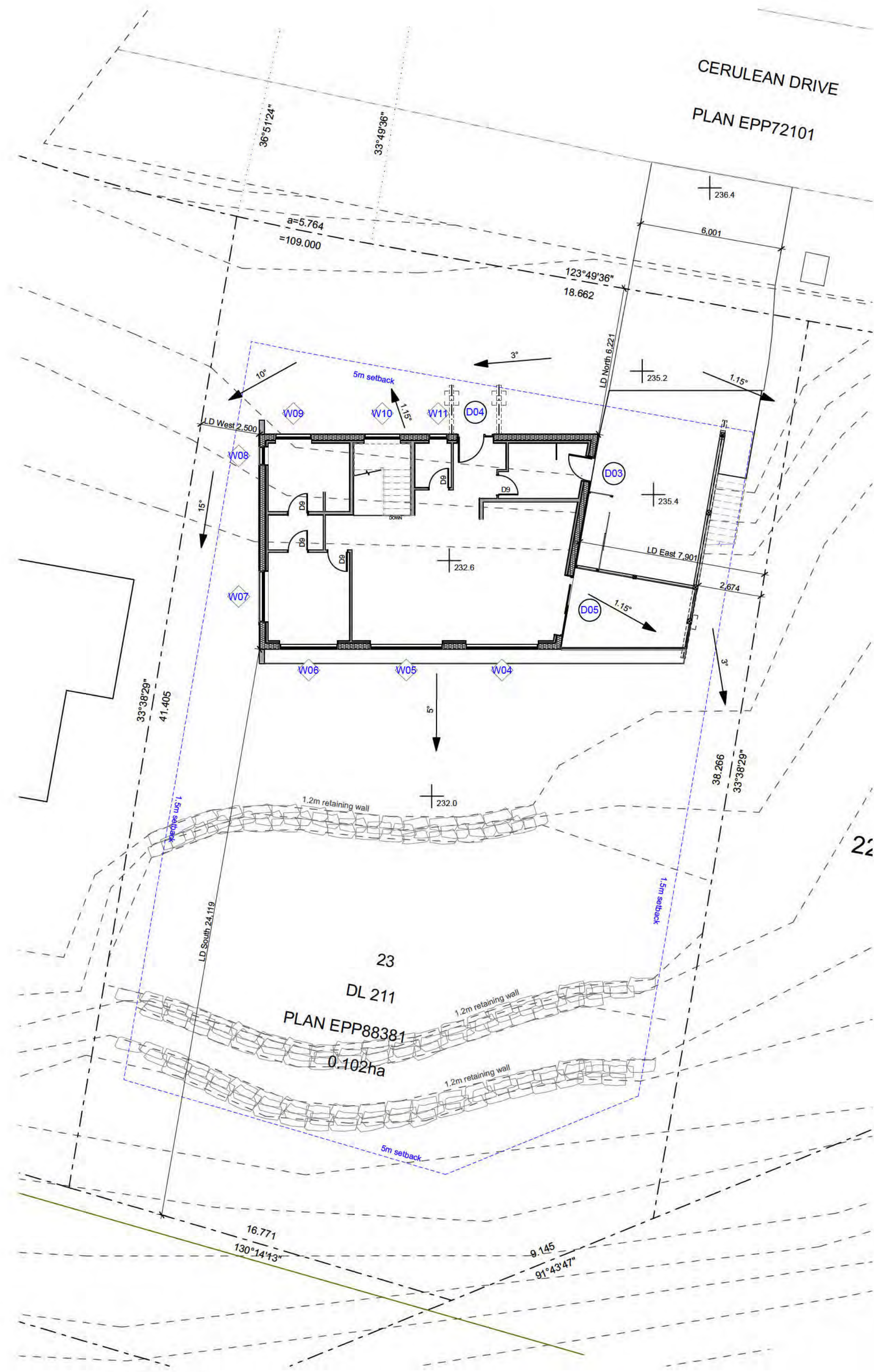


PID #: UNREGISTERED
 ZONING: RSA-1
 LOT AREA: 1020 m² / 10,979 ft²
 PROPOSED GFA: 228.5 m² / 2460 ft²
 ALLOWED GFA: 408 m² / 4391 ft²
 PROPOSED FSR: 0.22
 ALLOWED FSR: N/A
 BUILDING HEIGHT: approx. 7.05 m
 MAX HEIGHT ALLOWED: 10.5 m
 PROJECTED AREA: 121.4 m²
 SITE COVERAGE: 121.4*100/1020 = 12%
 SITE COVERAGE MAX ALLOWED: 40%



LIMITING DISTANCE CALCULATIONS				
WALL FACE	WALL AREA (m ²)	UNPROTECTED OPENINGS (m ²)	LIMITING DISTANCE (m)	PERMITTED OPENINGS (m ²)
SOUTH	73.6	28.2	24.1	580.8
EAST	39.4	10.1	7.9	62.4
NORTH	43.7	6.3	6.2	38.4
WEST	40	2.9	2.5	6.3

BCBC 2012
 9.10.15.4 GLAZED OPENINGS IN EXPOSED BUILDING FACE
 1) EXCEPT AS PROVIDED IN SENTENCES (6), THE MAXIMUM AGGREGATE AREA OF GLAZED OPENINGS IN AN EXPOSING BUILDING FACE SHALL
 c) WHERE THE LIMITING DISTANCE IS NOT LESS THAN 1.2m, BE EQUAL TO OR LESS THAN THE LIMITING DISTANCE SQUARED



Site Plan
 SCALE: 1:125

DESIGN:

BC Passive House Inc.
 1928 Artisan Road,
 Pemberton, BC V0N 2K0
 PHONE: (604) 894-5084
 BCPASSIVEHOUSE.COM

BUILDING PERMIT ONLY
 IT IS THE RESPONSIBILITY OF THE OWNER, GENERAL AND/OR TENANT CONTRACTOR AND ALL SUB-TRADES TO BE FAMILIAR WITH THE PROJECT AS A WHOLE. ALL DISCREPANCIES AND DIMENSIONAL ERRORS ON THE PLANS AND RELATED DOCUMENTS MUST BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING ANY WORK.
 DO NOT SCALE DRAWING
 THE CONTENTS OF THIS DRAWING REMAIN THE COPYRIGHT PROPERTY OF BC PASSIVE HOUSE INC.

Client:

 Pemberton, BC

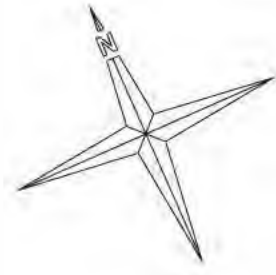
Item No.	Date: (dd/mm/yy)	Issued For:
1.	18/11/20	PRELIM PRICING & REVIEW
2.	10/12/20	ISSUED FOR BP

Item No.	Date: (dd/mm/yy)	Revisions:

PROJECT NO: LED
 DRAWN BY: PS
 SCALE: AS NOTED
 SHEET SIZE: 22" x 34" (ANSI-D 559 x 864)

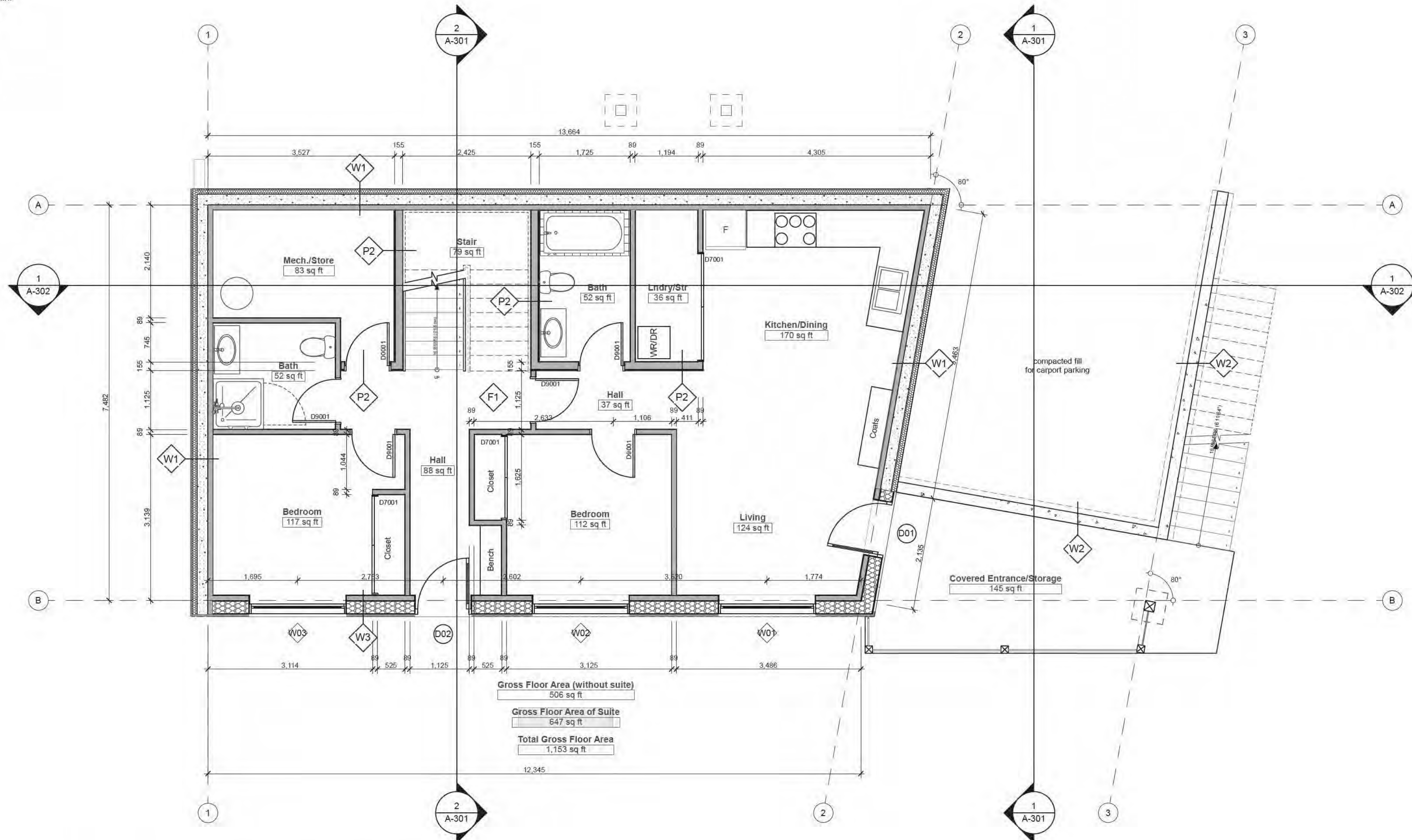
SHEET TITLE
 Site Plan

A-101
 SHEET 2 OF 14



NOTES:

1. ALL DIMENSIONS ARE TAKEN FROM STUD TO STUD/CONCRETE OR TO THE FACE OF SHEATHING OF PREFABRICATED PANELS.
2. HOT WATER TANK REQUIRES PAN AND DRAIN.
3. ALL PENETRATIONS THROUGH AIR BARRIER TO BE SEALED (DOORS, WINDOWS, ETC.).
4. FLASHING IS REQUIRED OVER ALL UNPROTECTED OPENINGS. BCBC 9.27.3.8.
5. GUARDS WITHIN DWELLING UNIT - HEIGHT min. 900mm.
6. HANDRAIL HEIGHTS - 865mm - 965mm.
7. EXTERIOR GUARDS - HEIGHT min. 900mm WITHIN 1.8m OF GRADE AND min. 1070mm ELSEWHERE.
8. GLASS IN GUARDS HAS TO BE SAFETY GLASS OF THE LAMINATED OR TEMPERED TYPE CONFORMING TO CAN/CSG-12.1-M.
9. SMOKE ALARMS TO BE INSTALLED AS PER BCBC 9.10.19.
10. FOUNDATION DRAINAGE AS PER 9.14.2.
11. FIREPLACE TO BE INSTALLED AS PER BCBC 9.22.
12. VENTILATION AS PER 9.32.
13. CARBON MONOXIDE ALARMS AS PER BCBC 9.32.4.2.
14. REFER TO STRUCTURAL DRAWINGS FOR ALL STRUCTURAL INFORMATION.



WD - Lower Level Floor Plan

SCALE: 1:50

DESIGN:



BC Passive House Inc.

BC Passive House Inc.
1928 Artisan Road,
Pemberton, BC V0N 2K0

PHONE: (604) 894-5084
BCPASSIVEHOUSE.COM

BUILDING PERMIT ONLY

IT IS THE RESPONSIBILITY OF THE OWNER, GENERAL AND/OR TENANT CONTRACTOR AND ALL SUB-TRADES TO BE FAMILIAR WITH THE PROJECT AS A WHOLE. ALL DISCREPANCIES AND DIMENSIONAL ERRORS ON THE PLANS AND RELATED DOCUMENTS MUST BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING ANY WORK.

DO NOT SCALE DRAWING

THE CONTENTS OF THIS DRAWING REMAIN THE COPYRIGHT PROPERTY OF BC PASSIVE HOUSE INC.

Edwards

Pemberton, BC

Client:

Item No.	Date: (dd/mm/yy)	Issued For:
1.	18/11/20	PRELIM PRICING & REVIEW
2.	10/12/20	ISSUED FOR BP

Item No.	Date: (dd/mm/yy)	Revisions:

PROJECT NO: LED

DRAWN BY: PS

SCALE: AS NOTED

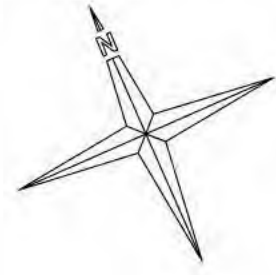
SHEET SIZE: 22" x 34" (ANSI-D 559 x 864)

SHEET TITLE

Lower Level Floor Plan

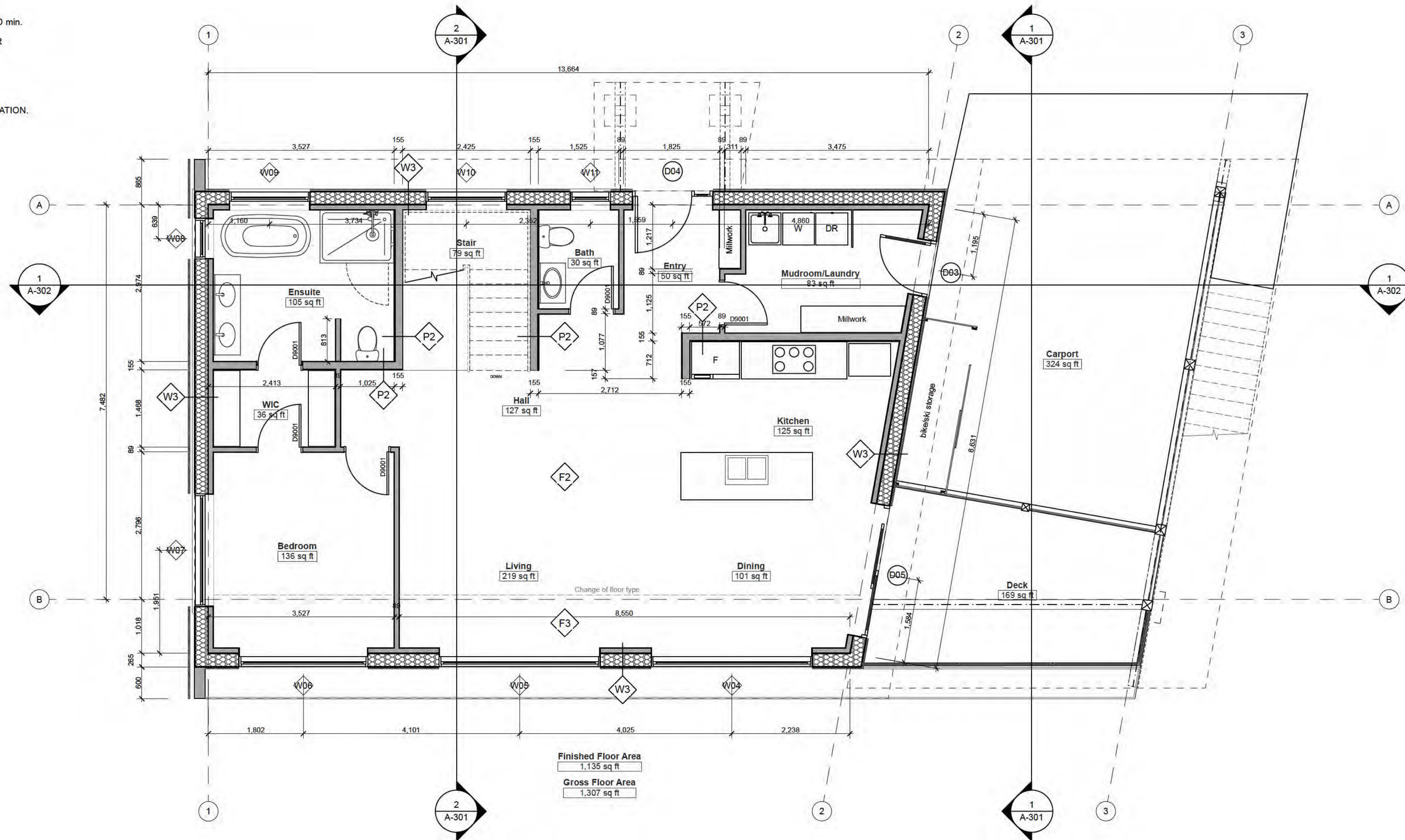
A-103

SHEET 4 OF 14



NOTES:

1. ALL DIMENSIONS ARE TAKEN FROM STUD TO STUD/CONCRETE OR TO THE FACE OF SHEATHING OF PREFABRICATED PANELS.
2. HOT WATER TANK REQUIRES PAN AND DRAIN.
3. ALL PENETRATIONS THROUGH AIR BARRIER TO BE SEALED (DOORS, WINDOWS, ETC.).
4. FLASHING IS REQUIRED OVER ALL UNPROTECTED OPENINGS. BCBC 9.27.3.8.
5. GUARDS WITHIN DWELLING UNIT - HEIGHT min. 900mm.
6. HANDRAIL HEIGHTS - 865mm - 965mm.
7. EXTERIOR GUARDS - HEIGHT min. 900mm WITHIN 1.8m OF GRADE AND min. 1070mm ELSEWHERE.
8. GLASS IN GUARDS HAS TO BE SAFETY GLASS OF THE LAMINATED OR TEMPERED TYPE CONFORMING TO CAN/CSG-12.1-M.
9. SMOKE ALARMS TO BE INSTALLED AS PER BCBC 9.10.19.
10. FOUNDATION DRAINAGE AS PER 9.14.2.
11. FIREPLACE TO BE INSTALLED AS PER BCBC 9.22.
12. VENTILATION AS PER 9.32.
13. CARBON MONOXIDE ALARMS AS PER BCBC 9.32.4.2.
14. REFER TO STRUCTURAL DRAWINGS FOR ALL STRUCTURAL INFORMATION.



WD - Main Level Floor Plan

SCALE: 1:50

Finished Floor Area
1,135 sq ft
Gross Floor Area
1,307 sq ft

DESIGN:



BC Passive House Inc.
1928 Artisan Road,
Pemberton, BC V0N 2K0

PHONE: (604) 894-5084
BCPASSIVEHOUSE.COM

BUILDING PERMIT ONLY

IT IS THE RESPONSIBILITY OF THE OWNER, GENERAL AND/OR TENANT CONTRACTOR AND ALL SUB-TRADES TO BE FAMILIAR WITH THE PROJECT AS A WHOLE. ALL DISCREPANCIES AND DIMENSIONAL ERRORS ON THE PLANS AND RELATED DOCUMENTS MUST BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING ANY WORK.

DO NOT SCALE DRAWING

THE CONTENTS OF THIS DRAWING REMAIN THE COPYRIGHT PROPERTY OF BC PASSIVE HOUSE INC.

Pemberton, BC

Client:

Item No.	Date: (dd/mm/yy)	Issued For:
1.	18/11/20	PRELIM PRICING & REVIEW
2.	10/12/20	ISSUED FOR BP

Item No.	Date: (dd/mm/yy)	Revisions:

PROJECT NO: LED

DRAWN BY: PS

SCALE: AS NOTED

SHEET SIZE: 22" x 34" (ANSI-D 559 x 864)

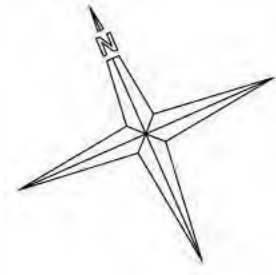
SHEET TITLE

Main Level Floor Plan

A-104

SHEET 5

OF 14

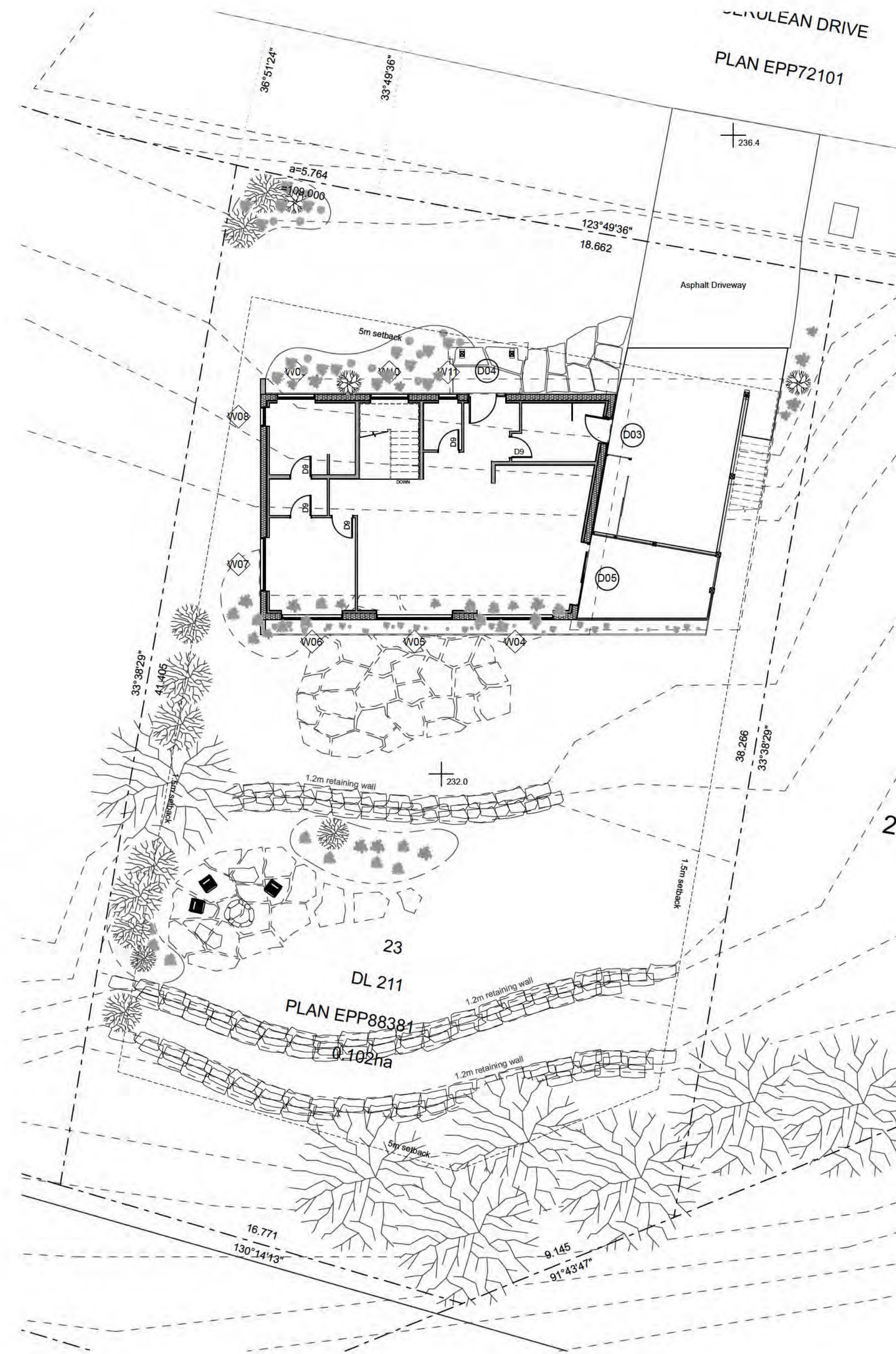


NOTES:

1. EXISTING TREES TO BE PRESERVED. NO GRADE CHANGE WITHIN DRIPLINE.
2. FIRE SMART RATING TO BE CONSIDERED FOR ALL PLANTINGS AND GROUND COVER MATERIALS.
3. ANY RETAINING WALLS TALLER THAN 1.2m TO BE STEPPED AT A 45°.
4. ELEVATION/GRADE CHANGE TO BE DONE BY GRADING WHEREVER POSSIBLE TO MINIMIZE THE AMOUNT AND HEIGHT OF RETAINING WALLS.

LEGEND:

	ROCK STACK WALL (TBC)
	PLANTINGS - ASSORTED VARIETIES, PREDOMINANTLY NATIVE - SEE PLANT LIST (BY OTHER)
	CONIFEROUS TREES - PRIVACY SCREENING (TBC)
	FLAGSTONE PATHS & PATIO (TBC)



Landscape Plan

SCALE: 1:125

DESIGN:



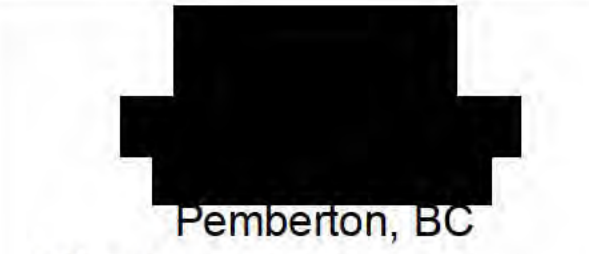
BC Passive House Inc.
1928 Artisan Road,
Pemberton, BC V0N 2K0
PHONE: (604) 894-5084
BCPASSIVEHOUSE.COM

BUILDING PERMIT ONLY

IT IS THE RESPONSIBILITY OF THE OWNER, GENERAL AND/OR TENANT CONTRACTOR AND ALL SUB-TRADES TO BE FAMILIAR WITH THE PROJECT AS A WHOLE. ALL DISCREPANCIES AND DIMENSIONAL ERRORS ON THE PLANS AND RELATED DOCUMENTS MUST BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING ANY WORK.

DO NOT SCALE DRAWING

THE CONTENTS OF THIS DRAWING REMAIN THE COPYRIGHT PROPERTY OF BC PASSIVE HOUSE INC.



Client:

Item No.	Date: (dd/mm/yy)	Issued For:
1.	18/11/20	PRELIM PRICING & REVIEW
2.	10/12/20	ISSUED FOR BP

Item No.	Date: (dd/mm/yy)	Revisions:

PROJECT NO: LED
DRAWN BY: PS
SCALE: AS NOTED
SHEET SIZE: 22" x 34" (ANSI-D 559 x 864)

SHEET TITLE
Landscaping Plan

A-106
SHEET 7 OF 14

MATERIAL LEGEND: (ALL MATERIALS TBC)

1. HARDIE "REVEAL" SIDING
2. STANDING SEAM METAL ROOFING W/ SNOW GUARD
3. VERTICAL WOOD SIDING
4. WOOD PRIVACY SCREEN
5. GLASS PANEL RAILING
6. GLULAMS
7. T&G VENTED SOFFIT
8. BOARD FORM CONCRETE
9. CORTEN STEEL



South Elevation

SCALE: 1:50



North Elevation

SCALE: 1:50

DESIGN:



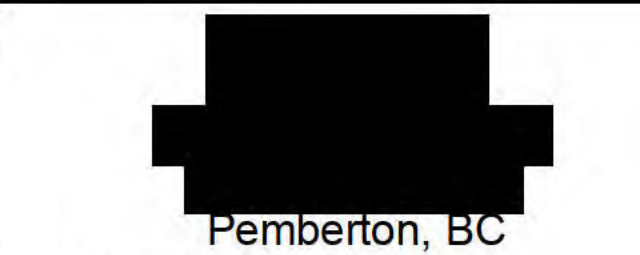
BC Passive House Inc.
1928 Artisan Road,
Pemberton, BC V0N 2K0
PHONE: (604) 894-5084
BCPASSIVEHOUSE.COM

BUILDING PERMIT ONLY

IT IS THE RESPONSIBILITY OF THE OWNER, GENERAL AND/OR TENANT CONTRACTOR AND ALL SUB-TRADES TO BE FAMILIAR WITH THE PROJECT AS A WHOLE. ALL DISCREPANCIES AND DIMENSIONAL ERRORS ON THE PLANS AND RELATED DOCUMENTS MUST BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING ANY WORK.

DO NOT SCALE DRAWING

THE CONTENTS OF THIS DRAWING REMAIN THE COPYRIGHT PROPERTY OF BC PASSIVE HOUSE INC.



Client:

Item No.	Date (dd/mm/yy)	Issued For:
1.	18/11/20	PRELIM PRICING & REVIEW
2.	10/12/20	ISSUED FOR BP

Item No.	Date (dd/mm/yy)	Revisions:

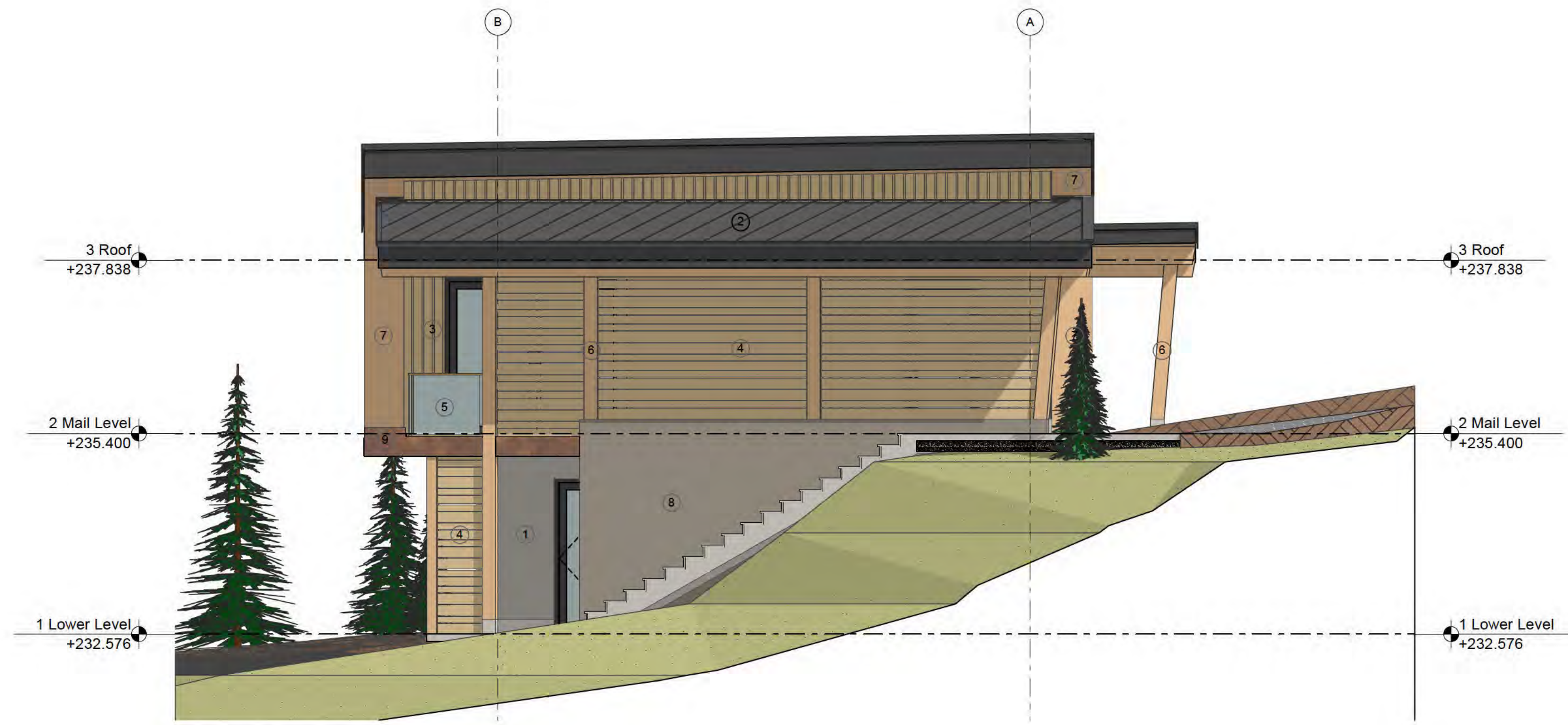
PROJECT NO: LED
DRAWN BY: PS
SCALE: AS NOTED
SHEET SIZE: 22" x 34" (ANSI-D 559 x 864)

SHEET TITLE
Elevations N & S

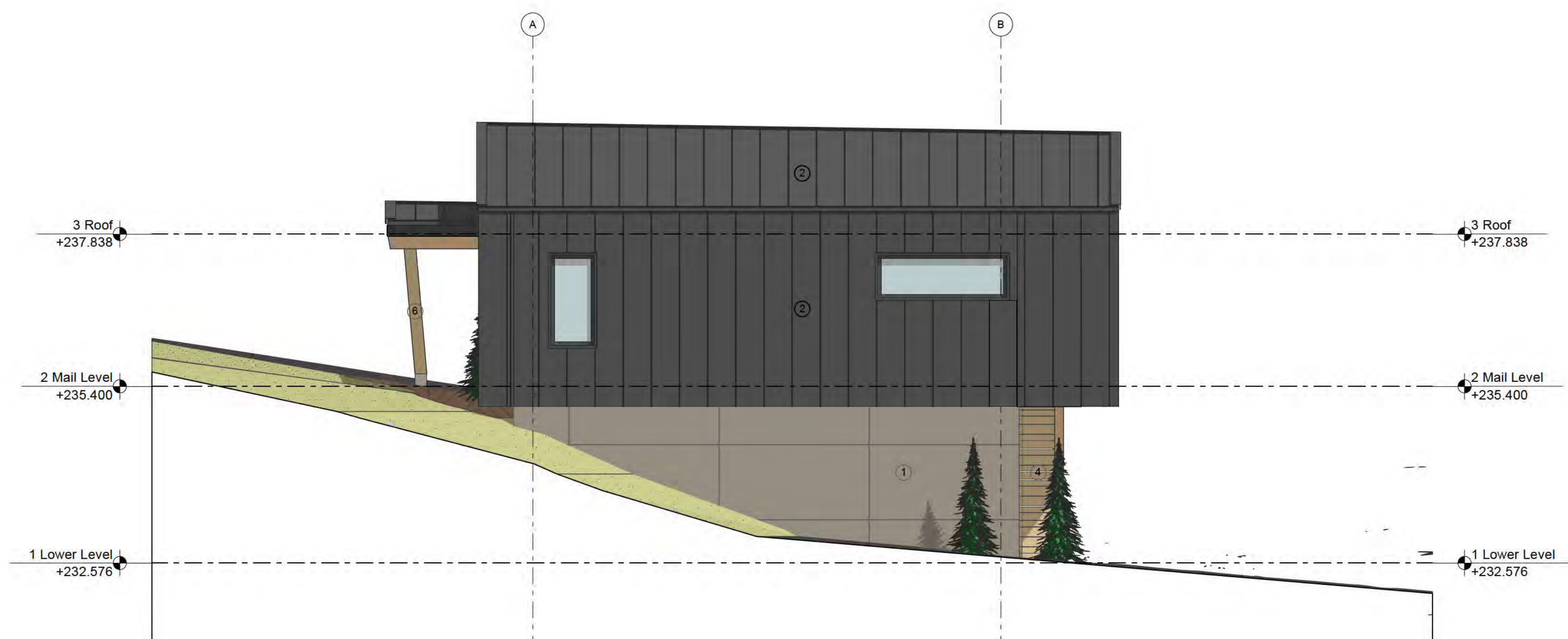
A-201
SHEET 8 OF 14

MATERIAL LEGEND: (ALL MATERIALS TBC)

1. HARDIE "REVEAL" SIDING
2. STANDING SEAM METAL ROOFING W/ SNOW GUARD
3. VERTICAL WOOD SIDING
4. WOOD PRIVACY SCREEN
5. GLASS PANEL RAILING
6. GLULAMS
7. T&G VENTED SOFFIT
8. BOARD FORM CONCRETE
9. CORTEN STEEL



East Elevation
SCALE: 1:50



West Elevation
SCALE: 1:50

DESIGN:



BC Passive House Inc.
1928 Artisan Road,
Pemberton, BC V0N 2K0
PHONE: (604) 894-5084
BCPASSIVEHOUSE.COM

BUILDING PERMIT ONLY

IT IS THE RESPONSIBILITY OF THE OWNER, GENERAL AND/OR TENANT CONTRACTOR AND ALL SUB-TRADES TO BE FAMILIAR WITH THE PROJECT AS A WHOLE. ALL DISCREPANCIES AND DIMENSIONAL ERRORS ON THE PLANS AND RELATED DOCUMENTS MUST BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING ANY WORK.
DO NOT SCALE DRAWING
THE CONTENTS OF THIS DRAWING REMAIN THE COPYRIGHT PROPERTY OF BC PASSIVE HOUSE INC.



Client:

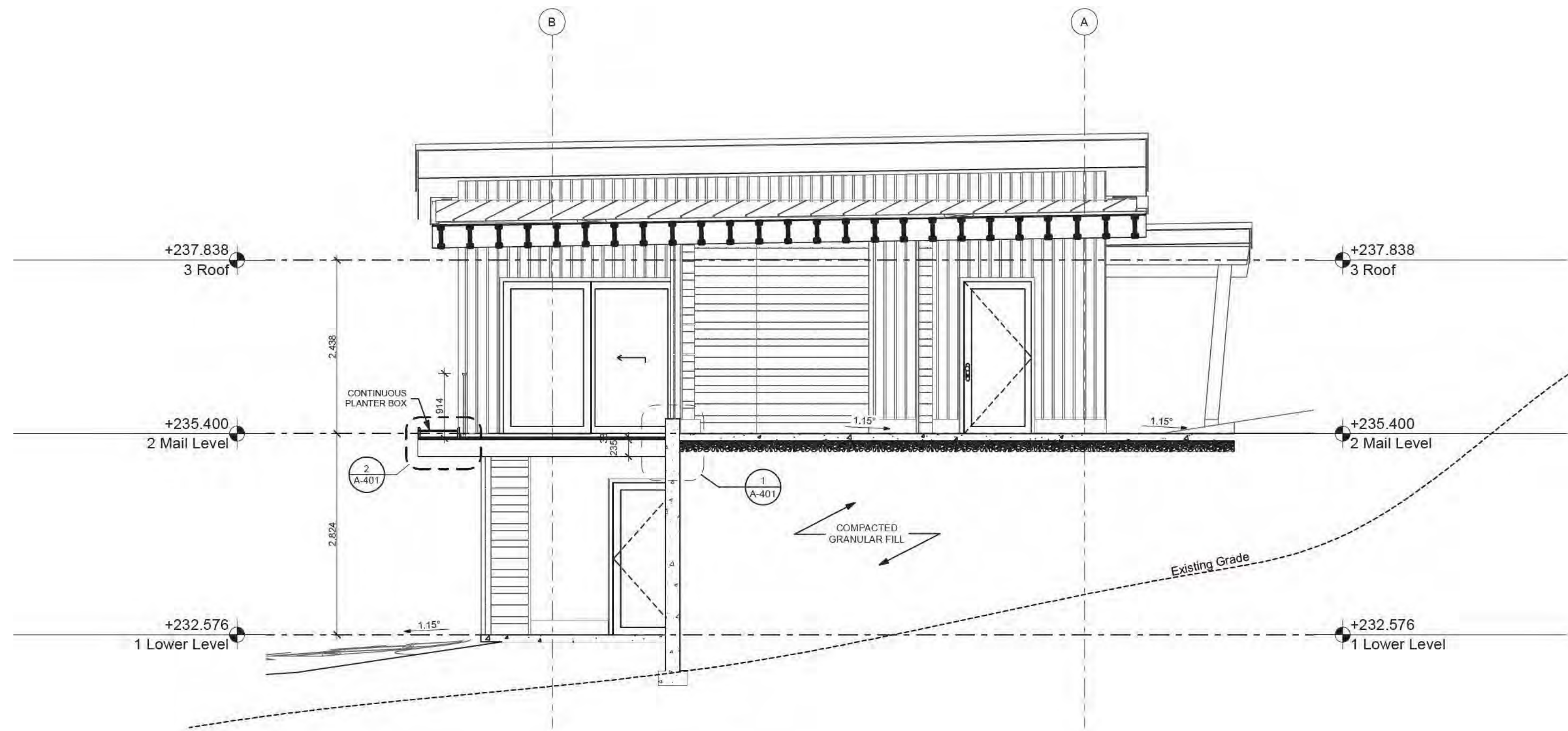
Item No.	Date: (dd/mm/yy)	Issued For:
1.	18/11/20	PRELIM PRICING & REVIEW
2.	10/12/20	ISSUED FOR BP

Item No.	Date: (dd/mm/yy)	Revisions:

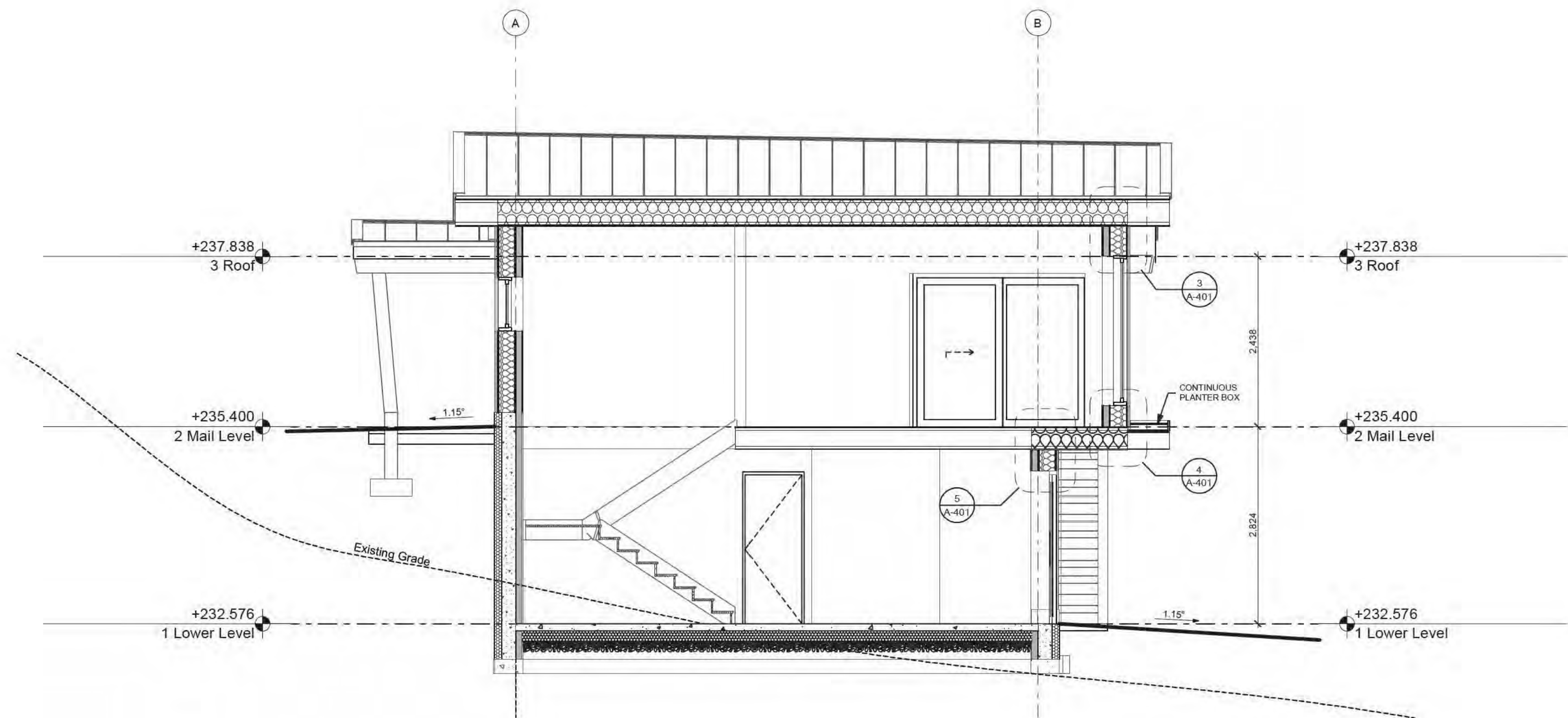
PROJECT NO: LED
DRAWN BY: PS
SCALE: AS NOTED
SHEET SIZE: 22" x 34" (ANSI-D 559 x 864)

SHEET TITLE
Elevations E & W

A-202
SHEET 9 OF 14



Cross Section A
SCALE: 1:50



Cross Section B
SCALE: 1:50

NOTE:
REFER TO STRUCTURAL DRAWINGS FOR ALL STRUCTURAL INFORMATION.

BC Passive House Inc.
1928 Artisan Road,
Pemberton, BC V0N 2K0
PHONE: (604) 894-5084
BCPASSIVEHOUSE.COM

BUILDING PERMIT ONLY
IT IS THE RESPONSIBILITY OF THE OWNER, GENERAL AND/OR TENANT CONTRACTOR AND ALL SUB-TRADES TO BE FAMILIAR WITH THE PROJECT AS A WHOLE. ALL DISCREPANCIES AND DIMENSIONAL ERRORS ON THE PLANS AND RELATED DOCUMENTS MUST BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING ANY WORK.
DO NOT SCALE DRAWING
THE CONTENTS OF THIS DRAWING REMAIN THE COPYRIGHT PROPERTY OF BC PASSIVE HOUSE INC.

Client:
Pemberton, BC

Item No.	Date: (dd/mm/yy)	Issued For:
1.	18/11/20	PRELIM PRICING & REVIEW
2.	10/12/20	ISSUED FOR BP

Item No.	Date: (dd/mm/yy)	Revisions:

PROJECT NO: LED
DRAWN BY: PS
SCALE: AS NOTED
SHEET SIZE: 22" x 34" (ANSI-D 559 x 864)

SHEET TITLE
Sections

A-301
SHEET 10 OF 14

DESIGN:



BC Passive House Inc.
1928 Artisan Road,
Pemberton, BC V0N 2K0
PHONE: (604) 894-5084
BCPASSIVEHOUSE.COM

BUILDING PERMIT ONLY

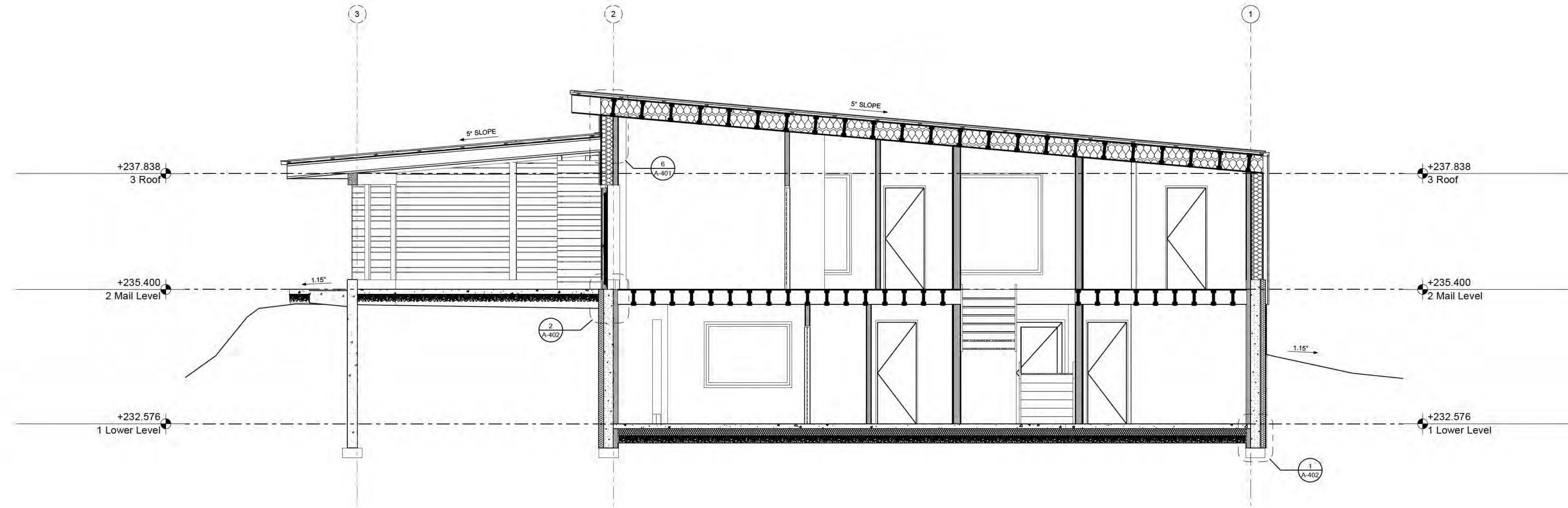
IT IS THE RESPONSIBILITY OF THE OWNER, GENERAL AND/OR TENANT CONTRACTOR AND ALL SUB-TRADES TO BE FAMILIAR WITH THE PROJECT AS A WHOLE. ALL DISCREPANCIES AND DIMENSIONAL ERRORS ON THE PLANS AND RELATED DOCUMENTS MUST BE REPORTED TO THE DESIGNER PRIOR TO COMMENCING ANY WORK

DO NOT SCALE DRAWING

THE CONTENTS OF THIS DRAWING REMAIN THE COPYRIGHT PROPERTY OF BC PASSIVE HOUSE INC.

Pemberton, BC

Client:



Item No.	Date: (dd/mm/yy)	Issued For:
1.	18/11/20	PRELIM PRICING & REVIEW
2.	10/12/20	ISSUED FOR BP

Item No.	Date: (dd/mm/yy)	Revisions:

PROJECT NO: LED
DRAWN BY: PS
SCALE: AS NOTED
SHEET SIZE: 22" x 34" (ANSI-D 559 x 864)

SHEET TITLE

Sections

A-302

SHEET 11 OF 14

NOTE:
REFER TO STRUCTURAL DRAWINGS FOR ALL STRUCTURAL INFORMATION.



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Patrick Weiler

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

January 29, 2021

Dear Friends & Neighbours,

This week, the Honourable Mary Ng, Minister of Small Business, Export Promotion and International Trade, announced the **launch of the Highly Affected Sectors Credit Availability Program, or HASCAP**. As first outlined in the 2020 Fall Economic Statement, HASCAP will provide financial support to businesses that have been hardest hit by the pandemic.

Through HASCAP, the Business Development Bank of Canada (BDC) will work with participating Canadian financial institutions to offer government-guaranteed, low-interest loans of up to \$1 million. Hard-hit businesses, like a chain of hotels or restaurants with multiple locations under one related entity, could be eligible for up to \$6.25 million. HASCAP will help businesses with their day-to-day operating costs during the COVID-19 crisis and enable them to invest in their longer-term prosperity.

HASCAP is available to businesses across the country, in all sectors, that have been hit hard by the pandemic. This includes restaurants, businesses in the tourism and hospitality sectors, and those that rely on in-person service. To be eligible for HASCAP, businesses need to show a year-over-year revenue decline of at least 50% in three months, within the eight months prior to their application. They must also be able to show their financial institutions that they have previously applied for either the Canada Emergency Wage Subsidy or the Canada Emergency Rent Subsidy.

Eligible businesses can start applying as early as February 1 at principal financial institutions and more widely by February 15. Interested businesses should contact their primary lender to get more details and to apply. **For more information and guidance, [please visit this webpage.](#)**

If you have any questions or concerns, please do not hesitate to reach out to our office. We are happy to assist in any way that we can.

Sincerely,

Patrick Weiler, MP
West Vancouver-Sunshine Coast-Sea to Sky Country

Constituency Ottawa

6367 Bruce Street Suite 282, Confederation Building
West Vancouver 229 Wellington Street, Ottawa Village of Pemberton
British Columbia V7W 2G5 Ontario K1A 0A6 Regular Council Meeting No. 1531
Tel.: 604-913-2660 | Fax.: 604-913-2664 Tel.: 613-947-4617 | Fax.: 613-847-4620 Tuesday, February 2, 2021
102 of 103

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*