

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

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, May 11, 2021 at 4:00 p.m. via electronic means through a ZOOM Webinar. The Open portion of the meeting will start at 5:30 PM. This is Meeting No. 1538.

"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](#). Link to the Zoom Webinar: <https://us02web.zoom.us/j/85128297568>**

Item of Business	Page No.
1. CALL TO ORDER REGULAR MEETING (4:00PM)	
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. IN CAMERA (Closed) Meeting (4:00PM)	
THAT the meeting is closed to the public in accordance with the <i>Community Charter</i> Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, 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.	
3. OPEN THE REGULAR MEETING (5:30PM)	
4. APPROVAL OF AGENDA	1
Recommendation: THAT the Agenda be approved as presented.	
5. ADOPTION OF MINUTES	
a) Regular Council Meeting No. 1537, Tuesday, April 27, 2021	5
Recommendation: THAT the minutes of Regular Council Meeting No. 1537, held Tuesday, April 27, 2021, be approved as circulated.	
5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING	
6. RISE WITH REPORT FROM IN CAMERA	
7. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE	
Recommendation from Committee of the Whole Meeting No. 215 held Tuesday, April 27, 2021	
a) Good Food Pledge:	17
THAT the Committee of the Whole recommend to Council that the Village endorse the Good Food Pledge as follows:	
WHEREAS we recognize that the adoption of food procurement policies has the power to reform the food system, create opportunities for smaller farmers to thrive and for workers to receive just compensation and fair treatment, support	

sustainable farming practices, reward good environmental stewardship, and increase access to fresh and healthy foods;

THEREFORE, BE IT RESOLVED THAT we pledge our purchasing power to support the following Good Food Values:

- local economies and communities;
- environmental sustainability and stewardship of natural resources;
- nutrition;
- valued workforce, treated with dignity and fairness; and animal welfare;

AND THAT we pledge to undertake the following commitments in support of Good Food:

1. To meet, to the best of our ability, the Good Food Values definitions.
2. To purchase direct from local farms and producers when possible.
3. To establish supply chain accountability and engagement with vendors/distributors.
4. To work towards implementing Good Food Values into our procurement policy and practices.

8. COMMITTEE MINUTES - FOR INFORMATION

None

9. DELEGATION

a) Presentation of the 2020 Audited Findings and Financial Statements Darcy Haw, Regional Assurance Partner, MNP

32

Recommendation: THAT the 2020 Audited Findings and Financial Statements be received.

10. REPORTS

a) Office of the Chief Administrative Officer

i. Verbal Report

b) Corporate & Legislative Services

i. Draft Mobile Food Vendor Pilot Program Policy

57

Recommendation: THAT Council approves the Mobile Food Vendor Pilot Program Policy.

c) Finance

i. Municipal Finance Authority Equipment Financing – Bylaw Truck, Public Works Loader

79

Recommendation One: Bylaw Truck

THAT Council of the Village of Pemberton authorizes up to \$45,000 be borrowed, under Section 178 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of a Bylaw Truck;

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

Recommendation Two: Loader

THAT Council of the Village of Pemberton authorizes up to \$275,000 be borrowed, under Section 178 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of a Loader;

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

11. BYLAWS

12. MAYOR'S Report

13. COUNCILLORS' Reports

14. CORRESPONDENCE

a) For Action

b) For Information

- i. David Screech, Mayor, Town of View Royal, dated April 1, 2021, addressed to Premier John Horgan, requesting that hospital security staff be given training and authority to take custody of patients apprehended under the *Mental Health Act* on arrival at hospital.** 82
- ii. Merlin Blackwell, Mayor, District of Clearwater, dated April 12, 2021, presenting a Council resolution in support of the District of Sicamous campaign against invasive Asian clams.** 83
- iii. Merlin Blackwell, Mayor, District of Clearwater, dated April 12, 2021, presenting a Council resolution in support of the initiative to create a 9-8-8 crisis line.** 84
- iv. Brad Sperling, Regional Board Chair and Leonard Hiebert, Invasive Plant Committee Chair, Peace River Regional District, dated April 23, 2021, addressed to the Honourable John Horgan, Premier of BC, the Honourable Katrine Conway, Minister of Forests, Lands, Natural Resource Operations and Rural Development, the Honourable Lana Popham, Minister of Agriculture, Food and Fishers, and the Honourable George Heyman, Minister of Environment and Climate Change, expressing concern regarding the lack of funding for invasive plant management.** 85
- v. N. Garbay, Corporate Officer, City of Kamloops, dated April 27, 2021, presenting a Council resolution in support of professional news media.** 88
- vi. Andy Adams, Mayor, City of Campbell River, addressed to the Honourable Katrine Conroy, Minister of Forests, Lands, Natural Resource Operations and Rural Development, regarding logging of at-risk old-growth forests in the province and requesting that decisions made regarding the forest sector be made based on facts and science.** 89
- vii. Barb Murray, Bears Matter Consulting, dated May 3, 2021, presenting information regarding the killing of wolves.** 90

- viii. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky, dated May 6, 2021, regarding the new pathway to permanent residence available through the Immigration, Refugees and Citizenship online portal from May 6, 2021 to November 5, 2021 or until the maximum number of applications has been received. 93
- ix. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky, dated May 6, 2021, announcing an investment of up to \$21.4 million to enhance the Youth Employment and Skills Program and fund about 2,000 jobs for youth in the agriculture sector. 95

Recommendation: THAT the correspondence be received.

15. DECISION ON LATE BUSINESS

16. LATE BUSINESS

17. NOTICE OF MOTION

18. QUESTION PERIOD

96

19. IN CAMERA

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, 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.

20. RISE WITH REPORT

21. ADJOURNMENT OF REGULAR COUNCIL MEETING

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, April 27, 2021 at 9:00 a.m. via electronic means through a ZOOM Webinar. This is Meeting No. 1537.

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

ABSENT: Nikki Gilmore, Chief Administrative Officer

STAFF IN ATTENDANCE*: Sheena Fraser, Manager of Corporate & Legislative Services and Acting Chief Administrative Officer
Lena Martin, Manager of Finance
Lisa Pedrini, Manager of Development Services
Robert Grossman, Fire Chief
Tom Csima, Manager of Operations & Projects
Christine Burns, Manager of Recreation Services
Joanna Rees, Planner
Cameron Chalmers, Contract Planner
Laura Murphy, Project & Research Coordinator
Emily White, HR Coordinator & Executive Assistant
Vinka Hutchinson, Communications & Grant Coordinator
Nikki Segovia, Building & Planning Clerk
Gwendolyn Kennedy, Legislative Assistant

PUBLIC: 2

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 9:02 a.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 amended to remove item 9 (c) (ii) Notice on Title – 7628 Seven O'clock Drive

CARRIED

3. ADOPTION OF MINUTES

a) Regular Council Meeting No. 1536, Tuesday, April 13, 2021

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1536, held Tuesday, April 13, 2021, be approved 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.

7. COMMITTEE MINUTES - FOR INFORMATION

There were no Committee minutes for receipt.

8. DELEGATION

At 9:05 a.m. Sergeant Sascha Banks joined the meeting.

At 9:07 a.m. Corporal Mike Hamilton joined the meeting.

a) RCMP Annual Update – Inspector Robert Dykstra, Officer in Charge, Sea to Sky Detachment, Sergeant Sascha Banks, and Corporal Mike Hamilton

Staff Sergeant Sascha Banks presented a report summarizing local initiatives in support of the RCMP's four key priorities of the 2019-2021 Sea to Sky Strategic Plan including Crime Reduction, Road Safety, Community Outreach, and Employee Investment. Sergeant Banks presented crime statistics from 2020, described ongoing work, and noted that the two-year strategic plan 2019-2021 is

wrapping up, with community engagement ongoing to inform the 2021-2023 strategic plan.

Sergeant Banks emphasized a focus on innovative solutions in response to the operational context and challenges presented by the Sea to Sky area. Although the COVID-19 Pandemic has impacted engagement and training programs, the Sea to Sky Detachment has prioritized developing a presence in the field using snowmobiles, boats, skis, and motorcycles to reach and youth and adults.

Crime statistics show a reduction in crime generally in 2020, partly attributable to reduced numbers of visitors due to the COVID-19 Pandemic. Sergeant Banks drew Council's attention to the 31% increase in domestic violence incidents, attributed to the increase in stress that has accompanied the COVID-19 Pandemic. Also likely related to COVID-19 is the 45% increase in mischief to property.

Questions from Council focused on the increase in motor vehicle incidents, particularly those involving motorcycles on the Duffy Lake Road. Corporal Hamilton stated that the use of an unmarked police vehicle and helicopter support were helpful last year in motorcycle incidents as 20% of motorcyclists flee from police, and that these tools will be used again this year.

Sergeant Banks addressed questions regarding collaboration with government agencies to address problems stemming from increased use of parks, backcountry trails, and crown lands, indicating that the RCMP provides support to other government agencies when requested. Corporal Hamilton noted that working with other agencies is challenging due to overlapping and conflicting priorities. Sea to Sky Detachment has prioritized increasing their presence in the backcountry to monitor the situation and to develop a plan for response.

In response to a question, Sergeant Banks acknowledged that there has been an increase in mischief incidents involving local teens, mainly at the One Mile Lake area, and that Officers will be increasing patrols in this area. Corporal Hamilton added that the goal is to develop a positive relationship with youth and that should any interactions with youth be perceived negatively, he would appreciate the opportunity to address this with those involved.

At 9:48 a.m. Inspector Robert Dykstra, Officer in Charge, Sea to Sky Detachment, joined the meeting.

Inspector Dykstra introduced himself, stating that he is looking forward to getting to know Mayor, Council and Staff.

Sergeant Banks acknowledged that Corporal Hamilton will be leaving the Sea to Sky Detachment and that his replacement will be Pemberton resident Corporal Scott Langtry. The date of the transition has not yet been determined.

Mayor Richman, on behalf of the Village, welcomed Inspector Dykstra and thanked Sergeant Banks and Corporal Hamilton for the presentation and hard work over the past year especially given the challenges the Pandemic has presented.

At 10:01 a.m. Inspector Robert Dykstra, Officer in Charge, Sea to Sky Detachment, Sergeant Sascha Banks, and Corporal Mike Hamilton left the meeting.

At 10:01 a.m. Cameron Chalmers and Lisa Pedrini joined the meeting.

9. REPORTS

a) Development Services

i. DVP No. 129 (formerly DVP No. 124) – 1368 Fernwood Drive

Contract Planner Cameron Chalmers presented a report summarizing the development variance request to relax road width requirements.

At 10:18 a.m. Mayor Richman opened the meeting for comment from the Public respecting the Development Variance Permit application. Applicant Karen Dyczkowski joined the meeting.

Applicant Karen Dyczkowski spoke in support of the application, emphasizing that should the road width variance be approved, the applicants would proceed with the engineering work necessary to address Council's concerns.

At 10:24 a.m. Ms. Dyczkowski left the meeting.

Mayor Richman called three times for comments from the public, and hearing none, referred the variance request to Council for discussion.

Moved/Seconded

THAT Council approves Development Variance Permit No. 129 for 1368 Fernwood Drive and that the Mayor and Chief Administrative Officer be authorized to execute the permit.

CARRIED

OPPOSED: COUNCILLOR ANTONELLI

Moved/Seconded

THAT Council requests the Building Inspector ensure full compliance with on-site and visitor parking for each future Building Permit within the proposed subdivision;

AND THAT Council requests the Approving Officer and the Village Engineers consider the following comments in consideration of the final subdivision application:

- Provision of adequate snow-clearing
- Provision of adequate drainage

- Off-site improvements to the existing portion of Fernwood Drive
- Whether on-street parking should be limited or restricted.

CARRIED

OPPOSED: COUINCILLOR ANTONELLI

At 10:33 a.m. Mr. Chalmers and Ms. Pedrini left the meeting.

b) Office of the Chief Administrative Officer

i. Verbal Update

There was no verbal report.

c) Corporate & Legislative Services

i. Corporate & Legislative Services 2021 First Quarter Report – Regular Council Meeting Outstanding Resolution Listing Update

Moved/Seconded

THAT the Regular Council Meeting Outstanding Resolution Listing Update report be received.

CARRIED

ii. Notice on Title – 7628 Seven O'clock Drive

This item was removed from the agenda.

At 10:36 a.m. Christine Burns joined the meeting.

d) Recreation Services Department

i. Recreation Services 2021 First Quarter Report

Moved/Seconded

THAT the Recreation Services Department 2021 First Quarter report be received.

CARRIED

At 10:42 a.m. Ms. Burns left the meeting.

At 10:42 a.m. Lisa Pedrini joined the meeting.

e) Development Services

i. Development Services 2021 First Quarter Report

Moved/Seconded

THAT the Development Services 2021 First Quarter Report be received.

CARRIED

At 10:54 a.m. Nikki Segovia joined the meeting.

ii. Discharge of Covenant CA2723154 modified by CA4950099 from Lot 5, DL 211, EPP 2184

Moved/Seconded

THAT Council authorizes the discharge of Covenant CA2723154 modified by CA4950099 from Lot 5, DL 211, EPP 2184;

AND THAT the Chief Administrative Officer be authorized to effect the discharge.

CARRIED

At 11:04 a.m. Ms. Segovia and Ms. Pedrini left the meeting.

At 11:05 a.m. the Regular meeting was recessed.

At 11:13 a.m. the Regular meeting was reconvened.

At 11:13 a.m. Tom Csima joined the meeting.

f) Operations Department

i. Operations 2021 First Quarter Report

Moved/Seconded

THAT the Operations Department 2021 First Quarter report be received.

CARRIED

At 11:32 a.m. Mr. Csima left the meeting.

At 11:32 a.m. Fire Chief Grossman joined the meeting.

g) Pemberton Fire Rescue Department

i. Pemberton Fire Rescue 2021 First Quarter Report

Moved/Seconded

THAT the Pemberton Fire Rescue Department 2021 First Quarter report be received.

CARRIED

At 11:39 a.m. Fire Chief Grossman left the meeting.

12. BYLAWS

At 11:39 a.m. Lena Martin joined the meeting.

a) Bylaws for First, Second, Third Readings and Adoption

Council for the Village of Pemberton will consider ALL readings of the forgoing bylaws, including adoption, at the same meeting, by authority of the following Ministerial Order No. 192/2020 related to COVID-19 Pandemic Emergency Measures.

Moved/Seconded

THAT Village of Pemberton 2021 Annual Tax Rates No. 896, 2021 receive First, Second, and Third Readings.

CARRIED

Moved/Seconded

THAT Village of Pemberton 2021 Annual Tax Rates No. 896, 2021 be adopted.

CARRIED

Moved/Seconded

THAT Village of Pemberton Bylaw No. 136, 1979, Sewer Frontage Amendment Bylaw No. 897, 2021 receive First, Second, and Third Readings.

CARRIED

Moved/Seconded

THAT Village of Pemberton Bylaw No. 136, 1979, Sewer Frontage Amendment Bylaw No. 897, 2021 be adopted.

CARRIED

Moved/Seconded

THAT Village of Pemberton Bylaw No. 137, 1979, Water Frontage Tax Amendment Bylaw No. 898, 2021 receive First, Second, and Third Readings

CARRIED

Moved/Seconded

THAT Village of Pemberton Bylaw No. 137, 1979, Water Frontage Tax Amendment Bylaw No. 898, 2021 be adopted.

CARRIED

Moved/Seconded

THAT Village of Pemberton Sanitary Sewer System Regulation Connection and Rates Amendment Bylaw No. 899, 2021 receive First, Second, and Third Readings.

CARRIED

Moved/Seconded

THAT Village of Pemberton Sanitary Sewer System Regulation Connection and Rates Amendment Bylaw No. 899, 2021 be adopted.

CARRIED

Moved/Seconded

THAT Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 900, 2021 receive First, Second, and Third Readings.

CARRIED

Moved/Seconded

THAT Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989, Amendment Bylaw No. 900, 2021 be adopted.

CARRIED

Moved/Seconded

THAT Village of Pemberton Alternative Municipal Tax Collection Scheme (2021) Bylaw No. 901, 2021 receive First, Second, and Third Readings.

CARRIED

Moved/Seconded

THAT Village of Pemberton Alternative Municipal Tax Collection Scheme (2021) Bylaw No. 901, 2021 be adopted.

CARRIED

At 11:46 a.m. Ms. Martin left the meeting.

a) Bylaws for Adoption

i. Business Licence Bylaw No. 855, 2019 Amendment Bylaw No. 894, 2021

Moved/Seconded

THAT Business Licence Bylaw No. 855, 2019 Amendment (Cannabis Fees) Bylaw No. 894, 2021 be adopted.

CARRIED

At 11:47 a.m. Mayor Richman requested a motion to extend the Regular meeting.

Moved/Seconded

THAT the Regular Council Meeting No. 1537 be extended beyond three hours.

CARRIED

16. MAYOR'S Report

Mayor Richman reported on the following meetings:

- Squamish-Lillooet Regional District Board Meeting:
 - There was a presentation by BC Hydro providing an update on capital projects in the Bridge River area;
 - A temporary use permit was approved for Twin River Gravel to operate a mobile concrete plant;
 - DVPs were approved
 - Under the reassessment of the COVID-19 Restart funding, the SLRD will receive an additional \$120,000.
- Squamish-Lillooet Regional District Committee of the Whole Meeting
 - Fraser Basin Council presented "Plug In BC" providing information on accessing grants for electrifying fleets.
- Squamish Regional District Hospital Board Meeting
 - Dr. Cranston presented a report in support of a CT scanner as fundraising is underway for one at the Squamish Hospital.
- Pemberton Arts Council
 - The Arts Council is seeking a permanent base
 - The Arts Council presented many ideas regarding events they plan to host.
 - The Arts Council will present their ideas to Council at a future meeting.
- Vancouver Coastal Health, MPs and Ministers
 - Discussion focused on vaccine roll-out and travel restrictions
 - A meeting with Minister Osborne and Minister Farnworth is scheduled for 5:00 p.m. today.

17. COUNCILLORS Reports

Councillor Craddock reported on the following:

- Attended the Pemberton Valley Dyking District meeting on Thursday, April 22nd. Sediment removal from the Lillooet River has been completed, with sale of the material bringing in \$100,000.
- Buildup of sediment in Pemberton Creek will be investigated.
- The rivers are at historically low levels due to lack of snow at elevations below 4000'.

Councillor Noble reported on the following:

- Councillor Noble thanked Staff and Mayor Richman for their efforts on behalf of Sea to Sky Soils. Unfortunately, The Metro Vancouver Zero Waste Committee awarded the contract for waste from the North Vancouver transfer station to another bidder.

Councillor Antonelli reported on the following:

- Attended the Howe Sound Biosphere Forum on April 23rd.

- Attended a Tourism Pemberton meeting where current projects including “Share the Road” signage and backcountry toilets were discussed.

Councillor Zant reported did not report.

18. CORRESPONDENCE

a) For Action

- i. Anna Scott, Director, Pemberton Animal Welfare Society (PAWS), dated April 12, 2021, requesting consideration of PAWS for any funding opportunities that become available.**

Moved/Seconded

THAT Staff respond advising Pemberton Animal Welfare Society of the application process for funding under Pemberton and District Initiative Fund.

CARRIED

b) For Information

- i. Copy of correspondence from John Vassilaki, Mayor, Penticton, dated April 13, 2021, addressed to Brian Fenkel, President, UBCM, requesting that UBCM write a letter to Premier John Horgan requesting reconsideration of invoking Provincial Paramourncy as it relates to the violation of Penticton City Council’s authority and the City of Penticton’s Zoning Bylaws at 352 Winnipeg Street, Penticton, BC.**
- ii. Press release, Phillip Cooper, Communication Manager, City of Penticton, dated April 13, 2021, regarding the letter to Brian Fenkel, President, UBCM requesting reconsideration of invoking Provincial Paramourncy as it relates to the violation of Penticton City Council’s authority and the City of Penticton’s Zoning Bylaws at 352 Winnipeg Street, Penticton, BC.**
- iii. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated April 14, 2021, announcing the Green and Inclusive Community Buildings program to support green and inclusive community buildings through retrofits, repairs, upgrades and new builds.**
- iv. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated April 15, 2021, announcing \$40 million in funding for “Getting Started”, the second round of the Housing Supply Challenge (HSC), which will be launched on June 9, 2021.**
- v. Kyle Leitch, Village resident, dated April 23, 2021, regarding community-based drainage ditch clean-up project, “ridthevidcleanup.”**

Moved/Seconded
THAT the correspondence be received
CARRIED

15. DECISION ON LATE BUSINESS

16. LATE BUSINESS

17. NOTICE OF MOTION

18. QUESTION PERIOD

There were no questions from the public.

19. IN CAMERA

Moved/Seconded

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, and (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21, 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 12:07 p.m. Council moved In Camera.

20. RISE FROM IN CAMERA

At 12:30p.a.m. Council rose from In Camera.

21. RECESS OF REGULAR COUNCIL MEETING

At 12:30 p.m. the Regular Council Meeting was recessed.

At 1:41 p.m. the Regular Council Meeting was reconvened.

22. IN CAMERA

Moved/Seconded

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (e) the acquisition, disposition or expropriation of land or improvements, and (j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21, 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 1:42 p.m. Council moved In Camera.

23. RISE FROM IN CAMERA

At 1:42 p.m. Council rose without report.

24. ADJOURNMENT OF REGULAR COUNCIL MEETING.

Moved/Seconded

THAT Regular Council Meeting No. 1537 be adjourned.

CARRIED

At 1:43 p.m. the Regular meeting was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Good Food Pledge

“Our food system will be economically viable and ecologically sustainable; our community will grow, harvest, process, preserve, and distribute food to all of its members while eliminating waste. A thriving local food culture that celebrates eating locally and eating together will support us in living healthier, happier, and richer lives connected to the land, to growers, and to each other”

- Squamish Food Charter

We recognize that the adoption of food procurement policies has the power to reform the food system, create opportunities for smaller farmers to thrive and for workers to receive just compensation and fair treatment, support sustainable farming practices, reward good environmental stewardship, and increase access to fresh and healthy foods.

We pledge our purchasing power to support the following Good Food Values:

- Local Economies and Communities
- Environmental Sustainability and Stewardship of Natural Resources
- Nutrition
- Valued Workforce, treated with dignity and fairness
- Animal Welfare

Furthermore, we pledge to undertake the following commitments in support of Good Food:

1. To meet, to the best of our ability, the Good Food Values definitions
2. To establish supply chain accountability and engagement with vendors/distributors
3. To purchase direct from local farms and producers when possible
4. To work towards implementing Good Food Values into our Procurement Policy and purchasing practices

Signed:

Title:

Name of Institution:

Date:

February 8, 2021

Village of Pemberton, Box 100, Pemberton, BC V0N 2L0



Re: Good Food Program

I am writing on behalf of the Squamish Food Policy Council (SFPC) to introduce a draft “Good Food Program” for the Village of Pemberton.

The Good Food Program is an initiative of [the Squamish Lillooet Regional Food Task Force](#), established in 2018, which is comprised of regional food stakeholders and local governments. Task Force members collaboratively identified actions to help advance the sustainability of the regional food system, one of which is the development of a Regional Procurement Policy and Pledge for broad endorsement and action, led by the SFPC. **We are now bringing the Regional Procurement Policy and Pledge forward to local governments seeking initial endorsement prior to rolling out the program on a broader scale.**

The proposed Pledge and Policy aims to support local food producers and processors through implementing food procurement practices aligned with “good food” values. A pledge and policy is intended to increase the percentage of local and sustainable food purchased by the Village and other future adoptees (member municipalities, institutions, academic, schools, hospitals, businesses, etc.), in turn, increasing the support of and demand for local agriculture.

The following “good food” values have been identified as the guiding principles to the pledge:

- Local Economies and Communities
- Environmental Sustainability and Stewardship of Natural Resources
- Nutrition
- Valued Workforce
- Animal Welfare

In July of 2015, the District of Squamish endorsed the [Squamish Food Charter](#), which was established by the SFPC. Building on the principles, policies and recommendations established in the Squamish Food Charter, more policies have been integrated in the region including the Squamish Valley Agriculture Plan, which was completed in April 2020. Along with various staff from the SLRD and DoS, the SFPC has been awarded lead implementers of the plan. **The SFPC is seeking Council’s endorsement of a food procurement “Pledge” as a first step, along with setting intention to integrate, and allocate 2021 resources towards advancing and updating procurement policies with Good Food Values.**

Following adoption of the Pledge and Policy is participation in a Good Food Procurement Program, which provides a standardized approach and award system for implementing the Good Food Values. The Good Food Procurement program is currently in development. Currently, our ask is focused on adoption of the Pledge and Policy only.

Enclosed you will find the draft Regional Good Food Policy, Pledge, and Program Overview, as well as additional supportive resources. We look forward to presenting to you in 2021.

Sincerely,

Krystle tenBrink
Executive Director
Squamish Food Policy Council

Draft Policy + Procedure Statements - [regional/local government or institution]

POLICY

All [insert government/organization] divisions engaged in the purchase of food for operational needs, or engaged in leasing Squamish owned space to operators of food concessions, will strive to implement Good Food Values in food procurement and purchasing.

PURPOSE

Whereas we recognize the environmental impact of food systems, and that [insert government/organization] has declared a climate emergency, and is taking action to reduce environmental impact

Whereas we recognize that by supporting local food producers and processors, we contribute to strengthening community economic, social, and environmental health

Whereas Local Food is defined as food that is grown in the Squamish-Lillooet Region, within the Lower Mainland (which includes Metro Vancouver and the Fraser Valley), and within British Columbia.

Whereas we endorse the Sea to Sky Good Food Values; 1) Local Economies and Communities, 2) Environmental Sustainability and Stewardship of Natural Resources, 3) Nutrition, 4) Value Workforce, 5) Animal Welfare

PROCEDURES

All RFPs and RFQ's to purchase food for [insert government/organization] operations will include language indicating that it is a policy objective of the [insert government/organization] to prioritize procuring local food according to the Sea to Sky Good Food Pledge guidelines.

All suppliers will report to Purchasing at least once a year on the percentage of local food delivered to Squamish sites relative to overall District food purchases.

Current suppliers shall be made aware of this policy and shall be encouraged, where practical, to increase the availability and variety of local food products.

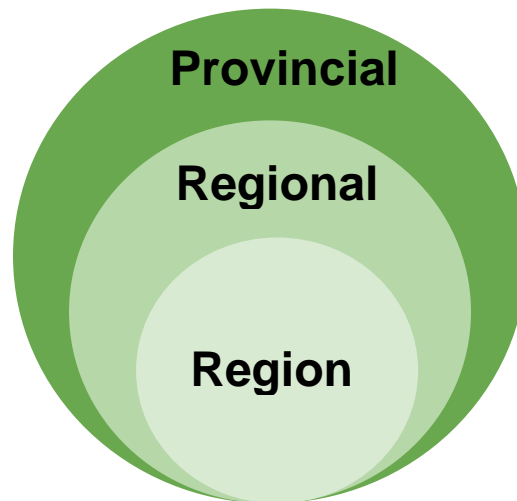
Currently, the District will refer to the Good Food Pledge for guidance on purchasing, but the possibility for a more established monitoring and reporting program may emerge over time led by the Squamish Food Policy Council

Good Food Values Checklist

The checklist provides a guide with key points to be accounted for in order to comply with the “Good Food Values” pledge you’ve taken. When making food purchases try to meet as many of these definitions as possible.

Local Economies and Communities

Support small and mid-sized agriculture and food processing operations within the local area. “Local” is defined as food that is grown and/or processed in the Squamish-Lillooet Regional District (Region), within the Lower Mainland serving Squamish to Pemberton (which includes Metro Vancouver and the Fraser Valley), and the Lower Thompson-Nicola Region which serves Lillooet (Regional), and within British Columbia (Provincial). Our suggestion is to go beyond this definition by prioritizing food produced in the 1) Squamish-Lillooet Regional District 2) Lower Mainland and Thompson-Nicola Region 3) British Columbia wide, using the following concentric circle model.



- ✓ Are small and mid-sized farms
- ✓ Grown in the Squamish-Lillooet Regional District
- ✓ Grown in the Lower Mainland or Lower Thompson Nicola
- ✓ Grown in British Columbia
- ✓ Produced or processed using local, regional, or provincial ingredients whenever available

Environmental Sustainability and Stewardship of Natural Resources

Source from producers that employ sustainable production systems using principles of organic and regenerative growing that eliminate synthetic pesticides and fertilizers; avoid the use of hormones, antibiotics, and genetic engineering; conserve soil and water; protect and enhance wildlife habitat and biodiversity; and reduce on-farm energy consumption and greenhouse gas emissions.

- ✓ Follows principles of organic and regenerative growing
- ✓ Uses no artificial fertilizers and synthetic pesticides
- ✓ Uses no hormones, antibiotics, or genetic engineering
- ✓ Conserves water and soil health
- ✓ Protects and enhances wildlife habitat and biodiversity
- ✓ Mitigates wildlife-conflict
- ✓ Reduces on-farm energy consumption and greenhouse gas emissions

Nutrition

Promote health and well-being by serving generous portions of vegetables and fruit, choosing whole grains, and sustainably-sourced proteins. Reduce salt, added sugars, saturated fats, and oils, and eliminate artificial additives.

- ✓ Purchases healthy foods and promotes healthy eating according to the [Canada Food Guide](#)
- ✓ Purchases whole-foods, and serves generous portions of fruit, vegetables, whole grains
- ✓ Provides sustainably-sourced proteins
- ✓ Limits highly processed foods with added fats, salts, sugars, and artificial additives
- ✓ Serves seasonally available and culturally appropriate foods

Valued Workforce

The baseline for compliance in the Valued Workforce category is compliance with basic labor laws by institution, vendor(s) and all suppliers for the institution, and increasing fair food purchases.

- ✓ Provides safe working conditions
- ✓ Fairly compensates all employees with a living wage

- ✓ Is Fair Trade certified

Animal Welfare

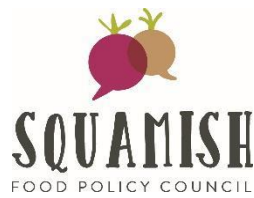
Source from farms that provide healthy and humane care for livestock. Animals must be able to behave naturally and be in a state of physical and psychological well-being. Through sustainable operations, farms demonstrate social and ecological understanding and linkages between how animals are raised, the nutritional quality of the food they produce, and the impact of farm system on the environment.

- ✓ Healthy and humane care of livestock

Animals are:

- ✓ Pasture raised
- ✓ Wild caught (Or Ocean Wise and MSC Certified)
- ✓ Grass-fed, organic

Squamish to Lillooet
Good Food Program Overview



Background

The Squamish Lillooet Regional Food Project was developed to advance region-wide initiatives that will help to create a more sustainable food system in the region. It builds on existing plans and policies, identifying internal gaps and best practices from other regions that can be adapted for this region. The Squamish Lillooet Regional Food Task Force, comprised of regional food stakeholders, collaboratively identified actions to help advance the sustainability of the regional food system. Implementation partners are those organizations committed to implementing the identified actions. One of the identified action items was to develop a Good Food Program.

Overview

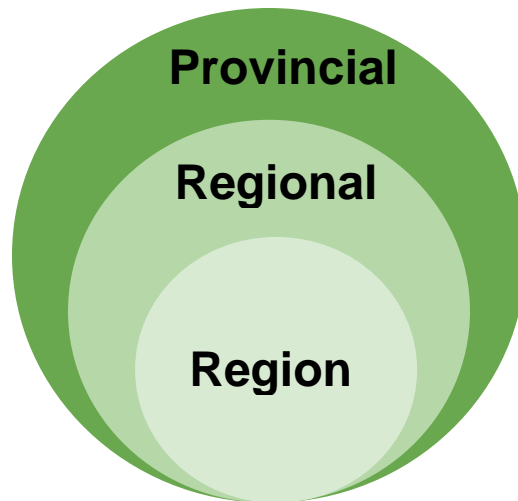
Straddling the southern Pacific Ranges of the Coast Mountains and encompassing 16,500 square kilometers of land, the Squamish to Lillooet Region features some of the province's most spectacular forests, glaciers, rivers and lakes as well as an abundance of fertile agricultural land (ALR). In the SLRD, the ALR makes up approximately 1.5% (green on map) of the land base.¹

The Good Food Program is comprised of a Good Food Pledge, a Good Food backgrounder, and a Good Food Policy. The Good Food Program is led by the Squamish Food Policy Council (SFPC). The following “good food” values have been identified as the guiding principles to the pledge:

- Local Economies and Communities
- Environmental Sustainability and Stewardship of Natural Resources
- Nutrition
- Valued Workforce
- Animal Welfare

“Local” is defined as food that is grown and/or processed in the Squamish Lillooet Regional District (Region), within the Lower Mainland serving Squamish to Pemberton (which includes Metro Vancouver and the Fraser Valley), and the Lower Thompson-Nicola Region which serves Lillooet (Regional), and within British Columbia (Provincial). The Pledge recommends prioritizing food produced in the 1) Region: Squamish-Lillooet Regional District; 2) Regional: Lower Mainland and Thompson-Nicola Region; 3) Provincial: British Columbia wide, using the following concentric circle model:

¹ SLRD, 2020: “Buying Land in the SLRD?: A guide to understanding what it means to own land in the ALR”.

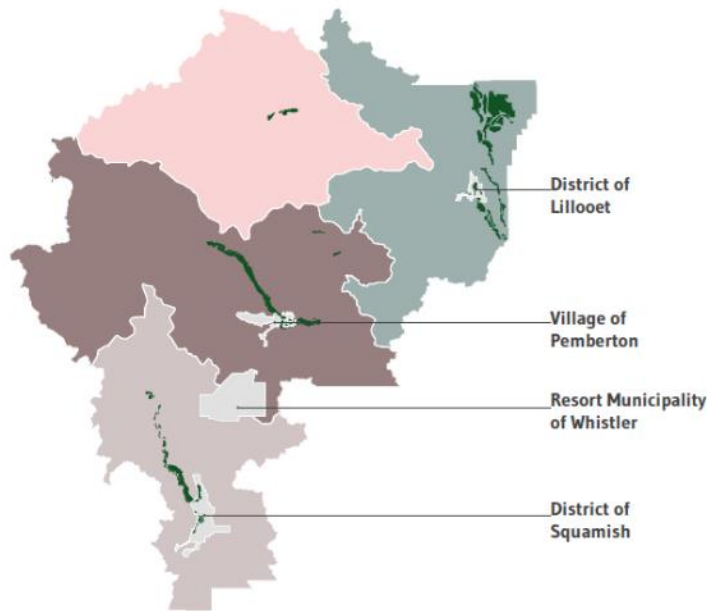


We are seeking endorsement from Local Governments in the region, as primary endorsers, as well as School District 48, Vancouver Coastal Health, Interior Health, schools/learning institutions, and businesses.

Scope

The Good Food Program is proposed within the boundaries of the Squamish Lillooet Regional District (SLRD); including:

- **SLRD Electoral Areas**
 - Electoral Area A
 - Electoral Area B
 - Electoral Area C
 - Electoral Area D
- **SLRD Member Municipalities**
 - Squamish
 - Whistler
 - Pemberton
 - Lillooet
- Mt. Currie (Lil'wat Nation)
- N'quatqua
- The St'at'imc communities.



Impacts of Procurement

Changing the food system means creating a system based on values. It means understanding relationships between consumers, vendors, and their suppliers and increasing transparency along the entire supply chain.

Institutions from school districts to local and municipal governments, and businesses from restaurants to offices, make large food purchases. They have the opportunity to lead the movement for food system change and express their community's values while influencing supply chains.

British Columbia local governments and school districts alone spend more than \$6.7 billion annually on procurement. How and where procurement dollars are spent can have important economic, employment, social, and environmental impacts².

Good Food Program

Endorsing/Supporting The Good Food Program begins with the endorsement of the Good Food Pledge and an intention to develop and adopt policy. On the horizon, a Good Food Program will offer performance indicators, evaluations, and implementation support. The proposed pledge and policy aims to support local food producers and processors through establishing food procurement practices aligned with “good food” values. A pledge and policy will help increase

² Pringle, A., 2013, *The Power of Purchasing: the Economic Impacts of Local Procurement*

the percentage of local and sustainable food purchased by institutions, businesses, etc., in turn, increasing the support and demand for local agriculture and products.

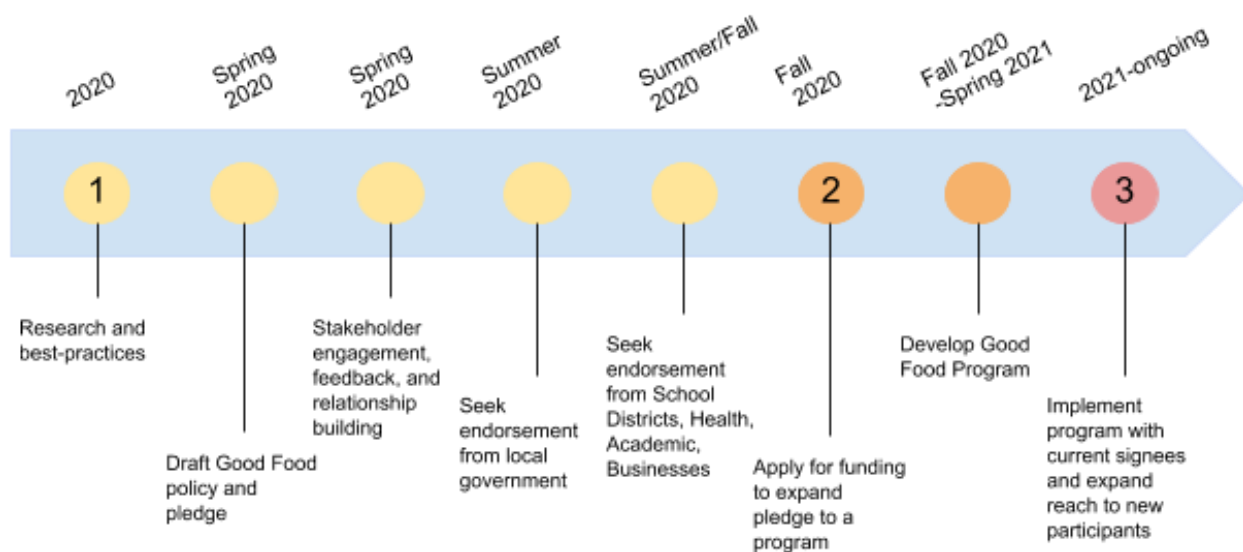
Call to Action

In signing the pledge, local governments and regional institutions are choosing to support “Good Food Values” through food procurement choices. Taking the Pledge is the first step to expressing a commitment to supporting Good Food Values.

Following adoption of the Pledge is participating in a Good Food Procurement Program, which provides a standardized approach and award system for implementing the Good Food Values. The Good Food Procurement program is currently in development.

Currently, participants will refer to the Good Food Pledge for guidance on purchasing, a more established monitoring and reporting program is under development, led by the Squamish Food Policy Council.

Program Development Timeline



Step 1) Good Food Pledge and Policy Adoption

- a) Phase 1: Local and Regional Government

Timeline: Engagement and adoption 2020

- b) Phase 2: School District 48, Hospitals, schools/learning institutions (Quest, private schools), Food Industry Businesses, Other Food Purchasers (private businesses, corporate, offices), Grocery Stores.

Timeline: Engagement and Adoption, May 2020 - ongoing

Step 2) Program Development

Timeline: Fall 2020 - Spring 2021 (pending on funding, under development), SFPC Lead

- a) Identify standard key performance indicators that participating organizations can use to assist with evaluation
- b) Identify standards and certifications
- c) Establish rating system
- d) Determine ongoing evaluation system
- e) Promote Program

Step 3) Program Implementation

Timeline: 2021 -2022

1. Conduct indicator assessment of organizations pledging
2. Assistance with implementation
3. Award Rating and Recognition and Re-evaluation

Case Studies

District of Saanich

In 2012, the District of Saanich adopted a [Local Food Procurement Policy](#), which aims “to support local producers, reduce greenhouse gas emissions, provide healthier food choices at municipal events and increase awareness of food that is grown locally.” Specifically, the Policy states: “All District of Saanich Divisions engaged in the purchase of food for operational needs, or engaged in leasing Saanich owned space to operators of food concessions, will ensure that when practical, both operationally and economically, 40% of purchases shall be local.” The District of Saanich adopted an Agriculture and Food Security Plan in 2017, which continues to advance local food systems and agriculture. Building on the Local Food Procurement Policy, the Agriculture and Food Security Plan outlines an objective to “Support an Increase in Local Farm Economy” through providing support for the local food chains.³

City of Toronto

In 2011, City of Toronto adopted [a Local Food Procurement Policy](#) that requires that 51% of all food products purchased to be grown in Ontario, and 80% of all processing costs to be returned to Ontario. The move helps reduce food miles while supporting local farmers and processors. The City’s Local Food Procurement Policy endeavours to reduce the greenhouse gas emissions associated with the provision of food purchased for City operations and facilities while supporting local producers and processors.

City of Los Angeles and Los Angeles Unified School District

In 2012, the City of Los Angeles and Los Angeles Unified School District (LAUSD) adopted the Good Food Procurement Pledge. The Good Food Procurement Pledge requests all City

3

<https://www.saanich.ca/assets/Community/Documents/Planning/afs/Agriculture%20and%20Food%20Security%20Plan%202017%20August%2031,%202018%20Web.pdf>

Departments to develop and adopt local food procurement goals consistent with Los Angeles Food Policy Council and the Good Food For All Agenda.⁴ LAUSD has also been successful in shifting its food procurement to support healthy, sustainable, local, humane, and fair food. The policy has allowed LAUSD to purchase more food from local small and mid-sized farmers, with 50 to 72% of its produce sourced from within 200 miles of the district.⁵ The Good Food Procurement Pledge follows the principles and standards outlined in the [Good Food Purchasing Program](#).⁶

The Time is Now

The strength of local and regional economies is integral to the well-being of citizens, communities and society as a whole. Improving food access, utilisation, quality and safety to enhance nutrition, and promoting globally equitable diets compatible with lower emissions have demonstrable positive impacts on land use and food security.⁷ The expansion of industrial food around the world has come at a high cost for biodiversity, land conversion, nitrification of waterways, and increased greenhouse gas emissions while at the same time exploiting workers, mistreating animals, and making us sick through poor diets and polluted environments.⁸

In the context of the global climate crisis, where and how our food is grown significantly contributes to our carbon footprint.⁹ Supporting local and regenerative agriculture and sustainable food systems can positively contribute to lowering greenhouse gas emissions and creating a strong local economy.¹⁰

Investing in local food, from farmers to community-owned businesses, strengthens local economies. BC local businesses create more than double the economic impact of their chain competitors. For every \$100 spent with a BC local business, \$63 is re-circulated back into our BC economy (vs \$14 for multinational corporations).¹¹ They re-circulate 4.6 times more revenue in the local economy:

- Local retailers re-circulate 63% compared to 14% for chains
- Local restaurants re-circulate 68% compared to 30% for chains¹²

⁴ http://clkrep.lacity.org/onlinedocs/2011/11-1678_misc_10-19-12.pdf

⁵ <https://goodfoodcities.org/portfolio/los-angeles/?portfolioCats=32>

⁶ <https://goodfoodpurchasing.org/program-overview/>

⁷ Fritjof Capra and Pier Luigi Luisi, 2014 *The Systems View of Life: A Unifying Vision* (Cambridge University Press)

⁸ FAO, The State of Food and Agriculture 2018. *Leveraging Food Systems for Rural Transformation*

⁹ International Panel on Climate Change, 2019, *Special Report on Climate Change and Land* <https://www.ipcc.ch/srccl/>

¹⁰ Rodale Institute, 2014 *Regenerative Organic Agriculture and Climate Change* <https://rodaleinstitute.org/wp-content/uploads/rodale-white-paper.pdf>

¹¹ LOCO BC, 2019, *Economic Impact of Local Businesses: A Study on the Recirculation of Revenue by B.C Retailers and Restaurants*

¹² LOCO BC, 2019, *Economic Impact of Local Businesses: A Study on the Recirculation of Revenue by B.C Retailers and Restaurants*

Healthy local and regional food systems are built and strengthened by fostering relationships between producers and consumers. Access to fresh, nutritious food for all creates the foundation for long-term economic vitality and public health. Governments and public institutions have the potential to contribute to the vitality of their communities. Through values-based supply-chains that prioritize local, sustainable farmers and businesses, governments and institutions can harness their purchasing power to contribute to strong and local food economies.¹³

In addition to the challenges and opportunities highlighted, our communities and nations have been responding to unprecedented times in the wake of a global pandemic. COVID-19 has exposed the weaknesses and strengths in our food system, highlighting the importance of where and how our food reaches our plates. The people who process our food, stock our grocery shelves, and grow our food, are now being seen as essential workers in this time of crisis. Every region of the world has seen a significant increase in food insecurity, mainly as a result of the sharp economic shock and rapid rise in unemployment associated with the pandemic.¹⁴ The pandemic has, however, presented opportunities for government and institutions to evaluate the vulnerability of their food supply chain and devise policies to strengthen it, and likewise has created a growing awareness and concern from consumers. The World Economic Forum has looked to the complex links in our current food system and the pandemic and has made a call for us to: “1) re-think supply chains for a diverse and healthy diet; 2) build strong connections between the environment and food policy; 3) strengthen, democratize and localize food systems planning.”¹⁵ Akin to this approach, the values embedded in the Good Food Pledge promote a resilient and sustainable local food system.

A Good Food Procurement Program has direct alignment with current strategic plans and policies across the region including: SLRD Regional Growth Strategy¹⁶, SLRD Integrated Sustainability Plan,¹⁷ Agriculture Plans, and Official Community Plans. At the Provincial level, it is aligned with the BC Ministry of Agriculture [Buy BC](#) Campaign and Local Government Act Bill M 222 – 2015.¹⁸ Globally it is aligned with the United Nation Development Goal UNSD Goal 12: Ensure Sustainable Consumption and Production Patterns, Target 12.7: Promote public procurement practices that are sustainable, in accordance with nation policies and priorities.¹⁹

¹³ Good Food Purchasing Program 2017 *Value Spotlight: Local Economies* <https://goodfoodcities.org/portfolio/value-spotlight-local-economies/?portfolioCats=60%2C61%2C63%2C75%2C62>

¹⁴ Mervyn Piesse, “Future Directions”, June 16th 2020, *The Covid-19 pandemic draws attention to Vulnerabilities in the Global Food System* <http://www.futuredirections.org.au/publication/the-covid-19-pandemic-draws-attention-to-vulnerabilities-in-the-global-food-system/> retrieved June 18th, 2020

¹⁵ Sara Farley and Sara Scherr, “World Economic Forum” June 9th, 2020, *How to Reimagine our Food Systems for a Post-COVID World*, <https://www.weforum.org/agenda/2020/06/we-need-to-reimagine-our-food-systems-for-a-post-covid-world/> Retrieved June 17th, 2020

¹⁶ <https://www.slrd.bc.ca/sites/default/files/pdfs/BL1062.pdf>

¹⁷ https://www.slrd.bc.ca/sites/default/files/pdfs/SLRD%20ISP%20%28FINAL%29_.pdf

¹⁸ <https://www.bclaws.ca/civix/document/id/bills/billsprevious/4th40th:m222-1>

¹⁹ <https://www.un.org/sustainabledevelopment/sustainable-consumption-production/>

The time is now to align regional and local strategic plans with internal food procurement practices in order to support local food systems, which builds climate and community resiliency, a strong local economy, and unwavering food chains in times of uncertainty.

Draft – For discussion purposes only

Village of Pemberton
Financial Statements
December 31, 2020

Village of Pemberton
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For the year ended December 31, 2020

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Draft – For discussion purposes only

Management's Responsibility

To the Mayor and Council of the Village of Pemberton,

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Mayor and Council are composed entirely of individuals who are neither management nor employees of the Village. The Mayor and Council are responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial statements. The Mayor and Council fulfill these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Mayor and Council are also responsible for appointing the Village's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by the Mayor and Council to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically with, both the Council and management to discuss their audit findings.

May 11, 2021

Chief Administrative Officer

Independent Auditor's Report

To the Mayor and Council of the Village of Pemberton,

Opinion

We have audited the financial statements of the Village of Pemberton (the "Village"), which comprise the statement of financial position as at December 31, 2020, and the statements of operations and accumulated surplus, changes in net financial assets (debt) and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2020, and the results of its operations, changes in net financial assets (debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Village in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. The other information comprises the annual report. The annual report is expected to be made available to us after the date of this auditor's report.

Our opinion on the financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

When we read the annual report, if we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Village's financial reporting process.

Independent Auditor's Report

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Village's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Kelowna, British Columbia

May 11, 2021

MNP LLP

Chartered Professional Accountants

Village of Pemberton
Statement of Financial Position

As at December 31, 2020

	2020	2019
Financial assets		
Cash and cash equivalents (Note 2)	8,171,229	5,163,819
Accounts receivable (Note 3)	2,362,751	2,686,733
Municipal Finance Authority debt reserve	99,625	97,617
	10,633,605	7,948,169
Financial liabilities		
Accounts payable and accrued liabilities (Note 4)	1,874,725	1,432,719
Deferred revenue (Note 5)	2,634,160	1,948,942
Deposits and permits	1,768,794	1,312,806
Long-term debt (Note 6)	4,258,763	4,728,110
	10,536,442	9,422,577
Net financial assets (debt)	97,163	(1,474,408)
Non-financial assets		
Prepaid expenses	245,858	144,498
Tangible capital assets (Note 7)	30,654,595	31,077,193
	30,900,453	31,221,691
Accumulated surplus (Note 8)	30,997,616	29,747,283

Commitments and contingencies (Note 11)
Significant event (Note 15)

Mayor

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Statement of Operations and Accumulated Surplus

For the year ended December 31, 2020

	Budget (Note 13)	2020	2019
Revenue			
Government transfers (Note 9)			
Federal and provincial	4,737,836	1,466,872	5,790,712
Other local governments	1,788,214	1,315,302	1,450,320
Taxation (Note 10)	2,280,893	2,185,141	2,130,070
Water and sewer user rates	1,866,090	2,091,516	2,121,167
User charges	2,552,125	576,785	558,455
Other	742,549	560,875	423,945
Penalties and interest income	30,000	103,802	83,155
Investment income	23,860	47,991	32,944
Contributions	-	24,440	861,832
	14,021,567	8,372,724	13,452,600
Expenses			
General government	3,084,207	1,730,971	1,986,424
Sewer utility	1,148,630	1,164,787	903,196
Water utility	1,073,990	1,050,948	770,951
Recreation services	1,305,213	1,023,748	755,296
Public works and parks	1,163,646	922,181	917,933
Fire protection services	694,397	711,743	588,320
Development and planning services	667,633	391,079	328,623
Airport services	120,060	126,934	114,188
	9,257,776	7,122,391	6,364,931
Annual surplus	4,763,791	1,250,333	7,087,669
Accumulated surplus, beginning of year	29,747,283	29,747,283	22,659,614
Accumulated surplus (Note 8)	34,511,074	30,997,616	29,747,283

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Statement of Changes in Net Financial Assets (Debt)

For the year ended December 31, 2020

	Budget (Note 13)	2020	2019
Annual surplus	4,763,791	1,250,333	7,087,669
Acquisition of tangible capital assets	(6,382,320)	(713,863)	(6,897,320)
Amortization of tangible capital assets	1,253,220	1,136,461	1,099,280
	(5,129,100)	422,598	(5,798,040)
Change in prepaid expenses	-	(101,360)	(112,025)
Decrease (increase) in net debt	(365,309)	1,571,571	1,177,604
Net debt, beginning of year	(1,474,408)	(1,474,408)	(2,652,012)
Net financial assets (debt), end of year	(1,839,717)	97,163	(1,474,408)

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Statement of Cash Flows

For the year ended December 31, 2020

	2020	2019
Cash provided by (used for) the following activities		
Operating Activities		
Annual surplus	1,250,333	7,087,669
Items not involving cash included in annual surplus:		
Amortization of tangible capital assets	1,136,461	1,099,280
Gain on disposal of tangible capital assets	-	-
Actuarial reduction of debt	(105,953)	(94,480)
Developer and other contributions of tangible capital assets		(4,000)
Change in financial assets and liabilities:		
Accounts receivable	323,982	124,649
Municipal Finance Authority debt reserve	(2,008)	(3,767)
Accounts payable and accrued liabilities	442,006	480,351
Deferred revenue	685,218	(22,711)
Deposits and permits	455,988	(2,788,347)
Change in non-financial assets:		
Prepaid expenses	(101,360)	(112,025)
	4,084,667	5,766,618
Capital Activities		
Acquisition of tangible capital assets	(713,863)	(6,893,320)
Financing Activities		
Principal repayments of long-term debt	(383,910)	(359,343)
Advances of long-term debt	20,516	64,750
	(363,394)	(294,593)
Increase (decrease) in cash and cash equivalents	3,007,410	(1,421,295)
Cash and cash equivalents, beginning of year	5,163,819	6,585,114
Cash and cash equivalents, end of year	8,171,229	5,163,819

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

The Village of Pemberton (the "Village") was incorporated as a Village in 1956 under statute of the Province of British Columbia. Its principal activities include the provision of local government services to residents of the incorporated area. These include general government, fire protection, planning and development, recreation, public works, parks and cultural services, water utility, sewer utility, and airport services.

The Village is committed to building and maintaining a village which preserves and enhances the natural environment, heritage and uniqueness of the community. The Village's objectives are to provide open, fair, and responsive government, recognizing the impact of decisions on the residents of the community; to provide opportunities for commerce and industry; and to deliver municipal services in an effective manner at a cost acceptable to the taxpayers.

1. Significant accounting policies

The financial statements of the Village are prepared by management in accordance with Canadian public sector accounting standards as recommended by the Public Sector Accounting Board (PSAB) of CPA Canada. Significant accounting policies adopted by the Village are as follows:

(a) Basis of accounting

The Village follows the accrual method of accounting for revenues and expenses. Revenues are normally recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of receipt of goods or services and the creation of a legal obligation to pay.

(b) Property tax revenue

Property tax revenue is recognized at the date property tax notices are issued, based on property assessment values issued by BC Assessment for the current year and tax rates established annually by bylaw. Assessments are subject to appeal and tax adjustments are recorded when the results of appeals are known.

Water and sewer user rates, connection fees, sale of services, interest and penalties are recognized as revenue in the year the related service is provided.

(c) Government transfers

Government transfers are recognized as revenue in the period the transfers are authorized and any eligibility criteria have been met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability and recognized in the statement of operations as revenue as the stipulation liabilities are settled.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

1. Significant accounting policies (continued)

(d) Deferred revenue

Deferred revenue represents development cost charges (DCCs), licenses and other fees which have been collected, but for which the related services or expense have yet to be performed or incurred. These amounts will be recognized as revenues in the fiscal year the services are performed or expenditures incurred.

(e) Investment income

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

(f) Reserves

Reserves for operating and capital purposes represent amounts reserved either internally or by statute for specific future purposes.

(g) Cash and cash equivalents

Cash and cash equivalents include cash and highly liquid investments with a term to maturity of 90 days or less at acquisition and readily convertible to cash.

(h) Long-term debt

Long-term debt is recorded net of principal repayments and actuarial adjustments.

(i) Liability for contaminated sites

A liability for remediation of a contaminated site is recognized at the best estimate of the amount required to remediate the contaminated site when contamination exceeding an environmental standard exists, the Village is either directly responsible or accepts responsibility, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount is determinable. The best estimate of the liability includes all costs directly attributable to remediation activities and is reduced by expected net recoveries based on information available at December 31, 2020. No liability has been recorded at December 31, 2020 as no contaminated sites existed.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

1. Significant accounting policies (continued)

(j) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost less residual value of the tangible capital assets, excluding land, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful life - years
Buildings and building improvements	5 - 50
Engineering structures	10 - 40
Machinery, equipment and vehicles	5 - 25
Water systems	5 - 50
Sewer systems	10 - 50

Annual amortization is charged in the year of acquisition. Amortization is charged to the date the asset is sold in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(iii) Natural resources

Natural resources that have not been purchased are not recognized as assets in the financial statements.

(iv) Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

(v) Interest capitalization

The Village does not capitalize interest costs associated with the acquisition or construction of a tangible capital asset.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

1. Significant accounting policies (continued)

(j) Use of estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the period.

Significant estimates include assumptions used in estimating provisions for accrued liabilities, estimated useful lives of tangible capital assets, and valuation of accounts receivable.

Liabilities for contaminated sites are estimated based on the best information available regarding potential contamination where the Village is responsible.

(k) Employee future benefits

The Village and its employees make contributions to the Municipal Pension Plan. As this plan is a multi-employer defined benefit pension plan, the Village's contributions are expensed as incurred.

(l) Expenses

Expenses are recognized as they are incurred and measurable based on receipt of goods or services and/or the creation of a legal obligation to pay.

(m) Prepaid expenses

Various items are included in prepaid expenses including insurance and deposits. These items are intended to be included in expenses in the next financial reporting period and as such are not considered financial instruments.

2. Cash and cash equivalents

	2020	2019
Restricted cash and cash equivalents		
Development cost charges	1,253,569	1,108,477
Unrestricted cash and cash equivalents	6,917,660	4,055,342
	8,171,229	5,163,819

Cash equivalents include investments in Municipal Finance Authority Money Market Fund and term deposits.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

3. Accounts receivable

	2020	2019
Trade receivables	1,718,587	2,008,969
Taxes receivable	437,312	266,271
Goods and Services Tax receivable	117,329	337,684
Utilities receivable	89,523	73,809
	2,362,751	2,686,733

4. Accounts payable and accrued liabilities

	2020	2019
Trade payables and accrued liabilities	1,557,717	1,201,023
Wages payable	309,176	231,151
Government remittances	7,832	545
	1,874,725	1,432,719

5. Deferred revenue

	December 31, 2019	Collections	Transfers	December 31, 2020
Development cost charges				
General	576,851	34,390	(19,149)	592,093
Water utility	10,426	63,826	-	74,252
Sewer utility	521,200	66,024	-	587,224
	1,108,477	164,240	(19,149)	1,253,569
Deferred revenue				
Unspent gas tax funding	532,795	167,252	(17,954)	682,093
Deferred grants	132,069	93,326	(122,532)	102,863
Future local improvements	114,928	375,482	(2,229)	488,181
Prepaid utilities and taxes	60,673	107,454	(60,673)	107,454
	840,465	743,514	(203,388)	1,380,591
	1,948,942	907,754	(221,221)	2,634,160

Gas tax funding is provided by the Government of Canada. The use of the funding is established by a funding agreement between the Village and the Union of British Columbia Municipalities. Gas tax funding may be used towards designated public transit, community energy, water, wastewater, solid waste and capacity building projects, as specified in the funding agreements.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

6. Long-term debt

	2020	2019
Outstanding debt, beginning of year	4,728,110	5,117,183
Issues of debt	20,516	64,750
Repayment of debt	(383,910)	(359,343)
Actuarial reduction of debt	(105,953)	(94,480)
	4,258,763	4,728,110

Bylaw	Year Maturing	% Rate	Cash Payments		Balance Outstanding	
			Interest	Principal	2020	2019
427	2022	3.05	11,375	19,636	96,983	142,039
515	2025	1.80	37,800	77,200	680,417	803,011
580	2036	3.00	35,273	35,939	1,358,229	1,418,069
756	2024	3.00	8,100	22,487	120,834	148,195
776	2040	2.75	33,000	30,809	1,034,789	1,070,143
795	2036	2.10	11,204	19,856	450,466	472,163
1433	2020	Variable	1,039	47,380	23,690	71,070
N/A	2021	Variable	394	19,935	10,783	30,718
N/A	2022	Variable	4,513	33,236	243,282	276,518
N/A	2021	Variable	335	6,025	15,893	21,918
N/A	2021	Variable	335	6,025	15,893	21,918
N/A	2021	Variable	134	2,410	6,357	8,767
N/A	2021	Variable	197	3,434	9,407	12,842
N/A	2021	Variable	671	12,050	31,787	43,837
N/A	2021	Variable	1,900	34,143	90,061	124,181
N/A	2024	Variable	531	6,862	26,800	33,661
N/A	2024	Variable	458	5,924	23,136	29,060
N/A	2023	Variable	34	559	19,956	-
			147,293	383,910	4,258,763	4,728,110

The estimated aggregate repayments on long-term debt over the next five years are as follows:

2021	370,916
2022	338,132
2023	287,854
2024	242,256
2025	210,271

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

7. Tangible capital assets

2020	Land	Buildings	Engineering Structures	Machinery, Equipment and Vehicles	Water Systems	Sewer Systems	Assets Under Construction	Total
Cost								
Balance, beginning of year	1,996,062	2,202,488	15,596,845	4,631,595	6,938,116	13,401,023	650,422	45,416,551
Disposals and transfers	-	-	213,188	-	-	-	(213,188)	-
Additions	-	18,672	87,266	25,880	136,036	446,009	-	713,863
Balance, end of year	1,996,062	2,221,160	15,897,299	4,657,475	7,074,152	13,847,032	437,234	46,130,414
Accumulated amortization								
Balance, beginning of year	-	663,660	3,877,868	3,217,525	1,738,089	4,842,216	-	14,339,358
Amortization expense	-	65,588	373,303	254,737	152,759	290,074	-	1,136,461
Balance, end of year	-	729,248	4,251,171	3,472,262	1,890,848	5,132,290	-	15,475,819
Net book value, end of year	1,996,062	1,491,912	11,646,128	1,185,213	5,183,304	8,714,742	437,234	30,654,595

Included in tangible capital assets are fully depreciated assets with cost and accumulated amortization of \$3,396,676.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

Tangible capital assets (continued)

2019	Land	Buildings	Engineering Structures	Machinery, Equipment and Vehicles	Water Systems	Sewer Systems	Assets Under Construction	Total
Cost								
Balance, beginning of year	1,996,062	2,191,199	8,963,298	4,466,421	6,908,512	13,401,023	592,717	38,519,231
Disposals and transfers	-	-	282,114	-	-	-	(282,114)	-
Additions	-	11,289	6,351,434	165,174	29,604	-	339,819	6,897,320
Balance, end of year	1,996,062	2,202,488	15,596,845	4,631,595	6,938,116	13,401,023	650,422	45,416,551
Accumulated amortization								
Balance, beginning of year	-	599,940	3,511,476	2,959,973	1,593,300	4,575,389	-	13,240,078
Amortization expense	-	63,720	366,392	257,552	144,789	266,827	-	1,099,280
Balance, end of year	-	663,660	3,877,868	3,217,525	1,738,089	4,842,216	-	14,339,358
Net book value, end of year	1,996,062	1,538,828	11,718,976	1,414,070	5,200,028	8,558,807	650,422	31,077,193

Included in tangible capital assets are fully depreciated assets with cost and accumulated amortization of \$3,332,724.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

8. Accumulated surplus

Accumulated surplus consists of individual fund surplus and reserves as follows:

	2020	2019
Surplus		
Invested in tangible capital assets	26,395,831	26,349,083
Unrestricted	727,085	1,213,354
	27,122,916	27,562,437
Non-statutory reserves		
General reserve	102,300	102,300
Reserves set aside by Council		
Centennial building	7,161	7,161
Capital	288,983	82,002
Recreation	839,905	720,465
Fire department	495,791	393,832
Water – general	1,077,753	753,753
Sewer – general	94,438	120,000
Transit	84,829	5,333
COVID Restart	883,540	-
	3,772,400	2,082,546
	30,997,616	29,747,283

9. Government transfers

The government transfers reported on the statement of operations are:

	2020	2019
Federal and provincial grants		
COVID Restart	987,000	-
Social assistance and community development	396,964	398,687
Miscellaneous	36,286	37,473
Capital improvements	24,395	5,329,552
Gas tax	22,227	25,000
	1,466,872	5,790,712
Other municipalities and regional districts		
Recreation services	921,935	913,414
Fire protection	304,847	321,045
Rescue services	80,799	87,861
Other	7,721	128,000
	1,315,302	1,450,320
Total government transfer revenues	2,782,174	7,241,032

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

10. Taxation

Taxation revenue, reported on the statement of operations, is made up of the following:

	2020	2019
Municipal and school property taxes levied	4,874,275	5,021,834
Payments in-lieu of taxes	81,461	79,865
	4,955,736	5,101,699
Less transfers to other governments		
Province of B.C. – School taxes	1,218,843	1,511,416
Squamish-Lillooet Regional District	1,197,857	1,127,825
Policing costs	262,424	246,171
B.C. Assessment Authority	56,289	51,097
Sea to Sky Regional Hospital District	34,944	34,893
Municipal Finance Authority	238	227
	2,770,595	2,971,629
Net taxation revenue available for municipal purposes	2,185,141	2,130,070

11. Commitments and contingencies

- (a) The Village of Pemberton debt is, under the provisions of the Local Government Act, a direct, joint and several liability of the Squamish-Lillooet Regional District and each member municipality within the Regional District, including the Village of Pemberton. The loan agreements with the Regional District and the Municipal Finance Authority provide that if any time the scheduled payments provided for in the agreements are not sufficient to meet the Authority's obligations in respect to such borrowings, the resulting deficiency becomes a liability of the Village.
- (b) The Village and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustees pension plan. The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2019, the plan has about 213,000 active members and approximately 106,000 retired members. Active members include approximately 41,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the Plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the Plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the Plan. This rate may be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The Village of Pemberton paid \$217,405 (2019 - \$180,032) for employer contributions to the plan in fiscal 2020.

The next valuation will be as at December 31, 2021, with results available in 2022.

11. Commitments and contingencies (continued)

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the Plan.

- (d) From time to time, the Village is brought forth as defendant in various lawsuits. The Village reviews its exposure to any potential litigation, for which it would not be covered by insurance, and assesses whether a successful claim against the Village would significantly affect the financial statements of the Village. Management has determined that potential liabilities, if any, arising from these claims will not be significant to the financial statements.
- (e) The Village is a subscribed member of the Municipal Insurance Association of British Columbia (The "Exchange") as provided by Section 3.02 of the *Insurance Act* of the Province of British Columbia. The main purpose of the Exchange is to pool the risks of liability so as to lessen the impact on any subscriber. Under the Reciprocal Insurance Exchange Agreement the Village is assessed a premium and specific deductible for its claims based on population. The obligation of the Village with respect to the Exchange and/or contracts and obligations entered into by the Exchange on behalf of its subscribers in connection with the Exchange are in every case several, and not joint and several.

12. Segmented information

Segmented information has been identified based upon lines of service provided by the Village. Village services are provided by departments and their activities are reported by functional area in the body of the financial statements. Certain lines of service that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

(i) General government

General government operations provide the functions of corporate administration, finance, human resources, legislative services, building services and maintenance, and any other functions not categorized to a specific department.

(ii) Fire protection services

The Fire department is responsible to provide fire suppression services, fire prevention programs, training and education related to prevention, and detection or extinguishment of fires.

(iii) Development and planning services

Development and planning services work to achieve the Village's goals to maintain and enhance community spirit and vitality and use of public space. It does so through official community plans, urban design, zoning and other policy initiatives.

12. Segmented information (continued)

(iv) Recreation services

Recreation services include various recreational programs, the gym and the parks operations.

(v) Public works and parks

The public works and parks department is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, the maintenance of parks and open space, and street lighting.

(vi) Water and sewer utilities

The Village is responsible for environmental programs including the engineering and operation of the potable drinking water and wastewater systems.

(vii) Airport services

The Village operates the Pemberton Regional Airport, collecting landing and lease fees and maintaining the grounds and facilities.

Certain allocation methodologies are employed in the preparation of segmented financial information. Taxation and payments-in-lieu of taxes are allocated to the segments based on the segment's budgeted net expenditure. User charges and other revenue have been allocated to the segments based upon the segment that generated the revenue.

Government transfers have been allocated to the segment based upon the purpose for which the transfer was made. Development charges earned and developer contributions received were allocated to the segment for which the charge was collected.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

12. Segmented information (continued)

2020	General Government	Fire Protection Services	Development and Planning Service	Public Works and Parks	Recreation	Water Utility	Sewer Utility	Airport Services	Total
Revenues									
Taxation	784,864	475,651	177,325	417,961	-	99,994	200,309	29,037	2,185,141
Water and sewer user rates	-	-	-	-	-	1,162,428	929,088	-	2,091,516
User charges	192,528	-	331,652	-	-	-	-	52,605	576,785
Penalties and interest	79,424	-	-	-	-	12,840	11,538	-	103,802
Government transfers	1,440,759	385,646	-	32,694	923,075	-	-	-	2,782,174
Investment income	44,680	-	-	-	1,420	648	1,243	-	47,991
Contributions	-	-	24,440	-	-	-	-	-	24,440
Other	111,289	19,274	74,144	2,578	244,324	34,796	69,316	5,154	560,875
	2,653,544	880,571	607,561	453,233	1,168,819	1,310,706	1,211,494	86,796	8,372,724
Expenses									
Wages, salaries and benefits	638,810	360,191	232,986	544,196	479,766	483,028	516,861	41,471	3,297,309
Materials, supplies and contracted services	445,308	339,676	158,093	374,193	543,418	364,027	283,840	32,773	2,541,328
Debt servicing	5,513	11,876	-	3,792	564	51,536	74,012	-	147,293
Amortization	641,340	-	-	-	-	152,357	290,074	52,690	1,136,461
	1,730,971	711,743	391,079	922,181	1,023,748	1,050,948	1,164,787	126,934	7,122,391
Annual surplus (deficit)	922,573	168,828	216,482	(468,948)	145,071	259,758	46,707	(40,138)	1,250,333

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

12. Segmented information (continued)

2019	General Government	Fire Protection Services	Development and Planning Service	Public Works and Parks	Recreation	Water Utility	Sewer Utility	Airport Services	Total
Revenues									
Taxation	836,380	439,722	138,366	386,494	-	99,985	200,381	28,742	2,130,070
Water and sewer user rates	-	-	-	-	-	1,218,236	902,931	-	2,121,167
User charges	182,666	-	350,573	-	-	-	-	25,216	558,455
Penalties and interest	47,609	-	-	-	-	19,221	16,325	-	83,155
Government transfers	582,578	408,906	-	5,335,534	914,014	-	-	-	7,241,032
Investment income	25,594	-	-	-	3,787	1,232	2,331	-	32,944
Contributions	-	-	-	492,453	-	369,379	-	-	861,832
Other	20,614	14,523	63,286	-	308,125	620	-	16,777	423,945
	1,695,441	863,151	552,225	6,214,481	1,225,926	1,708,673	1,121,968	70,735	13,452,600
Expenses									
Wages, salaries and benefits	648,150	308,569	193,088	552,374	330,713	430,511	420,256	46,465	2,930,126
Materials, supplies and contracted services	695,490	268,503	135,535	359,020	424,374	175,101	204,386	13,301	2,275,710
Debt servicing	9,543	11,248	-	6,539	208	20,550	11,727	-	59,815
Amortization	633,241	-	-	-	-	144,789	266,827	54,423	1,099,280
	1,986,424	588,320	328,623	917,933	755,296	770,951	903,196	114,188	6,364,931
Annual surplus (deficit)	(290,983)	274,831	223,602	5,296,548	470,630	937,722	218,772	(43,453)	7,087,669

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

13. Budget data

The budget data presented in these financial statements is based upon the 2020 operating and capital budgets adopted by Council on November 17, 2020. The following table reconciles the approved budget to the budget figures reported in these financial statements.

	Budget amount
Surplus – Statement of Operations	4,763,791
Adjust for budgeted cash items not included in statement of operations	
Capital expenditures	(6,382,320)
Loan proceeds	320,516
Amortization	1,253,220
Reduction in long-term debt	(217,923)
Capital equipment loans repayments	(167,410)
Transfers from Statutory Reserves	532,540
Transfers to Statutory Reserves	(987,000)
Transfers from Non-Statutory Reserves	577,526
Transfers to Non-Statutory Reserves	(845,207)
Transfers from Unrestricted Surplus	1,152,267
Total adjustments	(4,763,791)
Financial plan balance	-

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2020

14. Schedule of COVID Restart Fund Revenues and Disbursements

COVID-19 Safe Restart funding is provided by the Province of British Columbia. COVID-19 Safe Restart funding may be used towards designated categories that address the impacts of COVID-19. Eligible costs will include:

- addressing revenues shortfalls;
- facility reopening and operating costs;
- emergency planning and response costs;
- bylaw enforcement and protective services like fire protection and police;
- computer and other electronic technology costs (to improve interconnectivity and virtual communications);
- services for vulnerable persons (e.g. persons living with disabilities, mental illness or addictions, persons experiencing homelessness or other vulnerabilities); and
- other related costs.

Revenues under the COVID-19 Safe Restart program have been recognized when allocated to the Municipality. The Municipality continues to track the unspent amounts in the General Financial Stabilization Reserve. The continuity of this fund is presented in the table below:

	2020
COVID Restart Fund Revenues	987,000
Eligible expenses incurred:	
Additional cleaning/ contractors	6,667
Advertising expenses	1,619
Bylaw expenses	226
Cleaning supplies	15,690
Revenue losses	28,512
Signage	5,084
Technology and communication expenses	45,662
Total eligible expenses incurred	103,460
COVID Restart Fund, end of year	883,540

15. Significant event

During the year there was a global outbreak of COVID-19 (coronavirus), which has had a significant impact on organizations through the restrictions put in place by the Canadian, provincial, and municipal governments regarding travel, municipality operations and isolation/quarantine orders. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Village of Pemberton as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, office closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus.

Date: Tuesday, May 11, 2021

To: Nikki Gilmore, Chief Administrative Officer

From: Gwendolyn Kennedy, Legislative Assistant

Subject: Revised Draft Mobile Food Vendor Pilot Program Policy

PURPOSE

The purpose of this report is to present to Council a revised Draft Mobile Food Vendor Pilot Program Policy (**Appendix A**) incorporating the amendments proposed by the Committee of the Whole and seek approval of the Policy as amended.

BACKGROUND

At Committee of the Whole Meeting No. 215, held Tuesday, April 27th, 2021, the Committee considered a draft Mobile Food Vendor Pilot Program Policy and passed the following resolution:

Moved/Seconded

THAT the Committee of the Whole recommends that Staff present an amended draft Mobile Food Vendor Pilot Program Policy at the next Regular meeting of Council that incorporates the following amendments:

- that the pilot program be extended from one year to two years, running for the summer seasons of 2021 and 2022;
- that preference be given to local vendors;
- that preference be given to vendors proposing healthy food options; and
- that preference be given to vendors proposing to source food locally.

CARRIED

The Staff report presented at the April 27th meeting of the Committee of the Whole is attached as **Appendix B** for reference.

DISCUSSION & COMMENTS

The following changes and additions have been made to the draft policy to ensure that the draft policy reflects the intention of the Committee of the Whole:

1. POLICY

Wording has been adjusted and a table added to clarify important dates for the two summer seasons. The issuance of the Request for Expression of Interest will be earlier in 2022, as will the application deadline and offer of permits for first round applicants, as Staff will have time to initiate the process sooner in the second year.

2. PROCEDURE

A. Application Requirements

A statement clarifying that a separate application is required for each of the two summer seasons of the pilot project was added and the section was renumbered for consistency.

The requirements of the Expression of Interest letter have been expanded, asking the applicant to note the role of local business owners or residents in the business, to describe healthy meal and snack options, and to include details of product sourcing.

B. Selection Criteria

The selection criteria matrix shown in Table 1 has been expanded to include Product Sourcing and Sustainability as separate criteria.

Weighting has been adjusted so that the criteria continue to total 100 points.

Bonus points have been increased from 10 to 25 for local business owners and residents to reflect the Committee’s recommendation that the pilot program be an opportunity for local entrepreneurs. As local government authority with respect to businesses extends only to regulation and not to prohibition (s. 59, *Community Charter*), local participation will be encouraged, but the Village may not prevent outside business owners from participating in the program.

Table 1. Revised Selection Criteria

Evaluation Criteria	Weight
Experience and demonstrated competence	10
Proposed service (menu diversity, innovation, availability of healthy options)	15
Cart design, appearance, and functionality	15
Value	10
Product sourcing	20
Sustainability	15
Schedule and commitment to operational hours	10
References	5
Subtotal	100
Bonus Points	
Local resident or business owner (Village or SLRD Area C)	25

3. AMENDMENTS

A statement was added delegating authority for administrative amendments to the Policy to the Chief Administrative Officer.

COMMUNICATIONS

If the proposed Pilot Program is approved by Council, the Pilot Program will be advertised through eNEWS, Village Facebook Page, the Village Website, and on Village notice boards. Due to the local focus of the program, a Pique Newsmagazine advertisement will not be used to avoid advertising outside the immediate community. The Economic Development Collaborative and the Chamber of Commerce will be informed of the program so that they may help pass the message on to locals.

LEGAL CONSIDERATIONS

Section 8 of the *Community Charter* empowers Council to regulate in relation to business.

IMPACT ON BUDGET & STAFFING

This project has been accommodated as part of regular Staff responsibilities and has no impact on the budget or staff hours.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts associated with this project.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

This project has no impacts on other jurisdictions.

ALTERNATIVE OPTIONS

Option 1: THAT Council approves the Mobile Food Vendor Pilot Program Policy.

Option 2: THAT Council not approve the Mobile Food Vendor Pilot Program Policy.

Option 3: THAT Council refers the Mobile Food Vendor Pilot Program Policy back to Staff for revision.

RECOMMENDATIONS

Recommendation: THAT Council approves the Mobile Food Vendor Pilot Program Policy.

ATTACHMENTS:

Appendix A: Revised Draft Mobile Food Vendor Pilot Program Policy

Appendix B: Report to Committee of the Whole, April 27, 2021 - Draft Mobile Food Vendor Pilot Program Policy

Appendix C: Revised Sample Request for Expression of Interest

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

Mobile Food Vendor Pilot Program Policy

Department:	<u>Administration</u>	Policy No.:	_____
Sub-department:	<u>Bylaws</u>	Created By:	_____
Approved By:	_____	Amended By:	_____
Approved Date:	_____	Amendment:	_____
Meeting No.:	_____	Meeting No.:	_____

variety for residents and visitors, to ensure that approved vendors have fair access to desirable locations, and to allow Mobile Food Vendors to select the dates and locations that suit their schedules and operational capacities.

The Village will issue a request for expression of interest for the selection of Vendors for the summer season. The request for expression of interest will include the current Mobile Food Vendor Calendar showing available dates and locations.

Applicants for a Mobile Food Vendor Permit shall submit an expression of interest (EOI) letter addressed to the Business Licence Inspector indicating their preferred locations and dates selected from the Mobile Food Vendor Calendar by the stated deadline for consideration in the first round. Late applications will be accepted on an ongoing basis while locations and dates remain available.

The Village reserves the right to accept or reject any or all applications or cancel the request for expression of interest at any time.

An applicant shall not have any claim for compensation of any kind as a result of submitting an expression of interest.

The Village will issue a Mobile Food Vendor Permit to successful applicants valid for the agreed locations and dates specified in the permit for one operational season. Mobile Food Vendors with a valid permit may apply for additional dates and locations by submitting a request in writing. There will be no fee for the permit.

A business licence is required in addition to the Mobile Food Vendor Permit. Once a Mobile Food Vendor has received a permit, they may apply for a business licence.

Important dates and deadlines are shown in the table below:

Season	Issuance of Request for Expression of Interest	Application Deadline, First Round	Offer of Permits, First Round
June – September, 2021	May 13, 2021	May 28, 2021	June 11, 2021
June – September, 2022	April 1, 2022	May 1, 2022	June 1, 2022

Mobile Food Vendor Pilot Program Policy

Department:	<u>Administration</u>	Policy No.:	_____
Sub-department:	<u>Bylaws</u>	Created By:	_____
Approved By:	_____	Amended By:	_____
Approved Date:	_____	Amendment:	_____
Meeting No.:	_____	Meeting No.:	_____

B. Locations & Dates

Mobile Food Vendors will be permitted at the following locations:

- One Mile Lake Park lower parking lot
- Downtown Community Barn
- Industrial Park
- Pemberton Community Centre parking lot
- Den Duyf Park (Recreation Site)

One Mobile Food Vendor will be permitted to operate at each location on the dates shown on the Mobile Food Vendor Calendar. Some dates may be unavailable due to scheduled events or maintenance and repairs. The Village will inform Mobile Food Vendors of cancellation of any scheduled dates as far in advance as possible. Weather conditions may force cancellation of some dates and locations.

C. Selection Criteria

Each application will be evaluated on the following criteria:

Evaluation Criteria	Weight
Experience and demonstrated competence	10
Proposed service (menu diversity, innovation, availability of healthy options)	15
Cart design, appearance, and functionality	15
Value	10
Product sourcing	20
Sustainability	15
Schedule and commitment to operational hours	10
References	5
Subtotal	100
Bonus Points	
Local resident or business owner (Village or SLRD Area C)	25

Mobile Food Vendor Pilot Program Policy

Department:	<u>Administration</u>	Policy No.:	_____
Sub-department:	<u>Bylaws</u>	Created By:	_____
Approved By:	_____	Amended By:	_____
Approved Date:	_____	Amendment:	_____
Meeting No.:	_____	Meeting No.:	_____

Applications will be treated confidentially.

The Village will review all applications and score them based on the selection criteria. Other criteria may be considered in addition to those listed above.

Available locations and dates that are requested by more than one equally qualified applicant will be awarded by random draw.

Successful applicants will be awarded a *Mobile Food Vendor* permit valid for **the applicable season of** the Pilot Program and will be required to apply for and obtain a business licence.

D. Operational Requirements

- i. A Mobile Food Vendor (the Vendor) shall abide by the following operational requirements:
 - (1) The Vendor shall display the *Mobile Food Vendor* Permit, VCH Permit, and business licence prominently on the food cart.
 - (2) The Vendor shall commit to scheduled dates and locations and shall operate a minimum of five (5) hours on each scheduled date.
 - (3) The Vendor is restricted to operating at the locations on the dates that have been approved by the Village.
 - (4) The Vendor shall recycle, compost, or dispose of garbage and waste off-site and shall not use Village garbage bins or dispose of any liquid waste into bodies of water, onto soil, or into Village drains.
 - (5) The Vendor shall provide their own source of potable water and power for the Mobile Food Cart.
 - (6) The Vendor shall conduct a daily clean-up within a 100 m radius of the cart location.
 - (7) The Vendor shall not leave the Mobile Food Cart at the operating location overnight.

Mobile Food Vendor Pilot Program Policy

Department:	<u>Administration</u>	Policy No.:	_____
Sub-department:	<u>Bylaws</u>	Created By:	_____
Approved By:	_____	Amended By:	_____
Approved Date:	_____	Amendment:	_____
Meeting No.:	_____	Meeting No.:	_____

- (8) The Vendor shall ensure that all storage is contained within the Mobile Food Cart.
- (9) The Vendor shall maintain the Mobile Food Cart in good operating condition and appearance.
- (10) The Vendor shall not leave the Mobile Food Cart unattended.
- (11) The Vendor may provide for their own use two folding chairs and a small tent or canopy for weather protection; no additional furniture or objects are permitted.
- (12) The Vendor shall not operate during an approved special or community event occurring at their approved location except if specifically associated with and authorized by the organizers of the event.
- (13) If electrical power from a Village source is available and is used by a Vendor, the Vendor shall pay to the Village a fee of an amount to be determined for the electricity use.
- (14) The Vendor shall abide by Village of Pemberton Wildlife Attractants Bylaw No. 684, 2010; Noise Regulation Bylaw No. 699, 2011, Business Licence Bylaw No. 855, 2019, Sign Bylaw No. 380, 1995, and any other applicable bylaw or enactment.
- (15) The Business Licence Inspector may cancel the Mobile Food Vendor Permit if the Vendor fails to operate on at least 75% of the agreed location dates (minimum of five hours operating time per date) unless the Vendor has received approval in writing for a reduced schedule.

E. Cart Design

- i. Carts must be self-contained and require no external power or potable water source.
- ii. Carts must be approved by Vancouver Coastal Health.

F. Business Licence

- i. A valid business licence is required in addition to the Mobile Food Vendor Permit.

Date: April 27, 2021

To: Committee of the Whole

From: Sheena Fraser, Acting Chief Administrative Officer &
Manager of Corporate & Legislative Services
Gwendolyn Kennedy, Legislative Assistant

Subject: Draft Mobile Food Vendor Pilot Program Policy

PURPOSE

The purpose of this report is to seek input from the Committee of the Whole regarding a draft Mobile Food Vendor Pilot Program Policy (**Appendix A**) for the 2021 summer season. If approved, the Pilot Program would permit the Village and vendors to assess the viability of mobile food vending on Village lands and would provide Staff the opportunity to refine the Policy, should the Pilot Program be extended.

BACKGROUND

Business Licence Bylaw No. 855, 2019 includes provision for the licensing of mobile food vendors operating on Village parks, sidewalks, or roads, with the written permission of the Village. The Village has received inquiries from persons desiring to establish food truck businesses on Village lands but, the Village does not currently permit mobile food vendors to operate on Village lands.

This report presents background information regarding the mobile food vending industry, considers potential benefits and disadvantages of permitting mobile food vendors on Village lands, and presents a draft framework to establish a pilot project for mobile food vending on Village parks, sidewalks, roads, and parking lots for the 2021 summer season.

DISCUSSION & COMMENTS

Competition

Food trucks have been growing in popularity since 2008. They weathered the 2008 recession and have seen market share grow steadily since then. Popular with tourists and locals, they add vibrancy to public spaces and provide convenient meal options in areas underserved by traditional restaurants and cafes. They provide opportunities for established restaurants to test menu and marketing ideas and to expand their business models, and they facilitate market entry for newcomers. A new restaurant may cost more than \$1 million to establish, but a fully serviced food cart or food truck can be ready for the road for a fraction of this cost (Resnick, 2020).

Despite these potential benefits, established food and beverage businesses often view the introduction of mobile food vendors into the market with trepidation, considering unrestricted market access for mobile food vendors to be unfair competition. The Competition Bureau of Canada (Competition Bureau of Canada, 2018) discusses the question of unfair competition

between mobile food vendors and restaurants and concludes that while mobile food vendors have some advantages over restaurants, they also face significant challenges, and that competition between brick-and-mortar restaurants and mobile food vendors is neither unfair nor undesirable. Unlike restaurants, mobile food vendors do not have a dependable location shielded from weather, seating, personalized services, alcoholic beverages, bathrooms, and other conveniences. Furthermore, evidence suggests that the presence of mobile food vendors stimulates demand for food service generally, as communities that have experienced higher growth in the mobile food industry have also shown higher growth in restaurant and catering businesses (Competition Bureau of Canada, 2018).

The Competition Bureau recommends that municipalities regulating mobile food vendors should consider whether the regulations achieve a specific policy goal such as safety or environmental protection or whether they act as a deterrent to market entry and impact mobile food vendors unfairly. Regulations that should be questioned are those that impose high permit fees, limit operating hours, limit the number of vendors, select vendors based on product and presentation, and restrict locations and proximity to established businesses. Municipalities do not impose such regulations on other businesses, allowing the market to determine which businesses are successful. The Bureau suggests that proximity requirements should be limited to protecting core elements of existing restaurants, such as the preservation of views and street access.

Mobile Food Vendors in a Pandemic

The COVID-19 Pandemic has been particularly hard on the food and beverage industry. Mobile food vendors are not immune to the challenges of the Pandemic as reduced tourism, festival cancellations, and reduced pedestrian traffic in business districts had an impact. The industry, after years of steady growth, saw a slight decline in 2020 (Milenkovic, 2021). However, many mobile food vendors have found success by incorporating order-ahead options that can represent over 50% of revenue (Resnick, 2020). Mobile food carts can provide a viable expansion for an existing restaurant or café, allowing them to access markets not available to brick-and-mortar locations during the pandemic.

Due to the popularity of mobile food carts with residents and tourists, their potential contribution to animating public spaces, and the opportunities they present to local business owners and entrepreneurs, Staff is recommending consideration of a Mobile Food Vendor Pilot Program Policy that would establish a framework for permitting the operation of food trucks and carts on Village lands for the 2021 summer season.

Locations

Staff is suggesting consideration of the following five (5) locations for mobile food vendors:

- One Mile Lake Park lower parking lot
- Downtown Community Barn
- Industrial Park
- Pemberton Community Centre parking lot
- Den Duyf Park (Recreation Site)

Offering all five locations to prospective vendors during a Pilot Program would allow the Village and the vendors to evaluate the potential of the different locations and would allow vendors to choose the locations that suit their product and operating capacity.

Staff considered two models for assigning locations to mobile food vendors. The Resort Municipality of Whistler (RMOW) allows vendors to choose from a list of locations and dates, permitting one mobile food cart at Lost Lake Park and one at Rainbow Park each day. This model ensures variety for customers, allows vendors to try different locations, and ensures fair access to prime locations. The District of Squamish (DOS) uses the model more commonly seen in other municipalities, where a vendor applies for and is issued a permit for a primary spot. DOS has added the option for approved vendors to use a secondary location as well when available on a first-come first-served basis.

Staff is suggesting adopting the RMOW model for the Pilot Project as it allows vendors to commit to as many or as few dates as they wish, ensures variety, and allows vendors to try different locations. A sample calendar showing available dates and locations is attached as **Appendix A**. Vendors would be required to commit to a minimum of five (5) hours per day on approved days, and to commit to operating on at least 75% of their selected dates to ensure some level of consistency for customers.

Application Process

If the Pilot Program is approved, Staff will issue a Request for Expression of Interest (sample attached as **Appendix C**) no later than Thursday, May 13, 2021. Prospective vendors would be required to submit an application including an expression of interest letter by 4:30 p.m. by Friday, May 28th for consideration in the first round. Vendors would be selected based on selection criteria approved by Council and informed no later than June 11, 2021. Late applications would be accepted while locations and dates remain available.

The Request for Expression of Interest is not intended to form a contract between the Village and a prospective vendor. The Village could negotiate agreements with one or more vendors or could choose not to proceed further.

Selected vendors would be issued a Mobile Food Vendor Permit specifying dates, locations, and operational requirements, and would be required to obtain a business licence before opening for business. There would be no fee for the Permit. The current business licence fee of \$300 for mobile or temporary vendors would apply. If a brick-and-mortar restaurant wished to participate they would be required to apply for a Mobile Vendor Business Licence as well.

Application Requirements

The following application requirements have been included in the draft policy:

- i. Expression of Interest letter stating the following:
 - (a) preferred locations and dates selected from annual Mobile Food Vendor Calendar (**Appendix B**), indicating proposed hours of operation for each date;
 - (b) the qualifications and experience of the business;
 - (c) menu and service description;
 - (d) product sourcing; and
 - (e) measures included to minimize environmental impact;
- ii. Photos or detailed sketch of the cart illustrating design and features (see section E);
- iii. Insurance (see section G);
- iv. Waste Management Plan in compliance with Wildlife Attractant Bylaw No. 684, 2010;

- v. a COVID-19 Safety Plan; and
- vi. Two references.

Due to the short timeline of the Pilot program, the requirement to have a Vancouver Coastal Health (VCH) permit and inspection by Pemberton Fire Rescue in place at application time has been removed but would be incorporated into a new Policy once the Pilot Program is completed. These requirements remain in effect through [Business Licence Bylaw No. 855, 2019](#) and must be satisfied before the Mobile Food Vendor opens for business.

Vendor Selection Criteria

Staff created a matrix of weighted selection criteria that would allow the Village to maintain control over the selection of mobile food vendors. The selection criteria are presented in Table 1 for consideration:

Table 1. Mobile Food Vendor Selection Criteria

Evaluation Criteria	Weight
Experience and demonstrated competence	10
Proposed service (menu diversity, innovation, availability of healthy options)	25
Cart design, appearance, and functionality	15
Value	10
Sustainability (minimizing use of wasteful packaging, and minimizing carbon footprint, composting, and recycling)	20
Schedule and commitment to operational hours	10
References	10
Subtotal	100
Bonus Points	
Local resident or business owner (Village or SLRD Area C)	10

Bonus points have been included for residents and local business owners to encourage local entrepreneurs to enter the market.

Alternatively, the Committee may prefer to follow the recommendation of the Competition Bureau and minimize Village involvement in vendor selection. If this model is preferred, Staff suggest removing the first four elements from the matrix (experience and demonstrated competence, proposed service, cart design, and value). Applicants would be evaluated on the sustainability of their service, their availability and commitment to operating hours, and references, as shown in Table 2.

Table 2. Mobile Food Vendor Selection Criteria, Reduced

Evaluation Criteria	Weight
Sustainability (minimizing use of wasteful packaging, and minimizing carbon footprint, composting, and recycling)	25
Schedule and commitment to operational hours	15
References	10
Subtotal	50
Bonus Points	
Local resident or business owner (Village or SLRD Area C)	5

Operational Requirements

The following operational requirements, which are in alignment with the regulations set out in the Business Licence Bylaw, are proposed to ensure that mobile food vendors do not have a negative impact on the neighborhood in which they operate:

- i. The *Mobile Food Vendor* permit, business licence, and Vancouver Coastal Health permit must be displayed prominently on the food cart.
- ii. Vendors must commit to scheduled dates and locations and must operate a minimum of five (5) hours on each scheduled date.
- iii. The Mobile Food Cart is restricted to the specific locations and dates that have been approved by the Village.
- iv. Garbage and waste must be recycled, composted, or disposed of off-site by the operator. Use of Village garbage bins is prohibited. Disposal of any liquid waste into bodies of water, onto soil, or into Village drains is prohibited.
- v. Mobile Food Carts must provide their own source of potable water and power.
- vi. Vendors must conduct a daily clean-up of the location within a 100 m radius of the cart location.
- vii. The Mobile Food Cart is prohibited from remaining overnight.
- viii. Storage must be contained within the Mobile Food Cart.
- ix. Mobile Food Carts must be maintained in good operating condition and appearance.
- x. Mobile Food Carts shall not be left unattended.
- xi. Two folding chairs and a small tent/canopy for weather protection are permitted; no additional furniture or objects are permitted.
- xii. Mobile Food Vendors shall not be permitted to operate during an approved special or community event occurring at their approved location except when specifically associated with and authorized by the organizers of the event.
- xiii. If electrical power from a Village source is available and is used by a Vendor, the Vendor must pay to the Village a fee of an amount to be determined for the electricity use.
- xiv. Mobile Food Vendors must abide by Village of Pemberton Wildlife Attractants Bylaw No. 684, 2010; Noise Regulation Bylaw No. 699, 2011, Business Licence Bylaw No. 855, 2019, Sign Bylaw No. 380, 1995, and any other applicable bylaw or enactment.
- xv. Failure to operate at least 75% of the agreed location dates (minimum of five hours operating time per date) may result in cancellation of the Mobile Food Vendor permit unless the Vendor has received approval in writing for a reduced schedule.

Limit to Number of Mobile Vendor Business Licences

Section 14.7 of Business Licence Bylaw No. 855, 2019 limits the number of temporary or mobile Vendor business licences issued in one year to five (5). The Village has issued two (2) licences in 2021, leaving three (3) available for the Pilot Program and any other temporary or mobile vendors planning to operate in 2021. Thus, should the Committee support the Pilot Program, Staff recommend that at the next Regular Council Meeting to be held on May 11, 2021, Council direct Staff to initiate an amendment to the Business Licence Bylaw No. 855, 2019 to relax the restriction on the number of mobile vendor licences issued each year, either by exempting participants in the Pilot Program from the limit, or eliminating or raising the limit.

COMMUNICATIONS

If the proposed Pilot Program is supported by the Committee and subsequently approved by Council, the Pilot Program will be advertised in the Pique Newsmagazine, through eNEWS, Village Facebook Page, the Village Website, and on Village notice boards.

If an amendment to Business Licence Bylaw No. 855, 2019, is required, notice of the amendment will be advertised in the Pique Newsmagazine, through eNEWS, the Village Website and Facebook Page, and on Village notice boards to satisfy the public consultation requirements of section 59 of the *Community Charter*.

LEGAL CONSIDERATIONS

Section 59 of the *Community Charter* empowers Council to regulate in relation to business.

IMPACT ON BUDGET & STAFFING

This project has been accommodated as part of regular Staff responsibilities and has no impacts to the budget or staff hours.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts associated with this project.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

This project has no impacts on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

Recommendation: THAT the Committee of the Whole provide input on the draft Mobile Food Vendor Pilot Program Policy.

ATTACHMENTS:

Appendix A: Draft Mobile Food Vendor Pilot Program Policy

Appendix B: Sample Mobile Food Vendor Calendar

Appendix C: Sample Request for Expression of Interest

Prepared or Submitted by:	Gwendolyn Kennedy
Manager & Acting CAO Approval by:	Sheena Fraser, Acting Chief Administrative Officer & Manager of Corporate and Legislative Services

References

- Competition Bureau of Canada. (2018, February 14). *Promoting Fair Competition in the Restaurant and Mobile Food Industry*. Retrieved from Competition Bureau of Canada: <https://www.competitionbureau.gc.ca/eic/site/cb-bc.nsf/eng/04260.html>
- Milenkovic, M. (2021, January 18). *20+ Food Truck Industry Statistics: What's Cooking in 2021*. Retrieved from Small Biz Genius: <https://www.smallbizgenius.net/by-the-numbers/food-truck-industry-stats/#gref>
- Resnick, R. (2020, May 27). *Food trucks may be the perfect solution to feed customers' nostalgia for dining out as the future of the restaurant industry remains uncertain*. Retrieved from Business Insider: <https://www.businessinsider.com/food-trucks-solution-coronavirus-restaurant-crisis-2020-5>

Committee of the Whole



PO Box 100
7400 Prospect St.
Pemberton
British Columbia
CANADA
V0N2L0

P. 604.894.6135
F. 604.894.6136

www.pemberton.ca

Request for Expressions of Interest (EOI)

EOI – 2021 – 00_

2021 Pilot Program - Mobile Food Vendors

Issue Date: TBD

Closing Date: Friday, May 28, 2021 at 4:30 p.m.*

*

Submissions Information:

By email: admin@pemberton.ca

In person: Village of Pemberton, 7400 Prospect Street,
Pemberton, BC V0N 2L1

By mail: Village of Pemberton
PO Box 100
Pemberton, BC V0N 2L0

Inquiries:

Sheena Fraser, Manager of Corporate & Legislative Services

sfraser@pemberton.ca

604-894-6135 ext. 228

* Late submissions will be accepted while locations and dates remain.

1. Objective

The Village of Pemberton is inviting interested and qualified proponents (“the Vendor”) to submit expressions of interest to manage and operate mobile food carts at five specified locations within the Village as part of the Mobile Food Vendor Pilot Program (“Pilot Program”) for the summer of 2021.

2. Background

The Village has launched a Pilot Program for the 2021 and 2022 summer seasons (June through September) to offer business owners the opportunity to expand their business concepts to include mobile food vending and to encourage area residents to enter the market.

The following five locations are available with a maximum of one mobile food cart assigned to the location for each available date:

- One Mile Lake Park lower parking lot
- Downtown Community Barn
- Industrial Park
- Pemberton Community Centre parking lot
- Den Duyf Park (Recreation Site)

Prospective mobile food vendors will select dates and locations from the Mobile Food Vendor Calendar available on the Village website. This format will allow Vendors to select the locations and dates that suit their operational capacity. Available locations and dates that are requested by more than one equally qualified applicant will be awarded by random draw.

Vendors are encouraged to contact the Village for more details regarding the locations.

3. Project Scope

- a. A Mobile Food Vendor (the Vendor) shall provide food and/or beverage service from an approved mobile food cart on the approved dates at the approved locations and shall operate a minimum of five (5) hours each scheduled day.
- b. A Mobile Food Vendor (the Vendor) shall abide by the following operational requirements:
 - i. The Vendor shall display the *Mobile Food Vendor* Permit, VCH Permit, and business licence prominently on the food cart.
 - ii. The Vendor shall recycle, compost, or dispose of garbage and waste off-site and shall not use Village garbage bins or dispose of any liquid waste into bodies of water, onto soil, or into Village drains.
 - iii. The Vendor shall provide their own source of potable water and power for the Mobile Food Cart.

- iv. The Vendor shall conduct a daily clean-up within a 100 m radius of the cart location.
- v. The Vendor shall not leave the Mobile Food Cart at the operating location overnight.
- vi. The Vendor shall ensure that all storage is contained within the Mobile Food Cart.
- vii. The Vendor shall maintain the Mobile Food Cart in good operating condition and appearance.
- viii. The Vendor shall not leave the Mobile Food Cart unattended.
- ix. The Vendor may provide for their own use two folding chairs and a small tent or canopy for weather protection; no additional furniture or objects are permitted.
- x. The Vendor shall not operate during an approved special or community event occurring at their approved location except if specifically associated with and authorized by the organizers of the event.
- xi. If electrical power from a Village source is available and is used by a Vendor, the Vendor shall pay to the Village a fee of an amount to be determined for the electricity use.
- xii. The Vendor shall abide by Village of Pemberton Wildlife Attractants Bylaw No. 684, 2010; Noise Regulation Bylaw No. 699, 2011, Business Licence Bylaw No. 855, 2019, Sign Bylaw No. 380, 1995, and any other applicable bylaw or enactment.
- xiii. The Business Licence Inspector may cancel the Mobile Food Vendor Permit if the Vendor fails to operate on at least 75% of the agreed location dates (minimum of five hours operating time per date) unless the Vendor has received approval in writing for a reduced schedule.

c. Cart Design

- i. Carts must be self-contained and require no external power or potable water source.
- ii. Carts must be approved by Vancouver Coastal Health.

d. Business Licence

- i. A valid business licence is required in addition to the Mobile Food Vendor Permit.

e. Insurance

- i. Vendors must have a minimum of \$5 million commercial general liability coverage.
- ii. If applicable, Vendors must have a minimum of \$2 million liability coverage in automobile insurance.
- iii. The Village and, if applicable, the Squamish-Lillooet Regional District must be named as additional insured on both policies.

- iv. Vendors must provide 30 day written notice of any material change or cancellation of policy.

4. Application Process

- a. **A Mobile Food Vendor Permit is issued for one season. A Vendor who participates in the pilot project in 2021 will be required to submit a new application for 2022 to participate in the second year of the program.**
- b. Applicants for a Mobile Food Vendor Permit shall provide the following documents with their application:
 - i. Expression of Interest letter stating the following:
 - a. preferred locations and dates selected from annual Mobile Food Vendor Calendar, indicating proposed hours of operation for each date selected;
 - b. the qualifications and experience of the business, **noting the role of local business owners and residents, if any;**
 - c. menu and service description, **including description of healthy meal and snack options;**
 - d. **product sourcing; and**
 - e. measures included to minimize environmental impact.
 - ii. Copy of current Mobile Vendor Business Licence if one has already been issued;
 - iii. Copy of valid Vancouver Coastal Health Permit if one has already been issued;
 - iv. Photos or detailed sketch of the cart illustrating design and features (see section E);
 - v. Proof of Insurance (see section G);
 - vi. Waste Management Plan in compliance with Wildlife Attractant Bylaw No. 684, 2010;
 - vii. COVID-19 Safety Plan; and
 - viii. Two references.
- c. If requested by the Business Licence Inspector, the Vendor shall attend a personal interview.
- d. Applications must be received before 4:30 p.m. on Friday, May 28, 2021 to be considered in the first round. Late submissions will be accepted while locations and dates remain available.
- e. Applications may be submitted by email to admin@pemberton.ca, by mail to Box 100, Pemberton, BC V0N 2L0, or by hand delivery to the Village office located at 7400 Prospect Street, Pemberton, BC V0N 2L1.

- f. The Business Licence Inspector may reject an application that fails to conform to the application requirements noted above.

5. Selection Criteria

- a. Each application will be evaluated on the following criteria:

Evaluation Criteria	Weight
Experience and demonstrated competence	10
Proposed service (menu diversity, innovation, availability of healthy options)	15
Cart design, appearance, and functionality	15
Value	10
Product sourcing	20
Sustainability	15
Schedule and commitment to operational hours	10
References	5
Subtotal	100
Bonus Points	
Local resident or business owner (Village or SLRD Area C)	25

- b. Applications will be treated confidentially.
- c. Other criteria may be considered in addition to those listed above.
- d. Selections will be made, and applicants informed of the decision no later than June 11, 2021.

6. Next Steps

This Request for Expression of Interest is not intended to form a contract between the Village and the Vendor. The Village may choose to negotiate agreements with one or more Vendors or may choose not to proceed further.

7. Inquiries

Please direct all inquiries to Sheena Fraser, Manager, Corporate & Legislative Services:

sfraser@pemberton.ca
 604-894-6135 ext. 228

Date: May 11, 2021

To: Nikki Gilmore, Chief Administrative Officer

From: Lena Martin, Manager of Finance

Subject: Municipal Finance Authority Equipment Financing – Bylaw Truck, Public Works Loader

PURPOSE

The purpose of this report is to seek Council's approval to apply for short term equipment financing with the Municipal Finance Authority (MFA) of BC, for the funding of the Bylaw Truck, Public Works Loader and Industrial Park Generator, as per the Five Year Financial Plan Bylaw No. 895, 2021

BACKGROUND

As identified in the 2021 - 2025 Five Year Financial Plan and 2021 budget, a Bylaw Truck is requested to replace the retired equipment previously used for Bylaw Services.

As identified in the 2021 - 2025 Five Year Financial Plan and 2021 budget, a Loader is requested to replace retiring equipment used for Public Works. This liability replaces the completed debt payments on the retiring equipment.

DISCUSSION & COMMENTS

MFA has an Equipment Financing Program that takes the place of the former Leasing Program. Loans under this short-term borrowing program are available to municipalities pursuant to section 178 of the *Community Charter* – Short Term Capital Borrowing.

Benefits of the programs are:

- Low interest rates based on the Canadian Dollar Offered Rate (CDOR) rate
- No fees or taxes
- Local Government retains ownership of asset
- Extra principal payments may be made at any time
- No penalties or fees for paying out early

Terms of the loan:

- Financing agreements having amortization periods between 1 - 5 years do not require approval from the public
- Variable interest rate with fixed payment schedule

As planned capital expenditures in the 2021 Financial Plan, the Bylaw Truck, Loader and Industrial Park Generator can be accommodated in the current operating budget. The calculated floating interest rate of the loans is 0.93%.

Bylaw Truck

Loan Summary

Loan Details	
Principal Value	\$45,000.00
Current Interest Rate	0.93000%
Amortization Period	60
Payments in Term	60
Fixed Monthly Payment	\$767.86
Total Principal	\$45,000.00
Total Estimated Interest	\$1,073.06
Total Estimated Cost	\$46,073.06
Final Payment*	

* Final payment amount will change based on interest rate fluctuations over the term of the loan.

Public Works Loader

Loan Summary

Loan Details	
Principal Value	\$275,000.00
Current Interest Rate	0.93000%
Amortization Period	60
Payments in Term	60
Fixed Monthly Payment	\$4,692.50
Total Principal	\$275,000.00
Total Estimated Interest	\$6,555.59
Total Estimated Cost	\$281,555.59

COMMUNICATIONS

There are no communications considerations at this time.

LEGAL CONSIDERATIONS

Loans under this short-term borrowing program are available to municipalities pursuant to section 178 of the *Community Charter* – Short Term Capital Borrowing.

IMPACT ON BUDGET & STAFFING

The annual cost of equipment financing has been estimated on a five (5) year amortization schedule and can be accommodated in the 2021 Operating budget. The estimated 2021 budget impact for principal and interest payments is;

- Bylaw Truck \$ 5,375
- Public Works Loader \$ 32,847

The Bylaw Truck is new debt and the Public Works Loader replaces retiring debt.

INTERDEPARTMENTAL IMPACT & APPROVAL

The securing of the financing will be facilitated through the Finance Department and can be accommodated as part of the regular duties.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There is no impact on the region or neighbouring jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options that Staff recommends at this time.

RECOMMENDATIONS

Recommendation One: Bylaw Truck

THAT Council of the Village of Pemberton authorizes up to \$45,000 be borrowed, under Section 178 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of a Bylaw Truck;

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

Recommendation Two: Loader

THAT Council of the Village of Pemberton authorizes up to \$275,000 be borrowed, under Section 178 of the *Community Charter*, from the Municipal Finance Authority, for the purpose of a Loader;

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

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



TOWN OF VIEW ROYAL

45 View Royal Avenue, Victoria, BC, Canada V9B 1A6

Ph. 250-479-6800 • Fx. 250-727-9551 • E. info@viewroyal.ca • www.viewroyal.ca

April 1, 2021

Honourable John Horgan
Premier of British Columbia
PO Box 9041 Stn Prov Govt
Victoria, BC V8W 9E1

VIA EMAIL: premier@gov.bc.ca

Dear Premier Horgan:

RE: Request for Authority and Training for Hospital Security Staff

It has come to the attention of View Royal Council that there is an excessive use of police resources in hospital emergency waiting rooms as officers must remain with persons apprehended under section 28 of the *Mental Health Act* until the individual is transferred to the care of a physician. This requirement sees costly police resources tied up in emergency waiting rooms often for lengthy periods of time.

As such, we are requesting that hospital security staff be given the authority and necessary training to take custody of patients apprehended under the *Mental Health Act* on arrival at the hospital.

Allowing hospital security staff to assume this role from police officers would not only provide a less costly approach for taxpayers, but would also ease the burden on police resources, enabling them to provide timely services where they are needed in the community.

Thank you for consideration of this request.

Sincerely,

David Screech
Mayor

cc. Hon. David Eby, Attorney General and Minister responsible for Housing
Hon. Adrian Dix, Minister of Health
Hon. Sheila Malcolmson, Minister of Mental Health and Addictions
All UBCM Municipalities



April 12, 2021

Dear BC Municipalities

RE: Designation of invasive Asian clams as Prohibitive Aquatic Invasive Species

Please be advised that at a District of Clearwater Regular Council meeting held on April 6, 2021, Mayor and Council expressed their support for correspondence received from the District of Sicamous regarding a species of clams, *Corbicula fluminea*, which threaten the natural biodiversity of lakes in the B.C. Interior. To echo the District of Sicamous Council passed the following resolution:

“THAT Council direct Administration to provide a letter of support for the District of Sicamous campaign against invasive Asian clams and forward to municipalities in B.C..”

Council understands the delicate nature of our inland aquatic ecosystems and the threat posed by introducing new species into such an environment. We would therefore call upon the B.C. Government to use its authority to designate Asian clams as an Aquatic Invasive Species under the Controlled Alien Species Regulation.

Yours truly,

A large black rectangular redaction box covers the signature area, obscuring the name and any handwritten notes.

Merlin Blackwell
Mayor



DISTRICT OF CLEARWATER

P 250.674.2257

F 250.674.2173

E admin@docbc.ca

PO Box No. 157

209 Dutch Lake Road

Clearwater BC V0E 1N0



April 12, 2021

Dear BC Municipalities

RE: Endorsement of 9-8-8 Crisis Line Initiative

Please be advised that at a District of Clearwater Regular Council meeting held on April 6, 2021, myself and Council expressed appreciation for the initiative to create a 9-8-8 crisis line and passed the following resolution:

“THAT Council direct Administration to provide a letter of support for the 9-8-8 Crisis Line Initiative to be addressed and distributed to BC Municipalities.”

Council understands the critical significance of reducing the barriers that a person in crisis will face when seeking resources. Through unanimous consent, the District of Clearwater supports the creation of a national 3-digit suicide prevention hotline in Canada. This initiative is particularly timely given the considerable pressures on the mental health of Canadians that have manifested during the COVID-19 pandemic.

Yours truly,

A large black rectangular redaction box covers the signature area, obscuring the name and any handwritten notes or dates.

Merlin Blackwell
Mayor

DISTRICT OF CLEARWATER

P 250.674.2257

F 250.674.2173

E admin@docbc.ca

PO Box No. 157

209 Dutch Lake Road

Clearwater BC V0E 1N0

Village of Pemberton

Regular Council Meeting No. 1538

Tuesday, May 11, 2021

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April 23, 2021

File: 5280.31

<p>The Honourable John Horgan Premier of BC PO Box 9041 Stn Prov Govt Victoria, BC V8W 9E1 Via email: Premier@gov.bc.ca</p>	<p>The Honourable Lana Popham Minister of Agriculture, Food and Fisheries PO Box 9409, Stn Prov Govt Victoria, BC V8W 9V1 Via email: AGR.Minister@gov.bc.ca</p>
<p>The Honourable Katrine Conroy Minister of Forests, Lands, Natural Resource Operations and Rural Development PO Box 9049, Stn Prov Govt Victoria, BC V8W 9W2 via email: FLNR.Minister@gov.bc.ca</p>	<p>The Honourable George Heyman Minister of Environment and Climate Change Strategy PO Box 9360, Stn Prov Govt Victoria, BC V8W 9M2 via email: ENV.Minister@gov.bc.ca</p>

Dear Mr. Premier, Minister Popham, Minister Conroy and Minister Heyman:

RE: Lack of funding – Invasive Plant Management

At its April 15, 2021 meeting, the Board of the Peace River Regional District (PRRD) discussed growing concerns that the Province is not recognizing the economic contribution agriculture makes to the province of BC.

It has come to the Board’s attention that, due to an oversight in funding allocations, there are no funds available for treatment of invasive plants on public lands by the Ministry of Forests, Lands, Natural Resource Operation and Resource Development (FLNRORD). These non-funded activities include the ongoing treatment work targeted towards known, existing, high priority areas in our region as well as the rest of the province. This dramatic oversight will result in the spread of invasive plants on FLNRORD lands going unchecked and affecting neighbouring agricultural lands.

The PRRD respectfully requests answers to the following questions from each Ministry’s perspective:

1. How can \$12 million dollars be allocated from the office of the Premier, under FLNRORD, to assist with the detection and removal of invasive plants, without allocating funds to hire trained contractors to engage in treatment activities on Crown lands?
2. Given that the funding is meant for job creation and invasive plants are continually trying to invade Crown lands (which include much needed grazing areas that support the agriculture industry); why is funding not being directed towards reinstatement of those pre-existing jobs that would normally conduct the aforementioned treatment works through contract?

It is extremely concerning that the overarching Ministry which maintains the *Noxious Weeds Act* would neglectfully be unprepared to treat invasive plants found on Crown occupied lands. Without treatment, we would respectfully point out that invasive plants know no borders and, if unchecked, will encroach neighbouring lands containing vital agriculture.

diverse. vast. abundant.

PLEASE REPLY TO:

Box 810, 1981 Alaska Ave, Dawson Creek, BC V1G 4H8 Tel: (250) 784-3200 or (800) 670-7773 Fax: (250) 784-3201 Email: prrd@prrd.bc.ca
 9505 100 St, Fort St. John, BC V1J 4N4 Tel: (250) 785-8084 Fax: (250) 785-1125 Email: prrd.fsj@prrd.bc.ca

Village of Pemberton
 Regular Council Meeting No. 1538
 Tuesday, May 11, 2021

The Province should be aware that the PRRD not only has an Invasive Plant Bylaw that enforces the procession of invasive plants within the entire area of the BC Peace, it also employs staff and contractors which are designated under the *Noxious Weeds Act* to enforce on the Crown's behalf. Further, additional seasonal staff are hired annually to assist with the vast number of complaints that are received regarding invasive plant infestations on public and private lands.

This leads us to our final question: in good faith, how can a local government enforce such invasive plant removal when the Ministry housing the legislation is not even engaging in such activities?

In closing, the agricultural industry in the north provides economic benefits for the entire province. Lack of funding and cancellation of any invasive plant treatment strategy will be detrimental, resulting in increased costs of treatment work when funding does become available.

We look forward to receiving a favourable response to our concerns and questions.

Yours truly,



Brad Sperling
Regional Board Chair

Yours truly,



Leonard Hiebert
Invasive Plant Committee Chair

c: Mr. Mike Bernier, South Peace MLA, via email: Mike.Bernier.MLA@leg.bc.ca
Mr. Dan Davies, North Peace MLA, via email: Dan.Davies.MLA@leg.bc.ca
Mr. Bob Zimmer, MP for Prince George-Peace River-Northern Rockies, via email: Bob.Zimmer@parl.gc.ca
NCLGA via email: admin@nclga.ca
UBCM via email: ubcm@ubcm.ca

Enclosures: April 21, 2021 Letter of Support, District of Chetwynd



District of Chetwynd

Box 357
Chetwynd, BC
Canada V0C 1J0

tel: (250) 401-4100

fax: (250) 401-4101

email: d-chet@gochetwynd.com

April 21, 2021

Peace River Regional District
P.O. Box 810
Dawson Creek, BC V1G 4H8
By email: leonard.hiebert@prrd.bc.ca

Attention: Director Leonard Hiebert – Electoral Area “D” Director

Dear Mr. Hiebert:

Re: Invasive Weed Control on Crown Land

As you described during a recent Peace River Regional District Board meeting, invasive weeds are a serious threat to biodiversity because they can spread quickly, outcompete native species and destroy the habitat, dominate natural and managed areas, and in so doing harm biological communities.

As BC's environment, people and economy can be negatively impacted by the unchecked spread of invasive weeds, we support you in urging the Provincial government to continue to provide invasive weed control measures on crown land.

Yours Truly,


Allen Courtoreille
Mayor

CITY OF KAMLOOPS

RESOLUTION FROM THE MINUTES OF A REGULAR MEETING OF THE MUNICIPAL COUNCIL OF THE CITY OF KAMLOOPS, HELD IN THE VALLEY FIRST LOUNGE, 300 LORNE STREET, KAMLOOPS, BC

Support for Professional News Media

WHEREAS a healthy, professional news media is essential for the proper functioning of civil society and democracy at the local, regional, federal and international levels; and

WHEREAS Canadians in 190 communities have lost the essential services provided through 250 established news outlets that closed or merged between 2008 and 2018 and the Canadian media industry has lost roughly 3,000 jobs due to temporary and permanent layoffs from the time the COVID-19 pandemic began and advertising revenues have plunged, prompting an emergency \$30-million advertising buy by the federal government; and

WHEREAS two-thirds of Canadians agree or somewhat agree that because of the COVID-19 outbreak the federal government should treat widespread media bankruptcies and layoffs as an emergency, according to a Nanos Research poll of April 2020; and

WHEREAS the news media in the Kamloops area have been instrumental during the pandemic, ensuring Kamloopsians have accurate information.

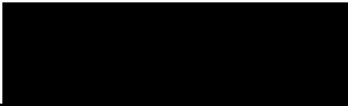
THEREFORE BE IT RESOLVED:

That Council:

- a) recognize a healthy, professional news media is essential to the proper functioning of democracy in our city; urges nearby municipal councils and across Canada to recognize a robust news media is essential to the proper functioning of democracy in their jurisdictions; endorses legislation and regulations to support and rejuvenate news outlets across Canada; and urges the federal government to move quickly to pass legislation to ensure an ecosystem for a healthy news media to serve all Canadians;
- b) authorize the resolution be forwarded to local MP and MLAs, the Federation of Canadian Municipalities and the Union of B.C. Municipalities.

I HEREBY CERTIFY that this is a true copy of a resolution from the minutes of a meeting of the Kamloops City Council held on the 20th day of April, 2021.

Dated at Kamloops, BC, this 27th day of April, 2021.


N. Garbay
Corporate Officer



City of Campbell River
From the Office of the Mayor

29 April 2021

The Honourable Katrine Conroy
Minister of Forests, Lands, Natural Resource Operations and Rural Development
PO Box 90049 Stn Prov Govt
Victoria, BC V8W 9E2

Via email: FLNR.Minister@gov.bc.ca

Dear Minister Conroy:

Re: Logging of at-risk old –growth forests in the province

At their April 26 meeting, City of Campbell River Council received correspondence from Bob Brash, Executive Director of the Truck Loggers Association (TLA), outlining their concerns about the City of Nanaimo Council decision regarding logging of at-risk old –growth forests in the province. Mr. Brash further offered to brief several Vancouver Island councils on the TLA perspective on BC's forest sector and working forests.


At the same meeting, City of Campbell River Council passed a resolution to contact you, Premier Horgan and Minister Osborne as well as BC MLAs to urge the Province that decisions made regarding the forest sector be based on facts and science.

Council believes that coastal forest operations are threatened by misinformation. Campbell River is a coastal forestry hub, and we view forestry as an essential component of economic recovery during and following the pandemic.

The City of Campbell River asks that you consider our concerns while making important decisions.

Thank you.

Sincerely,


Andy Adams
Mayor

From: Barb Murray <[REDACTED]>
Sent: May 3, 2021 9:25 PM
Subject: Resolution: Moratorium on Wolf Hunting in B.C.

Dear Mayor and Council,

I am sending you the Resolution regarding the need for a moratorium on recreational hunting of wolves across the province that is currently going thru the municipalities' resolution process.

I have included background materials for the resolution in the link below as well as links to two recent published articles on Wolf killing, one from a wolf conservationist in BC and one from the USA on Idaho's Bill that would allow 90% of their wolves to be killed.

My request is for you to read this information carefully. Please consider who we are in British Columbia and what we stand for? Are we going to continue to spend millions of dollars killing wolves from helicopters, allow neck snares and leg-hold traps, bullets and arrows to kill wolves unabated!? What percentage of wolves will be enough for the government, hunters, trophy hunters and trappers? Please ask Minister Conroy, Minister Heyman and Premier Horgan to halt the slaughter of wolves in B.C. until more consultation and science by the 'non-consumptive' users and independent biologists is brought to bear on this highly controversial issue,

**Sincerely yours,
Barbara Murray**

[REDACTED]
Nanoose Bay, B.C. [REDACTED]
[REDACTED]
[REDACTED]

**AVICC Resolution
Review of Wolf Hunting Practices in British Columbia**

District of Oak Bay

**AVICC Resolution
District of Oak Bay**

Whereas the public and wildlife conservation organizations are concerned about provincial regulations for recreational wolf hunting practices, and believe that these practices should be re-examined for scientific and ethical reasons;

And whereas very little scientific evidence exists about the size of the wolf population or the sustainability of impacts of unrestricted harvesting levels on the bio-diversity related to habitats and wildlife ecology, especially at the regional level:

Therefore be it resolved that AVICC and UBCM request the Province to implement a moratorium on recreational wolf hunting, pending the completion of a scientific, data-driven and evidence-based study that includes consultation with Indigenous communities, to re-examine the efficacy of unrestricted wolf harvesting practices and their impacts on bio-diversity, wildlife ecology and sustainability of the resident wolf population.

Background & References:

April 15, 2021 ‘Killing wolves is not OK’ Letter to Editor Golden Star by Sadie Parr, Former Executive Director of Wolf Awareness (2015-2020) in regards to wolves hunted, trapped and culled by shooters out of helicopters in B.C.

No – it is not okay to kill wolves. The harm we are inflicting upon wolves is just plain wrong and must end.

For the past 15 years or so, I have focused my life on learning as much as I can about wolves. I’ve worked with captive wolves and researched wild wolves. I’ve read about wolves in books, government reports and peer-reviewed science papers.

I’ve had countless conversations with other people about their first-hand experiences with wolves. I’ve collected and analyzed wolf poop, I’ve backtracked their steps, I’ve captured their images on remote cameras, and I’ve treasured their howls.

I have been privileged to get a glimpse into the complicated and emotional lives of some wolves, as individuals and also as families trying to survive. These experiences have shaped my views, and more importantly, my values.

B.C. has become a place ripe with carnivore carnage, with wolves as refugees on their own land. The province has completed its seventh consecutive year of aerial-gunning, ostensibly under the guise of caribou conservation.

This past winter, government contractors shot down 237 wolves; chased them with helicopters and let loose bullets that expand on impact. Read more at: <https://bearmatters.com/killing-wolves-is-not-ok/>

April 27, 2021 BOISE, Idaho (AP) — The Idaho House on Tuesday approved legislation allowing the state to hire private contractors and expand methods to kill wolves roaming Idaho — a measure that could cut the wolf population by 90%.

Lawmakers voted 58-11 to send the agriculture industry-backed bill to Republican Gov. Brad Little. The fast-tracked bill that allows the use of night-vision equipment to kill wolves as well as hunting from snowmobiles and all-

terrain vehicles, among other measures, passed the Senate last week. Read more at : <https://www.google.ca/amp/s/www.seattletimes.com/business/bill-to-kill-up-to-90-of-idaho-wolves-heads-to-governor/%3famp=1>

Barb Murray,
Bears Matter Consulting,
Nanoose Bay, BC [REDACTED]
Facebook/twitter/Instagram
@bearsmatter

[REDACTED]
[REDACTED]



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Patrick Weiler

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

May 6, 2021

Last month, the Honourable Marco E. L. Mendicino, Minister of Immigration, Refugees and Citizenship, announced an innovative pathway to permanent residence for over 90,000 essential workers and international graduates of a Canadian institution who are actively contributing to Canada's economy.

This special public policy will grant permanent status to temporary workers and international graduates of a Canadian institution who are already in Canada and who possess the skills and experience we need to fight the pandemic and accelerate our economic recovery.

Eligible applicants can submit their applications through IRCC's online portal starting today, May 6, 2021. To be eligible, workers must have at least 1 year of Canadian work experience in a health care profession or another pre-approved essential occupation. International graduates must have completed an eligible post-secondary program in Canada within the last 4 years, and no earlier than January 2017.

The portal will remain open until November 5, 2021, or until we have reached the maximum number of applications:

- 20,000 applications for temporary workers in health care
- 30,000 applications for temporary workers in other selected essential occupations
- 40,000 applications for international students who graduated from an eligible Canadian institution

Three additional streams with similar eligibility criteria have also been launched for French-speaking and bilingual candidates, but there is no maximum number of applications.

Under all streams of this temporary pathway, applicants must intend to reside in a province or territory other than Quebec to qualify.

This new pathway to permanent residence recognizes Canada's need for educated and experienced workers as we work toward our economic recovery. It also acknowledges the extraordinary service of so many essential workers during the pandemic, many of whom are newcomers to our country and have played critical roles as we fight COVID-19.

Constituency Ottawa

6367 Bruce Street Suite 282, Confederation Building

West Vancouver 229 Wellington Street, Ottawa

British Columbia V7W 2G5 Ontario K1A 0A6

Tel.: 604-913-2660 | Fax.: 604-913-2664 Tel.: 613-947-4617 | Fax.: 613-847-4620

Village of Pemberton
Regular Council Meeting No. 1538

Tuesday, May 11, 2021

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Applicant Guidelines:

[Resources are available online, including checklists, forms, and an application guide.](#) Applicants should use the online eligibility tool to confirm that they qualify and that their application is complete before submitting an application.

All applications must include valid language test results received through a designated testing organization. Applicants can use a previous language test from a designated organization, as long as the result is less than 2 years old when the application is received.

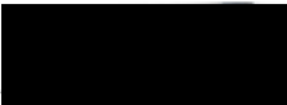
Those who have already completed an immigration medical exam (IME) as part of any previous application are invited to submit this information when applying. If the IME cannot be used for this permanent residence application, IRCC will instruct the applicant to complete a new IME. Applicants who have never completed an IME in the past should make every effort to do so before applying. If it is not possible to do so due to COVID-19-related disruptions, individuals should provide proof that a medical appointment is scheduled with a panel physician.

Applicants requiring accommodation as a result of a disability may request an alternative format application and are encouraged to contact IRCC early. For streams with a limited intake, accommodation requests must be received by May 20, 2021, or before the cap has been reached, whichever is later. IRCC will consider the submission of a request for an accommodation, by email or by phone to the Client Support Centre, as an assertion that you require an accommodation due to a disability. Please include the following information in your email to IRCC.BCSU-UCSE.IRCC@cic.gc.ca:

- your full name
- your mailing address
- your telephone number
- which stream you're applying for
- the type of alternative format you require, such as paper copy, Braille or large print
- if you wish to receive it by mail or by email
- confirmation that you are requesting an accommodation due to a disability

If you have any questions about the application process or need support from our office, please do not hesitate to reach out. Our Case Worker, Tess Whillans, would be happy to assist you.

Sincerely,



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



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Patrick Weiler

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

May 6, 2021

Yesterday, the Minister of Agriculture and Agri-Food, the Honourable Marie-Claude Bibeau, and the Member of Parliament for Glengarry–Prescott–Russell, Francis Drouin, hosted a virtual event to announce an investment of up to \$21.4 million to enhance the Youth Employment and Skills Program (YESP) and fund about 2,000 jobs for youth in the agriculture sector.

The YESP aims to support agri-food employers and provide young Canadians between the ages of 15 and 30 with job experience in agriculture that could lead to a career working in the sector. In 2020, the Government of Canada invested \$9.2 million for the YESP, to fund nearly 1,000 jobs. The investment announced yesterday more than doubles last year’s allocation.

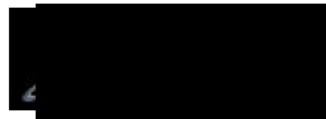
Eligible applicants include producers, agri-businesses, industry associations, provincial and territorial governments, Indigenous organizations and research facilities. Support can cover the period from April 15, 2021 to March 31, 2022.

Applications for the YESP are now being accepted and [forms are available through this webpage](#). For more information, please contact aafc.yesp-pecj.aac@canada.ca, or call: 1-866-452-5558.

Young people were among the hardest and fastest hit when the COVID-19 pandemic struck, experiencing more job losses than any other age demographic. Meanwhile, the agriculture sector has been facing increased difficulty accessing labour since the beginning of the pandemic. By promoting youth employment in the agriculture sector, the Government of Canada is ensuring a resilient food supply chain and keeping the sector strong.

Please do not hesitate to reach out to our office with any questions or concerns. We are happy to help your application 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. 1538
Tel.: 604-913-2660 | Fax.: 604-913-2664 Tel.: 613-947-4617 | Fax.: 613-847-4620 Tuesday, May 11, 2021
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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*