

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

**Agenda** for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, September 21, 2021, at 4:00 p.m. via electronic means through a ZOOM Webinar. This is Meeting No. 1545.

"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/81140799681>**

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<b>Item of Business</b>	<b>Page No.</b>
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**1. CALL TO ORDER REGULAR MEETING (4 p.m.)**

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

**2. APPROVAL OF AGENDA**

1

**Recommendation:** THAT the agenda be approved as presented.

**3. IN CAMERA**

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

**4. RECESS REGULAR MEETING**

**5. RECONVENE REGULAR MEETING (5:30 p.m.)**

**6. RECESS REGULAR COUNCIL MEETING FOR PUBLIC HEARING**

**7. PUBLIC HEARING - Village of Pemberton Official Community Plan Bylaw No. 654, 2011, Amendment (Tiyata - École de la Vallée) Bylaw No. 902, 2021 & Village of Pemberton Zoning Bylaw No. 832, 2018, Amendment (Tiyata - École de la Vallée) Bylaw No. 903, 2021**

**8. RECONVENE REGULAR MEETING FOLLOWING PUBLIC HEARING**

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

**10. ADOPTION OF MINUTES**

**a) Regular Council Meeting No. 1544, Tuesday, August 31, 2021**

6

**Recommendation:** THAT the minutes of Regular Council Meeting No. 1544, held Tuesday, August 31, 2021, be approved as circulated.

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

**a) Cancellation of Lil'wat Nation 2021 Bulls and Barrels Rodeo – Staff update**

**12. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE**

**a) Recommendation from the Committee of the Whole Meeting No. 217, held Tuesday, August 31, 2021:**

**i. LiveShare Co-Living Proposal, 7340 Crabapple Court**

**THAT** the Committee of the Whole recommend to Council that Staff be directed to work with the applicant for the proposed development of a co-living, multi-family residential development located at 7340 Crabapple Court, which will include a separate development variance permit application for the requested parking variance.

**b) Recommendations from the Committee of the Whole No. 218**

**13. COMMITTEE MINUTES - FOR INFORMATION**

**14. DELEGATION**

**15. STAFF REPORTS**

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

**i. Verbal Report**

**Recommendation: THAT** the Chief Administrative Officer's verbal report be received.

**b) Development Services**

**i. Major Development Permit No. 88 – “The Aspect” 1422 – 1430 Portage Road**

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**Recommendation: THAT** Council authorize Development Permit No. 88 for issuance for lands located at 1422-1430 Portage Road, and legally described as Lots 1-3, Plan 12595, District Lot 203, LLD subject to the following pre-requisites of final issuance:

1. The Owner shall enter into a Housing Agreement, approved by bylaw, to restrict the proposed development to purpose built rental for a minimum of 10 years from initial occupancy;
2. The Owner shall develop a means to satisfy the off-site parking obligation to provide seven (7) additional parking Stalls to the satisfaction of the Village of Pemberton;
3. The Owner shall receive final approval from the Ministry of Transportation and Infrastructure regarding proposed development and proposed landscaping;
4. The Owner shall provide a landscape deposit in the form of an irrevocable letter of credit, cash, or other instrument acceptable to the Village, in the amount of \$106,900, for on-site landscaping.
5. The Owner shall provide a landscape deposit to either the Ministry of Transportation and Infrastructure in a form satisfactory to them or to the Village of Pemberton in the form of an irrevocable letter of credit or other instrument acceptable to the Village, in the amount of \$55,000, for off-site landscaping.
6. The Owner enter into an agreement with the Village of Pemberton and/or the Ministry of Transportation and Infrastructure obligating current and future

owners to maintain the landscaping along the Portage Road frontage within the MoTI right-of-way.

**ii. Regional Growth Strategy – Revised Regional Context Statement** 50

**Recommendation:** THAT the Village of Pemberton endorse the proposed Official Community Plan Regional Context Statement – Table of Concordance update for submission to the Squamish-Lillooet Regional Board for acceptance.

**c) Pemberton Fire Rescue**

**i. Whistler Blackcomb Foundation Grant – Wildfire Protection Equipment** 98

**Recommendation:** THAT Council approve the purchase of wildfire equipment as identified on **Appendix B**, subject to funding from The Whistler Blackcomb Foundation;

**AND THAT** an application for grant funding, in the amount of \$70,000, from the Whistler Blackcomb Foundation be supported.

**16. BYLAWS**

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

**i. Village of Pemberton Tax Exemption (Stewardship Pemberton Nature Centre) Bylaw No. 906, 2021** 135

**Recommendation:** THAT Village of Pemberton Tax Exemption (Stewardship Pemberton Nature Centre) Bylaw No. 906, 2021, receive First, Second, and Third Readings

**ii. Village of Pemberton Board of Variance Bylaw No. 893, 2021, Amendment (Fees) Bylaw No. 907, 2021** 139

**Recommendation:** THAT Village of Pemberton Board of Variance Bylaw No. 893, 2021, Amendment (Fees) Bylaw No. 907, 2021 receive First, Second, and Third Readings.

**iii. Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Board of Variance) Bylaw No. 908, 2021** 156

**Recommendation:** THAT Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Board of Variance) Bylaw No. 908, 2021, receive First, Second, and Third Readings.

**17. MAYOR’S Report**

**18. COUNCILLORS’ Reports**

**19. CORRESPONDENCE**

**a) For Action**

**i. For Discussion**

(a) **Eve Gallant, Village resident, dated September 14, 2021, expressing concerns regarding parking at the proposed LiveShare development at 7340 Crabapple Court.** 194

(b) **M.J. Mullen, Village resident, dated September 14, 2021, expressing concerns regarding parking at the proposed LiveShare development at 7340 Crabapple Court.** 195

**Recommendation: THAT Council provide direction.**

ii. **Andrew Hory, Chair and Area B Director, Sandra Daniels, Area A Director, James Furney, Area C Director, Rod Sherrell, Area D Director, Regional District of Mount Waddington, dated August 27, 2021, requesting consideration of a donation to the Village of Lytton by contribution of one dollar for every person in their representative areas.** 197

**Recommendation: THAT** a donation, in the amount of \$1,000, be provided to the Village of Lytton to assist with the recovery and rebuilding following the devastating wildfires in July;

**AND THAT** the funds be allocated from the Community Enhancement Fund.

iii. **Jody Tracey, Village resident, dated September 17, 2021, expressing concerns regarding speeding on Pemberton Farm Road East.** 199

**Recommendation: For Discussion**

**b) For Information**

i. **Jennie Helmer, Squamish-Lillooet Regional District Area C residents, dated September 6, 2021, expressing opposition to the parking variance for the proposed development at 7340 Crabapple Court.** 200

ii. **The Honourable Mitzi Dean, Minister of Children and Family Development, dated September 10, 2021, announcing that October will again be declared Foster Family Month in British Columbia.** 201

iii. **The Honourable Katrina Chen, Minister of State for Child Care, dated September 13, 2021, announcing the opening of the Childcare BC New Spaces Fund intake.** 203

iv. **Kelly Kenney, Corporate Officer, City of Langley, dated September 15, 2021, addressed to the Honourable Josie Osborne, Minister of Municipal Affairs, presenting a resolution passed by the Metro Vancouver Regional District Board, requesting that the Ministry of Municipal Affairs conduct a consultative process soliciting feedback regarding an amendment to section 19 of the *Local Government Act* to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board.** 205

**Recommendation: THAT** the correspondence be received.

**20. DECISION ON LATE BUSINESS**

**21. LATE BUSINESS**

**22. NOTICE OF MOTION**

**23. QUESTION PERIOD**

211

**24. IN CAMERA**

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

**25. RISE WITH REPORT**

**26. 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, August 31, 2121. Via electronic means through a ZOOM Webinar. This is Meeting No. 1544.

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

**STAFF IN ATTENDANCE\*:** Nikki Gilmore, Chief Administrative Officer  
Robert Grossman, Fire Chief  
Lisa Pedrini, Manager of Development Services  
Laura Murphy, Project & Research Coordinator  
Emily White, HR Coordinator & Executive Assistant  
Vinka Hutchinson, Communications & Grant  
Coordinator  
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***

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**1. CALL TO ORDER**

At 5:30 p.m. Mayor Richman called the meeting to order.

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

**2. APPROVAL OF AGENDA**

Moved/Seconded

**THAT** the Agenda be approved as circulated.

**CARRIED**

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

**4. ADOPTION OF MINUTES**

**a) Regular Council Meeting No. 1543, Tuesday, July 27, 2021**

Moved/Seconded

**THAT** the minutes of Regular Council Meeting No. 1543 held Tuesday, July 27, 2021, be adopted as circulated.

**CARRIED**

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

There was no business arising.

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

There was no business arising.

**7. COMMITTEE MINUTES – FOR INFORMATION**

There were no committee minutes to be received.

**8. DELEGATIONS**

There were no delegations to be received.

**9. STAFF REPORTS**

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

**i. Verbal Report**

**(a) BC Emergency Health Services Meeting**

CAO Gilmore provided a summary of a recent meeting with representatives of BC Emergency Health Services (BCEHS), Lil'wat Nation, the Squamish-Lillooet Regional District, and First Nation Health. BCEHS has reversed the plan to reduce staffing hours at the Pemberton Ambulance Station to eight hours per day and will instead provide staffing 24 hours per day with eight full-time paramedic positions. These changes are expected to take effect October 29<sup>th</sup>. CAO Gilmore noted that the meeting was very productive and that future meetings will take place to support the new collaborative approach to addressing local health issues.

Ms. Gilmore informed Council that the request to meet with Adrian Dix, Minister of Health, at the upcoming Union of BC Municipalities Annual Convention, to discuss this issue, has been denied.

**(b) Union of BC Municipalities Approval for Community Emergency Preparedness Fund – Flood Risk Assessment, Flood Mapping, and Flood Mitigation Planning Funding Stream**

CAO Gilmore announced that the Village was successful in its grant application for \$120,000 in support of flood risk assessment, flood mapping, and flood mitigation planning in conjunction with the Pemberton Valley Dyking District (PVDD). The PVDD has begun work on funded projects already.

Moved/Seconded

**THAT** CAO Gilmore's verbal reports be received.

**CARRIED**

At 5:37 p.m. Laura Murphy joined the meeting.

**ii. Declaration of National Day for Truth and Reconciliation (September 30<sup>th</sup>) as a Public Holiday – Request for Decision**

Moved/Seconded

**THAT** the Village of Pemberton declares the National Day for Truth and Reconciliation (September 30) as a public holiday for the Village, to be observed annually to recognize the historical and ongoing impacts of the residential school system, honour the victims and survivors of the residential school system, and affirm the Village's commitment to reconciliation.

**CARRIED**

Moved/Seconded

**THAT** Council refers further discussion regarding suitable means for the Village to acknowledge the public holiday, to a future Committee of the Whole meeting.

**CARRIED**

At 5:43 p.m. Ms. Murphy left the meeting and Fire Chief Grossman joined the meeting.

**b) Pemberton Fire Rescue**

**i. Community Resilience Investment Program – FireSmart Community Funding and Supports Grant Application**

Moved/Seconded

**THAT** an application for grant funding, up to \$150,000.00, from the Union of BC Municipalities (UBCM) under the Community Resiliency Investment (CRI) program which provides 100% funding for the Village of Pemberton FireSmart program be supported.

**CARRIED**



At 5:47 p.m. Fire Chief Grossman left the meeting.

## 10. BYLAWS

There were no bylaws for consideration.

## 11. Mayor's Report

Mayor Richman welcomed Council and Staff back from the August break and commented on how fortunate we have been in Pemberton to have escaped the worst of the wildfires, stating that his thoughts are with those who were not as fortunate.

Mayor Richman reported on the following:

- Tourism has returned to the Valley with the easing of COVID-19 pandemic travel restrictions, bringing both benefits and challenges to the community.
- Extended kudos to the Public Works Staff who have faced a higher workload with the increase in summer visitors.
- Has contacted the Chamber of Commerce to inquire about the possibility of hosting an all-candidates meeting. Advised residents to check for updates on the Chamber website.
- Proposed changes to the federal flood mitigation program may offer some opportunities regarding funding for sediment management.
- Upcoming changes to cannabis retail legislation may broaden the permitted business activities of local cannabis producers.
- The annual Rotary Club/Chamber of Commerce golf tournament is scheduled for September 15<sup>th</sup>.

Mayor Richman will attend the following meetings and events:

- A meeting with MLA Sturdy and Area C Director Russell Mack regarding access across the Lillooet River via the existing CN Rail bridge;
- A meeting regarding the Rutherford Surf Park;
- Union of BC Municipalities (UBCM) annual convention; and
- The joint Ministers Meeting with the District of Squamish regarding the funding of childcare spaces, confirmed today.

Mayor Richman stated that he is looking forward to the coming year, which will be the last for this term of Council and looking forward to working with Council and Staff on important policy work including the Official Community Plan update, the Climate Action Plan, and strategic priorities.

## 12. Councillors' Reports

**Councillor Craddock reported on the Pemberton Valley Dyking District (PVDD) Annual General Meeting on August 26<sup>th</sup>:**

- John Beck and Al Bush were returned as Directors for another three-year term;
- Kevin Clark, Operations Manager, presented information on projects and planning;
- Work on the Arn Canal culverts is ahead of schedule, with access to the dyke reopening as early as the end of this week;
- Veronica Woodruff presented information on the Mt. Meager slide rehabilitation project.

**Councillor Zant reported on the following:**

- Will attend the Library Board meeting this Thursday;
- The columbarium has been installed at the cemetery, completing the upgrade project;
- Attended the presentation of Levi Nelson's artwork at the BC Hydro building on Aster Street.

**Councillor Antonelli did not report.**

**Councillor Noble did not report.**

### **13. CORRESPONDENCE**

**a) For Action**

- i. Chief Dean Nelson, Lil'wat Nation, dated August 12, 2021, announcing the Bulls and Barrels Rodeo scheduled for the weekend of September 11<sup>th</sup> and 12<sup>th</sup> at Lillooet Lake Rodeo Grounds, and asking Council to consider supporting the event through a financial contribution.**

Moved/Seconded

**THAT** a contribution, in the amount of \$750, be allocated from the Community Enhancement fund for the 2021 Bulls and Barrels Rodeo, should the event proceed as planned.

**CARRIED**

- ii. Graham Camm, Village resident, dated August 25, 2021, expressing opposition to vaccine passports, and requesting that Council denounce such passports.**

Moved/Seconded

**THAT** the correspondence be received.

**CARRIED**

- iii. Sheila Pither, President, Council of Senior Citizens' Organizations of BC (COSCO), dated August 2021, extending an invitation to the COSCO**

**virtual conference, Living in the 21<sup>st</sup> Century – A Seniors’ Strategy, to be held September 27<sup>th</sup> and 28<sup>th</sup>.**

Moved/Seconded

**THAT** the correspondence be received.

**CARRIED**

- iv. The Golf Tournament Planning Committee, Rotary Club of Pemberton and Pemberton & District Chamber of Commerce, no date, extending an invitation to participate in or sponsor the 16<sup>th</sup> Annual Golf Tournament to take place on September 15, 2021, and seeking donations for the silent auction.**

Moved/Seconded

**THAT** a contribution, in the amount of \$500, as a Bronze Sponsor be allocated from the Community Enhancement fund for the 2021 Rotary Club/Chamber of Commerce 16<sup>th</sup> Annual Golf Tournament.

**CARRIED**

**b) For Information**

- i. Paula Kusack, Deputy Corporate Officer, Langley City, dated July 29, 2021, addressed to Premier Horgan and Minister Dix, presenting a resolution adopted by Langley City Council regarding improvements to British Columbia’s pre-hospital care system.**
- ii. Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated July 30, 2021, announcing the next intake of the B.C. Indigenous Agriculture Development Program.**
- iii. Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated July 30, 2021, announcing the launch of the 2021 national call for proposals for Health Canada’s Substance Use and Addictions Program.**
- iv. Mark Southern, Senior Vice-President and Chief Operating Officer, Rocky Mountaineer, dated August 5, 2021, following up to previous correspondence regarding the disruption the Rocky Mountaineer train caused to Pemberton residents on July 21, 2021.**
- v. Brian Frenkel, President, Union of BC Municipalities, dated August 11, 2021, regarding a one-time top-up payment of \$163,521.26 to the Village’s Community Works Fund.**
- vi. Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated August 13, 2021, announcing the**

**second phase of the Connecting Families initiative, which will help connect hundreds of thousands of low-income seniors and families to affordable high-speed home Internet in 2022.**

**vii. Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated August 13, 2021, regarding the government's commitment to introduce a tax on select luxury goods.**

**viii. Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated August 13, 2021, announcing the launch of a \$2.75 billion Zero Emission Transit Fund that will help communities invest in zero emission public transit and school transportation options.**

Moved/Seconded  
**THAT** the correspondence be received.  
**CARRIED**

#### **14. DECISION ON LATE BUSINESS**

There was no late business.

#### **15. LATE BUSINESS**

There was no late business.

#### **16. NOTICE OF MOTION**

There was no notice of motion.

#### **17. QUESTION PERIOD**

There were no questions from the gallery.

#### **18. IN CAMERA**

Moved/Seconded  
**THAT** the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (k) negotiations, (l) discussions respecting municipal objectives, and (c) employee relations, and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

**CARRIED**

At 6:15 p.m. Mayor Richman called a five-minute recess.

At 6:24 p.m. Council moved in camera.

## 19. RISE WITH REPORT

At 7:57 p.m. Council rose without report.

## 20. AJOURNMENT

Moved/Seconded

**THAT** the Regular meeting be adjourned.

**CARRIED**

At 7:57 p.m. the Regular Council Meeting was adjourned.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

**Date:** September 21, 2021  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Cameron Chalmers, RPP, MCIP, Consulting Planner  
**Subject:** Major Development Permit No. 88 – “The Aspect” 1422 – 1430 Portage Road

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## **PURPOSE**

The purpose of this report is for Council to consider authorizing issuance of Major Development Permit No. 88 for a proposed multi-family residential rental project known as “The Aspect”. The application is for one (1) multi-family residential apartment building for 61 units in a 39,349 square foot, three storey building.

## **BACKGROUND**

### **History**

The application before Council is the second development permit application considered by the Village in the last three years. At Council Meeting No. 1462, held January 16, 2018, Council authorized issuance of Development Permit No. 008 (DPA008) and Development Variance Permit No. 118 (DVP118) to facilitate a 36 unit stacked townhouse multi-family housing development known as Crestline on the subject lands. The Crestline application was revised by Council to accommodate site plan changes at Council Meeting No. 1482, held on November 27, 2018.

For a variety of reasons, the Crestline approval was never actioned, and the lands have sat vacant over the last several years. The current application was submitted on November 23, 2020. After considerable Staff input and discussion, a revised proposal was resubmitted on May 14, 2021. Following Staff review and the standard referral process, the application was presented to the Advisory Design Review Commission (ADRC) on June 16, 2021. The following resolution was passed:

*Moved/Seconded*

***THAT*** the Advisory Design Review Commission recommends that Council support the proposed Major Development Permit No. 088 “The Aspect” subject to the following conditions;

- *that a frosted material or similar is used on the balconies facing the road so there is no visual clutter visible from the street; and*
- *that the proposed Japanese Maples fronting the road are replaced with a more suitable tree that provides better shade and privacy.*

**CARRIED**

The ADRC Minutes are attached as **Appendix B**. Staff have worked with the Applicant to revise the application to address the comments provided by the ADRC and all referral agencies. Updated

renderings were received September 3, 2021 and these are reflected in the proposed Development Permit attached as **Appendix A**.

### Site Description

The subject property is located at 1422-1430 Portage Road, immediately north-west of the Portage Station commercial building on lands legally described as Lots 1- 3, Plan 12595, District Lot 203, LLD. The site is 2,864 square metres or 30,830 square feet in size and is currently disturbed land from previous development proposals.

The site is bordered by Portage Station to the south-west, undeveloped Crown land (commonly referred to as Lot 13) on the west, undeveloped private land to the South side, and across Portage Road from the Pemberton Community Centre as shown on the following location map.



*Figure 1: Location Plan*

### Description of General Development and Site Plan

The application is to create a new three-storey multi-family apartment building with 61 residential rental units over structured parking. The Applicants have indicated that they intend to develop the building as a purpose-built rental building, which will be a consideration of Council through a separate Housing Agreement Bylaw review which is a prior-to issuance obligation in the Staff recommendation.

Access and egress are proposed from a single access off Portage Road. The Ministry of Transportation and Infrastructure (MoTI), who has jurisdiction over Portage Road, has advised the Applicants that they are limited to one (1) single access point which impacts the circulation through the site.

The Portage Road entrance will provide access from the north-west side of the building to an under-building parking structure. The structure will yield 61 parking spaces, or roughly one (1) per unit. The application, if approved as an affordable housing project, will benefit from a parking standard reduction for that purpose, yet will still require a variance as described in later sections of this report.

### Form and Character

Lovick Scott Architects has prepared form and character drawings included in proposed Development Permit attached as **Appendix A**. The Applicants suggest the building will utilize a contemporary colour scheme that integrates with the surrounding environment.



*Figure 2: Architectural Rendering of Portage Road Frontage – North West Side*



*Figure 3: Architectural Rendering of Pemberton Road Frontage – North East Side*





**Figure 4: Architectural Rendering of Pemberton Road Frontage – Rear**

The building massing is uniform with additional design detail and building articulation along the Portage Road frontage. Prominent corner roof-gable elements with wrap around decks anchor the building at each end, and the elevator cores protrude from the frontage to demise the horizontal façade of the building.

The colour palette includes greys, browns in the feature areas and a dark-blue tone for horizontal siding. The corners and vertical elements are clad in stone veneer as a feature material. Siding materials are a mix of hardi-panel board and batten and hardi-shingle.



**Figure 5: Colours & Materials Board**



*Figure 6: Exterior Stone Sample*

### **Landscape Approach**

The proposed landscape plan, prepared by Binnie Landscape Architects, emphasizes the integration of the building with the street and sidewalk. The proposal addresses the grade change between the sidewalk/street through landscaping and grading with sensitive stepped retaining walls, accessible pedestrian walkways, stairs, and significant frontage landscaping.

The proposal includes bollard lighting of walkways and pathways to further a dark-skies approach to landscape lighting while promoting additional comfort and security.

A substantial portion of the proposed landscaping is located off-property within the MoTI Portage Road right-of-way. This will require a landscape maintenance agreement whereby the Owners will be obligated to maintain the landscaping. It will also require MoTI approval, which is a prior-to issuance obligation in the Staff recommendation.

The application includes on-site and off-site landscaping within the MoTI road right-of-way which will require a commitment from the Owner and future strata corporation to maintain the landscaping. This agreement is a pre-requisite of final approval.



Figure 7: On-Site Landscaping Plan

**The Aspect  
 Unit-for-Rent Project  
 DP#88**

**On-site Landscape Plan**

**Plant Images**



Figure 8: On-Site Landscaping Plan – Plant Detail



Figure 9: Off-Site Landscaping Plan

# The Aspect Unit-for-Rent Project DP#88

## Off-site Landscape Plan

### Plant Images



Figure 10: Off-Site Landscaping Plan – Plant Detail

Prior to final issuance of the Development Permit (DP), the Owner will have to provide security for the on-site landscaping valued at \$106,900. If MoTI does not require a landscaping security for the off-site Landscaping, valued at \$55,000 the Village will require that landscape security as well. Both the on-site and off-site landscaping will have to be secured by an irrevocable letter of credit or other means before the DP will be issued.

**Affordable Housing**

The Owner has presented the application to the Village as a purpose-built rental project, and the review of this development permit includes several of the accommodations made to affordable housing projects – such as parking requirements.

At the Owner’s request, the details of the Housing Agreement have been deferred until Council authorizes issuance of the DP, subject to completion of a Housing Agreement for affordable housing. Accordingly, the Village and the Owner will have to agree to a Housing Agreement, approved by bylaw, before the final DP is issued. The project cannot proceed without completion of this obligation if Council adopts the Staff recommendation.

Though the specific terms will be reviewed by Council later, the high-level points of the Housing Agreement put forward by the applicant include the following:

- Restriction on housing to rental only for a period of 10 years;
- Prohibition on strata-titling the building during the life of the agreement;
- Preference for Pemberton residents;
- Rents to be set in accordance with BC Housing requirements for Middle-Income Limits; and
- Prohibition on short term accommodation.

Additional terms are expected in the final Housing Agreement presented to Council in the future. The Owner advises that the proposal is seeking BC Housing construction financing, and accordingly will have to meet the minimum terms established by BC Housing for that funding program.

**DISCUSSION & COMMENTS**

**Zoning Bylaw No. 832, 2018**

The subject property is zoned Portage Road Commercial (C-3). The following is an assessment of the proposal in the context of the Zoning Bylaw No. 832, 2018 requirements for building siting and massing, with requested variances noted:

Regulation	Bylaw Standard	Proposed	Variance Required
Maximum Density	1.5 FAR	1.28 FAR	
Maximum Lot Coverage	50%	53.4%	A variance of 3.4% is required
Minimum Front Setback, Principal Building	4.5 m	4.295 m	A Variance of 0.205 m is required for the building frontage
Minimum Front Setback, Accessory Building	4.5 m	0.025 m	A Variance of 4.475 m is required for the accessory garbage enclosure fronting Portage Road
Minimum Rear Setback	3 m	6.963 m	

Minimum Interior Side Setback	3 m	5.285 m	
Maximum Building Height, Principal	10.5 m	10.49 m	
Maximum Building Height, Accessory	4.6 m	2.6 m	

With respect to the proposed variances, Staff supports all the building siting variances. The minimum lot coverage is a minor request and will not create any undue impacts on adjacent properties. The 0.2 m building frontage setback is to provide for architectural detailing and the elevator core in the principal building and is minor in nature and a reasonable request for the additional architectural detailing and meets the Development Permit Area (DPA) objective of breaking up the massing of larger buildings. The larger setback area is to accommodate the waste and recycling facilities and will appear only as a garage door fronting the street, 0.25 metres from the property boundary. Given the access challenges on this site generally, there are no viable alternatives for waste and refuse recycling.

### Parking Analysis

Parking is accommodated in an under-building parking structure accessed from Portage Road. Site circulation and additional surface parking is compromised by the MoTI requirement that the lands be limited to one single access point off Portage Road. The following parking analysis is based on the bylaw.

The proposed development proposes a variance to the Village of Pemberton parking standards from 72 stalls to 61 stalls as shown on the parking plan. As noted, there are limitations to additional on-site parking due to restricted site circulation and the size of the underground parking structure.

Unit Type	Parking required	Number of dwelling units proposed	Total Parking required
Studio/One Bedroom	1 per dwelling unit	47	47
Two Bedroom	1.75 per dwelling unit	14	24.5
Visitor Parking	0.25 spaces per dwelling unit		15.25
Affordable Housing Incentive Reduction	Less 0.25 stalls per unit		-15.25
<b>Total Required Parking</b>			<b>72</b>
<b>Proposed Parking</b>			<b>61</b>
<b>Variance Required</b>			<b>11</b>

Staff supports the proposed variance as the project will be regulated by a Housing Agreement to secure affordable housing. Further, the application is located on a transit route and in proximity to services which promotes alternatives to the automobile. Finally, the varied parking standard will provide at least one (1) parking stall per unit.

The Zoning Bylaw also requires certain features in the parking structure to accommodate accessible parking, electric vehicle parking, bicycle parking, and a limitation on the proportion of small cars permitted.

Parking Requirement	Bylaw Requirement	Required	Proposed
Accessible stalls	3 Stalls for parking lots between 61-80 Stalls	3	3
EV Parking	1 per every 10 stalls	7	7
Bicycle Parking	20% of the amount of vehicle parking required	15	17
Small Car Parking	Max 33% of stalls	Not more than 20 stalls	20

### Off Site Parking Obligation

When Portage Station was developed in 2005, the commercial portion of this mixed-use development was short 6.5 parking spaces. To receive the Village’s approval to occupy and use the Commercial Strata Lots, the owner (Portage Station Development Ltd.) had to satisfy the required number of off-street parking spaces as stipulated in the Village’s Zoning Bylaw No. 466, 2001. The owner secured an agreement to provide an easement over the neighbouring Lot 3, DL 203, LLD, Plan 12595, as the owner-developer of Portage Station (Strata Lots 1 & 2, DL 203, KAS2706) was also the registered owner of Lot 3.

The easement obligates the adjacent subject lands to provide the additional 6.5 (rounded up to 7) off-street parking spaces for the proposed restaurant use on a “temporary basis”. The Village agreed to this proposal through the registration of a covenant (KW175802) and an easement (KX106685). The covenant states that the Transferor shall not sell, rent or use, in any way, any of the Lands, until the Transferor has provided seven (7) additional off-street parking spaces for the use and benefit of the commercial strata units, or such a lesser number of parking spaces as may be determined by the Village to be satisfactory.

This matter is nearing resolution and Staff have identified several options to satisfy this obligation under the terms of the agreements. However, at the Applicant’s request, this item is listed as a prior-to issuance obligation for the proposed development permit. Accordingly, Staff will present options for final resolution of this matter to Council at a later date. The proposed development permit will not be issued until this matter is agreed upon.

### COMPLIANCE WITH DEVELOPMENT PERMIT GUIDELINES

The subject property is situated within the Development Permit Area No. 6 (DPA) Multi-Family and/or Commercial Development. The DPA No. 6 guidelines address the form and character of multi-family buildings, and particularly address siting, building form, open spaces, circulation & parking, and streetscape improvements & landscaping. The guidelines can be found in the Village of Pemberton’s Official Community Plan, Section 7.0 – Development Permit Area Guidelines.

Council shall review the proposal against the guidelines outlined below. The following table summarizes Staff’s initial review of the application against the applicable DPA guidelines:

Applicable Guideline	Comments
<b>Objectives: 7.4.4.1</b>	
<i>Create livable attractive neighbourhoods</i>	The proposed apartment building will provide additional apartment units and when secured through housing agreement, the purpose-built rental building will contribute to livability. The central location of the site, and the proximity to services and schools enhances livability.
<i>Provide visual and physical cohesiveness that reflect our small-town character</i>	The building is scaled to three storeys and is consistent with the low-scale nature of multi-family buildings in Pemberton.
<b>Guidelines: 7.4.4.2</b>	
a) <i>Siting: minimize direct visual intrusion to surrounding homes, through balconies, decks, patios, screening, off-setting windows</i>	The orientation of the building with frontage along Portage Road in the same orientation as the neighbouring building, combined with the limited development potential of adjacent lands satisfies this guideline.
b) <i>Building Form: break up larger buildings; ensure reflects the scale and character of area, provide sufficient and secured exterior accessed storage</i>	The visible front façade of the building utilizes vertical elevator shafts, varied materials and colours to break the massing and scale of the building. The building storage is limited, which may be a requisite trade-off for a restricted rental building.
c) <i>Open Spaces: designed to accommodate passive and/or recreational activities</i> <ul style="list-style-type: none"> <li>• <i>Outdoor open space for each unit</i></li> <li>• <i>Fences only if they contribute to the attractiveness of neighbourhood and will be durable</i></li> </ul>	Each unit has either a patio or balcony space. As a more urban form of development that seeks to maximize the building footprint, there are limited opportunities for active recreation space; however, the site is adjacent to the community centre and proximal to open space and the elementary school facilities.
d) <i>Circulation and Parking: internal and external circulation, parking and servicing is important:</i> <ul style="list-style-type: none"> <li>• <i>Situate parking areas as minor component of site when viewed from street</i></li> <li>• <i>Fully screen all exterior services, such as garbage within an enclosure and landscaping</i></li> </ul>	The parking structure will be enclosed and fully screened from the view of the street.  The only real alternative to provide accessible garbage collection is to provide direct access from Portage Road. The garbage facilities will be fully enclosed with attractive materials and solid door materials to completely screen the garbage facilities.
e) <i>Streetscape Improvements and Landscaping: should provide amenities for residents and surrounding neighbourhood</i> <ul style="list-style-type: none"> <li>• <i>Install landscaping along all property lines, except access</i></li> <li>• <i>Provide irrigation for all landscaped areas (except natural areas)</i></li> </ul>	The building is landscaped around the entire perimeter, with particular attention to the frontage landscaping on Portage Road. The grades between the street/sidewalk level and the entrance of the building sensitively address the grade change with landscaping.  Irrigation will be a requirement.



<ul style="list-style-type: none"><li>• <i>Utilize landscaping to provide definition for pedestrian corridors and defining private or semi-private spaces</i></li><li>• <i>Accommodate grading on property, minimizing cut and fill, retaining walls are discouraged.</i></li><li>• <i>Incorporate landscaped areas within parking lots to break up large, paved areas and winter snow-storage areas.</i></li></ul>	
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

The Staff analysis of the proposal indicates alignment with the applicable Development Permit Area Guidelines. Staff has noted a number of requested variances through this report, which are itemized in the proposed Development Permit No. 88 which is attached as **Appendix A**.

Staff support the variances for the reasons outlined in this report, and accordingly are prepared to recommend approval subject to the requirements outlined in the Staff recommendation.

### **COMMUNICATIONS**

There are no communications considerations at this time.

### **LEGAL CONSIDERATIONS**

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

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

This report has been prepared in response to a complete Development Permit application, including fees and cost recovery to cover processing.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

All other Village departments, including Operations, Engineering and the Fire Rescue Department, were involved in the processing of this application, and their comments are reflected in the final submission to Council.

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

This project has no impact on other jurisdictions.

### **ALTERNATIVE OPTIONS**

**Option One:** THAT Council authorize Development Permit No. 88 for issuance for lands located at 1422-1430 Portage Road, and legally described as Lots 1-3, Plan 12595, District Lot 203, LLD subject to the following pre-requisites of final issuance:

1. The Owner shall enter into a Housing Agreement, approved by bylaw, to restrict the proposed development to purpose built rental for a minimum of 10 years from initial occupancy;
2. The Owner shall develop a means to satisfy the off-site parking obligation to provide seven (7) additional parking Stalls to the satisfaction of the Village of Pemberton;
3. The Owner shall receive final approval from the Ministry of Transportation and Infrastructure regarding proposed development and proposed landscaping;
4. The Owner shall provide a landscape deposit in the form of an irrevocable letter of credit, cash, or other instrument acceptable to the Village, in the amount of \$106,900, for on-site landscaping.
5. The Owner shall provide a landscape deposit to either the Ministry of Transportation and Infrastructure in a form satisfactory to them or to the Village of Pemberton in the form of an irrevocable letter of credit or other instrument acceptable to the Village, in the amount of \$55,000, for off-site landscaping.
6. The Owner enter into an agreement with the Village of Pemberton and/or the Ministry of Transportation and Infrastructure (MoTI) obligating current and future owners to maintain the landscaping along the Portage Road frontage within the MoTI right-of-way.

**Option Two:** **THAT** Council refer application for Development Permit No. 88 back to Staff for additional consideration of the following matters:

- {To be listed by Council}

## **RECOMMENDATIONS**

**THAT** Council authorize Development Permit No. 88 for issuance for lands located at 1422-1430 Portage Road, and legally described as Lots 1-3, Plan 12595, District Lot 203, LLD subject to the following pre-requisites of final issuance:

1. The Owner shall enter into a Housing Agreement, approved by bylaw, to restrict the proposed development to purpose built rental for a minimum of 10 years from initial occupancy;
2. The Owner shall develop a means to satisfy the off-site parking obligation to provide seven (7) additional parking Stalls to the satisfaction of the Village of Pemberton;
3. The Owner shall receive final approval from the Ministry of Transportation and Infrastructure regarding proposed development and proposed landscaping;

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6. The Owner enter into an agreement with the Village of Pemberton and/or the Ministry of Transportation and Infrastructure obligating current and future owners to maintain the landscaping along the Portage Road frontage within the MoTI right-of-way.

**ATTACHMENTS:**

**Appendix A:** Development Permit No. 88 and Schedules

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



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Pemberton  
British Columbia  
CANADA  
V0N2L0

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F. 604.894.6136

www.pemberton.ca

**VILLAGE OF PEMBERTON  
Development Permit No. 088**

Issued to: **Pemberton Landing GP Limited**  
File No: **2020 DPA 088**

(Registered owner according to Land Title Office, hereinafter referred to as the "Permittee")

Address: **P.O. Box 1574  
Whistler, BC V5J 5M7**

- 1) This Development Permit applies to and only to those lands within the Village of Pemberton, Province of British Columbia, legally described as:

Parcel Identifiers: 009-500-511; 001-687-336; 009-500-553

Legal Descriptions: Lots 1-3, DL 203, LLD, Plan 12595

Civic Addresses: 1422, 1426 & 1430 Portage Road, Pemberton, BC, V0N 2L0

as shown in the Subject Property Map attached as **Schedule A**.

- 2) This Development Permit No. 088 is issued pursuant to the authority of the *Village of Pemberton Official Community Plan Bylaw No. 654, 2011*, as amended, and in conformity with all Village of Pemberton bylaws, as amended, and shall not be in any way varied except as so identified in this Permit.

The Permit relates to:

- a) **Form and Character of Multi-family and/or Commercial Development - Development Permit Area No. 6.**
- 3) Whereas the applicant has made application to develop a multi-family residential development consisting of up to 61 apartment dwelling units, the following terms and conditions of this Development Permit shall apply to said land:
- a) Dimensions and Siting of Buildings and Structures of the Land  
All buildings and structures to be constructed on the said lands shall be in substantial compliance with the drawings prepared by Lovick

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Scott Architecture Inc., attached to and forming a part of this Permit as **Schedule B**.

b) Use of the Land

The apartment use permitted shall satisfy the applicable off-street parking requirements in Section 508 of the *Village Zoning Bylaw No. 466, 2001*, or a variance approved by Council.

c) On Site Landscaping

(i) All landscaping to be installed on the said lands shall be in substantial compliance with the Landscape Plan and Estimate prepared by R.F. Binnie & Associates Ltd., attached to and forming a part of this Permit as **Schedule C**.

(ii) All landscaped areas shall be provided with an irrigation system, the details of which shall be provided at the time of Building Permit.

(iii) The Permittee shall be responsible for maintaining the landscaping and irrigation system, in an orderly and responsible manner.

4) Prior to issuance of this Development Permit, the Permittee shall provide security in the form of Cash, Bond or an Irrevocable Letter of Credit in the amount of \$106,900, which is equal to 120% of the estimated total cost of the hard and soft landscaping (\$89,083) to secure provision of the on-site landscaping. The Letter of Credit shall be received and kept in force until all the landscaping works are completed and installed to the satisfaction of the Village.

5) Prior to issuance of this Development Permit, the Permittee shall provide security to either the Ministry of Transportation and Infrastructure in a form satisfactory to them or to the Village of Pemberton in the form of Cash, Bond or an Irrevocable Letter of Credit in the amount of \$55,000, which is equal to 120% of the estimated total cost of the hard and soft landscaping (\$45,833) to secure provision of the off-site landscaping. The Letter of Credit shall be received and kept in force until all the landscaping works are completed and installed to the satisfaction of the Village.

6) The Permittee shall complete all works and landscaping referenced in Item 3 (c) to the satisfaction of the Village within one (1) year from the date that the Permit has been issued. If the landscaping is not completed to the satisfaction of the Village within the required time the security deposit may be used to undertake the required landscaping. Extensions to the one (1) year time limit for the

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landscaping works to be completed may be applied for in writing thirty (30) days prior to the expiry date.

- 6) The use, buildings, and structures on the subject land shall conform to Zoning Bylaw No. 832, 2018, except the following variances which are permitted in relation to the development approved in DP No. 088:
  - a) Maximum Lot Coverage is varied from 50% to 53.4%
  - b) Minimum Front Setback for the Principal Building is varied from 4.5 metres to 4.295 metres
  - c) Minimum Front Setback for the garbage/recycling facility is varied from 4.5 metres to 0.025 metres.
  - d) Required parking is varied from 72 stalls to 61 parking stalls.
- 7) The Permittee shall complete the Development to the satisfaction of the Village within two (2) years from the date that Council authorized the issuance of the Permit. If the Permittee does not commence the Development permitted by the Permit within one (1) year from the date of the issuance of the Permit, this Permit shall lapse and submission for a new Development Permit will be required.
- 8) This Permit is not a Building Permit. While development on the lands described in 2) of this Permit is subject to the conditions and requirements set out in this Permit, this Permit does not authorize development or any construction. Council reserves the right at any time prior to issuance of a Building Permit to alter the permitted use, density or conditions of use that affects the Lands.
- 9) The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit shall form a part hereof.
- 10) Notice of this Permit shall be filed in the Land Title Office at Kamloops under Section 503 of the *Local Government Act* RS2015, and upon such filing, the terms of this Permit or any amendment hereto shall be binding upon all persons who acquire an interest in the land affected by the Permit.

AUTHORIZING RESOLUTION FOR **DP No. 088** PASSED BY COUNCIL the \_\_\_\_ day of \_\_\_\_\_, 2021

IN WITNESS THEREOF this Agreement has been executed under the seal of the Village of Pemberton, on the \_\_\_\_ day of \_\_\_\_\_, 2021.

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 7400 Prospect St.  
 Pemberton  
 British Columbia  
 CANADA  
 V0N2L0

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 F. 604.894.6136

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The Corporate Seal of the Village of Pemberton  
 was here unto affixed in the presence of:

\_\_\_\_\_  
 )  
 )  
 )  
 )  
 )

Mike Richman  
 Mayor

\_\_\_\_\_  
 )  
 )  
 )  
 )  
 )

Nikki Gilmore  
 Chief Administrative Officer

**STATEMENT OF INTENT**

Richard David, having read and understood the terms and conditions of this Development Permit, hereby agree to abide by such terms and conditions and to complete all of the requirements under this Development Permit and in accordance with the Village Bylaws.

\_\_\_\_\_  
 Pemberton Landing  
 GP Limited

\_\_\_\_\_  
 Date

Attached: Schedules A, B, and C

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7400 Prospect St.  
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British Columbia  
CANADA  
V0N2L0

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## Schedule A: Subject Property Map



DR



# THE ASPECT

1422, 1426, 1430 Portage Road, Pemberton, B.C.

RE-ISSUED FOR DP AMENDMENT



VICINITY MAP SITE LOCATION

**DRAWING LIST:**

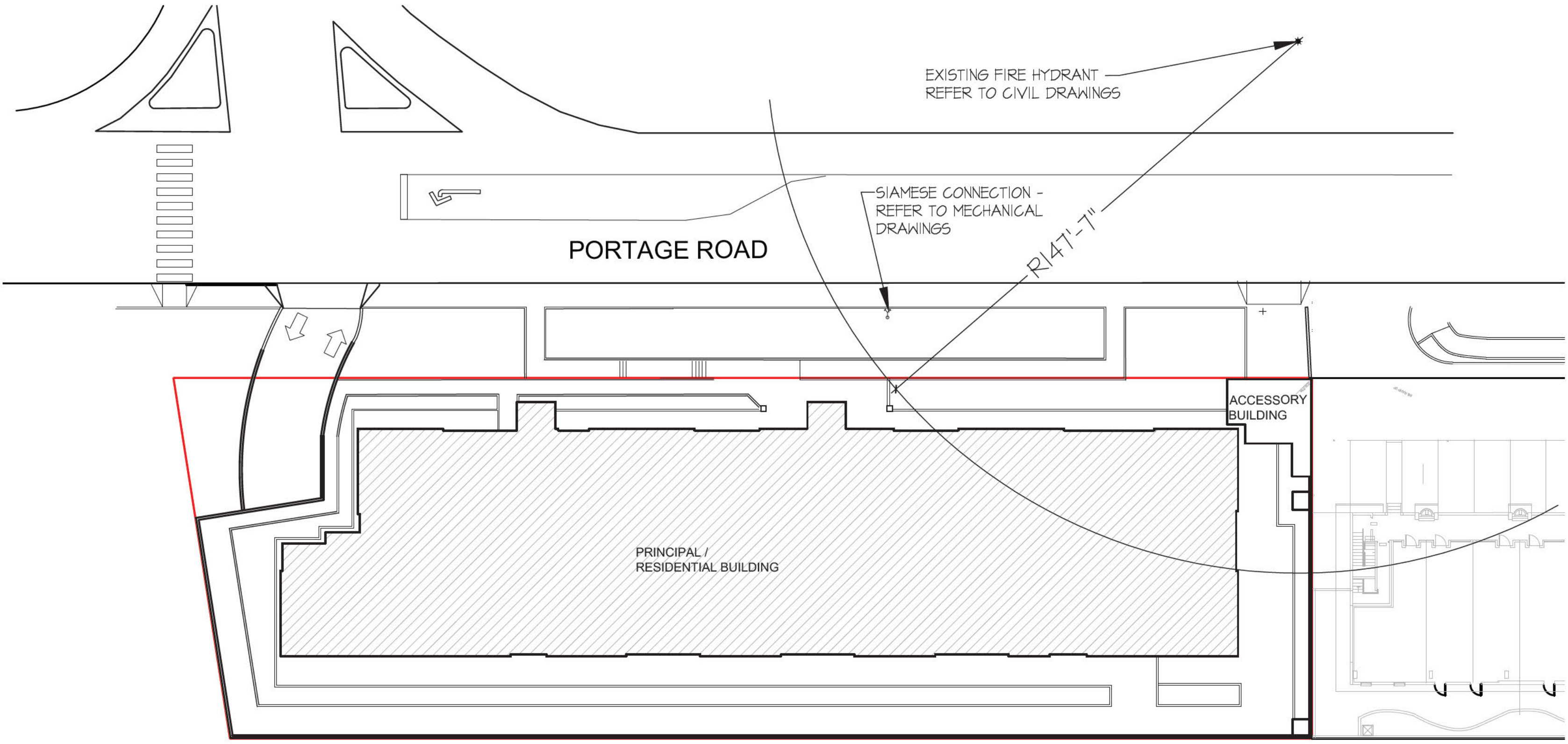
**ARCHITECTURAL:**  
LOVICK SCOTT ARCHITECTS LTD.  
3707 1st AVENUE,  
BURNABY, B.C., V5C 3V6  
(tel) 604.298.3700  
(e-mail) nbasanovic@lovickscott.com  
ascott@lovickscott.com

**LANDSCAPE:**  
R.F.BINNIE & ASSOCIATES LTD.  
205 - 4946 CANADA WAY  
BURNABY, B.C. V5G 4H7  
(tel) 778.945.6101  
(e-mail) rhiggs@binnie.com

**SURVEY:**  
DOUGLAS BUSH SURVEY SERVICES LTD.  
UNIT 18, 1370 ALPHA LAKE ROAD  
WHISTLER, B.C. V8E 0H9  
(tel) 604.932.3314  
(e-mail) doug@dbss.com

- A0.00 COVER SHEET
- AS1.1 SITE PLAN AND SITE ANALYSIS
- A1.0 PARKING PLAN
- A1.1 GROUND FLOOR PLAN & 2ND LEVEL FLOOR PLAN
- A1.2 3RD LEVEL FLOOR PLAN & ROOF PLAN
- A2.0 ELEVATIONS
- A3.0 BUILDING SECTIONS
- A3.1 BUILDING SECTIONS RENDERING #1  
RENDERING #2  
RENDERING #3

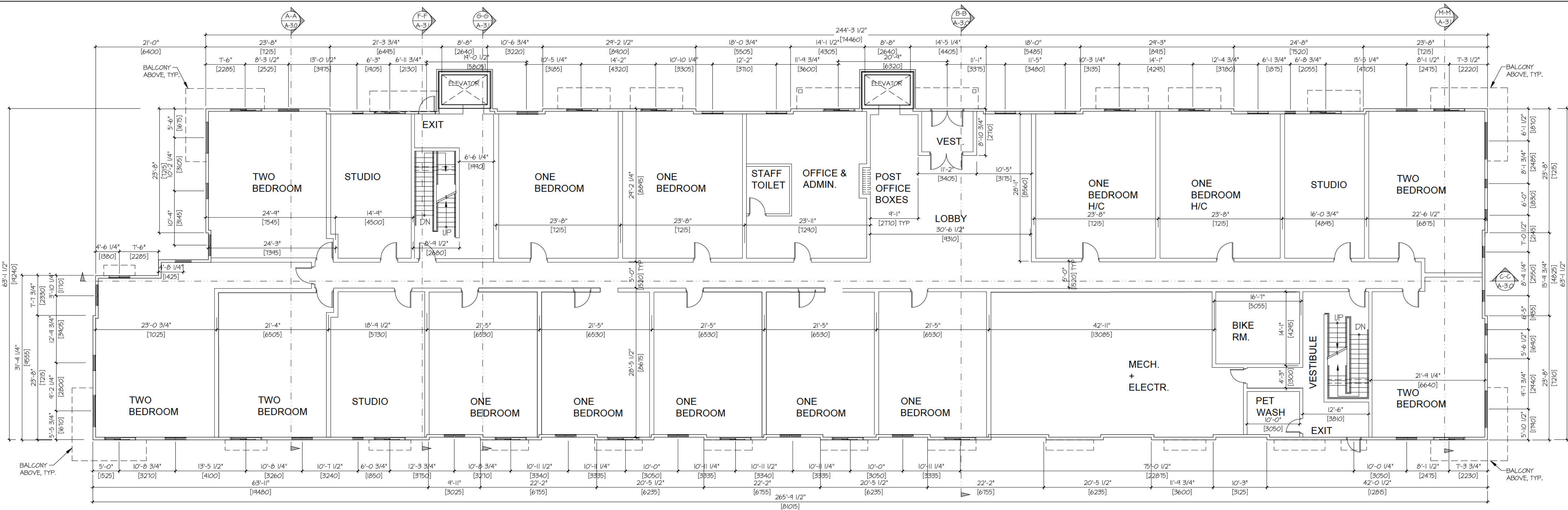
- L1 OFFSITE LANDSCAPE PLAN
- L2 ONSITE LANDSCAPE PLAN
- L3 LANDSCAPE SECTIONS
- SURVEY PLAN



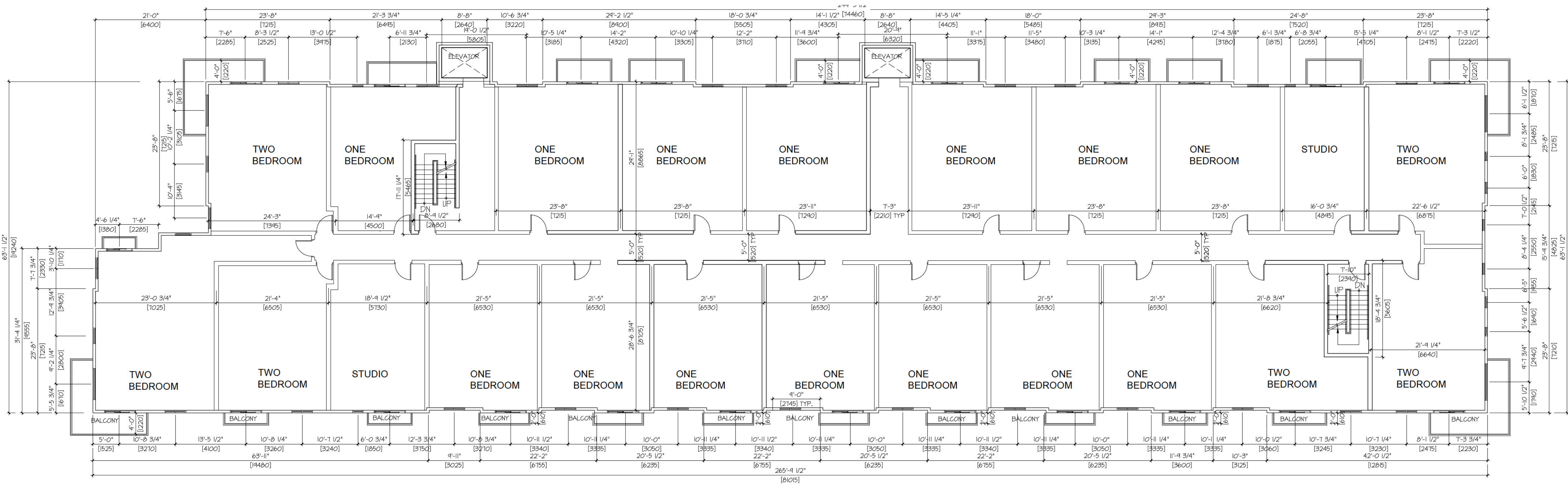
RE-ISSUED FOR DP AMENDMENT - AUGUST 31, 2021







**GROUND FLOOR PLAN**  
SCALE: 1"=10'-0"



**2ND LEVEL - FLOOR PLAN**  
SCALE: 1"=10'-0"

REV	DATE	DESCRIPTION
03	AUG 25/21	REISSUED FOR DP AMENDMENT
02	APR 20/21	ISSUED FOR DP AMENDMENT
01	OCT 23/20	ISSUED FOR DP

CONSULTANT ARCHITECT ARCHITECTURAL SEAL

CONSULTANT SEAL



**LOVICK  
SCOTT  
ARCHITECTS**

3707 1ST AVENUE  
BURNABY, BC V5C 3V6  
ADMIN@LOVICKSCOTT.COM  
604 298 3700 WWW.LOVICKSCOTT.COM  
MEMBER OF THE AIBC, AAA, SAA, MAA

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DRAWN BY NB APPROVED NB

PROJECT  
**THE ASPECT**  
1422, 1426, 1430 PORTAGE ROAD  
BERTON, B.C.

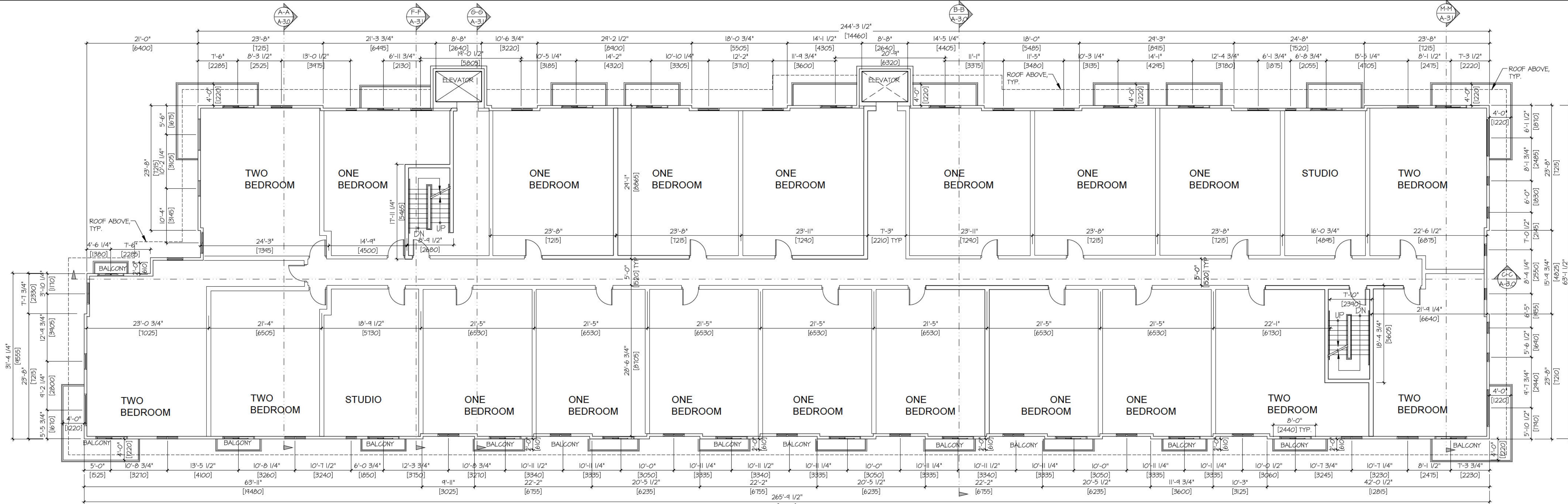
DRAWING  
GROUND FLOOR &  
2ND FLOOR PLAN

PROJECT NUMBER	DRAWING NUMBER
14-89	A1.1
SCALE	AS SHOWN
DATE	REVISION
AUG 2020	1

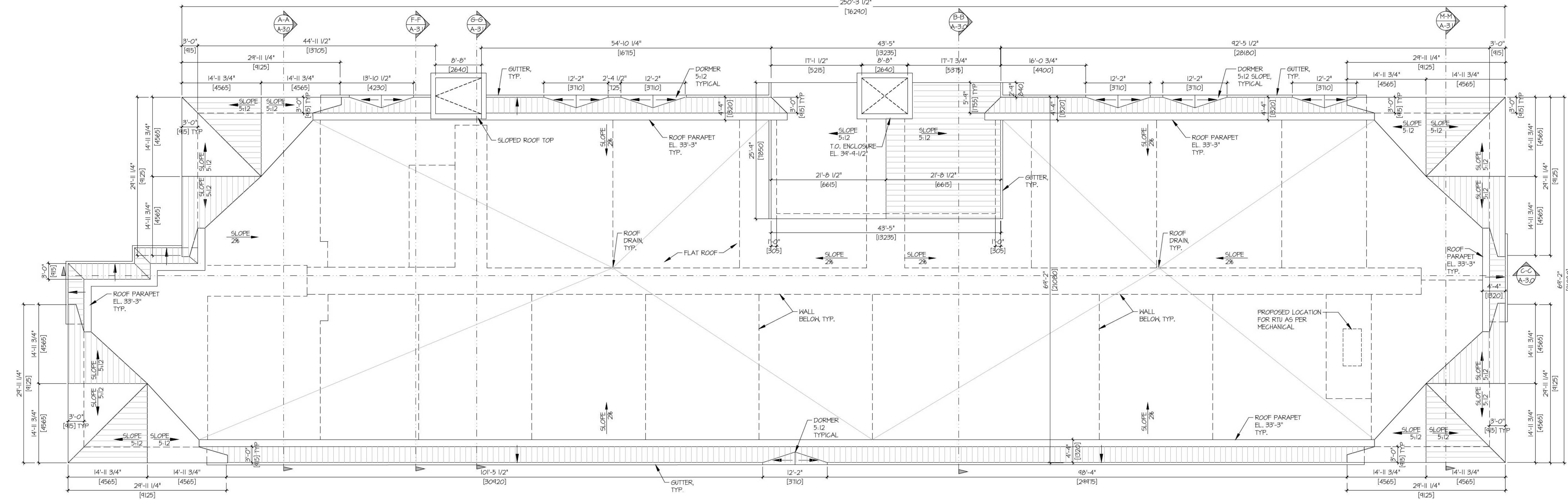
Regular Council Meeting No. 1545  
Tuesday, September 21, 2021  
38 of 211

CONTRACTOR SHALL VERIFY ALL DIMENSIONS ON SITE. DRAWINGS SHALL NOT BE SCALED.

THE ASPECT 20-022



1 3RD LEVEL FLOOR PLAN  
SCALE: 1"=10'-0"



2 ROOF PLAN  
SCALE: 1"=10'-0"

CONSULTANT \_\_\_\_\_ ARCHITECT \_\_\_\_\_ ARCHITECTURAL SEAL \_\_\_\_\_

CONSULTANT SEAL \_\_\_\_\_



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604 298 3700 WWW.LOVICKSCOTT.COM  
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REV	DATE	DESCRIPTION
03	AUG 25/21	REISSUED FOR DP AMENDMENT
02	APR 20/21	ISSUED FOR DP AMENDMENT
01	OCT 23/20	ISSUED FOR DP

DRAWN BY NB APPROVED NB

PROJECT  
**THE ASPECT**  
1422, 1426, 1430 PORTAGE ROAD  
PEMBERTON, B.C.

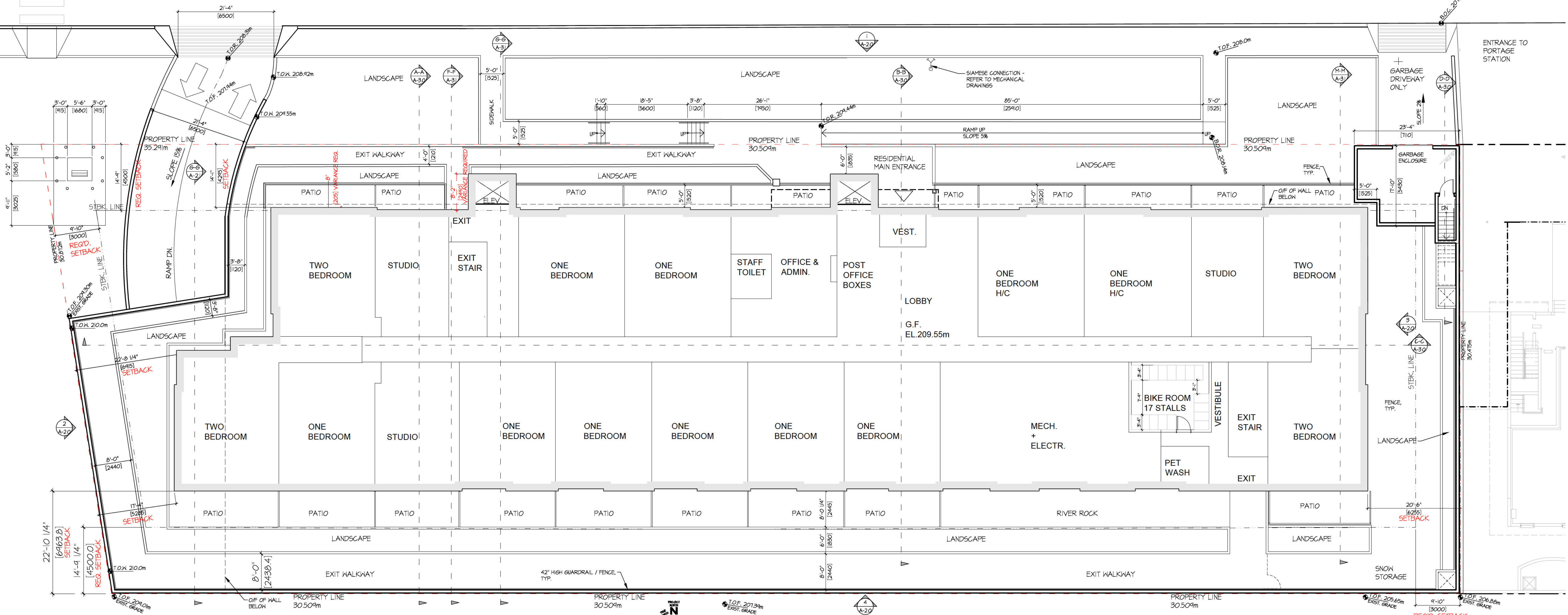
DRAWING 3RD LEVEL AND ROOF PLAN

PROJECT NUMBER \_\_\_\_\_ DRAWING NUMBER A1.2

SCALE AS SHOWN  
DATE AUG 2020  
REVISION  
Village of Pemberton  
Regular Council Meeting No. 1545  
Tuesday, September 21, 2021  
37 of 211

CONTRACTOR SHALL VERIFY ALL DIMENSIONS ON SITE. DRAWINGS SHALL NOT BE SCALED.

THE ASPECT 20-022



**SITE PLAN**  
SCALE: 1"=20'-0"

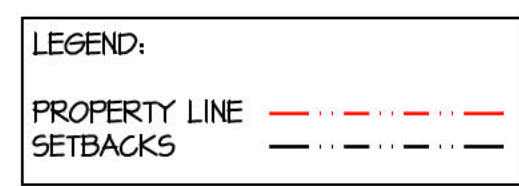
UNIT STATISTICS			
TYPE	AREA (sq.ft.)	TOTAL	TOTAL AREA
2 BED	611	3	2,013
2 BED	716	2	1,432
2 BED	641	3	2,011
2 BED	675	3	2,025
2 BED	665	3	2,545
1 BED	616	14	1,714
1 BED	661	14	9,584
1 BED H/C (ADAPTABLE)	691	2	1,382
1 BED	560	2	1,120
1 BED	616	3	1,848
STUDIO	533	3	1,591
STUDIO	553	1	553
STUDIO	461	3	1,383
<b>TOTAL:</b>		<b>61</b>	<b>34,344</b>

COMMON AREA ON GROUND LEVEL	
ROOM NAME	AREA (sq.ft.)
OFFICE + ADMIN. + STAFF TOILET	664 SF
BIKE STORAGE	261 SF
PET WASH	101 SF
MECHANICAL + ELECTRICAL ROOM	1,291 SF
EXIT STAIRS, LOBBY + CORRIDORS	2,844 SF
	4,901.4 SF

COMMON AREA ON UPPER LEVEL (2ND & 3RD LEVEL)	
ROOM NAME	AREA (sq.ft.)
EXIT STAIRS + CORRIDOR	2,082.3 SF

SITE STATISTICS:			
<b>LEGAL DESCRIPTION:</b> LOTS 1, 2 & 3, DP 12545, DL 203			
<b>ADDRESS:</b> 1422, 1426, 1430 PORTAGE RD, PEMBERTON, B.C.			
<b>ZONING:</b> C3 - PORTAGE ROAD COMMERCIAL (BY-LAW 612 (TOWNHOUSE) ADOPTED ON NOV. 04, 2008)			
<b>SITE AREA:</b> 30,830 sq.ft. (2,864 sq.m)			
FLOOR AREA:			
	USABLE FLOOR AREA	COMMON AREA	NET AREA
GROUND FLOOR	11,449.6	4,507.4	16,007
2ND LEVEL	13,424.7	2,082.3	16,007
3RD LEVEL	13,424.7	2,082.3	16,007
<b>TOTAL</b>	<b>34,344.0</b>	<b>8,672.0</b>	<b>48,021</b>
<b>FLOOR AREA RATIO CALCULATION (FAR)</b> FAR ALLOWED: 1.5			
PROVIDED: 34,344 / 30,830 = 1.28 < 1.5 FAR			
<b>BUILDING FOOTPRINT AREA:</b> 16,822.8 SF			
<b>ACCESSORY BUILDING AREA:</b> 30.7 SF			
<b>TOTAL:</b> 16,853.5 SF			
<b>LOT COVERAGE</b>			
ALLOWABLE:	50% (15,415 SF)		
PROPOSED:	16,853.5 SF	53.4% > 50% VARIANCE REQUIRED	
<b>BUILDING HEIGHT</b>			
ALLOWABLE:	10.5m (34'-5 3/8")		
PROPOSED:	10.49m (34'-5")		
<b>ACCESSORY BUILDING HEIGHT</b>			
ALLOWABLE:	4.6m (15'-2")		
PROPOSED:	2.82m (9'-1")		
SETBACKS			
	REQUIRED	PROVIDED	
FRONT (N) FROM BUILDING	14'-4" (4.3m)	14'-1" (4.245m)	VARIANCE REQUIRED (0'-3")
FRONT (N) FROM GARAGE	14'-4" (4.3m)	0'-1" (0.025m)	
REAR (S)	14'-4" (4.3m)	22'-10 1/4" (6.863m)	
SIDE (E)	9'-10" (3.0m)	20'-6" (6.25m)	
SIDE (W)	9'-10" (3.0m)	17'-4" (5.225m)	
<b>NOTE:</b> BOTH ELEVATOR ENCLOSURES ARE ENCRoACHING BEYOND FRONT SETBACK FOR 8'-2" (2.490 m) VARIANCE REQUIRED (0'-2")			

PARKING STALL DIMENSIONS:			
STALL SIZE			PROVIDED:
REGULAR STALL:	3.05 M x 6.10 M	{ 10' x 20' }	38
REG. SMALL STALL:	3.05 M x 5.2 M	{ 10' x 17' }	20
SMALL PARALLEL STALL:	2.62 M x 5.2 M	{ 8'-7" x 17' }	
H/C STALL:	4.0 M x 6.10 M	{ 13'-2" x 20' }	3
PARKINGS CALCULATIONS REQUIRED:			
ONE BEDROOM:	47		
TWO BEDROOM:	24.5		
VISITOR PARKING:	15.25		
REBATE:	15.25		
<b>TOTAL:</b>	<b>115</b>		
<b>TOTAL REQUIRED: 122 PARKING STALLS</b>			
PARKING CALCULATIONS PROVIDED:			
61 RESIDENTIAL UNDERGROUND PARKING STALLS			
INCLUDING:			
-	3 H/C PARKING STALLS		
-	7 STALLS FOR ELECTRIC VEHICLE		
-	20 SMALL PARKING STALLS (32.7% < 33% ALLOWED)		
<b>TOTAL PARKING STALLS PROVIDED:</b> <b>61 PARKING STALLS &lt; 122 VARIANCE REQUIRED FOR PARKING</b>			
BIKE STALLS REQUIRED:			
-	15 STALLS		
BIKE STALLS PROVIDED:			
-	17 STALLS		



CONSULTANT  
CONSULTANT SEAL

ARCHITECT

**LOVICK SCOTT ARCHITECTS**

3707 1ST AVENUE  
BURNABY, BC V5C 3V6  
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604 298 3700 WWW.LOVICKSCOTT.COM  
MEMBER OF THE AIBC, AAA, SAA, MAA

ARCHITECTURAL SEAL

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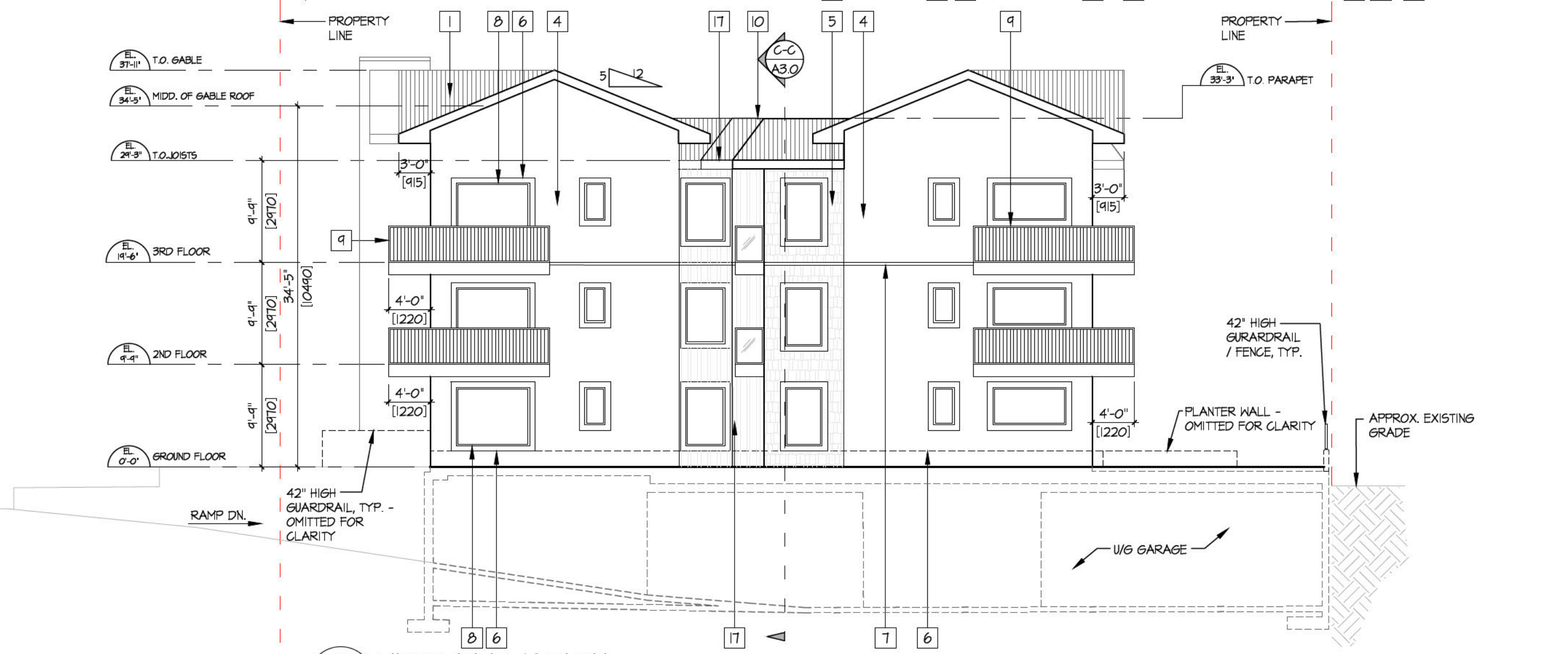
REV	DATE	DESCRIPTION
03	AUG 25/21	REISSUED FOR DP AMENDMENT
02	APR 20/21	ISSUED FOR DP AMENDMENT
01	OCT 23/20	ISSUED FOR DP

DRAWING	
DRAWN BY	APPROVED
NB	NB
<b>PROJECT</b>	
<b>THE ASPECT</b>	
1422, 1426, 1430 PORTAGE ROAD PEMBERTON, B.C.	
DRAWING	
SITE PLAN	
PROJECT NUMBER	
14-89	AS11
SCALE	
AS SHOWN	
DATE	
Oct 19 2020	
REVISION	
	Village of Pemberton Regular Council Meeting No. 1545 Tuesday, September 21, 2021 38 of 211

CONTRACTOR SHALL VERIFY ALL DIMENSIONS ON SITE. DRAWINGS SHALL NOT BE SCALED.

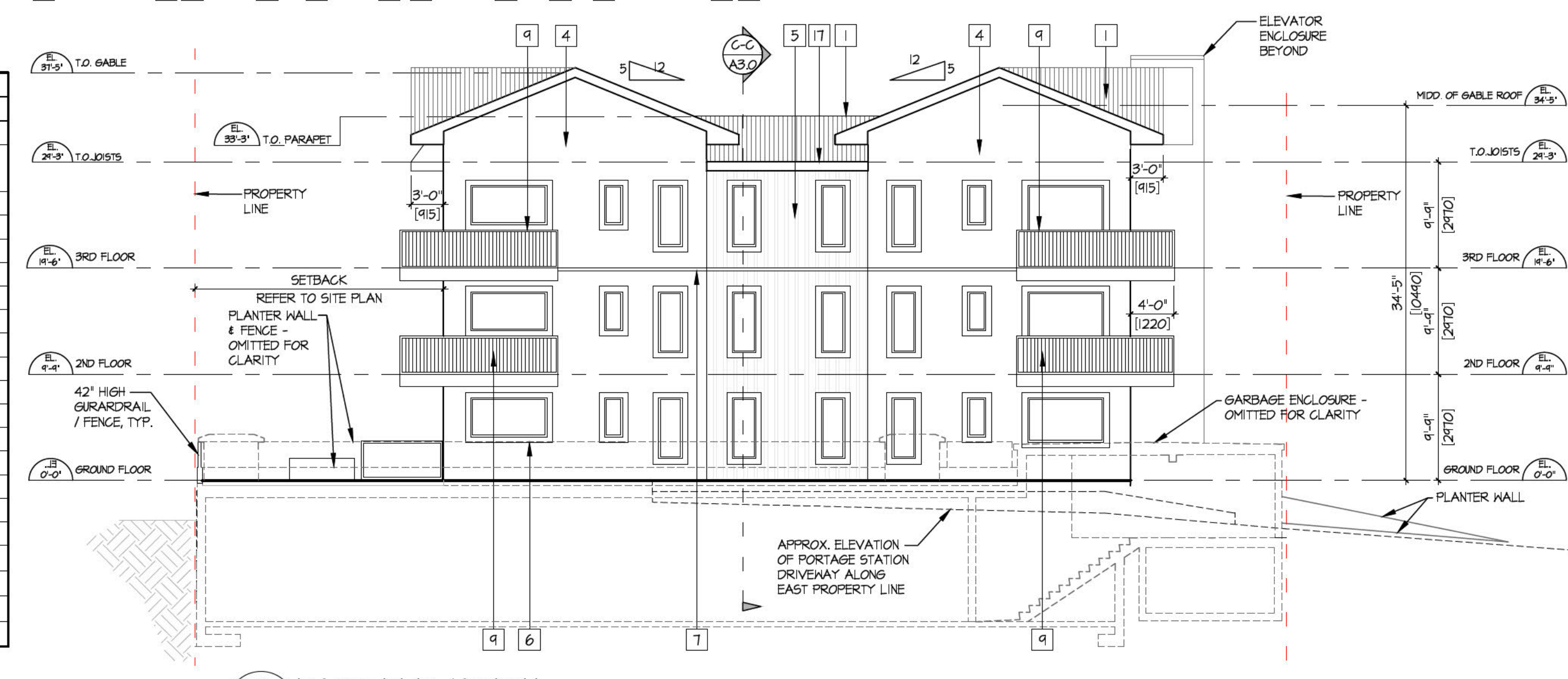


1 NORTH ELEVATION  
SCALE: 1"=10'-0"



2 WEST ELEVATION  
SCALE: 1"=10'-0"

EXTERIOR FINISHES		* ALL MATERIAL FLASHING TO BE 24ga
NO.	MATERIAL	COLOR
1	ASPHALT SHINGLE ROOFING	DRIFTHOOD BY PASCO PREMIER PROFESSIONAL
2	JAMES HARDIE SHINGLE STRAIGHT-EDGE NOTCHED PANEL 48" WIDE BY 16" HIGH WITH 1" EXPOSURE	NATURAL CEDAR STAIN
3	EXIT METAL DOOR	TO MATCH ADJACENT COLOUR
4	STONE VENEER	WINTERHAVEN PRO FIT ALPINE LEDGESTONE
5	HARDI PANEL BOARD 4 BATTEN - SMOOTH TEXTURE	BENJAMIN MOORE - TAPE NAVY FOR BLUE HARDIE
6	HARDIE KNOCKDOOR TRIM - SMOOTH TEXTURE	BENJAMIN MOORE - SMOKE FOR BATTENS
7	IRON GRAY	IRON GRAY
8	WALL THROUGH METAL FLASHING	TO MATCH ADJACENT COLOUR
9	VINYL WINDOW & BALCONY DOOR FRAME	WHITE, DOUBLE GLAZING WITH LOW E GLASS
10	BALCONY RAILINGS	WHITE, DOUBLE GLAZING WITH LOW E GLASS
11	EXPOSED CONCRETE	NATURAL COLOUR - BREATHABLE ELASTOMERIC PAINT
12	26 GA. PRE-FINISHED METAL CAP FLASHING	POUNDER COATED CHARCOAL
13	26 GA. PRE-FINISHED METAL GUTTER 4 RVL	TO MATCH ADJACENT COLOUR
14	PRIVACY SCREEN, METAL FRAME W/ SAFETY GLASS	BLACK FRAME W/ TEMPERED SAFETY GLASS PANELS
15	STOREFRONT ENTRANCE DOORS	WHITE ALUM. FRAMES - CLEAR TEMPERED GLAZING
16	RAILING # EXTERIOR STAIRS	POUNDER COATED BLACK
17	METAL FENCE	CHARCOAL
18	26 GA. PRE-FINISHED METAL GUTTER 4 RVL	TO MATCH ADJACENT COLOUR



3 EAST ELEVATION  
SCALE: 1"=10'-0"



4 SOUTH ELEVATION  
SCALE: 1"=10'-0"

REV	DATE	DESCRIPTION
03	AUG 24/21	REISSUED FOR DP AMENDMENT
02	APR 20/21	ISSUED FOR DP AMENDMENT
01	OCT 23/20	ISSUED FOR DP

CONSULTANT: [Blank] ARCHITECT: [Blank] ARCHITECTURAL SEAL: [Blank]



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ADMIN@LOVICKSCOTT.COM  
604 298 3700 WWW.LOVICKSCOTT.COM  
MEMBER OF THE AIBC, AAA, SAA, MAA

DRAWN BY: NB APPROVED: NB

PROJECT: THE ASPECT  
1422, 1426, 1430 PORTAGE ROAD  
PEMBERTON, B.C.

DRAWING: ELEVATIONS

PROJECT NUMBER: 14-89 DRAWING NUMBER: A2.0

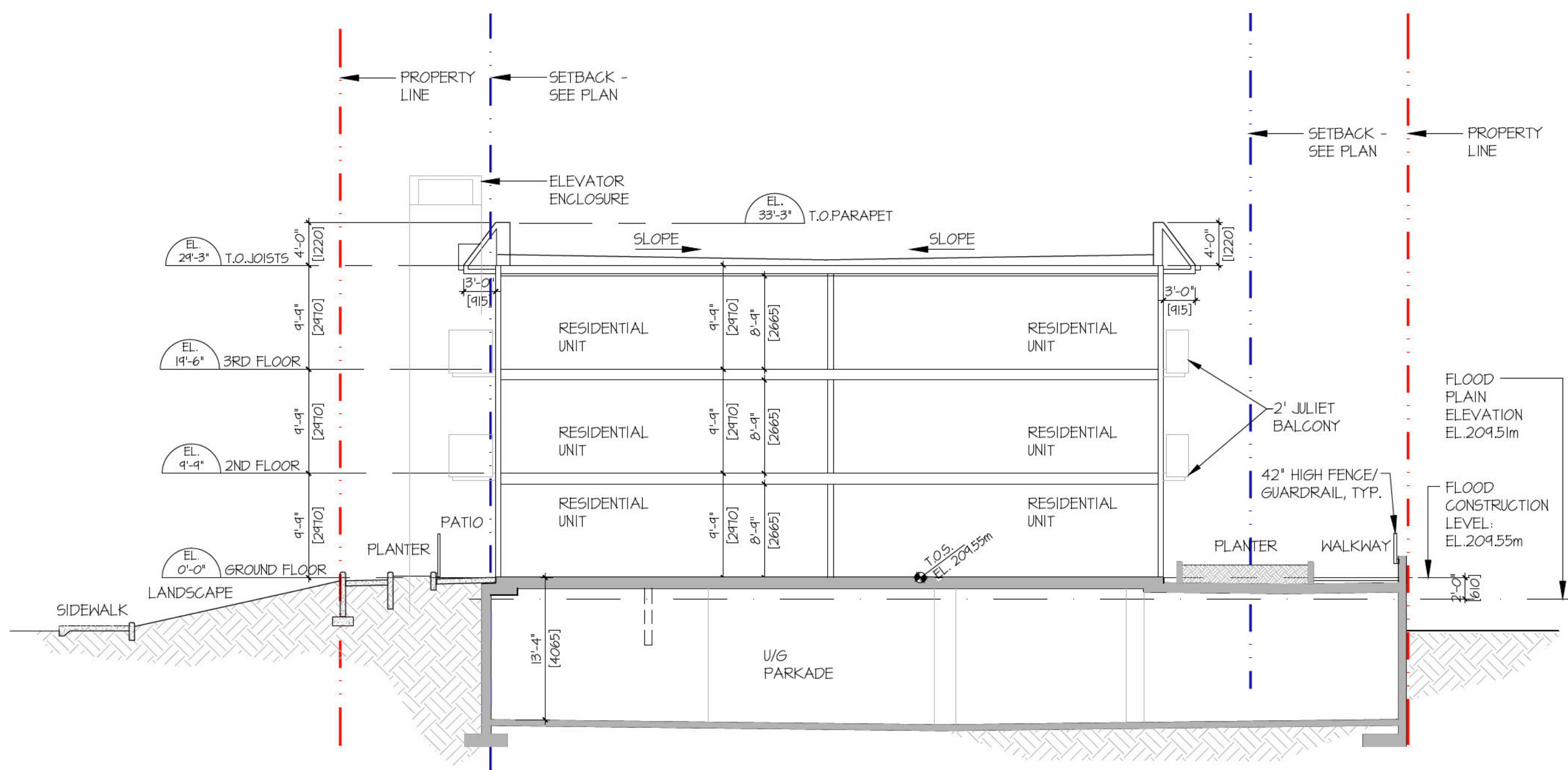
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DATE: AUG 25 2020 REVISION: [Blank]

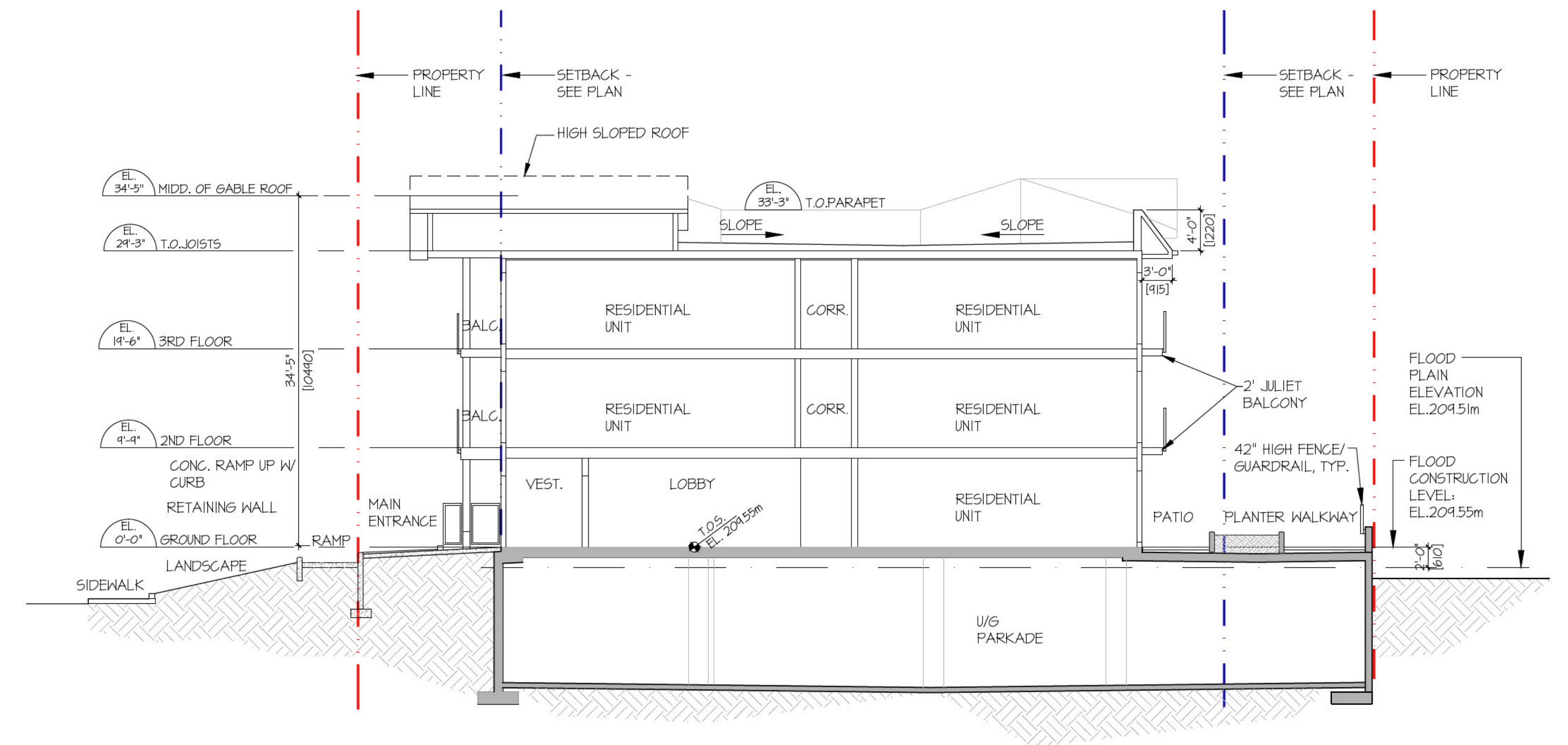
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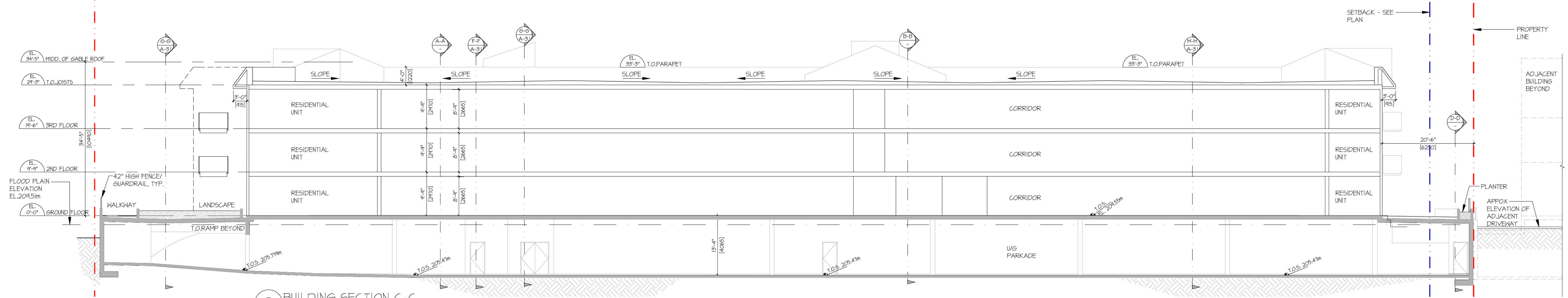
THE ASPECT 20-022



BUILDING SECTION A-A  
SCALE: 1"=10'-0"

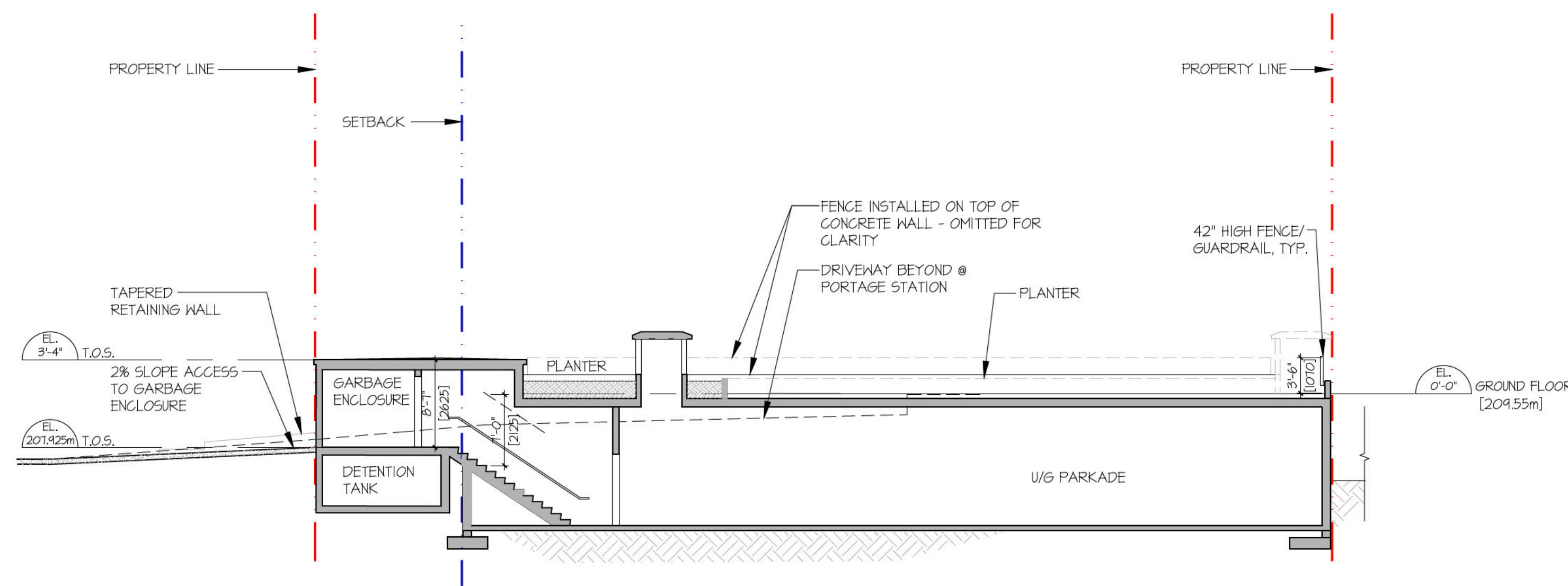


BUILDING SECTION B-B  
SCALE: 1"=10'-0"



BUILDING SECTION C-C  
SCALE: 1"=10'-0"

LEGEND:  
PROPERTY LINE [Red dashed line]  
SETBACKS [Blue dashed line]



BUILDING SECTION D-D  
SCALE: 1"=10'-0"

CONSULTANT \_\_\_\_\_  
CONSULTANT SEAL \_\_\_\_\_

ARCHITECT

**LOVICK  
SCOTT  
ARCHITECTS**

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ARCHITECTURAL SEAL \_\_\_\_\_

REV	DATE	DESCRIPTION
03	AUG 25/21	REISSUED FOR DP AMENDMENT
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DRAWN BY NB APPROVED NB

PROJECT  
**THE ASPECT**  
1422, 1426, 1430 PORTAGE ROAD  
PEMBERTON, B.C.

DRAWING BUILDING SECTIONS

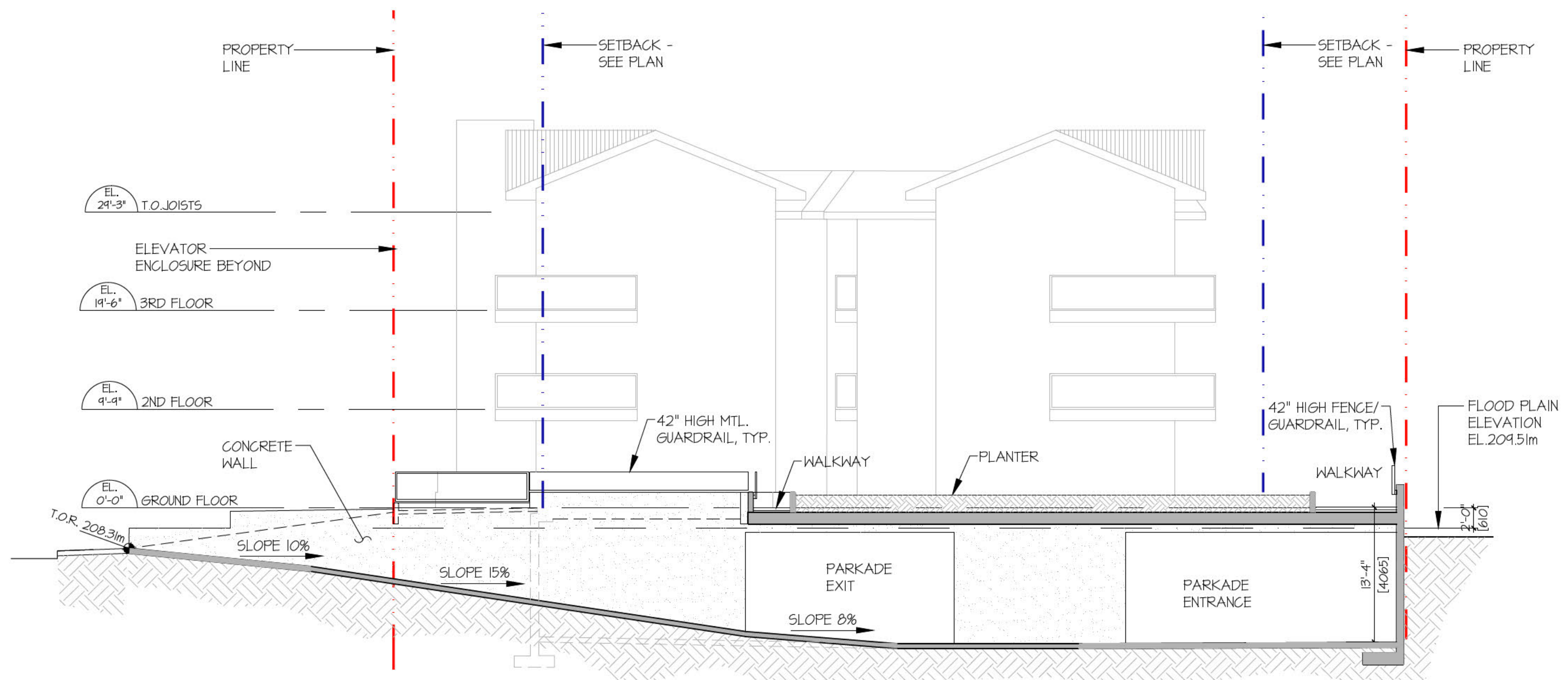
PROJECT NUMBER 14-89 DRAWING NUMBER A3.0

SCALE AS SHOWN  
DATE SEPT 08 2020  
REVISION  
Village of Pemberton  
Regular Council Meeting No. 1545  
Tuesday, September 21, 2021  
40 of 211

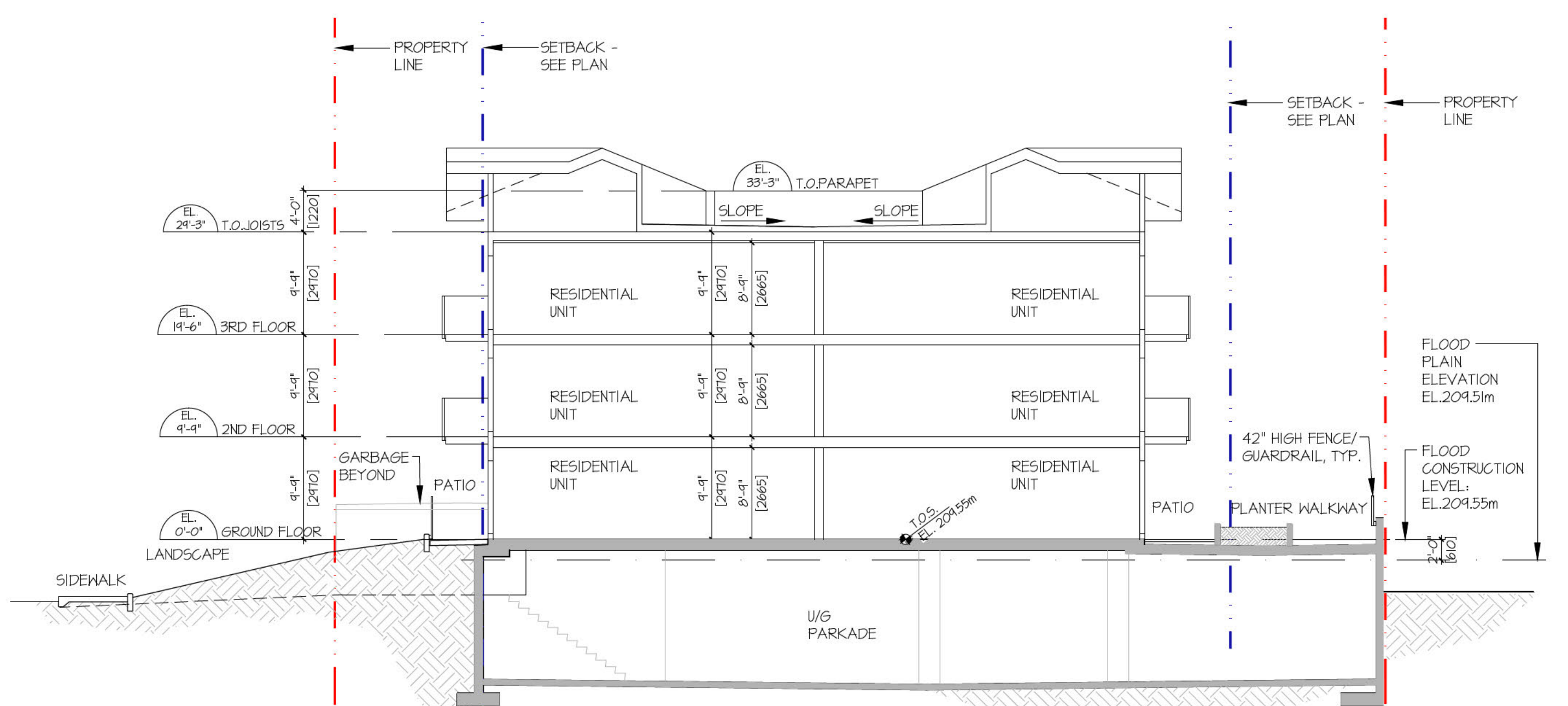
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THE ASPECT 20-022

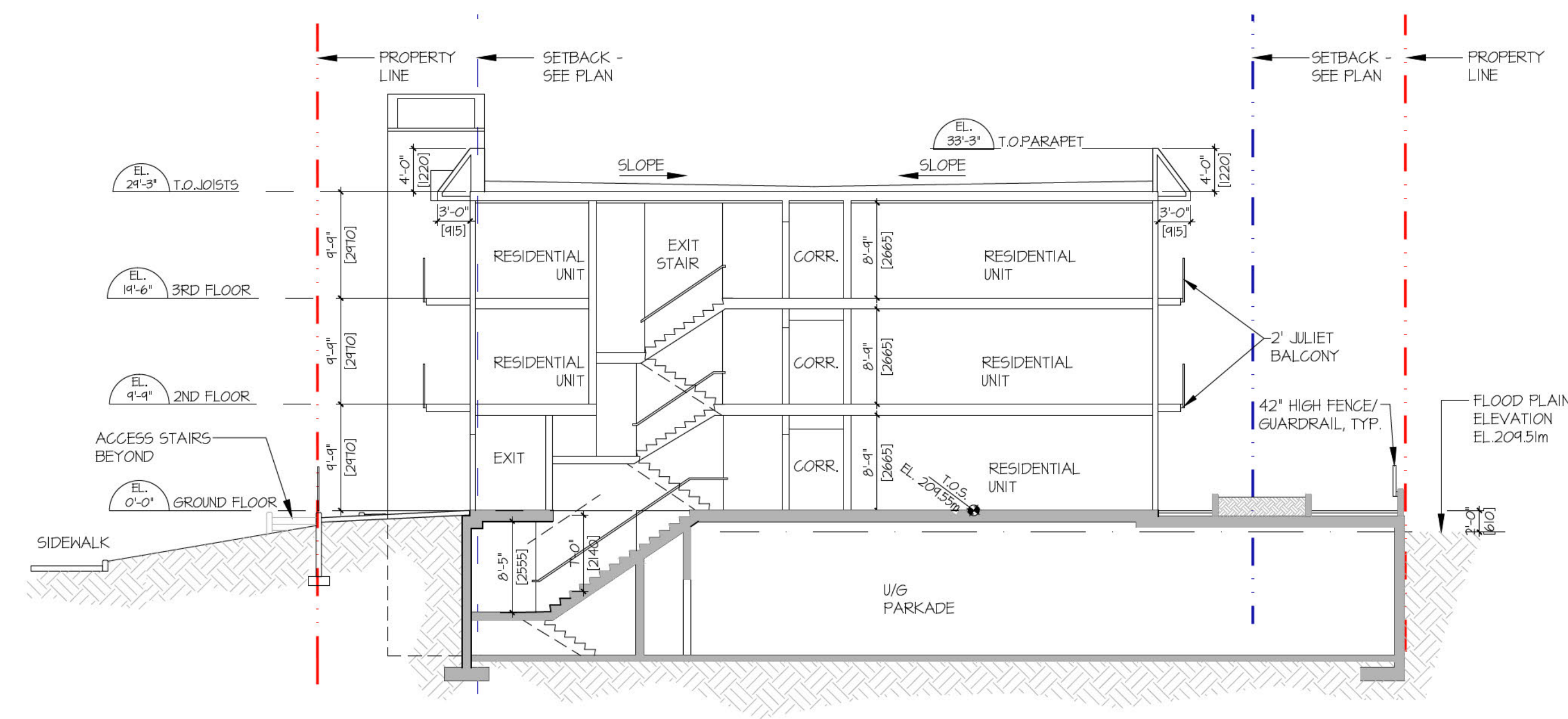




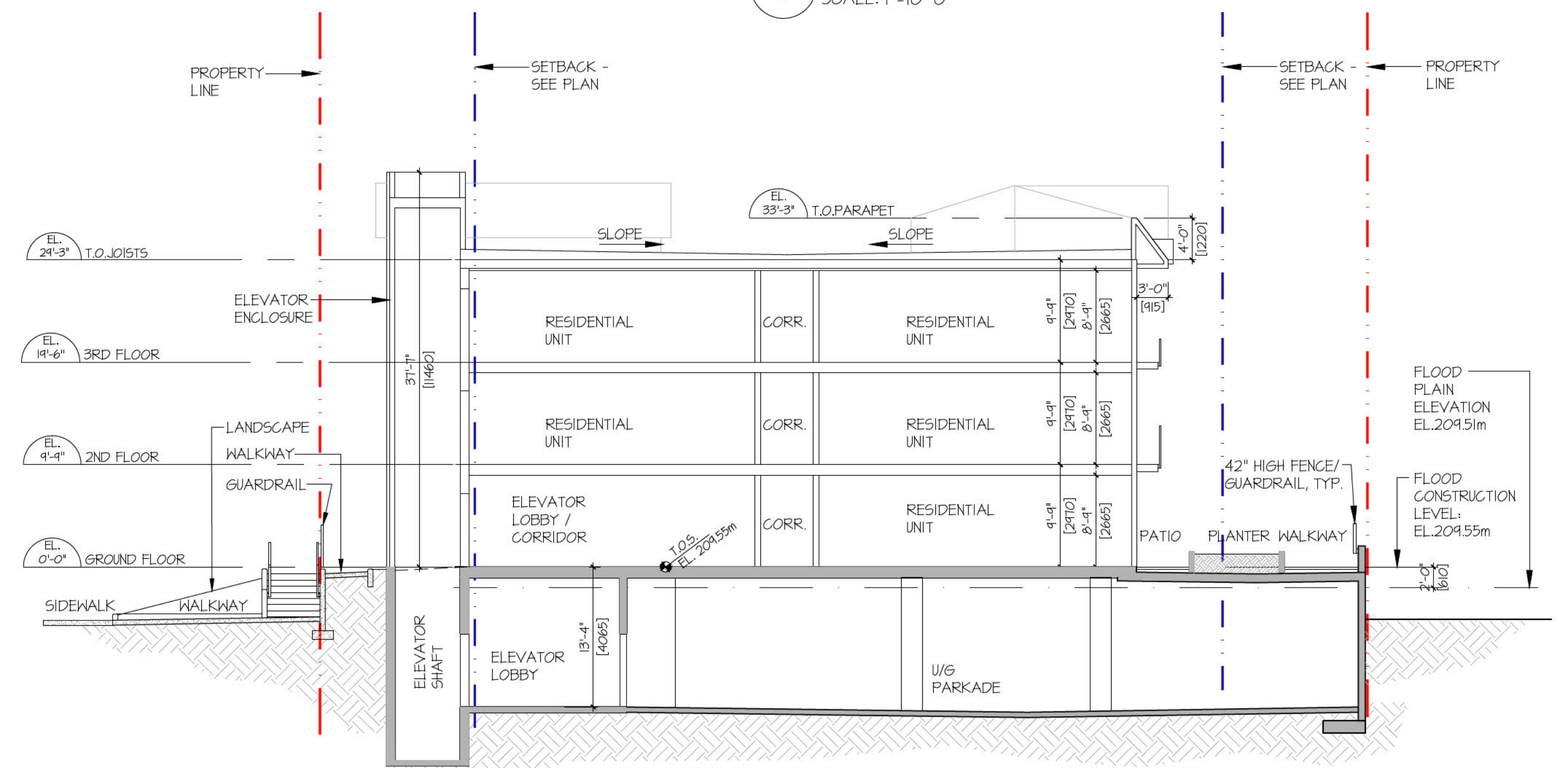
BUILDING SECTION E-E  
SCALE: 1"=10'-0"



BUILDING SECTION M-M  
SCALE: 1"=10'-0"



BUILDING SECTION F-F  
SCALE: 1"=10'-0"



BUILDING SECTION G-G  
SCALE: 1"=10'-0"

LEGEND:  
PROPERTY LINE ———  
SETBACKS ———

CONSULTANT \_\_\_\_\_  
CONSULTANT SEAL \_\_\_\_\_



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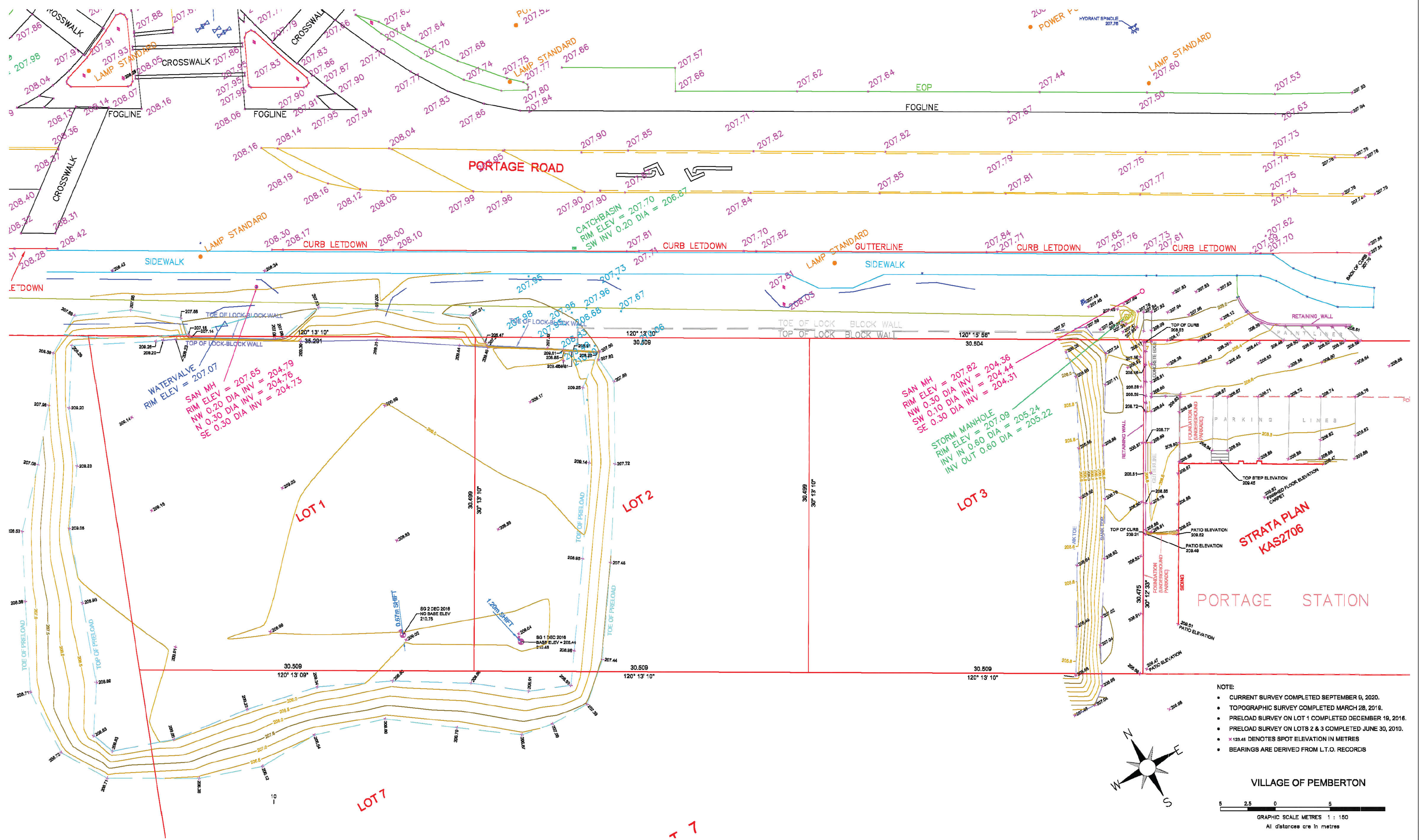
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PROJECT  
**THE ASPECT**  
1422, 1426, 1430 PORTAGE ROAD  
PEMBERTON, B.C.

DRAWING BUILDING SECTIONS  
PROJECT NUMBER DRAWING NUMBER  
14-89 A3.1  
SCALE AS SHOWN  
DATE SEPT 08 2020 REVISION  
Village of Pemberton  
Regular Council Meeting No. 1545  
Tuesday, September 21, 2021  
41 of 211

CONTRACTOR SHALL VERIFY ALL DIMENSIONS ON SITE. DRAWINGS SHALL NOT BE SCALED.

THE ASPECT 20-022

PLAN SHOWING TOPOGRAPHY AND SITE FEATURES ON PORTAGE ROAD, LOT 3, PLAN 12595 AND STRATA PLAN KAS2706, DISTRICT LOT 203, LILLOOET DISTRICT



DOUG BUSH SURVEY SERVICES Ltd.  
Douglas J. Bush, ASCT, RSIS  
Applied Science Technologist (Geomatics)  
Unit 18, 1370 Alpha Lake Road, Whistler, B.C. V8E 0H9  
Phone 932-3314 / Fax: 932-3039 E-mail:  
doug@dbss.ca / http://dbss.ca

REVISION :

Notes:  
ELEVATIONS ARE GEODETIC CVD28  
DERIVED FROM W.R.S. MONUMENT NO. 851  
ELEVATION USED = 207.178 METRES (679.72 FEET)

Date:  
September 17, 2020  
Files:  
03001.CRD  
P.I.D.: ---

Client:  
PEMBERTON LANDING LP  
Project:  
1422,1426 & 1430 PORTAGE ROAD, THE ASPECT

SCALE: 1:150  
JOB NO.: J20189  
DWG.: 20190D  
SHEET: 1

Produced on September 17, 2020 at 3:23:27 PM  
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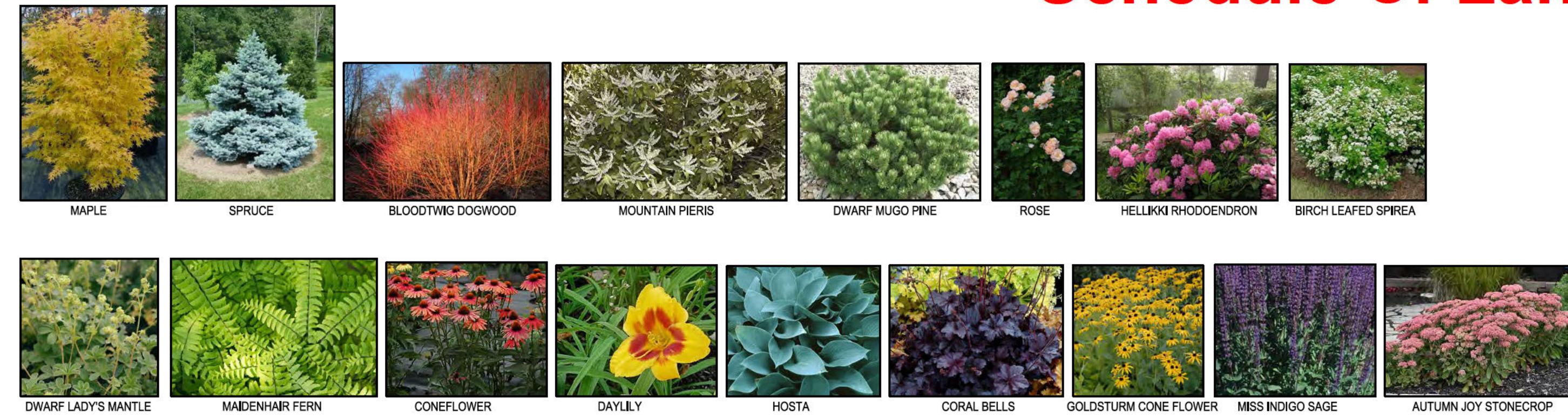


PLANT LIST OFFSITE

KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
TREE					
5		ACER GLABRUM	DOUGLAS MAPLE	6CM CAL 2m STD; BAB	SEE PLAN
4		PICEA PUNGENS 'MONTGOMERY'	MONTGOMERY SPRUCE	2m HT.	SEE PLAN
SHRUBS					
17		CORNUS SANGUINEA	BLOODTWIG DOGWOOD	#2 POT	700mm
17		PIERIS FLORIBUNDA	MOUNTAIN PIERIS	#3 POT	1000mm
38		PIRUS MUGO PUMILO	DWARF MUGO PINE	#2 POT	900mm
8		ROSA 'THE LARK ASCENDING'	LARK ASCENDING ENGLISH ROSE - PEACH	#3 POT	700mm
11		RHODODENDRON HELLIKI	HELLIKI RHODODENDRON, DARK PINK	#3 POT	700mm
22		SPIRAEA BETULIFOLIA	BIRCH LEAFED SPIREA	#2 POT	900mm
GROUND COVER					
54		ALCHEMILLA SAXATILIS	DWARF LADY'S MANTLE	4" POT	350mm
31		KOeleria MACRANTHA	JUNE GRASS	#1 POT	800mm
PERENNIAL					
15		ADIANTUM PEDATUM	NORTHERN MAIDENHAIR	#1 POT	800mm
21		ECHINACEA MAMA MIA	MAMA MIA CONEFLOWER	#2 POT	800mm
11		HEMEROCALLIS 'BLACK EYED STELLA'	BLACK EYES STELLA DAYLILY	#1 POT	800mm
30		HOSTA HALCYON	HALCYON HOSTA	#1 POT	900mm
26		HEUCHERA 'FOREVER PURPLE'	FOREVER PURPLE CORAL BELLS	#1 POT	600mm
37		RUDEBECKIA FULGIDA 'GOLDSTURM'	GOLDSTURM CONE FLOWER	#1 POT	600mm
32		SALVIA X SUPERBA 'MISS INDIGO'	MISS INDIGO SAGE	#1 POT	600mm
7		SEDUM SPECTABILIS 'AUTUMN JOY'	AUTUMN JOY STONECROP	#1 POT	600mm

- GENERAL NOTES:
- ALL WORK, PLANT SIZES, AND LANDSCAPE MATERIAL SHALL MEET OR EXCEED THE SPECIFICATIONS OF THE BC LANDSCAPE STANDARDS, LATEST EDITION - BCSLA/BCINA.
  - ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY, PROVIDE CERTIFICATION UPON REQUEST. REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS.
  - PLANT MATERIAL TO BE REVIEWED BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY.
  - SUBSTITUTIONS OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE (5) DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE.
  - AMENDMENTS: LANDSCAPE ARCHITECT SHALL BE NOTIFIED IN WRITING OF ANY CHANGES TO THE DESIGN INTENT TO SUIT SITE CONDITIONS, AND MUST BE APPROVED PRIOR TO PLANT INSTALLATION.

PLANT IMAGES



# Schedule C: Landscape Plan

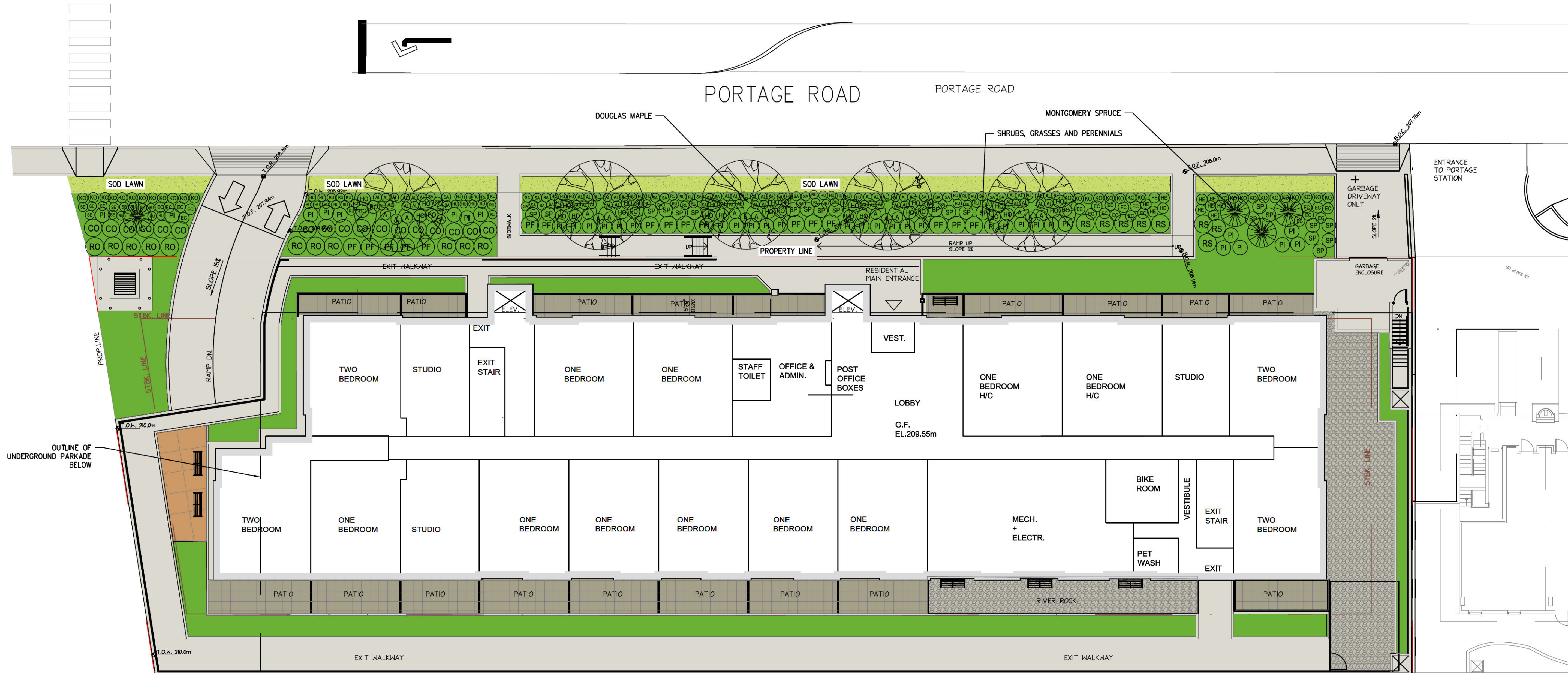
CLIENT

PEMBERTON LANDING LIMITED PARTNERSHIP

111-823 HENNING DRIVE, BURNABY, BC V5C 6P3

PROJECT

1422, 1426, 1430 PORTAGE ROAD, PEMBERTON, B.C.



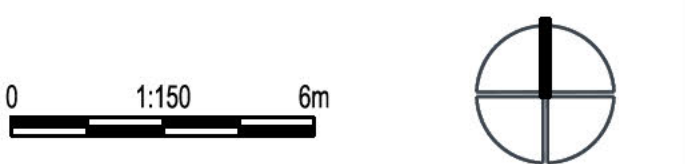
4	DP AMENDMENT	AUGUST 27, 2021	RH
3	DP AMENDMENT	APRIL 20, 2021	RH
2	NEW SITE PLAN	APRIL 12, 2021	RH
1	NEW SITE PLAN	OCT 21, 2020	RH
No.	DESCRIPTION	DATE	BY

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DESIGN CREW SEAL  
 surveyed by  
 drawn by RH  
 designed by RH  
 checked by RH

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 205 - 4945 Canada Way,  
 Burnaby, BC V5G 4H7  
 TEL 604 420 1721  
 BINNIE.com  
 LANDSCAPE ARCHITECTS  
 SPORTS FACILITY DESIGNERS

DRAWING TITLE  
**OFFSITE LANDSCAPE PLAN**



project no16-853  
 date August 25, 2020  
 scale 1:150

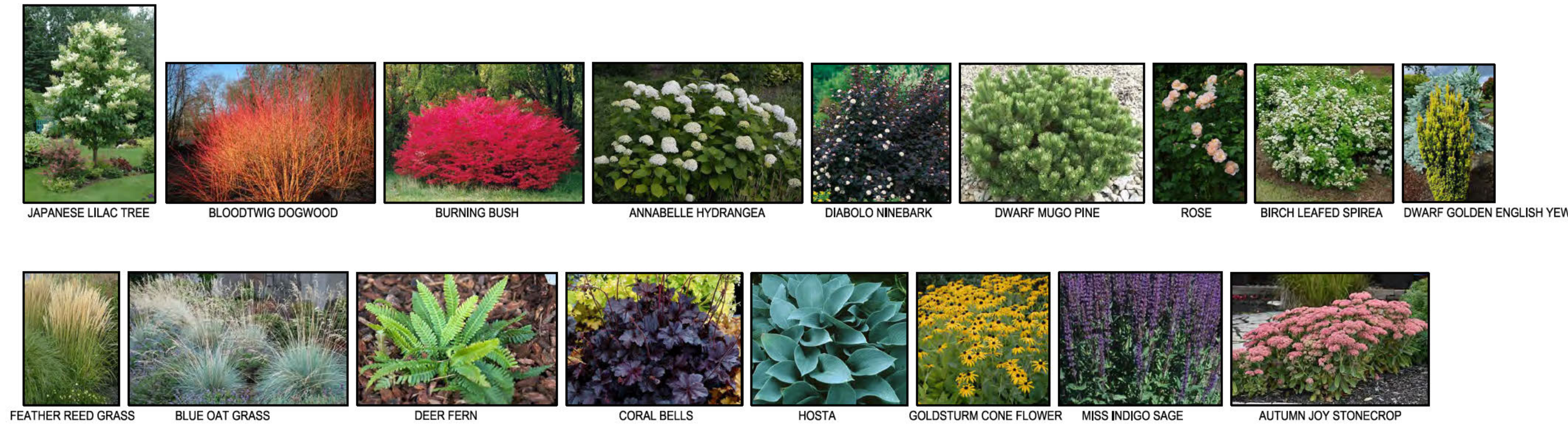
**L1 / 3**

PLANT LIST ONSITE

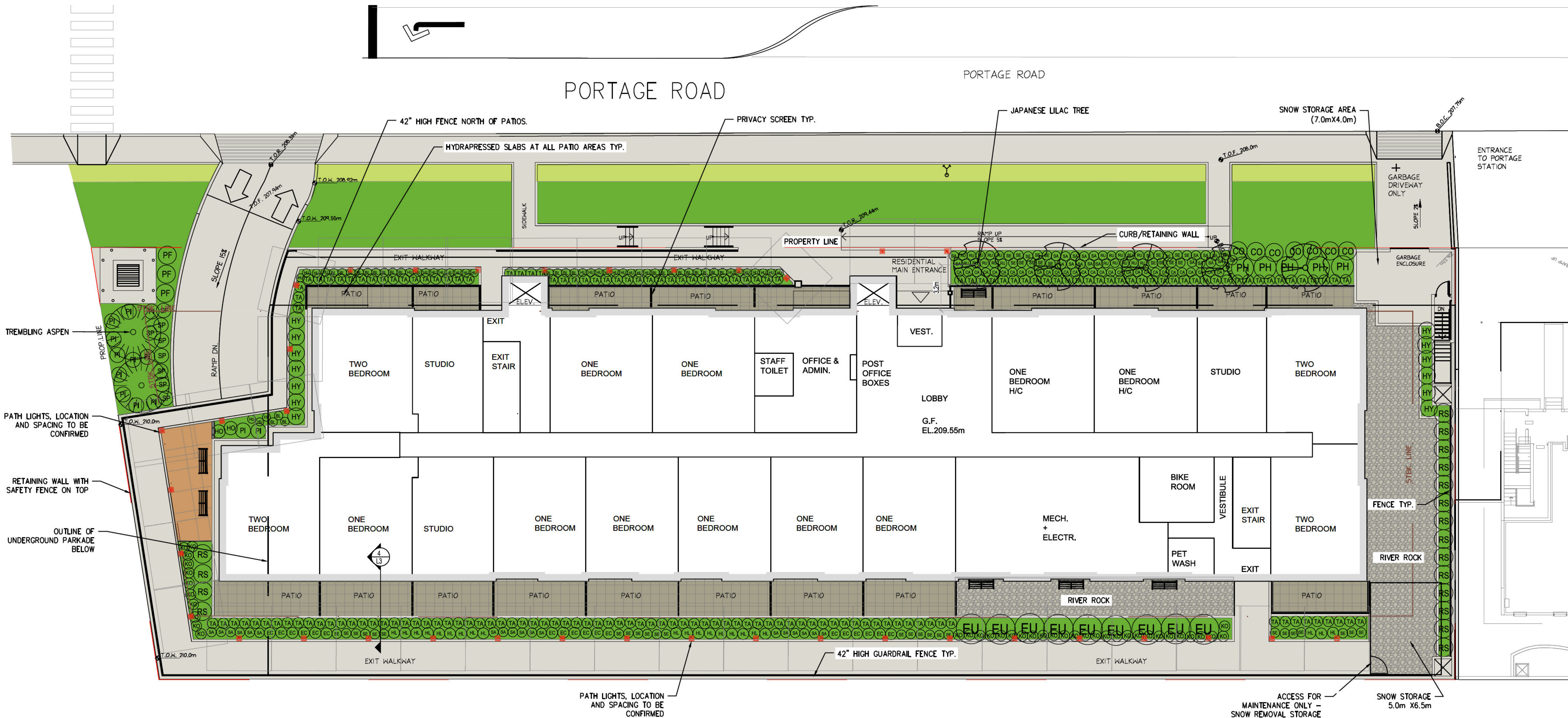
KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
TREE					
(T)	5	SYRINJA RETICULATA	JAPANESE LILAC TREE	5CM CAL.	SEE PLAN
(T)	2	POPULUS TREMULOIDES	TREMBLING ASPEN	6CM CAL. BAB	SEE PLAN
SHRUBS					
(S)	7	CORNUS SANGUINEA	BLOODTWIG DOGWOOD	#3 POT	700mm
(S)	9	EUONYMUS ALATUS COMPACTUS	BURNING BUSH	#3 POT	2000mm
(S)	13	HYDRANGEA ARBORESCENS	ANNABELLE HYDRANGEA	#3 POT	1200mm
(S)	5	PHYSCARPUS OPULIFOLIUS 'DIABOLO'	DIABOLO NINEBARK	#3 POT	1000mm
(S)	3	PIERIS FLORIBUNDA	MOUNTAIN PIERS	#3 POT	1000mm
(S)	13	PINUS MUGO PUMILO	DWARF MUGO PINE	#2 POT	900mm
(S)	18	ROSA 'THE LARK ASCENDING'	LARK ASCENDING ENGLISH ROSE	#3 POT	700mm
(S)	8	SPIRAEA BETULIFOLIA	BIRCH LEAFED SPIREA	#2 POT	900mm
(S)	161	TAXUS BACCATA 'GOLDENER ZWERG'	DWARF GOLDEN ENGLISH YEW	#3 POT	700mm
GRASS					
(G)	30	CALAMAGROSTIS 'KARL FORESTER'	FEATHER REED GRASS	#3 POT	600mm
(G)	21	HELICTOTRICHON SEMPERVIRENS 'SAPPHIRE'	SAPPHIRE BLUE OAT GRASS	#1 POT	800mm
(G)	38	KOELERIA MACRANTHA	JUNE GRASS	#1 POT	700mm
PERENNIAL					
(P)	25	BLECHNIUM SPICANT	DEER FERN	#1POT	600mm
(P)	18	ECHINACEA MAMA MIA	MAMA MIA CONEFLOWER	#1POT	600mm
(P)	32	HEUCHERA 'FOREVER PURPLE'	FOREVER PURPLE CORAL BELLS	#1POT	600mm
(P)	2	HOSTA HALCYON	HALCYON HOSTA	#1POT	900mm
(P)	20	RUDBECKIA FULGIDA 'GOLDSTURM'	GOLDSTURM CONE FLOWER	#1POT	600mm
(P)	39	SALVIA X SUPPERBA 'MISS INDIGO'	MISS INDIGO SAGE	#1POT	600mm
(P)	44	SEDUM SPECTABILIS 'AUTUMN JOY'	AUTUMN JOY STONECROP	#1POT	600mm

- GENERAL NOTES
- ALL WORK, PLANT SIZES, AND LANDSCAPE MATERIAL SHALL MEET OR EXCEED THE SPECIFICATIONS OF THE BC LANDSCAPE STANDARDS, LATEST EDITION - BC/LAS/03A.
  - ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY, PROVIDE CERTIFICATION UPON REQUEST. REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS.
  - PLANT MATERIAL TO BE REVIEWED BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY.
  - SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF 60 DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE.
  - AMENDMENTS: LANDSCAPE ARCHITECT SHALL BE NOTIFIED IN WRITING OF ANY CHANGES TO THE DESIGN INTENT TO SUIT SITE CONDITIONS, AND MUST BE APPROVED PRIOR TO PLANT INSTALLATION.

PLANT IMAGES



CLIENT  
**PEMBERTON LANDING LIMITED PARTNERSHIP**  
 111-823 HENNING DRIVE,  
 BURNABY, BC V5C 6P3  
 PROJECT  
**1422, 1426, 1430 PORTAGE ROAD, PEMBERTON, B.C.**



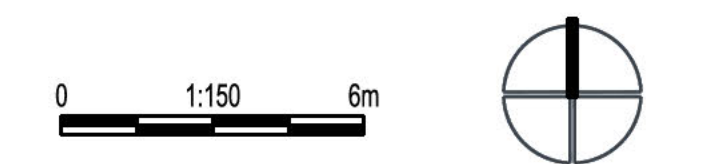
No.	DESCRIPTION	DATE	BY
4	DP AMENDMENT	AUGUST 27, 2021	RH
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DESIGN CREW SEAL  
 surveyed by \_\_\_\_\_  
 drawn by RH  
 designed by RH  
 checked by RH

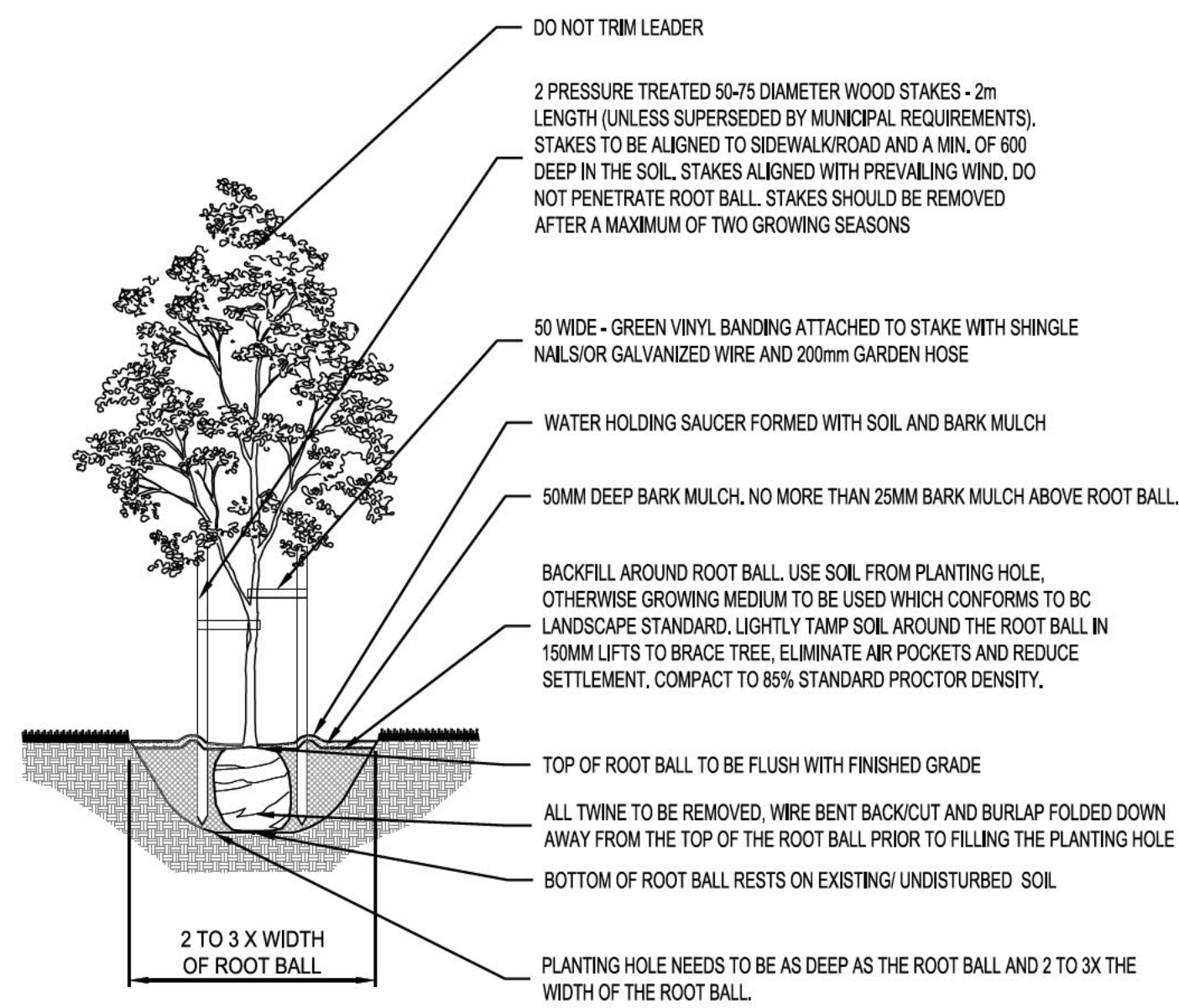
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 TEL 604 420 1721  
 BINNIE.com  
 LANDSCAPE ARCHITECTS  
 SPORTS FACILITY DESIGNERS

DRAWING TITLE  
**ONSITE LANDSCAPE PLAN**



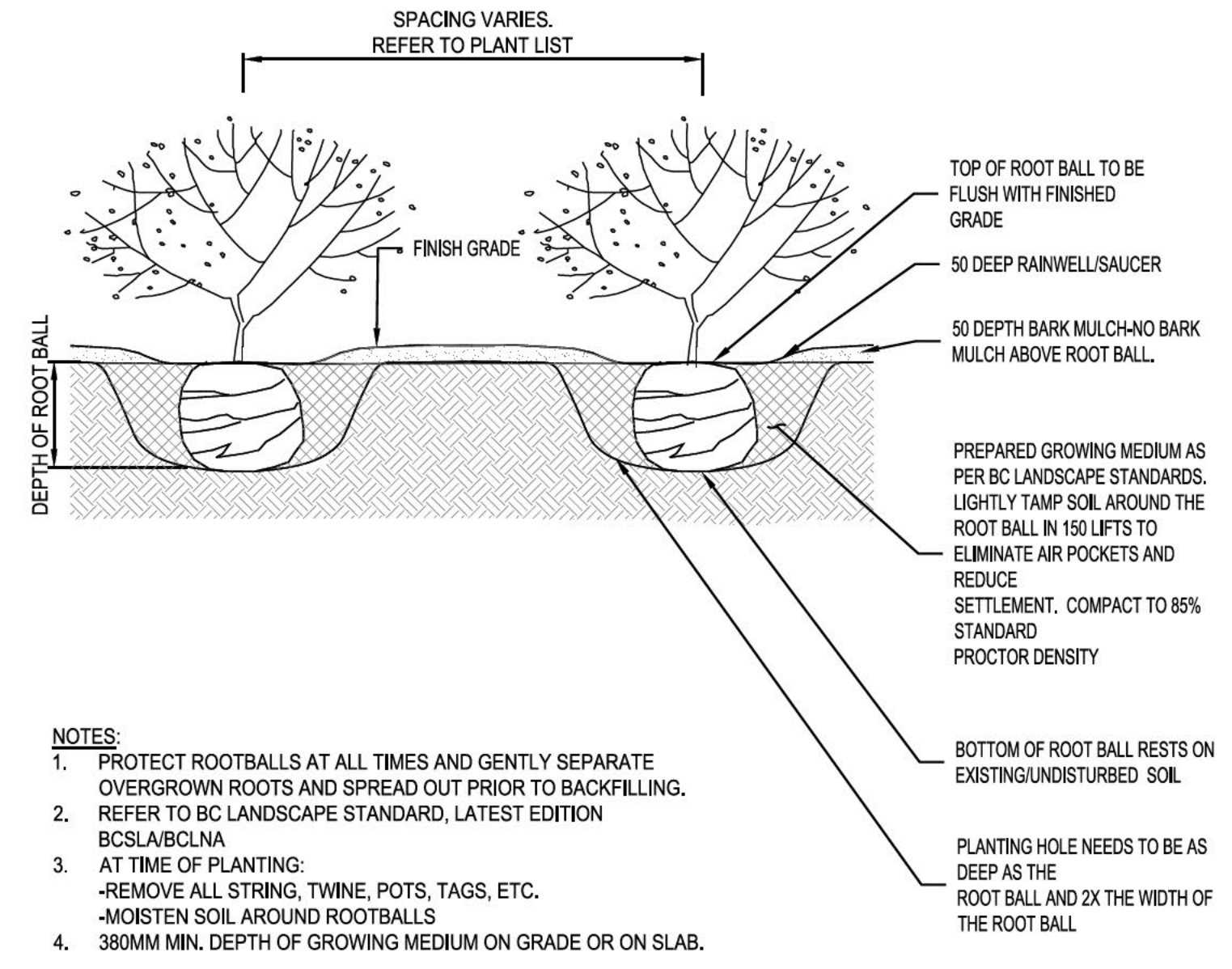
project no16-853  
 date August 25, 2021  
 scale 1:150

**L2 / 3**



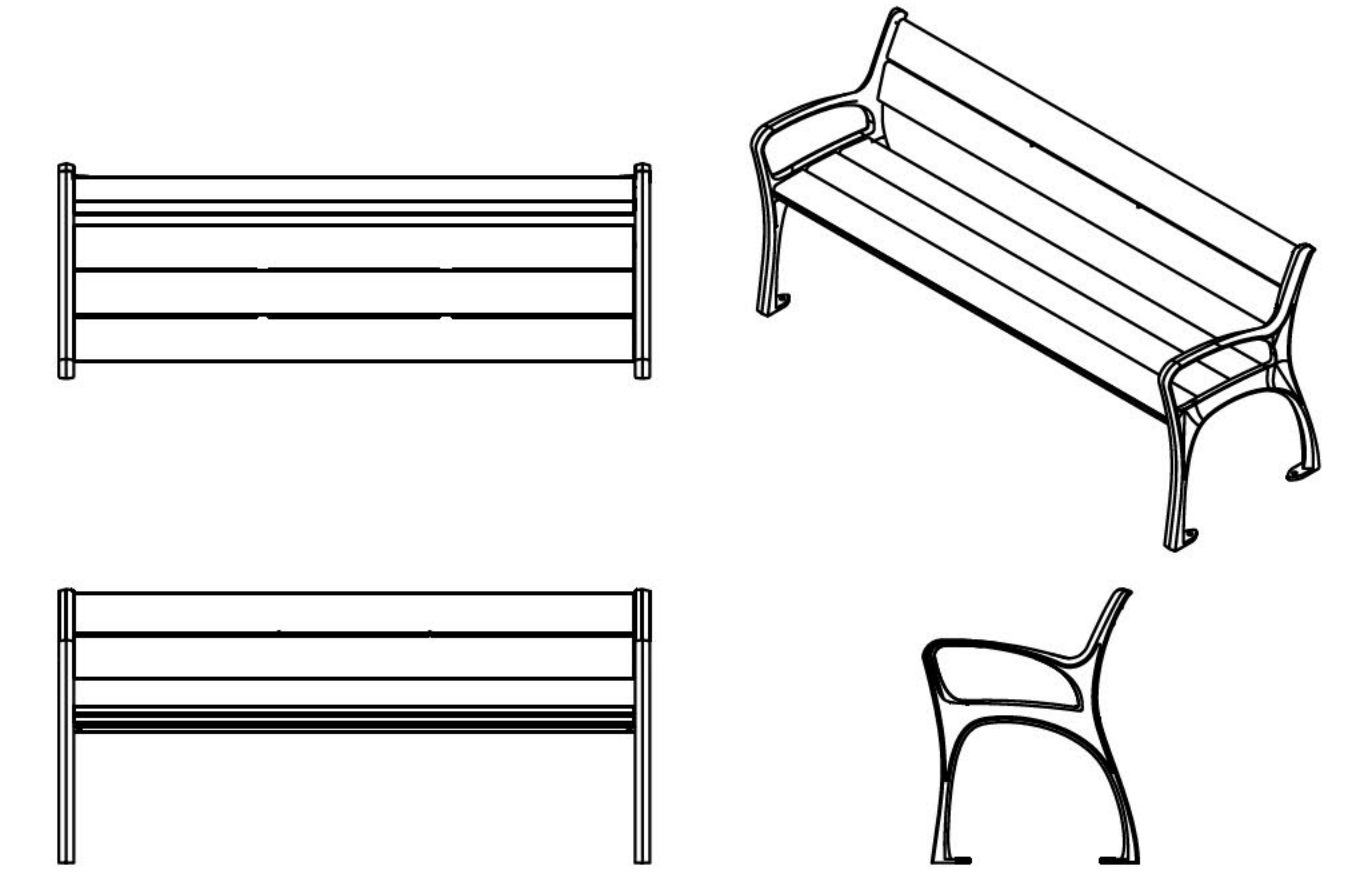
1- TREE PLANTING AT GRADE

SCALE 1:50



2- SHRUB PLANTING AT GRADE

SCALE 1:20



3- MAGLIN 870 BACKED BENCH

SCALE NTS

NOTE:  
-IPE WOOD SLATS, WITH SIDE ARMS

CLIENT  
**PEMBERTON LANDING LIMITED PARTNERSHIP**  
111-8823 HENNING DRIVE,  
BURNABY, BC V5C 6P3  
PROJECT  
**1422, 1426, 1430 PORTAGE ROAD,  
PEMBERTON, B.C.**

4	DP AMENDMENT	AUGUST 27, 2021	RH
3	DP AMENDMENT	APRIL 20, 2021	RH
2	NEW SITE PLAN	APRIL 12, 2021	RH
1	NEW SITE PLAN	OCT 21, 2020	RH
	DESCRIPTION	DATE	BY

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DESIGN CREW  
surveyed by  
drawn by RH  
designed by RH  
checked by RH

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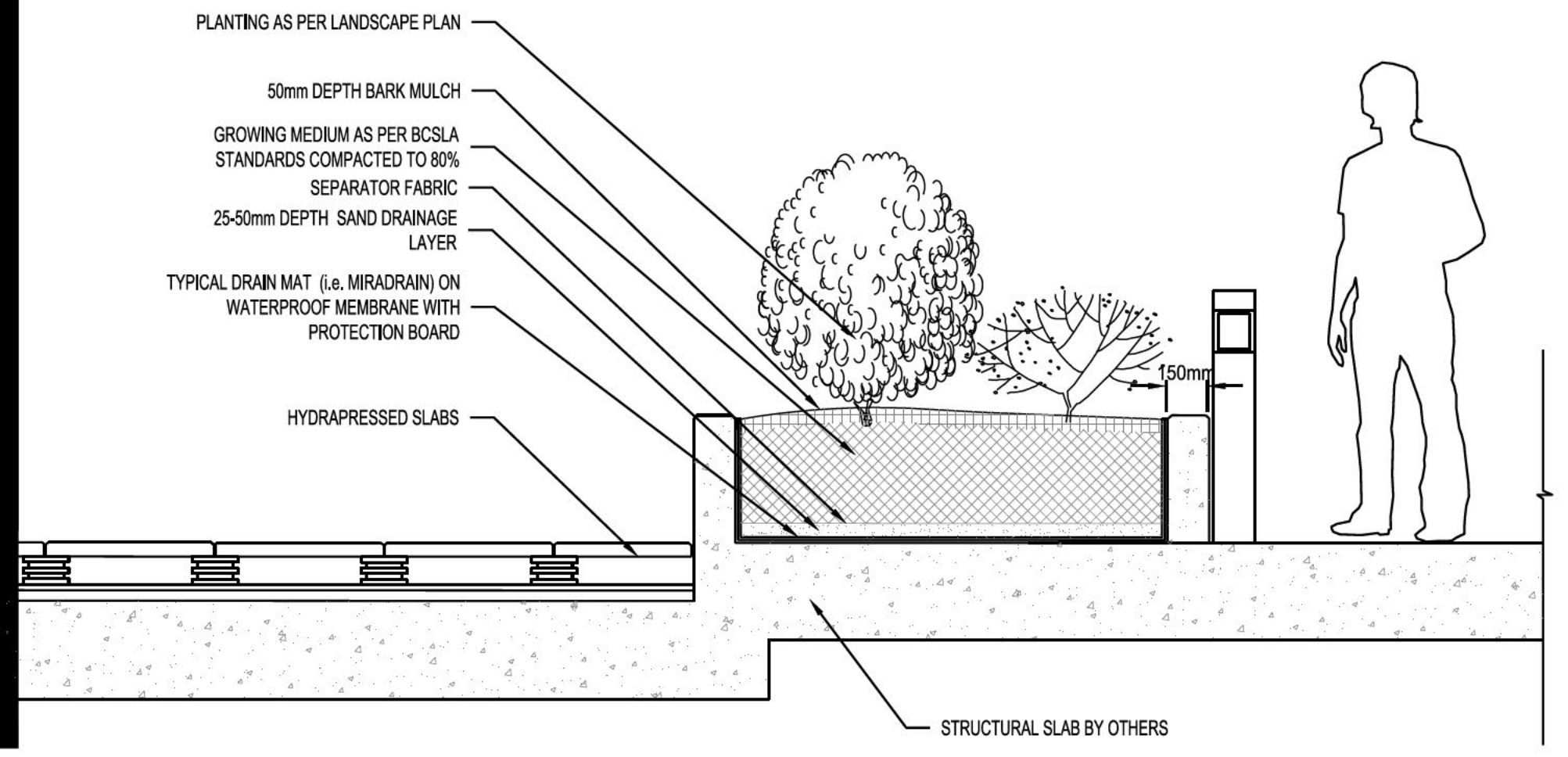
DRAWING TITLE  
**DETAILS**  
AS SHOWN

project no16-853  
date August 25, 2021  
scale AS SHOWN

**L3**  
3

ISSUED FOR DP  
Regular Tuesday, September 21, 2021  
48 of 211

BUILDING



4- SECTION THROUGH 18" HT. PLANTER WALL ON SLAB

SCALE 1:50

**Torres Path Light**

Product Data Sheet



**Finish**  
Pangard IP® offered exclusively by Landscape Forms. It is a 19 step program of cleaning, priming, and powdercoating that resists rusting, chipping, peeling and fading to produce the finest metal finish available for site furniture and outdoor lighting. In addition, Pangard IP® contains no heavy metals and is free of Hazardous Air Pollutants.

**To Order**  
Specify: Product, Lamp, Drive Current, Color Temperature, Input Voltage, Mounting Option, and Powdercoat Color.

Product	Lamp	Drive Current	Color Temp.	Input Voltage	Mounting
AH TORRES	001L3 (R, 1 LED Type-B)	050F (503 mA)	40K (4000K) 35K (3500K) 30K (3000K)	LV1 (100-277VAC)	SM (Surface Mount) EM (Embedded)

EXAMPLE: AH - 001L3 - 050F - 35K - LV1 - SM - Powdercoat Color

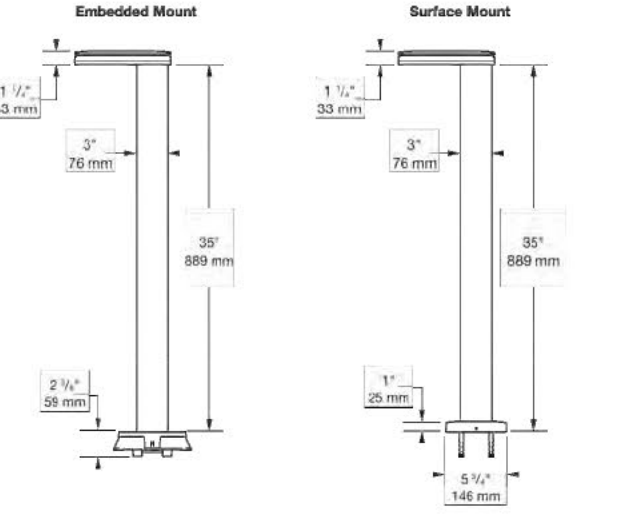
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Don't see what you are looking for? Our goal is to partner with you as the designer to manufacture solutions needed for the space you are creating. We offer the option to modify our standard product to meet certain design specifications or needs. Contact your local Landscape Forms representative to learn more about these offerings.

**Warranty**  
LED lighting products are warranted for six years.

**Other**  
UL Listed, RoHS Compliant, Dark-Sky Approved  
US Patent Pending



Torres is designed by Rodrigo Torres

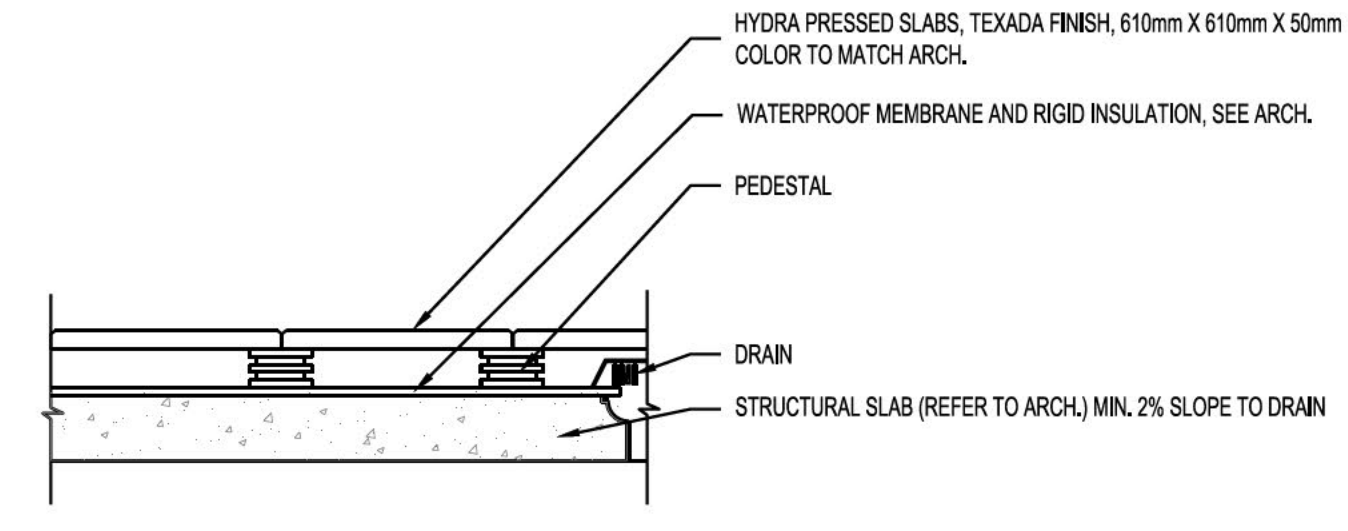


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**5- PATH LIGHT**

SCALE NTS



NOTES:  
1. REFER TO ABBOTSFORD CONCRETE PRODUCTS FOR DETAILS AND SPECS.

**6- HYDRAPRESSED SLABS**

SCALE NTS





R.F. Binnie & Associates Ltd.  
Client: Lovick Scott Architects Ltd.

File: 16-0853  
26-Aug-21

**Aspect Townhouse Development- 1422, 1426, 1430 Portage Road Pemberton BC**

The following cost estimate is based on the landscape plan dated August 26, 2021

**OFFSITE LANDSCAPE WORK**

ITEM	DESCRIPTION	UNIT	UNIT PRICE	QTY	AMOUNT
<b>Section 1 - Earthwork</b>					
1.01	Grading (lump sum)	LS	\$5,000	1	\$5,000
1.02	Topsoil for planting beds(cost per m3 @ .76m depth)	m3	\$65	220	\$14,300
1.03	Mulch for planting beds(cost per m3 @ 50mm depth)	m3	\$80	14	\$1,120
	Subtotal:				<b>\$20,420</b>
<b>Section 2 - Lawn</b>					
2.01	Sod lawn (includes 150mm topsoil)	m <sup>2</sup>	\$17	98	\$1,666
	Subtotal:				<b>\$1,666</b>
<b>Section 3 - Plant Material</b>					
3.01	Trees	6cm cal.	\$600	5	\$3,000
		2m ht.	\$500	4	\$2,000
3.02	Shrubs	#3 pot	\$45	36	\$1,620
		#2 pot	\$30	98	\$2,940
		#1 pot	\$15	189	\$2,835
		4" pot	\$8	54	\$432
	Subtotal:				<b>\$12,827</b>
<b>Subtotal Construction Costs:</b>					<b>\$34,913</b>
<b>Consulting Fee Allowance (10%)</b>					<b>\$10,000</b>
<b>Contingency Allowance (20%)</b>					<b>\$10,000</b>
<b>Total Estimated Cost (no GST):</b>					<b>\$55,000</b>

**ONSITE LANDSCAPE WORK**

ITEM	DESCRIPTION	UNIT	UNIT PRICE	QTY	AMOUNT
<b>Section 1 - Earthwork</b>					
1.01	Topsoil (cost per m3 @ .5m depth)	m3	\$65	136	\$8,840
1.02	Mulch (cost per m3)	m3	\$80	13	\$1,040
	Subtotal:				<b>\$9,880</b>
<b>Section 2 - Plant Material</b>					
3.01	Trees	6cm cal.	\$600	2	\$1,200
		5cm cal.	\$500	5	\$2,500
3.02	Shrubs	#3 pot	\$45	246	\$11,070
		#2 pot	\$30	21	\$630
		#1 pot	\$15	239	\$3,585
	Subtotal:				<b>\$18,985</b>
<b>Section 3 - Furnishings and Hardscape</b>					
5.01	Bench	each	\$2,000	6	\$12,000
5.02	Path lights	each	\$1,000	36	\$36,000
5.03	Hydrapressed pavers for patio areas (24 X24") supply only	ft2	\$8	2,680	\$21,440
5.04	River rock (100mm depth) supply only	cubic yard	\$100	24	\$2,400
	Subtotal:				<b>\$48,000</b>
<b>Subtotal Construction Costs:</b>					<b>\$76,865</b>
<b>Consulting Fee Allowance (10%)</b>					<b>\$10,000</b>
<b>Contingency Allowance (20%)</b>					<b>\$20,000</b>
<b>Total Estimated Cost (no GST):</b>					<b>\$106,900</b>

**Date:** September 21, 2021  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Lisa Pedrini, Manager of Development Services  
**Subject:** Regional Growth Strategy – Revised Regional Context Statement

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### **PURPOSE**

The purpose of this report is to present an updated Regional Context Statement (RCS) to Council prior to submission to the Squamish-Lillooet Regional Board (SLRD) for acceptance.

### **BACKGROUND**

The *Local Government Act* (LGA) Section 452(2) sets out requirements for Regional Districts with adopted Regional Growth Strategies (RGS's) to, at least once every five (5) years, consider whether the RGS must be reviewed for possible amendment. To address this legislated requirement, the SLRD initiated a major amendment of the SLRD Regional Growth Strategy Bylaw No. 1062, 2008 in 2016. All member municipalities (the District of Squamish, Resort Municipality of Whistler, Village of Pemberton and the District of Lillooet) participated in this review which resulted in the adoption of SLRD Regional Growth Strategy Review (Amendment Bylaw 1562-2018) on October 23, 2019.

The RGS Steering Committee (composed of the planning staff of the SLRD and the member municipalities) guided the RGS Review process. Revisions and content development largely reflected member municipality and SLRD Official Community Plan (OCP) objectives and policies as well as other community plans. Consultation followed the requirements set out in the *LGA* and was at the government-to-government level.

The updated SLRD RGS now includes 11 goals [previously nine (9)] with strategic directions that the SLRD and its member municipalities agree to implement as signatories to the RGS Bylaw. The two (2) new added Goals: 'Protect and Enhance Food Systems', and 'Take Action on Climate Change' represent the importance of Food Security and Climate Change issues to the Regional District and its member municipalities.

Successful implementation of the RGS depends on co-operation between the SLRD and member municipalities, and the ability of local plans, policies and programs to contribute to the regional planning goals identified in the RGS. This is done through the creation of Regional Context Statements (RCSs). RCSs, which must be included in municipal Official Community Plans (OCPs), set out the relationship between the RGS and the member municipality OCPs, and as such, they are the main implementation tool of the RGS. RCSs identify the relationship between the OCP and the RGS and, if applicable, how the OCP is to be made consistent with the RGS over time.

As per the *LGA*, Section 446 (2) an updated RCS must be submitted to the Regional District Board for acceptance within two (2) years of adoption of a new or revised RGS.

## **DISCUSSION & COMMENTS**

Staff contracted McElhanney to conduct a thorough review of the Village's OCP against the Goals and Strategic Directions contained in the new SLRD RGS to prepare an updated RCS, which is attached as **Appendix A** to this report. Within this table of concordance, the text in blue font is the Village's response to the required elements.

At this point in time, as indicated in the attachment, there is some consistency between the Village's and the SLRD's documents; but many items do fall a little short. However, with the impending OCP review and update to be undertaken between 2021 – 2023, it is Staff's intention to fully align the Village's new OCP with all goals and strategic directions within the RGS. Eventually this will be reflected in the adoption of a final RCS at the end of this two-year planning process, but in the meantime, it will be necessary to adopt the attached RCS in order to meet the requirements under the *Act*.

SLRD Planning Staff have been sent the draft RCS to review and at the time of this report being prepared, they have no concerns or suggestions for improvement. Staff do not anticipate issues with SLRD acceptance of the RCS.

## **COMMUNICATIONS**

There are no communication considerations at this time.

If the Regional Context Statement (RCS) is accepted by the Regional District Board, the Village will commence an amendment to its OCP to add the new RCS to the Bylaw. At that time, Staff will recommend that consultation under section 475 of the *Local Government Act* be limited to forwarding the draft OCP Bylaw Amendment to relevant government agencies prior to First Reading. These agencies include First Nations, adjacent Regional Districts, neighbour municipalities, School Districts, Provincial and Federal governments, and their agencies.

Given that the RCS is either closely aligned with the policy direction of the Village's current OCP or those items that are missing will be addressed during the upcoming OCP consultation process, Staff recommend that consultation on the amended RCS be undertaken as part of the OCP Review & Engagement Program, in order to meet the *LGA* obligations to consult with any other persons, organizations, or authorities affected. Notice of the OCP Amendment will also be provided through statutory advertising in the Pique Newsmagazine prior to the Public Hearing.

## **LEGAL CONSIDERATIONS**

The obligation to submit a revised Regional Context Statement is pursuant to Section 446 (2) of the *Local Government Act (LGA)*.

## **DISCUSSION & COMMENTS**

On August 10, 2021, Stewardship Pemberton Society entered into a new lease agreement with the Village for a ten (10) year term with an option to renew for a further ten (10) years for the subject lands and improvements at the nominal rate of \$1.00/year, for the purposes of an eco-interpretive centre. Although it is customary for a lease holder make a request to Council for a permissive tax exemption, as this is a renewal, and as Council directed Staff to prepare the permissive tax exemption bylaw, Stewardship Pemberton Society has not been asked to make a formal request for the exemption.

## **COMMUNICATIONS**

The Notice of Disposition was published in Pique Newsmagazine on July 29<sup>th</sup> and August 5<sup>th</sup>, 2021. No comments were received from the public.

Notice of First, Second, and Third Readings of Tax Exemption (Stewardship Pemberton Nature Centre) Bylaw No. 906, 2021, was published in Pique Newsmagazine on September 9<sup>th</sup> and 16<sup>th</sup>, 2021. A copy of the notice is attached as **Appendix B**. No comments were received from the public.

## **LEGAL CONSIDERATIONS**

Sections 224 through 227 of the *Community Charter* authorize Council to grant a permissive tax exemption under certain conditions.

A bylaw that provides the granting of property tax exemptions for the 2022 taxation year must be adopted on or before October 31, 2021.

## **IMPACT ON BUDGET & STAFFING**

There are no impacts to the budget or to staff hours from this initiative.

## **INTERDEPARTMENTAL IMPACT & APPROVAL**

The above noted project will not impact the day-to-day operations of the Finance Department.

Interdepartmental Approval by:	Nikki Gilmore, Acting Manager of Finance/Chief Financial Officer
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## **IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

The permissive tax exemption has no impact on other jurisdictions.

## **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

## **IMPACT ON BUDGET & STAFFING**

The cost of the review undertaken by McElhanney was accounted for under the Consulting Budget and will have no impact on the 2021 Development Services Budget. Staff review and report preparation time is accommodated under the day-to day work tasks and has been accommodated.

If endorsed by Council, the RCS will be sent to the SLRD for review and consideration of acceptance. Once accepted by the SLRD, the RCS will need to be incorporated into a bylaw and considered for adoption as an amendment to the Village's OCP, which will require additional staff time and costs typically associated with the bylaw amendment adoption process.

## **INTERDEPARTMENTAL IMPACT & APPROVAL**

No interdepartmental impacts or approvals are necessary.

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

The preparation and acceptance of a revised Regional Context Statement is a statutory duty that every member municipality is currently undertaking. The SLRD will consider acceptance of these statements at their October 2021 Regional Board meeting.

## **ALTERNATIVE OPTIONS**

**Option One:** THAT the Village of Pemberton endorse the proposed Official Community Plan Regional Context Statement – Table of Concordance update for submission to the Squamish-Lillooet Regional Board for acceptance.

**Option Two:** THAT the Village of Pemberton refer the proposed Official Community Plan Regional Context Statement – Table of Concordance update back to Staff with additional comments.

## **RECOMMENDATIONS**

**THAT** the Village of Pemberton endorse the proposed Official Community Plan Regional Context Statement – Table of Concordance update for submission to the Squamish-Lillooet Regional Board for acceptance.

## **ATTACHMENTS:**

**Appendix A:** SLRD Regional Growth Strategy – Regional Context Statement Table of Concordance

Prepared by:	Lisa Pedrini, Manager of Development Services Mark Barsevksis, McElhanney, Village Contract Planner
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

## SLRD Regional Growth Strategy Regional Context Statement Content Guidance for Member Municipalities

The SLRD Regional Growth Strategy Bylaw No. 1062, 2008 (RGS) includes 11 goals with strategic directions that the SLRD and member municipalities agree to implement as signatories to the RGS Bylaw. Successful implementation of the RGS depends on cooperation between the SLRD and member municipalities, and the ability of local plans, policies and programs to contribute to the regional planning goals identified in the RGS. Regional Context Statements (RCSs) set out the relationship between the RGS and the member municipality Official Community Plans (OCPs), and as such, they are the main implementation tool of the RGS.

As member municipality implementation is through OCP implementation, alignment between the RGS and OCPs is critical. The RGS Steering Committee has suggested a consistent approach to preparing RCSs would be beneficial. This document provides content guidance for member municipalities in preparing RCSs, focusing on those strategic directions relevant to member municipalities (as opposed to more regional strategic directions identified for the SLRD to implement). Recognizing that each OCP and organization is unique, guidance on RCS content rather than approach is offered. The document is organized by Goal, with a table outlining each relevant *SLRD RGS Strategic Direction* and corresponding *RCS Content Guidance for Member Municipalities*.

### LOCAL GOVERNMENTAL ACT

As per section 447 of the *Local Government Act*, Regional Context Statements (RCSs) must specifically identify: the relationship between the official community plan (OCP) and the required and additional content of regional growth strategy; and if applicable, how the official community plan is to be made consistent with the regional growth strategy over time. Additionally, the RCS and the rest of the OCP must be consistent. RCSs must be submitted to the regional district Board for acceptance within 2 years of RGS adoption. Following acceptance, member municipalities amend their OCPs to include the revised RCS. The RGS Review (Amendment Bylaw 1562-2018) was adopted in October 2019. Member municipalities have until October 2021 to submit revised RCSs to the SLRD Board for acceptance.

### SETTLEMENT PLANNING MAPS

The Regional Settlement Planning Map (Map 1) and Settlement Planning Maps for each member municipality and Howe Sound (Maps 1a – 1e)) provide a general guide for a regional settlement pattern that reflects a commitment to compact, complete, sustainable communities. **This mapping is conceptual with an expression of intent with regard to settlement and non-settlement boundaries that will assist more detailed land use planning within Official Community Plans.** Settlement Planning Maps are submitted to the SLRD by member municipalities to support collaborative planning; they are not submitted as part of Regional Context Statements. Refer to page 21 of the SLRD RGS Bylaw No. 1062, 2008 for further details. Amendments to Settlement Planning Areas and resulting Mapping may only be submitted as part of an RGS Review or comprehensive community-wide OCP Update process.

## Regional Context Statement – Table of Concordance

The Village of Pemberton Regional Context Statement Table of Concordance identifies the relationship between the Village’s Official Community Plan (OCP) and the SLRD Regional Growth Strategy (RGS) strategic directions. The Table of Concordance includes the RGS strategic directions for each of the 11 goals and generally identifies a specific OCP policy that aligns with the strategic direction. If a specific OCP policy is not identified, an OCP objective or a new policy will be reviewed during the Village of Pemberton OCP Review 2021-2023.

### GOAL 1 Focus Development into Compact, Complete, Sustainable Communities

1.1 The SLRD and member municipalities agree that:

Village of Pemberton Regional Context Statement Table of Concordance	
SLRD RGS Strategic Direction	RCS Content Guidance for Member Municipalities
<p>a) The Settlement Planning Maps will be used in conjunction with Official Community Plans to:</p> <ul style="list-style-type: none"> <li>• direct growth and settlement development towards Member Municipalities and existing SLRD Master Planned Communities;</li> <li>• maintain the rural, low density character of Serviced Residential and Rural Residential Areas; and</li> <li>• protect and maintain Non-Settlement Areas.</li> </ul> <p>Official Community Plans should:</p> <ul style="list-style-type: none"> <li>(i) establish policies that are consistent with the Regional Settlement Planning Map;</li> <li>(ii) direct major settlement growth to the Urban Areas and Master Planned Communities;</li> <li>(iii) prevent major settlement growth in Non-Settlement Areas; and</li> <li>(iv) encourage Smart Growth strategies appropriate to the settlement types and local circumstances.</li> </ul> <p>Member municipalities shall:</p> <ul style="list-style-type: none"> <li>(i) prepare and update Regional Context Statements</li> </ul>	<ul style="list-style-type: none"> <li>• Outline OCP policies that are consistent with the RGS Settlement Planning Map.</li> <li>• Outline OCP policies that direct major settlement growth to the Urban Areas and prevent major settlement growth in Non-Settlement Areas.</li> </ul> <p style="color: blue;">Ensure there is sufficient land and resources for future settlement, employment, and leisure needs (5.1.1 Growth Policies)</p> <p style="color: blue;">Maintain the downtown as the dominant commercial node, as well as a cultural and social focal point of the Pemberton area (5.1.1 Growth Policies)</p> <p style="color: blue;">Grow at a reasonable rate, whereby community facilities, infrastructure and services can keep pace (5.1.1 Growth Policies)</p> <p style="color: blue;">Preserve and facilitate the enhancement of productive farmland (5.8.1 Agricultural Policies)</p>

which identify the relationship between an Official Community Plan and the SLRD Regional Growth Strategy (and if applicable, how the Official Community Plan is to be made consistent with the RGS over time);

- (ii) submit the Regional Context Statements to the Squamish Lillooet Regional District Board for approval as per s. 446 of the *Local Government Act*; and
- (iii) once the context statement is approved, amend their Official Community Plan to include the approved Regional Context Statement. If, after the adoption of a Regional Context Statement in an Official Community Plan, a municipality proposes to amend its Official Community Plan and the amendment may affect the Regional Context Statement, the municipality will consult with the Squamish-Lillooet Regional District before proceeding with the Official Community Plan amendment.

Support a wide range of agricultural practices and preserve land to build local food protection capacity **(5.8.1 Agricultural Policies)**

Foster the conservation and efficient use of energy and other resources in buildings, vehicles, and infrastructure **(5.10.1 Natural Environmental Policies)**

- Outline OCP policies that encourage Smart Growth strategies.

Make efficient use of land that is deemed appropriate for development through embracing applicable **Smart Growth Principles\*** **(5.1.1 Growth Policies)**

**\*Smart Growth Principles refer to:**

- **Mix land uses**
- **Build well-designed compact neighbourhoods**
- **Provide a variety of transportation choices**
- **Create diverse housing opportunities**
- **Encourage growth in existing communities**
- **Preserve open spaces, natural beauty, and environmentally sensitive areas**
- **Protect and enhance agricultural lands**
- **Utilize smarter and cheaper infrastructure and green buildings**
- **Foster a unique neighbourhood identity**
- **Nurture engaged citizens**

Respect and protect significant natural and cultural features **(5.1.1 Growth Policies)**

Create a complete community whereby the downtown is surrounded by unique, vibrant neighbourhoods **(5.1.1 Growth Policies)**

Balance the provision of amenities with the community's



	<p>fiscal resources and capacity <b>(5.3.1 Community Facilities Policies)</b></p> <p>Ensure new development contributes to the costs of capital infrastructure works but also ongoing maintenance <b>(5.5.1 Infrastructure Policies)</b></p> <p>Recognize the balance between public safety and environmental protection, particularly in consideration of hazard mitigation such as flood protection and wildfire <b>(5.10.1 Natural Environmental Policies)</b></p>
<p>b) Land Use Designations will be used in conjunction with the Settlement Planning Maps, and include: Urban Areas, Master Planned Communities, Rural Communities, Serviced Residential Areas, Rural Residential Areas, and Non-Settlement Areas [<i>section abbreviated</i>].</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that ‘focus development into compact, complete, sustainable communities’ and protect Non-Settlement Areas.</li> </ul> <p>Create a complete community whereby the downtown is surrounded by unique, vibrant neighbourhoods <b>(5.1.1 Growth Policies)</b></p> <p>Ideally locate parks and open spaces within a 5-10 minute walk of residents and businesses, while being geographically distributed to serve the population equally <b>(5.4.1 Parks, Trails and Open Spaces Policies)</b></p> <p>Create a park and open space network that is socially, financially, and environmentally sustainable; <b>(5.4.1 Parks, Trails and Open Spaces Policies)</b></p> <p>Accommodate the community’s mobility needs for all stages of life and during all seasons <b>(5.6.1 Transportation Policies)</b></p>
<p>c) Settlement Planning Map Amendments, including proposed changes to designation boundaries through RGS revision – must be based on clearly defined Smart Growth Principles and demonstrate a commitment to the concept of ‘Compact, Complete, Sustainable Communities as described in the RGS.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that ‘focus development into compact, complete, sustainable communities’, including any growth containment boundaries or similar.</li> </ul> <p>Ensure there is sufficient land and resources for future settlement, employment and leisure needs <b>(5.1.1 Growth</b></p>

	<p><b>Policies)</b></p> <p>Maintain the downtown as the dominant commercial node, as well as a cultural and social focal point of the Pemberton area <b>(5.1.1 Growth Policies)</b></p> <p><b>Section 5.1.2.1</b> of the Official Community Plan (OCP) identifies an Urban Growth Boundary (UGB). The lands within the UGB contain areas that are designated for urban growth. A fundamental aspect of this policy is the preservation of agriculturally designated lands. Further the criterion contained within <b>Schedule A</b> of the OCP entitled “<b>Urban Growth Boundary Criteria</b>” emphasizes the importance of protecting and enhancing agricultural lands.</p>
<p>d) Growth and transportation will be addressed concurrently. This will be pursued by developing a regional multi-modal transportation plan that addresses current and proposed growth.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Outline OCP policies and other organizational plans that seek to address growth and transportation concurrently, as well as any policies that call for regional multi-modal transportation plans/systems.</li> </ul> <p>Provide increased opportunities for four-season travel by means other than the private automobile <b>(5.6.1 Transportation Policies)</b></p> <p>Encourage transportation systems that have reduced impact on air quality, considering renewable energy sources <b>(5.6.1 Transportation Policies)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Pemberton Cycling Network Plan (2020)</b> The Cycling Network Plan establishes a long-term vision for cycling in the Village.</li> </ul>

## GOAL 2 Improve Transportation Linkages and Options

2.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Direction	RCS Content Guidance for Member Municipalities
<p>a) Strongly encourage compact, mixed use developments that allow for minimized use of vehicles and encourage walking, cycling and the use of public transit. This will be pursued by implementing Goal 1, whereby land uses are integrated.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that ensure land uses are integrated so that people can easily accomplish basic trips on foot or bicycles or transit.</li> </ul> <p>Maintain the downtown as the dominant commercial node, as well as a cultural and social focal point of the Pemberton area <b>(5.1.1 Growth Policies)</b></p> <p>Make efficient use of land that is deemed appropriate for development through embracing applicable <i>Smart Growth Principles</i> <b>(5.1.1 Growth Policies)</b></p> <p>Create a complete community whereby the downtown is surrounded by unique, vibrant neighbourhoods <b>(5.1.1 Growth Policies)</b></p> <p>Accommodate the community’s mobility needs for all stages of life and during all seasons <b>(5.6.1 Transportation Policies)</b></p> <p>Provide increased opportunities for four-season travel by means other than the private automobile <b>(5.6.1 Transportation Policies)</b></p> <p>Continually work towards barrier-free access throughout the community <b>(5.6.1 Transportation Policies)</b></p> <ul style="list-style-type: none"> <li>Outline OCP policies that encourage pedestrian friendly environments.</li> </ul> <p>Make efficient use of land that is deemed appropriate for development through embracing applicable <i>Smart Growth Principles</i> <b>(5.1.1 Growth Policies)</b></p>

Create a complete community whereby the downtown is surrounded by unique, vibrant neighbourhoods **(5.1.1 Growth Policies)**

Support architectural styles and streetscape design that complement the town's pedestrian scale **(5.2.1 Building and Open Space Policies)**

Offer an interesting, convenient and pedestrian-friendly downtown **(5.2.1 Building and Open Space Policies)**

Continue to accommodate the community's unique needs for street furniture such as hitching posts, bike racks, chariot parking, benches, lighting and bear proof receptacles **(5.2.1 Building and Open Space Policies)**

Promote corridors of natural areas and the planting of native landscaping **(5.2.1 Building and Open Space Policies)**

- Outline OCP policies that ensure streets and trail networks are highly interconnected and maintained year-round.

Provide a sufficient quantity of parks, open spaces and trails to support the current and future population's needs and interests **(5.4.1 Parks, Trails and Open Space Policies)**

Ideally locate parks and open spaces within a 5-10 minute walk of residents and businesses, while being geographically distributed to serve the population equally **(5.4.1 Parks, Trails and Open Space Policies)**

Actively use parks and open spaces to preserve sensitive ecological areas, natural resources, and wildlife habitat as well as enhance transportation corridors **(5.4.1 Parks, Trails and Open Space Policies)**

Increase trail and road connectivity between the Village and the surrounding region **(5.6.1 Transportation Policies)**

	<p>Support the continued enhancements that improve the safety and efficiency of Highway 99 for both cars and cyclists <b>(5.6.1 Transportation Policies)</b></p> <p>Accommodate the community’s mobility needs for all stages of life and during all seasons <b>(5.6.1 Transportation Policies)</b></p> <ul style="list-style-type: none"> <li>• <b>Pemberton Cycling Network Plan (2020)</b> The Cycling Network Plan establishes a long-term vision for well-connected cycling routes for all ages and abilities in the Village.</li> </ul>
<p>b) Consider a model for the provision of regional transit services that will:</p> <ul style="list-style-type: none"> <li>• assess opportunities to develop regular bus services between the major centres;</li> <li>• initiate further transit studies and initiatives with the aim of increasing transit ridership;</li> <li>• undertake long range transit planning, implementing transit improvements and integrating transit facilities within updated Official Community Plans;</li> <li>• improve connectivity of ferry/rail/bus infrastructure, especially in downtown Squamish;</li> <li>• consider marine transportation opportunities between Squamish and Vancouver/Richmond; and</li> <li>• encourage transportation improvements and transit opportunities in regional tourism development, including tourism operators promoting transit use by their employees and customers.</li> </ul>	<ul style="list-style-type: none"> <li>• Outline OCP policies that support regional transit services.</li> </ul> <p>Provide safe, efficient and effective transportation connections between the Village and the surrounding employment and population centres (notably Mount Currie/Xit’olacw and Whistler) <b>(5.6.1 Transportation Policies)</b></p> <p>Support the continued enhancements that improve the safety and efficiency of Highway 99 for both cars and cyclists <b>(5.6.1 Transportation Policies)</b></p> <p>Work to maximize the land use opportunities for the functioning of the Pemberton Regional Airport <b>(5.6.1 Transportation Policies)</b></p> <p>Expand legal railway crossings to enhance the transportation connections <b>(5.6.1 Transportation Policies)</b></p> <p>Continue to coordinate planning, facility and infrastructure initiatives with the Squamish Lillooet Regional District, Lil’wat Nation and provincial and federal governments <b>(5.11 Local Decision Making Policies)</b></p> <ul style="list-style-type: none"> <li>• Outline OCP policies that support long-range transit planning, implementing transit improvements and</li> </ul>

integrating transit facilities within updated OCPs.

Transit improvements are further identified in **Map J** of the OCP.

Transit service to and surrounding Pemberton is now the responsibility of the Village of Pemberton (no longer the Squamish Lillooet Regional District) and considers both the actual service as well as the supporting infrastructure.

Provincial bus transportation was previously provided by Greyhound Transportation, but this is no longer in existence. The Sea to Sky Communities including First Nations are actively advocating the province for the creation of a Regional Transit system from Mt. Currie to Metro Vancouver. [These statements will be updated in the OCP review].

- Outline OCP policies and other organizational policies or plans that encourage transportation improvements and transit opportunities for employees and customers.

d) Support the development, implementation and integration of member municipality Active/Alternative/Preferred Modes of Transportation Plans.

- Confirm what active/alternative/preferred mode of transportation plans your organization has or is developing.
- Pemberton Cycling Network Plan (2020)**  
The Cycling Network Plan establishes a long-term vision for cycling in the Village, including identifying the bicycle network and focusing on maintenance, end-of-trip facilities, education, and awareness.
- Outline OCP policies that support the development and implementation of Active/Alternative/Preferred Modes of Transportation Plans.

Actively use parks and open spaces to preserve sensitive ecological areas, natural resources, and wildlife habitat as well as enhance transportation corridors **(5.4.1 Parks, Trails and Open Space Policies)**

	<p>Provide safe, efficient and effective transportation connections between the Village and the surrounding employment and population centres (notably Mount Currie/Xit'olacw and Whistler) <b>(5.6.1 Transportation Policies)</b></p> <p>Support the continued enhancements that improve the safety and efficiency of Highway 99 for both cars and cyclists <b>(5.6.1 Transportation Policies)</b></p>
<p>e) Encourage the continued development of trails and bicycle routes that provide for safe walking/hiking and biking in the region.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that encourage the continued development of trails and bicycle routes.</li> </ul> <p>Map H and Map J respectively identify the existing and proposed trails and sidewalks, as well as existing or proposed illuminated routes within the OCP</p> <p>Provide increased opportunities for four-season travel by means other than the private automobile <b>(5.6.1 Transportation Policies)</b></p> <p>Increase trail and road connectivity between the Village and the surrounding region <b>(5.6.1 Transportation Policies)</b></p>



**GOAL 3 Generate a Range of Quality Affordable Housing**

3.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Direction	RCS Content Guidance for Member Municipalities
<p>a) Establish collaborative and consistent affordable housing policies, targets and tools to generate an adequate supply of quality affordable housing and a diversity of housing types for employees, seniors and people in need in the region.</p> <p>This will be pursued by requiring a description of affordable housing policies, targets and tools within member municipality Regional Context Statements and SLRD Official Community Plans. Specifically, statements/descriptions should include the following:</p> <ul style="list-style-type: none"> <li>• Inclusionary zoning requirements with aggressive targets, preferably at a minimum of 15% affordable housing in perpetuity (e.g. purpose built rental, cooperative housing, etc.);</li> <li>• Tools to secure affordable housing in perpetuity through deed/title restrictions and price controls;</li> <li>• Strategies for the acquisition of community land banks for housing;</li> <li>• Incentives and/or targets for affordable rental housing.</li> </ul>	<ul style="list-style-type: none"> <li>• Confirm definition of affordable housing (may include a spectrum).</li> </ul> <p>In September 2019 the Village of Pemberton Age-Friendly Affordable Housing Needs Assessment and the October 2019 Village of Pemberton Age-Friendly Affordable Housing Action Plan both define Affordable Housing this way:</p> <ul style="list-style-type: none"> <li>• <i>Housing is considered to be affordable when a household spends less than 30% of the household's gross (before tax) income on housing costs.</i></li> </ul> <ul style="list-style-type: none"> <li>• Outline OCP policies to generate an adequate supply of quality affordable housing.</li> </ul> <p>Facilitate the development of quality rental housing for residents with low to moderate incomes (5.9.1 Housing Policies)</p> <p>Support a variety of affordable ownership housing options for young families, first time home purchasers, retirees and seniors (known as rightsizing) (5.9.1 Housing Policies)</p> <ul style="list-style-type: none"> <li>• Outline OCP policies that ensure a diversity of housing types for employees, seniors and people in need.</li> </ul> <p>Encourage housing designed to meet changing household needs and the ability for the community to age in place (5.9.1 Housing Policies)</p> <p>Encourage the development of housing for seasonal workers (5.9.1 Housing Policies)</p> <p>Facilitate the provision of housing services and supports for Pemberton's vulnerable populations (5.9.1 Housing Policies)</p>

- Outline OCP inclusionary zoning requirements.

OCP policies regarding inclusionary zoning will be reviewed during the OCP review in 2021-2023

- Outline OCP incentives and/or targets for affordable rental housing.

As noted in Section 5.1.4 the Village may establish different density regulations for a zone whereby specific conditions may include the provision of affordable and special needs housing. **Schedule B** of the OCP entitled “**Amenity Zoning Priorities**” has prioritized the important community amenities identified at the time the OCP was created (2001) including affordable, short term rental and special needs housing. In 2020 Council approved a new Community Amenity Contributions Policy which identifies affordable housing and Staff have drafted a new list of community amenity priorities including affordable housing, and many other community desires which will be vetted with the community during the OCP review in 2021-2023.

- Outline OCP or other organizational tools to secure affordable housing in perpetuity.

The Village currently employs the use of covenants and Housing Agreement Bylaws to ensure affordability over a set period of time (typically a minimum of 10 years) but the OCP Review will work towards making this term in perpetuity.

The Development Procedures Bylaw promotes affordable housing by fast-tracking applications with an affordable housing component, if they are secured through a Housing Agreement.

The Zoning Bylaw offers a reduction in required parking spaces to projects that include an affordable housing component, if secured through a Housing Agreement.

	<p>The 2019 Village of Pemberton Age-friendly Affordable Housing Needs Assessment and Action Plan was adopted by Council in the fall of 2019 and will inform updated OCP policies during the OCP review in 2021-2023.</p>
<p>b) Adopt policies and regulations that support live-work studio space, mixed-use neighbourhoods, and a variety of residential intensification strategies such as allowing secondary suites, providing for ‘flexhousing’ (a multi-unit built form designed for adaptability of units to accommodate changing family size and needs over time), encouraging infill housing and small lot development, density bonusing and other tools that will support housing affordability. This will be pursued in the review and updating of Official Community Plans and the overall development of collaborative approaches on affordable housing within the region.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies and other organizational policies/regulations that enable residential intensification in support of affordable housing (see list of examples).</li> </ul> <p>As noted in Section 5.1.4 of the OCP, the Village may establish different density regulations for a zone whereby specific conditions may include the provision of affordable and special needs housing. Schedule B has prioritized the amenities including affordable, short term rental and special needs housing.</p> <p>Facilitate the development of quality rental housing for residents with low to moderate incomes <b>(5.9.1 Housing Policies)</b></p> <p>Support a variety of affordable ownership housing options for young families, first time home purchasers, retirees and seniors (known as rightsizing) <b>(5.9.1 Housing Policies)</b></p> <p>The 2019 Age-friendly Affordable Housing Needs Assessment and Action Plan adopted by the Village of Pemberton in the fall of 2019 and will lead to updated OCP policies on residential intensification during the OCP review in 2021-2023</p>

<p>c) Encourage affordable housing self-help initiatives by community organizations and individuals to maintain and/or increase the supply of affordable housing (e.g., community housing land trusts, non-profit, locally controlled entities that acquire and hold land in perpetuity so that it can be used for affordable housing). This will be pursued in discussions with these organizations and in the review and updating of Official Community Plans to identify affordable housing land supply options, and by maximizing the use of existing provincial and federal government housing programs and advocating for increased funding for affordable housing.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that encourage the provision of affordable housing initiatives by community organizations, as well as policies that advocate for increased funding for affordable housing.</li> </ul> <p>The 2019 Village of Pemberton Age-friendly Affordable Housing Needs Assessment and Action Plan adopted by Council in the fall of 2019 will inform updated OCP policies that encourage the liaison with community organizations &amp; advocate increased funding for affordable housing during the OCP review in 2021- 2023</p>
<p>d) Adopt financial tools that will assist in the delivery of accessible family housing and seniors housing, such as cash-in-lieu of social housing contributions, waiving development cost charges, property tax exemptions, and lands grants. This will be pursued as part of decision making by the Regional Board and Member Municipality Councils in regard to social housing proposals.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies/tools and other organizational policies/tools that are used indecision-making for social housing projects.</li> </ul> <p>The 2019 Village of Pemberton Age-friendly Affordable Housing Needs Assessment and Action Plan adopted by Council in the fall of 2019 will inform updated OCP policies with respect to decision-making tools for social housing projects during the OCP review in 2021-2023</p>
<p>e) Adopt, as appropriate, deed-restricted price, resale control, rent geared to income and other options to increase the supply of affordable housing and create housing that remains affordable in perpetuity. This will be pursued as a region through the implementation of Official Community Plans and the collaborative, consistent affordable housing approaches committed to therein, and through the sharing of best practices learned by the Whistler Housing Authority and the affordable housing experiences in Squamish and Pemberton.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies/tools used to ensure housing is affordable and remains affordable in perpetuity.</li> </ul> <p>Support and value local involvement in the establishment of community land use directions <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Collaborate with the development industry and other stakeholders on future land use directions <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Provide innovative and proactive leadership throughout the community <b>(5.11.1 Local Decision Making Policies)</b></p>

	<p>The 2019 Village of Pemberton Age-friendly Affordable Housing Needs Assessment and Action Plan adopted by Council in the fall of 2019 will inform updated OCP policies to ensure dedicated housing remains affordable in perpetuity during the OCP review in 2021-2023.</p>
<p>f) Encourage cooperation with community service groups and private developers to supply low-cost housing options for seniors with the aim of maximizing independence and self-reliance and promoting continued socialization and the ability to age in place. This will be pursued in the review of residential and commercial development proposals and in the review and updating of Official Community Plans in regard to congregate care and independent living developments for seniors.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that encourage the development of low-cost housing options for seniors, including congregate care and independent living.</li> </ul> <p>Support a variety of affordable ownership housing options for young families, first time home purchasers, retirees and seniors (known as rightsizing) <b>(5.9.1 Housing Policies)</b></p> <p>The 2019 Age-friendly Affordable Housing Needs Assessment and Action Plan adopted by the Village of Pemberton in the fall of 2019 will inform updated OCP policies with respect to low cost, supportive housing for seniors during the OCP review in 2021-2023</p>
<p>g) Encourage housing models that provide security of tenure and support infill priorities, such as cooperative housing, cohousing, pocket neighbourhoods, etc. This will be pursued in the review of residential and commercial development proposals, in the review and updating of Official Community Plans, and through sub-area/neighbourhood level planning.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that encourage alternative housing models (such as those listed) which provide security of tenure and support infill priorities.</li> </ul> <p>Support a variety of affordable ownership housing options for young families, first time home purchasers, retirees and seniors (known as rightsizing) <b>(5.9.1 Housing Policies)</b></p> <p>Encourage housing designed to meet changing household needs and the ability for the community to age in place <b>(5.9.1 Housing Policies)</b></p> <p>Encourage the development of housing for seasonal workers <b>(5.9.1 Housing Policies)</b></p> <p>Facilitate the provision of housing services and supports for Pemberton’s vulnerable populations <b>(5.9.1 Housing Policies)</b></p>

	<p>The 2019 Village of Pemberton Age-friendly Affordable Housing Needs Assessment and Action Plan adopted by Council in the fall of 2019 will inform updated OCP policies with respect to alternative housing models/infill priorities during the OCP review in 2021-2023.</p>
<p>h) Work collaboratively to address impacts of short-term nightly rentals and home “sharing” on housing supply. This will be pursued through bylaw enforcement, business licences, exploring the use of property rental programs matching business owners with property owners for workforce housing and targeted communications and outreach efforts.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies and other organizational policies/tools used to address the impacts of short-term rentals on long-term rental housing supply and affordability.</li> </ul> <p>The Village of Pemberton conducted research, community engagement and in 2018 updated its approach to permitting/regulating short term vacation rentals. The Zoning Bylaw and the Business Licence Bylaw were both amended to regulate short term vacation rentals and to ensure that the majority of secondary suites remain within the long-term rental pool. The Business Licence Bylaw restricts the amount of licenced short term vacation rentals to exist in only 5% of the total of all detached homes within each neighbourhood.</p>
<p>i) Work together as a region on initiatives with the Province to deliver affordable resident housing, such as: acquisition of community land banks for housing; authority to levy employee housing works and services charges; and project funding and financing.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that advocate to the Province to support in the delivery of affordable resident housing.</li> </ul> <p>Support a variety of affordable ownership housing options for young families, first time home purchasers, retirees and seniors (known as rightsizing) <b>(5.9.1 Housing Policies)</b></p> <p>The 2019 Village of Pemberton Age-friendly Affordable Housing Needs Assessment and Action Plan adopted by Council in the fall of 2019 will inform updated OCP policies with respect to the Province to support in the delivery of affordable resident housing during the OCP review in 2021-2023.</p>

**GOAL 4 Achieve a Sustainable Economy**

4.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Direction	RCS Content Guidance for Member Municipalities
<p>a) Support diversified and sustainable economic growth and productivity. This will be pursued through collaboration between the SLRD, member municipalities, provincial ministries/agencies and local organizations.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that support diversified and sustainable economic growth, including policies that encourage collaboration in the pursuit of diversified and sustainable economic growth.</li> </ul> <p>Promote an expanding commercial sector that meet community needs (5.7.1 Economic Policies)</p> <p>Enable industrial lands to have the flexibility to capture a range of functions to encourage sustained economic opportunities (5.7.1 Economic Policies)</p> <p>Encourage community incentives and partnerships to increase local economic opportunities and efficiencies (5.7.1 Economic Policies)</p>
<p>b) Strengthen the multi-modal transportation systems as a key component of economic diversification. This will be pursued as described under RGS Goal 2 – Improve Transportation Linkages and Options</p>	<ul style="list-style-type: none"> <li>Outline OCP Policies that strengthen and connect multi-modal transportation systems and economic diversification.</li> </ul> <p>Provide increased opportunities for four-season travel by means other than the private automobile (5.6.1 Transportation Policies)</p> <p>Encourage transportation systems that have reduced impact on air quality, considering renewable energy sources (5.6.1 Transportation Policies)</p>

<p>d) Support the downtown of each member municipality as the priority area for commercial uses. This will be pursued by encouraging revitalization and densification of the downtown of each member municipality (the member municipality's commercial and social hub), directing new commercial development to the downtown of each member municipality, protecting commercial lands, and planning for the future commercial needs of communities by setting aside lands for future downtown growth and expansion.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies that encourage densification of the downtown or village centre.</li> </ul> <p>Continue to provide a development approval process that is professional, certain and efficient <b>(5.7.1 Economic Policies)</b></p> <p>Downtown Enhancement Strategy and the Downtown Development Permit Guidelines (Section 7.0)</p> <ul style="list-style-type: none"> <li>• Outline OCP policies that direct commercial development to the downtown.</li> </ul> <p>Maintain the downtown as the dominant commercial node, as well as a cultural and social focal point of the Pemberton area <b>(5.1.1 Growth Policies)</b></p> <ul style="list-style-type: none"> <li>• Outline OCP policies that protect and plan for future commercial needs.</li> </ul> <p>Promote an expanding commercial sector that meets community needs <b>(5.7.1 Economic Policies)</b></p> <p>Enable industrial lands to have the flexibility to capture a range of functions to encourage sustained economic opportunities <b>(5.7.1 Economic Policies)</b></p>
<p>e) Provide for land development patterns that maintain an adequate supply of employment land, industrial land, transportation infrastructure and services to support a diverse regional economy. This will be pursued by ensuring plans and policies prioritize such land development patterns, by working with provincial and federal governments to ensure fiscal measures are in place to reinforce investment, and by undertaking economic development planning where necessary.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies that maintain employment and industrial lands.</li> </ul> <p>Enable industrial lands to have the flexibility to capture a range of functions to encourage sustained economic opportunities <b>(5.7.1 Economic Policies)</b></p> <ul style="list-style-type: none"> <li>• Outline OCP policies and other organizational policies and plans/strategies that provide for economic development planning, including employment lands strategies, etc.</li> </ul>



	<p>Ensure there is sufficient land and resources for future settlement, employment and leisure needs <b>(5.1.1 Growth Policies)</b></p>
<p>i) Support the economic viability of the local agricultural sector. This will be pursued by developing regulations that strengthen the capacity of local farmers to produce and reach their markets and highlighting/recognizing the importance of agriculture to the region’s economy in decision-making.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that support the economic viability of the local agriculture and food system.</li> </ul> <p><b>Section 5.1.2.1</b> of the Official Community Plan identifies an Urban Growth Boundary (UGB). The lands within the UGB contain areas that are designated for urban growth. A fundamental aspect of this policy is the preservation of agriculturally designated lands. Further the criterion contained within <b>Schedule A</b> of the OCP entitled “<b>Urban Growth Boundary Criteria</b>” further emphasizes the importance of protecting and enhancing agricultural lands.</p> <p>Preserve and facilitate the enhancement of productive farmland <b>(5.8.1 Agriculture Policies)</b></p> <p>Promote local food production and sales <b>(5.8.1 Agriculture Policies)</b></p> <p>Accommodate community supported agricultural opportunities and land uses <b>(5.8.1 Agriculture Policies)</b></p> <p>Support a wide range of agricultural practices and preserve land to build local food protection capacity <b>(5.8.1 Agriculture Policies)</b></p>

k) Work together to encourage outdoor recreation tourism, recognizing its importance to the regional economy, while at the same time working to ensure growth in this sector is aligned with the regional carrying capacity. This will be pursued through collaboration between the regional district, member municipalities, provincial ministries/agencies and local organizations.

- Outline OCP policies that encourage outdoor recreation tourism that is well managed and appropriately scaled to reflect the regional carrying capacity.

Accommodate community's needs for health and wellness services **(5.3.1 Community Facilities' Policies)**

Continually enhance the offerings and opportunities of both indoor and outdoor facilities catering to all seasons **(5.3.1 Community Facilities' Policies)**

Recognize the value of natural amenities that are within municipal boundaries considered to be both front country & backcountry areas **(5.3.1 Community Facilities' Policies)**

- Outline OCP policies that encourage collaborative approaches to managing outdoor recreation tourism.

Accommodate the lifecycle needs of residents of all ages and abilities **(5.3.1 Community Facilities' Policies)**

Recognize the value of natural amenities that are within municipal boundaries considered to be both front country & backcountry areas **(5.3.1 Community Facilities' Policies)**

- Outline OCP policies that explore and pursue proactive approaches to outdoor recreation tourism growth and management.

Sea to Sky Corridor Recreational Trail Management Plan

## GOAL 5 Protect Natural Ecosystem Functioning

### 5.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Direction	RCS Content Guidance for Member Municipalities
<p>b) Promote Best Management Practices, including bylaws that encourage development design that limits environmental impact and promotes integrated storm water management, to manage surface water, drainage and groundwater to protect the supply and quality of water resources. This will be pursued by incorporating appropriate measures in OCPs, regulatory bylaws and public works programs.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies and other regulatory bylaws that promote best management practices to limit environmental impacts.</li> </ul> <p>Preserve, protect and enhance areas defined as environmentally sensitive unless mitigating measures can be taken to minimize the negative impacts (5.10.1 Natural Environment Policies)</p> <p>Ensure potable water provision, storm water management, and flood control measures are designed to maintain the integrity of the watercourses, riparian areas, and wetlands (5.10.1 Natural Environment Policies)</p> <p>Foster the conservation and efficient use of energy and other resources in buildings, vehicles and infrastructure (5.10.1 Natural Environment Policies)</p>
<p>d) Strive for continuous improvement of regional air quality. This will be pursued through implementation of the Sea to Sky Air Quality Management Plan and the region-wide use of good planning principles such as smart growth, the promotion of a carbon-neutral region, support of new technologies, and the use of clean energy sources.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that seek to improve air quality.</li> </ul> <p>Encourage transportation systems that have reduced impact on air quality, considering renewable energy sources (5.6.1 Transportation Policies)</p> <p>Continue to identify and develop best practices for air quality management (5.10.1 Natural Environment Policies)</p>
<p>e) Strive toward achieving the SLRD Solid Waste and Regional Management Plan (SWRP) goal of reducing waste to 350kgs per person per year and further progress towards Zero Waste. This will be pursued by implementation of the SLRD SWRMP.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that progress towards ZeroWaste.</li> </ul> <p>Embrace recycling, reusing and reducing programs as to decrease solid waste production, moving towards a goal of zero waste (5.5.1 Infrastructure Policies)</p>

	<ul style="list-style-type: none"> <li>Outline OCP policies that support implementation and targets of the SLRD SWRMP.</li> </ul> <p>OCP policies that support implementation and targets of the SLRD SWRMP will be added during the OCP review in 2021-2023.</p>
<p>f) Take an active approach to responsible vegetation management, including, where appropriate, consideration of alternatives to herbicides in rights-of-way maintenance, and cost-effective measures to control the spread of noxious weeds and alien invasive species. This will be pursued by promoting alternatives to chemical treatments; enforcing SLRD and member municipality Soil Deposit and Removal bylaws; supporting the works of the Sea to Sky Invasive Species Council and Lillooet Regional Invasive Species Society; and investigating the introduction of a noxious weed bylaw and awareness program (e.g. restricting fill movements, etc.).</p>	<ul style="list-style-type: none"> <li>Outline OCP policies and other organizational policies/bylaws/programs that support responsible vegetation management.</li> </ul> <p>The Village of Pemberton provides the Sea to Sky Invasive Species Council (SSISC) a small amount of funding per year.</p> <p>Support the establishment of an extensive network of green spaces that include such areas as natural habitat, riparian areas <b>(5.10.1 Natural Environment Policies)</b></p> <p>Integrate development into the natural environment in a way that capitalizes on ecological functions and avoids or manages risks associated with natural hazards <b>(5.10.1 Natural Environment Policies)</b></p> <p>Recognize the balance between public safety and environmental protection, particularly in consideration of hazard mitigation such as flood protection and wildfire <b>(5.10.1 Natural Environment Policies)</b></p> <p>Protect the natural ecosystem from invasive species <b>(5.10.1 Natural Environment Policies)</b></p> <ul style="list-style-type: none"> <li>Outline OCP policies and other organizational policies/bylaws/programs that support invasive species management.</li> </ul> <p>Protect the natural ecosystem from invasive species <b>(5.10.1 Natural Environment Policies)</b></p>

<p>g) Encourage community involvement and stewardship efforts, including the adoption of Bear Smart programs at the local level, and habitat conservation, restoration and enhancement. This will be pursued through discussions with federal and provincial agencies and local conservation organizations.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies and other organizational strategies/programs that encourage environmental stewardship.</li> </ul> <p>OCP policies that support other organizational strategies/programs that encourage environmental stewardship will be added during the OCP review in 2021-2023.</p> <ul style="list-style-type: none"> <li>Outline OCP policies and other organizational strategies/programs that encourage Bear Smart.</li> </ul> <p>OCP policies that support other organizational strategies/programs that encourage Bear Smart will be added during the OCP review in 2021-2023.</p> <p>The OCP does recognize the importance of community stewardship and support for the Bear Smart program, however, there is no specific policy.</p>
<p>i) Protect Drinking Water Supplies (quality and quantity). This will be pursued through proactive land use management and planning, in conjunction with provincial agencies, health authorities and First Nations, and including the identification of future potential sources and maintenance of existing sources.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that protect drinking water supplies.</li> </ul> <p>Ensure water sources and reservoirs meet or exceed provincial quality and quantity requirements <b>(5.5.1 Infrastructure Policies)</b></p> <p>Promote water conservation initiatives <b>(5.5.1 Infrastructure Policies)</b></p> <p>Ensure potable water provision, storm water management, and flood control measures are designed to maintain the integrity of the watercourses, riparian areas, and wetlands <b>(5.10.1 Natural Environment Policies)</b></p>

## GOAL 6 Encourage the Sustainable Use of Parks and Natural Areas

6.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Direction	RCS Content Guidance for Member Municipalities
<p>a) Support the retention, continued operation and potential expansion of existing provincial parks as recreational and natural areas and support adventure tourism activities that are appropriate to the long-term goals of the park. This will be pursued by supporting the provincial government in their management of existing parks and recreational areas, by advocating for increased management in high-use parks and natural areas, and through input to Crown land referral applications.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies and other organizational plans/strategies that support provincial parks – retention, operations and potential expansion.</li> </ul> <p>Ensure that land uses are functionally integrated both within and immediately surrounding municipal boundaries (5.1.1 Growth Policies)</p> <p>Respect and protect significant natural and cultural features (5.1.1 Growth Policies)</p>
<p>f) Continue to support local, voluntary organizations in stewardship of recreational areas and natural assets. This will be pursued in conjunction with federal, provincial and private sector environmental conservation and restoration programs.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that support local organizations in stewardship of recreational areas and natural assets.</li> </ul> <p>Stewardship Pemberton – the Village leases Stewardship Pemberton space at One Mile Lake for their Nature Centre.</p> <p>OCP policies that support local organizations in stewardship of recreational areas and natural assets will be added during the OCP review in 2021-2023.</p>
<p>e) Support the management of access points to parks and natural areas within the SLRD to identify key access points, new opportunities, management strategies and important infrastructure enhancements, with an emphasis on addressing capacity issues in high-use areas. This will be pursued through lobby efforts with the provincial government, UBCM and partnerships with local organizations.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that provide support for advocacy and partnerships in relation to the management of access points to parks and natural areas.</li> </ul> <p>Provide safe, accessible and convenient facilities for artistic, cultural, academic, leisure and recreational expression, activities and learning (5.3.1 Community Facilities' Policies)</p> <p>Continually work towards barrier-free access throughout the community (5.6.1 Transportation Policies)</p>

**GOAL 7 Create Healthy and Safe Communities**

7.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Direction	RCS Content Guidance for Member Municipalities
<p>b) Ensure land use planning encourages the development of healthy, compact and walkable communities that promote safety through environmental design and Smart Growth Principles, natural hazards and environmental contaminants protection and FireSmart principles, and provisions for seniors and universal, accessible design. This will be pursued in the review and updating of Official Community Plans and master planning processes.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that ensure healthy land use planning, as well as other organizational plans and policies.</li> </ul> <p>The development permit guidelines have incorporated the Crime Prevention Through Environmental Design (CPTED) principles into the approval process for residential and commercial development as noted in <b>Section 7.0 – Development Permit Guidelines</b></p>
<p>d) Encourage a well-functioning system of volunteerism that recognizes and acknowledges the ongoing contributions of those who improve our communities' well-being. This will be pursued by engaging community organizations and citizens in the planning and delivery of appropriate social and community support services.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that encourage community involvement, as well as other organizational plans and policies.</li> </ul> <p>Support and value local involvement in the establishment of community land use directions <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Collaborate with the development industry and other stakeholders on future land use directions <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Cultivate and embrace partnerships with community stakeholders and interests <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Provide opportunities for its citizens to engage in meaningful participation in the community decision making process <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Harmonize and align land use planning approaches and activities with other initiatives in the community <b>(5.11.1 Local Decision Making Policies)</b></p>

<p>e) Work in conjunction with appropriate local agencies and vulnerable, at-risk populations to address short-term solutions and long-term strategies. This will be pursued through discussions with provincial and federal agencies.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that provide support to work with local agencies and vulnerable populations, as well as other organizational plans and policies.</li> </ul> <p>Continue to coordinate planning, facility and infrastructure initiatives with the Squamish Lillooet Regional District, Lil'wat Nation and provincial and federal governments <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Support and value local involvement in the establishment of community land use directions <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Cultivate and embrace partnerships with community stakeholders and interests <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Provide opportunities for its citizens to engage in meaningful participation in the community decision making process <b>(5.11.1 Local Decision Making Policies)</b></p>
<p>f) Support the development of infrastructure / recreational trail and greenway systems that link communities with regional parks.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that increase community connectivity and access to green spaces.</li> </ul> <p>Increase trail and road connectivity between the Village and the surrounding region <b>(5.6.1 Transportation Policies)</b></p> <p>Continually work towards barrier-free access throughout the community <b>(5.6.1 Transportation Policies)</b></p> <p>Establish, maintain, and enhance greenway corridors and natural habitat connectivity for wildlife movements <b>(5.10.1 Natural Environment Policies)</b></p>



## GOAL 8 Enhance Relations with Indigenous Communities and First Nations

8.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Direction	RCS Content Guidance for Member Municipalities
<p>a) Support processes that advocate the fair and timely resolution of Aboriginal Title and rights for all Indigenous communities and First Nations within whose traditional territory the SLRD is located. This will be pursued through ongoing engagement with Indigenous communities, First Nations and senior levels of government.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that speak to reconciliation and Aboriginal Title and rights.</li> </ul> <p>OCP policies that speak to reconciliation and the resolution of Aboriginal Title and rights will be added during the OCP review in 2021-2023.</p>
<p>c) Engage with Indigenous communities and First Nations on the development and implementation of official community plans, zoning bylaws and the RGS shall be encouraged and proceed without prejudice to any Aboriginal Title and rights that may currently exist, or be further defined through treaty or other processes. This will be pursued through referrals to adjacent Indigenous communities and First Nations and by pursuing engagement that is meaningful and timely.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that speak to engagement with Indigenous communities and First Nations, as well as organizational processes/policies.</li> </ul> <p>Strengthen relationships with Lil'wat Nation and Area C residents and work to capitalize on common opportunities (5.11.1 Local Decision Making Policies)</p> <p>Continue to consult and collaborate with the Lil'wat Nation (5.1.3 Growth Actions)</p> <p>OCP policies that speak to engagement with Indigenous communities and First Nations, as well as organizational processes will be added during the OCP review in 2021-2023.</p>
<p>d) Encourage First Nations to engage with local governments on the development of their land use plans. This will be pursued through discussions with First Nations and referral processes to encourage coordinated land use planning and to jointly improve servicing efficiency and community liveability.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that encourage coordinated land use planning with neighbouring First Nations.</li> </ul> <p>Coordinate the resources of the Village, Regional District and Lil'wat Nation to maximize the opportunity of recreation services and facilities for the area (5.3.1 Community Facilities' Policies)</p> <p>Continue to coordinate planning, facility and infrastructure</p>

	<p>initiatives with the Squamish Lillooet Regional District, Lil'wat Nation and provincial and federal governments <b>(5.11.1 Local Decision Making Policies)</b></p> <p>Strengthen relationships with Lil'wat Nation and Area C residents and work to capitalize on common opportunities <b>(5.11.1 Local Decision Making Policies)</b></p> <p><b>Map D Heritage Designations &amp; First Nations Cultural Heritage Sites</b></p>
<p>e) Continue using tools, such as Protocol/Implementation Agreements and Memorandums of Understanding, with all interested First Nations in the Region to assist with improving relationships.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies that speak to tools to improve relationships with First Nations.</li> </ul> <p>Continue to consult and collaborate with the Lil'wat Nation <b>(5.1.3 Growth Actions)</b></p>
<p>f) Support an ongoing process of information sharing and mutual learning to increase understanding, build trust, and foster collaboration. This will be pursued by supporting community-to-community forums and other opportunities for mutual dialogue and discovery.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies and other organizational processes/initiatives that support information sharing and mutual learning with neighbouring First Nations.</li> </ul> <p>Strengthen relationships with Lil'wat Nation and Area C residents and work to capitalize on common opportunities <b>(5.11.1 Local Decision Making Policies)</b></p> <p>The Nukw7antwal Intergovernmental Relations Committee and Pemberton Valley Emergency Management Committee are two examples of initiatives helping to strengthen relationships, build trust and increase understanding between the Village of Pemberton and First Nations Partners.</p> <p>In conjunction with the SLRD, the Village will also begin to once again hold Community to Community Forums inviting all First Nations in the area on an annual basis.</p>

g) Encourage opportunities to learn about the many First Nations and Indigenous communities within whose traditional territory the SLRD operates, including culture, history, laws, rights, governance, roles, and responsibilities. This will be pursued by exploring opportunities to implement cross cultural professional development training on relevant topics and skills, such as: the history of Indigenous peoples; including the history and legacy of residential schools; the United Nations Declaration on the Rights of Indigenous Peoples; Treaties and Aboriginal rights; and intercultural competency, conflict resolution, human rights and anti-racism.

- Outline OCP policies and other organizational opportunities to encourage learning about First Nations and Indigenous communities, including reconciliation.

OCP policies and other organizational opportunities to encourage learning about First Nations and Indigenous communities, including reconciliation will be added during the OCP review in 2021-2023.

## GOAL 9 Improve Collaboration among Jurisdictions

9.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Direction	RCS Content Guidance for Member Municipalities
<p>b) Encourage SLRD and member municipality staff departments (administration, planning, finance, engineering, etc.) to develop mechanisms by which they may share information, collaborate and co-operate with their respective peers across the jurisdictions including, but not limited to: regular staff meetings; referral systems; working committees; etc. This will be pursued through collaborative approaches to regional and trans-boundary issues.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that encourage cross-jurisdictional information sharing and collaboration.</li> </ul> <p>Coordinate the resources of the Village, Regional District and Lil'wat Nation to maximize the opportunity of recreation services and facilities for the area <b>(5.3.1 Community Facilities' Policies)</b></p> <p>Continue to coordinate planning, facility and infrastructure initiatives with the Squamish Lillooet Regional District, Lil'wat Nation and provincial and federal governments <b>(5.11.1 Local Decision Making Policies)</b></p>
<p>c) Establish MOU's, protocol agreements and working committees between various jurisdictions (i.e., local, regional, First Nation, provincial and federal, health authorities) to improve collaboration and coordination</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that work to improve collaboration and coordination.</li> </ul> <p>The Nukw7antwal Intergovernmental Relations Committee and Pemberton Valley Emergency Management Committee are two examples of initiatives helping to strengthen relationships, build trust and increase understanding between the Village of Pemberton and First Nations Partners.</p> <p>Coordinate the resources of the Village, Regional District and Lil'wat Nation to maximize the opportunity of recreation services and facilities for the area <b>(5.3.1 Community Facilities' Policies)</b></p> <p>Continue to coordinate planning, facility and infrastructure initiatives with the Squamish Lillooet Regional District, Lil'wat Nation and provincial and federal governments <b>(5.11.1 Local Decision Making Policies)</b></p>

## GOAL 10 Protect and Enhance Food Systems

10.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Directions	RCS Content Guidance for Member Municipalities
<p>a) Implement Agricultural Plans in conjunction with Indigenous communities and First Nations, the Ministry of Agriculture and the Agricultural Land Commission. This will be pursued by ensuring that local and regional land use policies and bylaws reflect and support the vision and priorities set forth in the Agricultural Plans, and by supporting local community groups, organizations and initiatives in their implementation efforts.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies and organizational plans/initiatives that support the implementation of Agricultural Plans, where relevant (i.e. this may not be relevant to Whistler, but it is to the other 3 member municipalities in which Agricultural Plans were joint- initiatives and implementation is ongoing).</li> </ul> <p>The Pemberton Valley Agricultural Area Plan was initiated by the SLRD in 2008. The Village will continue to reference and support its implementation through the OCP Review in 2021-2023.</p> <p>The Village of Pemberton / Stewardship Pemberton Community Agricultural Parks Master Plan encourages the implementation agricultural plans.</p>
<p>b) Preserve the agricultural land base for sustainable agriculture through the recognition that the highest and best use of agricultural land is for agriculture. This will be pursued by supporting the management of the Agricultural Land Reserve (ALR) by the provincial government, encouraging the provincial government to protect the agricultural land base through the ALR, and utilizing appropriate Zoning Bylaw, OCP, and RGS policy tools to strictly regulate non-farm uses and the subdivision of farmland in accordance with the Agricultural Land Commission Act and Regulation.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that preserve the agricultural land base (ALR) for sustainable agriculture, where relevant.</li> </ul> <p>Make efficient use of land that is deemed appropriate for development through embracing applicable Smart Growth Principles (5.1.1 Growth Polices)</p>

c) Promote agricultural viability with an emphasis on food production and sustainable practices. This will be pursued by working with other levels of government to ensure all jurisdictional regulations are aligned and beneficial to producers and food production, including pursuing strategies and actions to increase actively farmed agricultural land, encourage sustainable land-based aquaculture, emphasize food production, support local food processing and distribution, and reduce barriers to the economic viability of agricultural activities. This will be pursued further by encouraging communities to set policies/targets for local and sustainable food procurement.

- Outline OCP policies that promote agricultural viability, as well as other plans/policies such as sustainable food procurement.

Preserve and facilitate the enhancement of productive farmland **(5.8.1 Agriculture Policies)**

Promote local food production and sales **(5.8.1 Agriculture Policies)**

Accommodate community supported agricultural opportunities and land uses **(5.8.1 Agriculture Policies)**

Support a wide range of agricultural practices and preserve land to build local food production capacity **(5.8.1 Agriculture Policies)**

<p>d) Strengthen regional connections with community-based food initiatives and organizations in support of an economically viable and ecologically sustainable food system. This will be pursued by recognizing and supporting the efforts and visions of community-based food system initiatives, strategies and organizations, including Indigenous communities and First Nations – and by ensuring that urban and rural planning facilitates greater connectivity in the food systems, including decision-making. This may also involve the development of a Regional Food System Strategy.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies that strengthen connection with community-based food initiatives and organizations.</li> </ul> <p>OCP policies that strengthen connection with community-based food initiatives and organizations will be added during the OCP review in 2021-2023.</p> <p>A Regional Food Recovery Task Force is occurring. The OCP Review will add policies based on these task forces – participation in these groups.</p> <p>Encourage community incentives and partnerships to increase local economic opportunities and efficiencies <b>(5.7.1 Economic Policies)</b></p>
<p>e) Explore options for local governments to champion Agricultural Land Trusts, in which land is purchased for community food growing and protected in perpetuity as an investment in long-term food security. This will be pursued by investigating the establishment of an Agricultural Land Trust Fund that could be used to purchase and/or lease agricultural land.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies and organizational initiatives that support Agricultural Land Trusts, where relevant</li> </ul> <p>Encourage community incentives and partnerships to increase local economic opportunities and efficiencies <b>(5.7.1 Economic Policies)</b></p>
<p>f) Encourage urban agriculture and ensure the ability to grow and access food is part of developing complete communities. This will be pursued by expanding land regulations that encourage urban agriculture throughout the community and integrate food growing (gardens, small plot farming) on regional district and municipal lands and parks. This will be further pursued by encouraging innovation with regard to land use and policies that support the food system, ensuring all new development is designed with the ability to grow and store food, including the provision of community gardens, greenhouses and community kitchens.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies and projects/initiatives that encourage urban agriculture.</li> </ul> <p>The Village of Pemberton / Stewardship Pemberton Community Agricultural Parks Master Plan encourages urban agriculture.</p> <p>There will be a continued partnership with Stewardship Pemberton.</p>

	<p>OCP policies and projects/initiatives that encourage urban agriculture will be added during the OCP review in 2021-2023.</p> <p>Encourage community incentives and partnerships to increase local economic opportunities and efficiencies <b>(5.7.1 Economic Policies)</b></p>
<p>g) Support opportunities to educate, increase awareness and celebrate local food systems. This will be pursued by continuing to support: farmers markets; festivals/events; school, youth and community-based education programs; farm-to-school/institution programs; community gardens and kitchens; and traditional foods initiatives and teachings about food preservation, seed saving, eating seasonally, and eating locally.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies that support opportunities to educate, increase awareness and celebrate local food systems.</li> </ul> <p>Work to expand the educational opportunities in the Pemberton area that benefit and are integrated with the community's economic and social well-being <b>(5.7.1 Economic Policies)</b></p> <p>Encourage community incentives and partnerships to increase local economic opportunities and efficiencies <b>(5.7.1 Economic Policies)</b></p>



## GOAL 11 Take Action on Climate Change

11.1 The SLRD and member municipalities agree to:

SLRD RGS Strategic Directions	RCS Content Guidance for Member Municipalities
<p>a) Adopt Provincial GHG reduction targets. This will be pursued by incorporating targets into SLRD and member municipality OCPs and establishing/maintaining corporate and community emissions inventories. Under the Greenhouse Gas Reduction Targets Act and reconfirmed through the Climate Leadership Plan (2016), the following targets are established for the purpose of reducing BC GHG emissions:</p> <ul style="list-style-type: none"> <li>(i) by 2020 and for each subsequent calendar year, BC greenhouse gas emissions will be at least 33% less than the level of those emissions in 2007;</li> <li>(ii) by 2050 and for each subsequent calendar year, BC greenhouse gas emissions will be at least 80% less than the level of those emissions in 2007.</li> </ul>	<ul style="list-style-type: none"> <li>• Confirm GHG reduction targets in OCP and rationale.</li> </ul> <p>The Village of Pemberton is currently developing a Community Climate Action Plan, which is anticipated to be approved by the end of 2021. New GHG targets will be identified through this process and incorporated in the new OCP.</p> <ul style="list-style-type: none"> <li>• Speak to any other organization/community GHG reduction targets.</li> </ul> <p>The Village of Pemberton is currently developing a Community Climate Action Plan, which is anticipated to be approved by the end of 2021. New GHG targets will be identifying through this process and incorporated in the new OCP.</p>
<p>b) Maintain status as BC Climate Action Charter signatories.</p>	<ul style="list-style-type: none"> <li>• Confirm status as BC Climate Action Charter signatories.</li> </ul> <p>Village of Pemberton signed the BC Climate Action Charter on June 3, 2008.</p>
<p>c) Explore the development of climate change adaptation and mitigation plans and options to measure, monitor, evaluate and report on community GHG emissions.</p>	<ul style="list-style-type: none"> <li>• Communicate if your community has or is in the process of preparing Community Climate Action Plans (or similar), any mitigation plans, as well as any monitoring programs.</li> </ul> <p>The Village of Pemberton is currently developing a Community Climate Action Plan, which is anticipated to be approved by the end of 2021.</p>

<p>e) Substantially reduce GHG emissions:</p> <ul style="list-style-type: none"> <li>i. from mobile sources: This will be pursued by limiting growth outside of established urban areas and prioritizing infrastructure development and policies that support preferred modes of transportation for inter and intra community travel.</li> <li>ii. from stationary sources: This will be pursued through collective prioritization of energy efficient development and may include establishing Green Building Policies, creating incentive structures, encouraging retrofit programs, exploring development controls, exploring district energy systems, and lobbying the province for building code extensions. Additionally, the SLRD and member municipalities agree to explore the BC Energy Step Code.</li> <li>iii. Associated with solid waste management: This will be pursued by continuing to develop and implement policies, practices and targets toward achieving Zero Waste Goals.</li> </ul>	<ul style="list-style-type: none"> <li>• Outline OCP policies that substantially reduce GHG emissions from mobile, stationary and solid waste.</li> </ul> <p>Embrace recycling, reusing, and reducing programs as to decrease solid waste production, moving towards a goal of zero waste <b>(5.5.1 Infrastructure Policies)</b></p> <p>Encourage transportation systems that have reduced impact on air quality, considering renewable energy sources <b>(5.6.1 Transportation Policies)</b></p> <p>Make efficient use of land that is deemed appropriate for development through embracing applicable Smart Growth Principles <b>(5.1.1 Growth Polices)</b></p> <p>Embrace green building best practices <b>(5.5.1 Infrastructure Policies)</b></p> <ul style="list-style-type: none"> <li>• Speak to other community plans in place to address emissions in these areas.</li> </ul> <p>The Village of Pemberton Building Bylaw currently mandates that all Part 9 Buildings must meet the Provincial Energy Step Code Step 4 requirements.</p> <p>The Community Climate Action Plan is currently being prepared for the Village of Pemberton.</p> <p>The Sea to Sky Communities including First Nations are actively advocating the province for the creation of a Regional Transit system from Mt. Currie to Metro Vancouver.</p>
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<p>f) Ensure regional/municipal decision-making is structured to achieve GHG reduction targets and energy goals.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies that align with this strategic direction.</li> </ul> <p>OCP policies that align with the GHG strategic direction will be added during the OCP review in 2021-2023.</p> <p>Continue to coordinate planning, facility and infrastructure initiatives with the Squamish Lillooet Regional District, Lil'wat Nation and provincial and federal governments</p>
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	<p><b>(5.11.1 Local Decision Making Policies)</b></p> <p>Harmonize and align land use planning approaches and activities with other initiatives in the community <b>(5.11.1 Local Decision Making Policies)</b></p> <ul style="list-style-type: none"> <li>• Speak to other organizational policies that guide decision-making in support of GHG reduction targets and energy goals.</li> </ul> <p>Community Climate Action Plan 2021  Official Community Plan Review 2021 - 2023  Cycling Network Plan 2020  Building Bylaw (Energy Step Code) – 2019  Community Agricultural Parks Master Plan – 2016  One Mile Lake Park Master Plan - 2016</p>
<p>g) Utilize local third party accredited carbon offset programs and explore the creation of locally and/or regionally planned and managed third party accredited carbon credit/trading systems, with potential offsets going towards tangible local projects. This will be pursued by working with community organizations, local governments and provincial agencies/authorities.</p>	<ul style="list-style-type: none"> <li>• Confirm utilization of third party accredited carbon offset programs.</li> </ul> <p>The Village of Pemberton has utilized a third party accredited carbon offset program, Offsetters in order to achieve a Corporate GHG emissions balance of zero (be considered carbon neutral) under the Climate Action Revenue Incentive Program (CARIP).</p> <ul style="list-style-type: none"> <li>• Speak to any local carbon partnerships or programs in place.</li> </ul> <p>The Village of Pemberton will continue to speak to any local carbon partnerships and seek out any programs that may be in place.</p>
<p>h) Protect the carbon sequestration value of natural systems, including forested lands and wetlands, and explore opportunities to strategically acquire protected areas that contribute to climate change mitigation. This will be pursued by protecting forested lands and wetlands under local government jurisdiction, expanding protected areas where possible, and considering carbon sequestration values in provincial referral responses.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies that align with this strategic direction.</li> </ul> <p>Recognize the balance between public safety and environmental protection, particularly in consideration of hazard mitigation such as flood protection and wildfire <b>(5.10.1 Natural Environmental Policies)</b></p>

<p>i) Consider impacts to local community GHG emissions in decision-making around GHG-intensive industries and utilities, LNG, and commercial recreation and leisure operators. This will be pursued through development approval and environmental assessment processes and lobbying efforts with provincial and federal government.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies that align with this strategic direction.</li> </ul> <p>OCP policies that align with the GHG strategic direction will be added during the OCP review in 2021-2023.</p> <ul style="list-style-type: none"> <li>• Speak to other organizational policies/processes that guide decision-making when considering impacts to local community GHG emissions and GHG intensive industries/sectors.</li> </ul> <p>Community Climate Action Plan 2021 Cycling Network Plan – 2020 Building Bylaw (Energy Step Code) - 2019</p>
<p>j) Prioritize developing strategies and taking action to reduce personal transport emissions.</p>	<ul style="list-style-type: none"> <li>• Outline OCP policies that align with this strategic direction, as well as other transportation plans.</li> </ul> <p>Encourage transportation systems that have reduced impact on air quality, considering renewable energy sources <b>(5.6.1 Transportation Policies)</b></p> <p>Accommodate the community's mobility needs for all stages of life and during all seasons <b>(5.6.1 Transportation Policies)</b></p>

k) Encourage the development and use of renewable energy across the region. This will be pursued through partnerships and in consultation with communities, exploring options at both the building-level and grid or system level. It may include advancing opportunities to incent small-scale, renewable energy production and use, exploring new technologies through pilot projects, and supporting provincial building code extensions and other tools to facilitate renewable energy systems in local development and construction.

- Outline OCP policies that align with this strategic direction.

Encourage transportation systems that have reduced impact on air quality, considering renewable energy sources **(5.6.1 Transportation Policies)**

Facilitate renewable and sustained energy options for the community **(5.5.1 Infrastructure Policies)**

OCP policies that align with this strategic direction will be added during the OCP review in 2021-2023.

The Village of Pemberton is currently at Step Code 4 for Part 9 Buildings.

<p>l) Build climate resilience. This will be pursued through efforts to address the vulnerability that communities have to the environmental consequences of climate change and expand the capacity of citizens, institutions, and infrastructure to respond to and influence change. Special consideration must be made for those in our communities who are most vulnerable and least able to respond or influence.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that align with this strategic direction, as well as other climate change plans.</li> </ul> <p>OCP policies that align with this strategic direction will be added during the OCP review in 2021-2023.</p> <p>Community Climate Action Plan – 2021~  Cycling Network Plan - 2020  Building Bylaw (Energy Step Code) – 2019  Community Agricultural Parks Master Plan – 2016</p>
<p>m) Plan for climate change. This will be pursued by ensuring new land use, buildings and infrastructure are planned and designed with tomorrow’s climate in mind.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that align with this strategic direction, as well as other climate change plans.</li> </ul> <p>OCP policies that align with this strategic direction will be added during the OCP review in 2021-2023.</p> <p>Community Climate Action Plan – 2021~  Cycling Network Plan - 2020  Building Bylaw (Energy Step Code) – 2019  Community Agricultural Parks Master Plan – 2016</p>
<p>n) Prepare for extreme weather events, natural hazards and other large-scale emergencies that may increase in frequency and intensity as a result of climate change.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that align with this strategic direction, as well as other plans.</li> </ul> <p>Ensure that development respects the variable climate, considers functional requirements and if appropriate, incorporates traditional building materials <b>(5.2.1 Building and Open Space Policies)</b></p> <p>Recognize the balance between public safety and environmental protection, particularly in consideration of hazard mitigation such as flood protection and wildfire <b>(5.10.1 Natural Environment Policies)</b></p> <p>Community Climate Action Plan – 2021~  Cycling Network Plan - 2020  Building Bylaw (Energy Step Code) – 2019  Community Agricultural Parks Master Plan – 2016</p>

o) Pursue community engagement and consultation opportunities around climate change – with a focus on mitigation and adaptation. This will be pursued by collaborating with local organizations, agencies, and stakeholders to build awareness, empowerment and commitment to take local action on climate change.

- Outline OCP policies that align with this strategic direction, as well as other climate change plans.

[Community Climate Action Plan – 2021~](#)  
[Cycling Network Plan - 2020](#)  
[Building Bylaw \(Energy Step Code\) – 2019](#)  
[Community Agricultural Parks Master Plan – 2016](#)



<p>p) Ensure Climate Action is evidence-based.</p>	<ul style="list-style-type: none"> <li>Outline OCP policies that align with this strategic direction, as well as other climate change plans.</li> </ul> <p>OCP policies that align with this strategic direction of an evidence based approach will be added during the OCP review in 2021-2023.</p> <p>Community Climate Action Plan – 2021~  Cycling Network Plan 2020  Building Bylaw (Energy Step Code) – 2019  Community Agricultural Parks Master Plan – 2016</p>
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**Date:** September 21, 2021  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Robert Grossman, Fire Chief  
**Subject:** Whistler Blackcomb Foundation Grant – Wildfire Protection Equipment

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### **PURPOSE**

The purpose of this report is to seek Council's support in making application for grant funding, in an amount up to \$85,000, from The Whistler Blackcomb Foundation.

### **BACKGROUND**

The Whistler Blackcomb Foundation is a registered non-profit organization originally formed by Blackcomb Skiing Enterprises in 1992 to enhance the Mountain's role as a supporter of the community. While the name changed to the Whistler Blackcomb Foundation in 1997 to reflect the merger of the two mountains, the Foundation's goal has not. Through the corporate support of Whistler Blackcomb, Vail Resorts Epic Promise, TELUS, as well as the support of numerous businesses and individuals, the Whistler Blackcomb Foundation plays a unique and significant role in assisting the communities of the Sea to Sky Corridor.

In the past the Whistler Blackcomb Foundation has provided funding to Pemberton Fire Rescue for Auto Extrication equipment and Self-Contained Breathing Apparatus (SCBA) equipment.

This application is to seek funding for the purchase of wildland firefighting equipment to protect the Village of Pemberton and the service area of Pemberton Fire Rescue in the event of a wildfire.

### **DISCUSSION & COMMENTS**

During the 2021 wildfire season, Pemberton Fire Rescue was called upon by the province to assist with the wildfires occurring in the interior. Pemberton Fire Rescue responded by sending 5 crews out over a period of 6 weeks. Each crew had an opportunity to learn about wildfires, worked to save properties, build relationships with other departments, and as a result have brought new skills and knowledge back to Pemberton which will enable the Department to provide better protection to the community.

During this wildfire deployment it became clear that it is important to be prepared which includes ensuring the Department is sufficiently supplied with the right type of equipment to support response to these types of wildfire events. While equipment was on loan from various departments it was not uncommon for it to be redeployed back to home communities as it may have been required.

In 2013 Logan Lake was designated as the first Fire Smart Community in Canada. This culminated because of years of work and putting the resources and plans in place to be able to respond to wildfire threats. As a result of this work, when the Tremont Creek fire threatened the community which included the evacuation of Logan Lake residents the Fire Department was well

prepared to protect homes and infrastructure. More information on this can be found in **Appendix A** attached.

At this time, Pemberton Fire Rescue does not have a full complement of wildfire fighting equipment and while the Department is ready to respond and can do so adequately it is appropriate that new equipment is purchased to ensure better protection the community. The list of desired equipment is provided in **Appendix B**.

### **COMMUNICATIONS**

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

### **LEGAL CONSIDERATIONS**

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

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

In order to determine the Fire Rescue Department's priority of use for the wildfire funds, discussion was had amongst the members and given the significant wildfires, not only this summer, but over the past several years in British Columbia, as well as the success Logan Lake had with the Tremont Creek fire due to wildfire preparedness, it was determined that the wildfire equipment was the top priority for the Department over other initiatives such as the firehall expansion.

The total cost to purchase the equipment requested is \$324,513.19 plus GST as shown on **Appendix B**. The intention is to use the funds cost recovered by the province through the wildfire deployment and top up with grant funding from Whistler Blackcomb, should the Village be successful in the grant application being approved.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

There are no interdepartmental impacts or approvals required.

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

The activities of Pemberton Fire Rescue, such as increased fire prevention awareness activities, firefighter recruitment and training support to improve upon the current level of service to the Village and the Fire Service District Service Area. This is a benefit to the community and positively impacts the Squamish-Lillooet Regional District and Lil'wat Nation.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **RECOMMENDATIONS**

**THAT** Council approve the purchase of wildfire equipment as identified on **Appendix B**, subject to funding from The Whistler Blackcomb Foundation;

**AND THAT** an application for grant funding, in the amount of \$70,000, from the Whistler Blackcomb Foundation be supported.

Attachments:

**Appendix A:** Logan Lake Wildfire Preparedness Information

**Appendix B:** Wildfire Equipment List

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

## Logan Lake mayor offers to help other communities get FireSmart to protect against wildfires

Victor Kaiser

Aug 27, 2021 | 4:52 PM



The Mayor of Logan Lake says work to FireSmart the community southwest of Kamloops was taking place before the program was even invented.

Robin Smith says a lot of that work was done before she was officially elected as mayor in 2018, noting the community of about 2,000 people has been preparing for the past 18 years.

“We really really want to encourage other communities to reach out because if we can share our story and if we can make any other communities any safer, that’s what we want to be doing and I think that’s what we need to be doing,” she said.

“We were very fortunate, and others weren’t.”

Logan Lake was designated as the first Fire Smart community in Canada back in 2013. Smith says residents there saw the benefits of all of that work this month when the Tremont Creek fire forced the evacuation of the community of about 2,000 people on August 12. No structures were destroyed even though the burned into Logan Lake’s municipal limits.

“There was a lot of work done by community leaders and they are not always politicians,” Smith added. “A lot of them are just leaders in your communities that are doing other jobs that take on pieces of the puzzle and what that looks like. We today are seeing the benefit of what that can do.”

“If there is anything we can do to be of assistance to any other communities that want to get on board, and get working on FireSmart, we are happy to help.”

Smith's comments came after a meeting with B.C. Premier John Horgan and Forests Minister, Katrine Conroy, Friday afternoon.

"We want to see that we're duplicating this across the province," Conroy said, after an aerial tour of the area, which included a flight over nearby Monte Lake where the White Rock Lake Fire destroyed homes earlier this month.

"For those who have not yet seen the devastation, it was profound," Horgan added. The Premier also noted his experience with the devastating fire seasons of 2017, 2018, and now 2021 has led to discussions to ensure the province's wildfire efforts take place around the year, instead of just in the summer months.

"A certain amount of money is in the budget [every year] and if you go over that you dip into contingencies and I don't think we should be putting our communities at risk based on contingencies," he said.

"If we have resources at the front end of the year, the BC Wildfire Service can retain people to assist with FireSmart, can create guards around those interface communities. That's got to be the way we go forward."

– With files from Colton Davies

## **Logan Lake has written the Fire Smart playbook for other cities, towns to follow**

Levi Landry



*The Tremont Creek wildfire within Logan Lake, Aug. 14, 2021.  
Image Credit: FACEBOOK/Logan Lake Fire Rescue August 25, 2021 - 7:00 AM*

When the Tremont Creek wildfire escaped containment lines near Tunkwa Lake on Aug. 11, Logan Lake was among the communities put on evacuation alert.

Fuelled by yet another heat wave in B.C., it continued to burn seven kilometres south through dry forest. By Aug. 12, all of Logan Lake was evacuated and two days later, the fire was within municipal boundaries.

It seemed reminiscent of Lytton, where early estimates said 90 per cent of the town was razed just six weeks earlier. But anyone who thought Logan Lake might go as Lytton did, didn't understand what Mayor Robin Smith knew — her community stood a better chance than any others of coming out of a wildfire successfully.

"It's still there," she told Clearwater mayor Merlin Blackwell, Aug. 15. The town had survived. But this was no miracle. Logan Lake survived largely untouched because of nearly 20 years of work preparing for this eventuality. They've written a playbook, of sorts, on how to protect themselves from a wildfire and it's becoming required reading in nearly every B.C. community.

By now, most people have heard of their rooftop sprinkler system. Smith says she's already fielding calls from other municipalities across the province inquiring about the program that has been in place there since 2013.

Forest management, however, is "where the real work is," Smith said.

"We've been moving this along for quite some time. There's a lot of people over the years that have had a vision and been pounding the pavement because it's not always easy to convince politicians to spend that money," Smith said. "Our previous fire chief said to Council that (wildfires are) not a matter of if but when."

The money she's referring to is roughly \$100,000 to start the Logan Lake Community Forest, a logging and forest management corporation solely owned by the community.

"You can imagine how well that was debated. That's a lot of money for something they're not quite sure is going to work," Smith said.

In 2007, Logan Lake was one of the first communities in B.C. to sign a Community Forest Agreement, which allows the corporation to licence plots of Crown land in the area for logging rights. The corporation manages nearly 17,000 hectares of Crown land surrounding Logan Lake, extending northwest nearly to Alkali Creek and Sugarloaf Hill. All Crown land the corporation holds rights to remain on the west side of Highway 5, southwest of Kamloops. Nearly 13,500 hectares of that land is considered harvestable for timber.

"Back when we started, it was all really new. Nobody knew what Fire Smart was and we were educating the public and selling the idea. People were really, really attached to their forests and don't like to see change in their forest," Smith said. "What we've discovered over time is when you mitigate... it all grows back like a park. Now you have a green forest floor and it's not only safe, but it looks beautiful as well." When the agreement was signed between the Province and Logan Lake, it overlapped with existing logging licenses held by Tolko, Weyerhaeuser, and West Fraser Logging. It's now one of more than 50 community forests across the province, and one of just two in the Thompson-Okanagan.

Westbank First Nation currently holds the other Community Forest Agreement in the Central Okanagan and manages over 46,000 hectares of forest.

The work of clear-cutting and reforesting its licenced land is done to mitigate future wildfire risks, while revenues are put toward Fire Smart strategies. The community-owned corporation has three councillors on its board to make sure council's interests are always considered.

Funds the corporation generates from cut blocks are used for fire mitigation within District boundaries and public education. From cleaning the forest floors to trimming trees and carefully replanting a mix of fire-resistant tree species after cutting.

Smith also added that the District can apply to the Union of B.C. Municipalities for provincial grants that can be put toward fire mitigation. There are three provincial grants for communities which can be used to reduce wildfire risks within the communities or on Crown land.

The forest that surrounds Logan Lake can sometimes extend one kilometre from the nearest private property to the municipal boundary. In those areas, eight high school students are hired each year to remove tree limbs up to nine feet off the ground.

Trimmed branches and plant matter cleaned from the forest floor are put in slash piles and burned in early winter with the help of an arborist, according to Wilson. Roughly 200 slash piles near Logan Lake are burned each year through forest management efforts.

After more than ten years of forest management through the student program, Wilson said the students cleaned the last portions of forest that had not been cleaned yet. Next year, they'll be back at the beginning to start the process over again, he said.

The community effort was not enough to stop the encroaching wildfire, but it went a long way in saving the town.

It reduced fuel ahead of the fire before it reached Logan lake. The community's famous rooftop sprinkler operation — each home requires a rooftop sprinkler — can be set up within three days. This time, they got it down to 24 hours.

It saved firefighters valuable time and allowed them to focus on structural protection. The Tremont Creek wildfire breached the town's northern border but went no further.

"It was a big help, and we certainly encourage communities to take those measures to fire-smart their properties in the adjacent area and slow a fire down," wildfire service information officer Greg Jonuk said.

After the Tremont Creek wildfire breached the edges of the community, they will reassess which areas of the surrounding forest to focus their efforts in 2022, with the help of forest management consulting firm, Foresite.

While Logan Lake has been deemed a Fire Safe community, one of the first in the province, the forest management done in and around the community won't stop a wildfire in its tracks — but it does save homes.



Residents who want to fire-smart their own home and neighbourhood can find tips at [firesmartbc.ca](https://firesmartbc.ca). While a homeowner, of course, cannot affect forest management on Crown land, it can provide peace of mind to know that a home is as safe as possible prior to an evacuation, and it will save time for firefighters attacking an aggressive wildfire.

Smith said that any community considering taking on the task of seeking Fire Safe approaches should start with one neighbourhood. An approach that looks at the community as a whole can be overwhelming.

"Sometimes that's all you have to do. People will see what you've done, and they'll learn from you. It's a little bit of a domino effect," she said.

# District of Logan Lake

## Emergency Readiness

### Fire Smart

The wildfire threat to communities and homes was well established in the 2003 Fire Storm which destroyed homes in Kelowna and Barriere. Since that time we have had large areas attacked and killed by the Mountain Pine Beetle which has added to the high wildfire hazard and threat. We started our interface program in 2004 and were the first community in B.C. to establish a fire safety plan. We have been able to manage critical areas in and around the community to a safer fire condition with additional fire safety actions planned for 2010. We believe that the best solution to wildfire mitigation will come from management of fuels and establishment of defensible lines and space from which fire resources will have a better chance of protecting homes and lives. The corner stone for success must ultimately fall to the residents and homeowners. Fire Smart homes have an improved ability to withstand a wildfire threat. The safety options set out in the reference material do make a difference to home survival and the ability of fire resources to protect structures.

We will never eliminate the potential for a wildfire to impact homes but fire planning and fuel breaks will increase our chance of safely and successfully protecting homes and lives.

Numerous examples of the positive impacts to home wildfire safety exist across North America based on using the Fire Smart principles set out in the manual. Additional information is available on the Fire Smart or Fire Wise home sites.

[http://www.pep.bc.ca/hazard\\_preparedness/FireSmart-BC4.pdf](http://www.pep.bc.ca/hazard_preparedness/FireSmart-BC4.pdf)

<http://www.firewise.org/>

There are numerous quality videos that provide home fire safety and response information that will benefit responders and homeowners. The links that follow should be of interest and value to everyone.

<http://www.youtube.com/watch?v=p0iR8o54hDU>

[http://www.youtube.com/watch?v=g3gXdgDR\\_Dw](http://www.youtube.com/watch?v=g3gXdgDR_Dw)

[http://www.youtube.com/watch?v=Dq6wy\\_tffpg](http://www.youtube.com/watch?v=Dq6wy_tffpg)

<http://www.youtube.com/watch?v=BQ7tBLqDeQI>

<http://www.youtube.com/watch?v=gGAY1r-OKp4>

<http://www.youtube.com/watch?v=KKT-KH3QMx0>

The Provincial Emergency Program site is also included as it has extremely good emergency planning information for all incidents as it relates to communities or individuals.

<http://www.pep.bc.ca/index.html>

This is the season where clean up and disposal efforts can be more safely done due to snow or moist conditions. There are several options for fuel and fire hazard mitigation and burning is one method. Small hand piles if not properly monitored can threaten your home or your neighbors so we do encourage you to prepare for the unexpected and work together as a team for the best results.

We encourage you to work toward having and maintaining a Fire Smart home in a **Fire Smart Community**. Your fire smart efforts will improve your homes ability to survive a wildfire and assist help responders in safely and successfully managing fire events.

The District of Logan Lake has a wildfire response plan designed to deal with a wildfire challenging our community. In 2008 we worked with Ministry of Forests Protection Staff to apply prescribed fire to critical areas to manage fuels and risk by using fire to improve our fire safety. There are other sections that would benefit from burns in the future. Emergency training and testing of the systems through tabletop simulation are also planned for our emergency response team.

We are working to become a **Fire Smart Community** and your efforts will assist in our success and recognition as a **Fire Smart** leader in B.C.

In 2009 several new areas were threatened by wildfires and we expect those threats to grow in number based on forest conditions and potential global warming changes. It isn't a matter of if we will have more interface wildfire events but when, where and how many losses we'll face.

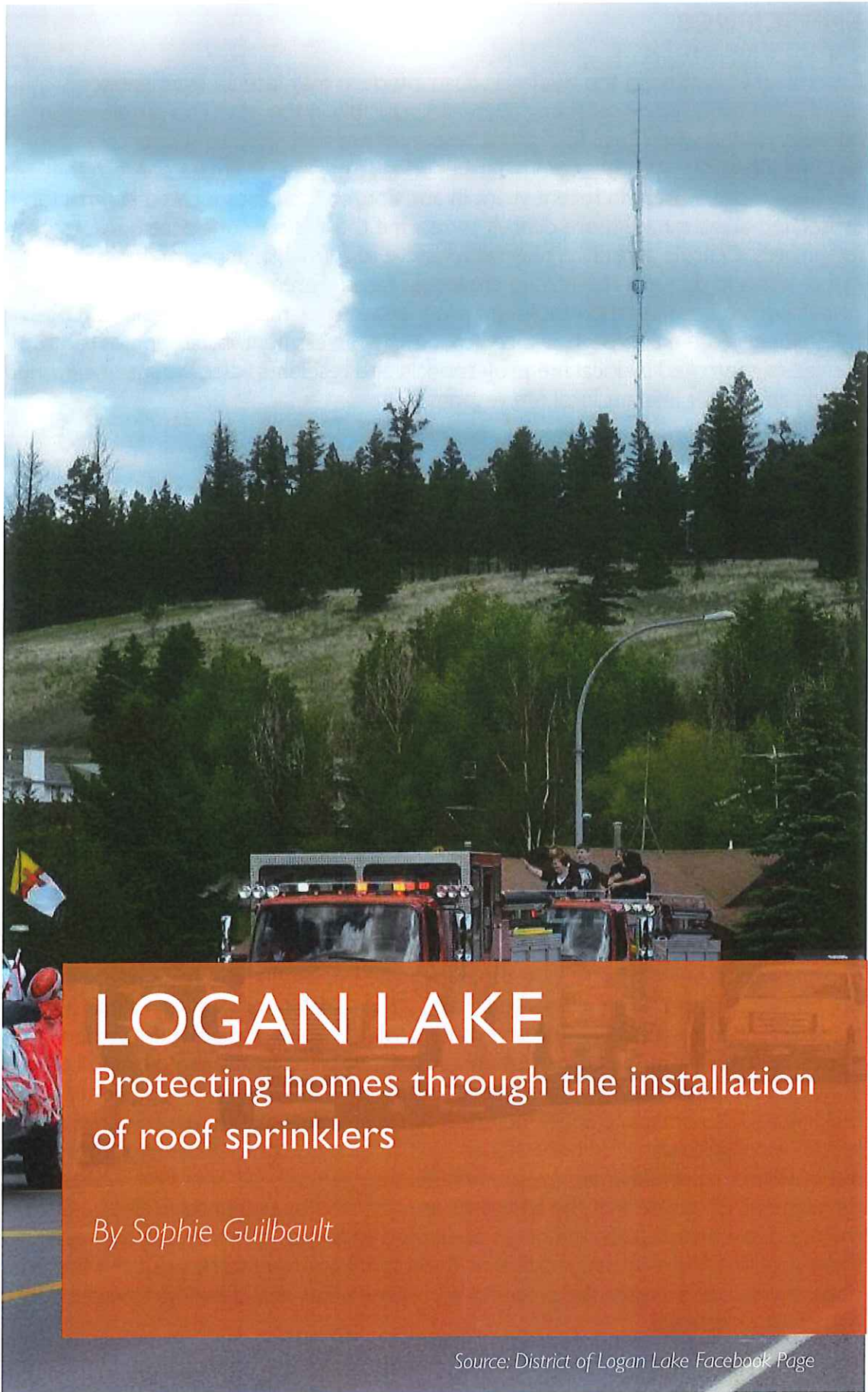
Logan Lake Fire/Rescue has been working with the Forest Protection crews to test our sprinkler systems in different areas of the community. We have concluded that with additions to our sprinklers systems and having the residents continue to **Fire Smart** their homes we would be able to be ready to defend against a wild fire.

In Logan Lake we are also asking our residents to consider installing sprinklers to there building to be used in the event of an approaching wildfire. By installing these sprinklers it will reduce the time it would take for structural protection crews to have water to the sprinkler and increased the moisture content around the home. This will reduce the time the fire has to spread.

### **Be Fire Smart**

If the links and support information are not adequate please contact the following:

Fire Chief:



# LOGAN LAKE

Protecting homes through the installation of roof sprinklers

*By Sophie Guilbault*

*Source: District of Logan Lake Facebook Page*

## THE SCIENCE

Communities located in the wildland urban interface may face an even greater risk if there are limited firefighting resources available in the area. This problem can be exacerbated when local firefighting resources are mobilized to support fire suppression efforts in other communities during large-scale events, a concern that has been more evident in recent years. In addition, communities located in remote or isolated areas can be more difficult to reach if there is only one access road to get to the area. Outside assistance may fail to arrive in a timely manner, increasing the risk of loss and damage. The unique challenges faced by remote municipalities call for innovative wildfire mitigation tools and programs. For example, the District of Logan Lake pioneered the approach of a community risk assessment, installation of rooftop sprinklers controlled by local fire professionals, and residential assessments maintained in a database that informs local fire response.

## THE TRIGGER

The District of Logan Lake is nestled into a forested area in the mountains of south-central British Columbia and is a leader in developing and implementing programs to reduce wildfire risks. In 2003, the Okanagan Mountain Park Fire forced the evacuation of approximately 27,000 residents across the City of Kelowna. The District of Logan Lake sent firefighting resources to help out but found themselves affected by a few fires while they were operating with reduced resources. The fires were controlled by local firefighters, nevertheless this event triggered a reaction from the District's council, who started looking into local wildfire protection options. In 2003 the District developed the first community wildfire protection plan in British Columbia.

## THE APPROACH

The initial phase of the plan was implemented in 2004, before the creation of FireSmart Canada. The Community Forest Corporation was created to control the community forest in a way that would mitigate wildfire risk. More recently, the District started looking at measures that could be implemented to protect individual households. Logan Lake implemented the rooftop sprinkler program, an initiative partially funded by the municipal government which allows homeowners to purchase a rooftop sprinkler at the cost of \$47 and have it installed by the fire department at no cost. Rooftop sprinklers are devices installed on the roof to wet down the building and its immediate surroundings in the event of a wildfire. The building is less likely to ignite as a result of flying embers or a nearby fire. While the sprinklers are installed on homeowners' property roofs, they can only be operated by the fire department. To ensure that the sprinklers are not used by untrained professionals, the fire department stores the hoses associated with each sprinkler and connects them should a fire risk arise. In addition, if the sprinklers have to be used, the fire department first accesses the property and closes vents and chimneys to reduce the risk of water damage.



**Figure 23:** Rooftop sprinkler used in Logan Lake. (Source: District of Logan Lake)

When installing rooftop sprinklers, the fire Department conducts a FireSmart assessment of the property they are working on. Following the assessment, they share the results of their observations with homeowners along with recommendations on how to reduce fire risk for their property. Homeowners have the opportunity to implement the recommendations and get reassessed by the fire department if they wish to do so. The information gathered during the FireSmart assessment is entered into a GIS database by the fire department. Having access to levels of risk at the property level allows local firefighters to have a greater understanding of which properties might be more vulnerable if a wildfire was to occur in the community.

## **THE OUTCOME**

In 2013 Logan Lake became the first FireSmart community in Canada to be recognized. Since the launch of the rooftop sprinkler program, 250 rooftop sprinklers have been installed in the community, which represents approximately one third of all homes. The fire department also offered a community FireSmart employment program for youth for wildfire mitigation on forest land, where participants learn

about mitigation strategies such as tree trimming and debris removal. Once the Community Forest Corporation was operating at full capacity, it began to support the program along with the Canada Jobs Program. The District of Logan Lake has a strict backyard burning policy where residents interested in backyard burning must first apply for a permit, which is allocated based on risks and weather conditions.

Logan Lake recently launched a public emergency smartphone app which provides updates to local residents about emergencies such as wildfires, flooding, storms, road closures and chemical spills. The intention behind the app is to send out evacuation notices in real time. When asked to comment about the app developed by the municipality, Dan Leighton, Fire Chief of the District of Logan Lake, responded that "During an emergency, it is difficult for residents to get quick information. The app developed by Logan Lake sends out notifications in real time, sharing information on road closures and alternative routes. In certain situations, these updates could be sent every 15 minutes. We are hoping that this resource will become the main source of information for residents during emergencies."

## **A WORD FROM LOGAN LAKE**

When asked what advice he would provide to other communities interested in implementing local wildfire mitigation measures, Chief Leighton noted that "Any community facing a wildfire threat should be looking at all available initiatives. The rooftop sprinkler program is a small part of the big picture, but it represents a great option for rural areas, especially in cases where people don't have insurance or other ways to protect buildings." Chief Leighton emphasized the need to develop a comprehensive approach to reducing wildfire risk that is not limited to rooftop sprinklers, but that also includes FireSmart assessments and new technologies that may be developed to help communities in the future. "Sometimes it's the simplest things that can help protect people and their homes. This is why it's important to be looking at all the ideas," said Chief Leighton.

## Wildfire Income

	Dates	Income
Wildfire Deployment	July 13 - July 26	\$ 80,666.74
Wildfire Deployment	July 26 - August 8	\$ 79,857.47
Wildfire Deployment	August 8 - August 23	\$ 94,697.81
<b>Total Income</b>		<b><u>\$ 255,222.02</u></b>

## Wildfire Equipment Expense

2022 Chevorlet 3500HD Pickup		\$ 63,500.00
Hitch for Pickup / Trailer		\$ 550.00
Emergency Equipment for Pickup		\$ 15,322.49
Graphics for Pickup		\$ 4,000.00
Type 3 Skid Unit		\$ 16,438.80
Type 2 SPU Trailer		\$ 175,450.00
Graphics for Trailer		\$ 3,000.00
Wildland PPE Pants and Shirts (23 sets)	23 Sets @ 460 each	\$ 10,580.00
Total		<b><u>\$ 288,841.29</u></b>
5% Contingency Fund	5%	\$ 14,442.06
Total with Contingency		<b><u>\$ 303,283.35</u></b>
Taxes	PST 7%	\$ 21,229.83
	GST 5%	\$ 15,164.17
<b>Total Equipment Expense</b>		<b><u>\$ 339,677.36</u></b>
<b>Total Requested from Whistler Blackcomb Foundation</b>		<b>\$ 84,455.34</b>





Vehicle: [Fleet] 2022 Chevrolet Silverado 3500HD (CK30743) 4WD Crew Cab 159" LT (✓ Complete)

### Window Sticker

#### SUMMARY

[Fleet] 2022 Chevrolet Silverado 3500HD (CK30743) 4WD Crew Cab 159" LT

Interior:Gideon/Very Dark Atmosphere, Cloth seat trim

Exterior 1:Cherry Red Tintcoat

Exterior 2:No colour has been selected.

Engine, Duramax 6.6L Turbo-Diesel V8, B20-Diesel compatible

Transmission, Allison 10-speed automatic

#### OPTIONS

CODE	MODEL	MSRP
CK30743	[Fleet] 2022 Chevrolet Silverado 3500HD (CK30743) 4WD Crew Cab 159" LT	
	<b>OPTIONS</b>	
1LT	LT Preferred Equipment Group	
A2X	Seat adjuster, driver 10-way power including lumbar	Inc.
AVJ	Keyless Open and Start	Inc.
AZ3	Seats, front 40/20/40 split-bench	Inc.
B1J	Wheelhouse liners, rear	Inc.
BHP	Winter Grille Cover	Inc.
BTV	Remote vehicle starter system	Inc.
C49	Defogger, rear-window electric	Inc.
CGN	Chevytec spray-on bedliner	
CJ2	Air conditioning, dual-zone automatic climate control.	Inc.
F60	Heavy Duty Front Spring/Camper Package	
G4Y	GVWR, 12,100 lbs. (5488 kg) with single rear wheels	Inc.
GSK	Cherry Red Tintcoat	
GU6	Rear axle, 3.42 ratio	Inc.
HV5	Gideon/Very Dark Atmosphere, Cloth seat trim	
IOR	Audio system, Chevrolet Infotainment 3 system, 8" diagonal colour touchscreen, AM/FM stereo.	
K05	Engine block heater	Inc.
K40	Exhaust brake	Inc.

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Data Version: 16196. Data Updated: 2-Sep-2021 11:30:00 PDT PM.



Vehicle: [Fleet] 2022 Chevrolet Silverado 3500HD (CK30743) 4WD Crew Cab 159" LT ( Complete )

KA1	Seating, heated driver and front outboard passenger	Inc.
KI3	Steering wheel, heated	Inc.
KPA	Power outlet, rear auxiliary, 12-volt	Inc.
KW5	Alternator, 220 amps	Inc.
L5P	Engine, Duramax 6.6L Turbo-Diesel V8, B20-Diesel compatible	
MGM	Transmission, Allison 10-speed automatic	Inc.
N06	Steering column, lock control, electrical	Inc.
N37	Steering column, manual tilt and telescoping	Inc.
NP5	Steering wheel, leather-wrapped	Inc.
NQH	Transfer case, two-speed active	
NZZ	Skid Plates	
PCL	Convenience Package	
PYV	Wheels, 18" (45.7 cm) machined aluminum with Silver painted accents, 6-spoke	
QF6	Tires, LT275/70R18E all-terrain, blackwall	
T3U	Fog lamps, front, LED	Inc.
UF2	LED Cargo Area Lighting	Inc.
USS	USB ports, dual, charge-only (2nd row)	Inc.
UTJ	Theft-deterrent system, unauthorized entry	Inc.
VQK	LPO, Moulded splash guards, Black	
---	Federal air conditioning excise tax	
---	Battery, heavy-duty dual 730 cold-cranking amps/70 Amp-hr	Inc.
---	Capped Fuel Fill	Inc.

**SUBTOTAL**

Adjustments Total

Total Tax

Destination Charge

**TOTAL PRICE**

**FUEL ECONOMY**

Est City:N/A

Est Highway:N/A

Est Highway Cruising Range:N/A

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Data Version: 16196. Data Updated: 2-Sep-2021 11:30:00 PDT PM.

## Robert Grossman

---

**From:** Ben Hansler [REDACTED]  
**Sent:** September 3, 2021 12:19 PM  
**To:** Robert Grossman; Cameron Adams  
**Subject:** Fwd: New Truck Quote  
**Attachments:** SKM\_C36821090312460.pdf

See email below.

Ben Hansler

Begin forwarded message:

**From:** todd@greggardnergm.com  
**Date:** September 3, 2021 at 12:00:44 PDT  
**To:** [REDACTED]  
**Subject:** New Truck Quote

Hi Ben,

Attached is a 2022 factory order spec. It has what you asked for + a convenience package that GM says has to be added to be able to get built.

List price is \$78783.00

Village of Pemberton Fleet price is [REDACTED]

There is a 2022 arriving at our Hope location soon that has similar specs. They are not sure if it is available yet as they have a ordered it for a client and they are not sure if they are taking it. Once I know the status I will let you know.

Thanks,

**Todd Carrat**

**Sales Manager**

P -(604) 898-2277 - F (604) 898-2278 - Toll Free 1-800-892-2207

[www.greggardnergm.com](http://www.greggardnergm.com) / [todd@greggardnergm.com](mailto:todd@greggardnergm.com)

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# Quotation

7116 67 Street NW  
Edmonton, AB T6B 3A6

Phone: (800) 700-7937 Fax: (780) 435-7606  
Tax ID: 136768629RT0001

Date: 9/7/2021  
Estimate #: 21-4365  
Expires: 9/10/2021  
Order Contact: Benjamin hansler  
Sales Rep: Derek Pyle

**Bill To**

Village of Pemberton  
Accounts Payable  
7400 Prospect St  
Village of Pemberton British Colum...  
Canada

Qty.	Item	Description	Options	Rate	Amount
2	WHE-IONR	ION LIGHT RED/grille light		131.91	263.82
2	WHE-IONC	ION LIGHT WHITE/grill light		131.91	263.82
1	WHE-ULF44	UNIVERSAL LED FLASHER 4 OUTLET		86.14	86.14
1	WVS-ECVDMTLAL00	Universal Dome Lights - 12 volt White LED/Red LED		101.36	101.36
2	WVS-ENT3B3R	Sound Off Interceptor Led light Surface Mount-RED		250.35	500.70
2	WHE-TLID	ION T-SERIES LINEAR SPLIT R/W/front side fender		127.42	254.84
2	WHE-TLIR	ION T-SERIES LINEAR LT RED/ rear side fender mount		109.92	219.84
2	WHE-M4K	M4 LED FLASHER AMBER/RED/Rear tailgate mount		219.85	439.70
2	WHE-M4FC	M4 SERIES FLANGE CHROME		17.05	34.10
2	WHE-VTX609R	Vertex Super LED Light Red/Tail light mount		106.78	213.56
1	WHE-CB2SP3R	CENATOR LIN6 DUAL 54" DUO + TA RED/WHITE		1,595.00	1,595.00
1	WHE-CMK101	CENATOR MOUNT KIT #101		0.00	0.00
1	WHE-CCSRNTA3	CENCOM SAPPHIRE W/ T/A MODULE		895.00	895.00
2	WHE-SA315P	SA315P SPEAKER, BLACK PLASTIC		250.00	500.00
2	WHE-SAK1	SA-315 MOUNT KIT UNIVERSAL/PB400 mount		0.00	0.00
1	HAV-C-VS-2600-SILV	Wide Flat 26" Vehicle Specific Console for 2019-2021 Chevrolet Silverado and GMC Sierra		696.32	696.32
1	HAV-C-EB40-CCS-1P	4" Equipment Bracket Whelen Ccs Cen, 1 piece		0.00	0.00
1	HAV-C-EB20-131	Equipment Bracket, 2 piece		0.00	0.00
1	HAV-C-CUP2-I	Internal Cup Holders		48.66	48.66
1	HAV-C-AP-0660-L	6" Accessory Pocket W/Hinged Lid & Lock, 6" Deep		145.65	145.65
1	HAV-C-AP-0645	6" Accessory Pocket, 4.5" Deep		75.37	75.37
1	HAV-C-USB-2	Dual USB Charge Module		80.70	80.70
2	HAV-C-ARM-102	Side Mount Armrest		79.93	159.86
1	IOR-WARN-105969	Ascent Bumper for 2020 Chev 2500 HD		2,327.71	2,327.71
1	WAR-103255	Winch; VR12-S; Vehicle Mounted; Vehicle Recovery Winch; 12 Volt Electric; 12000 Pound Line Pull Capacity; 90 Foot Synthetic Rope; Hawse Fairlead; Wired Remote; Planetary Gear Drive; Requires Winch Carrier or Winch Mount		1,283.45	1,283.45
1	IOR-ALO-2-P4A-PAIR	BUMPER FOG LIGHT (PAIR)		123.37	123.37
1	IOR-ALO-2-E4J-PAIR	2" LED FLOOD 5 WATT PAIR PAK WITH HARNESS		129.04	129.04
1	MEG-BSS7622	BlueSeas charging relay - ML-ACR 500AMP with manual control		484.48	484.48
1	45400	Install Labour		4,000.00	4,000.00
1	45450	Shop Supplies		400.00	400.00
				<b>Subtotal</b>	15,322.49
				<b>Tax</b>	766.12
				<b>PST</b>	1,072.57
				<b>Total</b>	\$17,161.18

Invoicing Policy - Mega-Tech will invoice all major components on receipt to our location. Installation and miscellaneous items to be billed upon completion. All payments are due Net 30 days. A monthly charge of 1% interest will be applied on all overdue accounts. Estimates are only valid for 7 days from date of issue.



WFR Wholesale Fire & Rescue  
 240136 Frontier Crescent  
 Rocky View County AB T1X 0R4  
 Canada

1-800-561-0400 / 1-403-279-0400  
 sales@wfrfire.com  
<https://www.wfrfire.com>

**Invoicing Address:**

Village of Pemberton, Accounts Payable  
 Box 100, 7400 Prospect St  
 Pemberton BC V0N 2L0  
 Canada

**Shipping Address:**

Village of Pemberton, Pemberton Village of  
 Box 100 7400 Prospect St  
 Pemberton BC V0N 2L0  
 Canada  
 +1 604-894-6111  
 rgrossman@pemberton.ca

**Contact Name:**

Accounts Payable

# Quotation # S11920

<b>Order Date</b> 09/10/2021	<b>Salesperson</b> Don Higgins	<b>Created by</b> Dana Ingram	<b>Customer Ref/PO</b>
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<b>Shipping Preference:</b> Prepaid & Charge	<b>Delivery Method:</b>	<b>Customer Acct#:</b>
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DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
[710000915] CET Attack Pac Bush Buggy Package	1.0	16,438.80	CAD \$ 16,438.80
Freight and crating is extra			

<b>Subtotal</b>	CAD \$ 16,438.80
<b>Taxes</b>	CAD \$ 1,972.66
<b>Total</b>	CAD \$ 18,411.46

Payment terms: 30 Days

We accept EFT, Cheque, Visa, & Mastercard.

GST#R105660450 / BC-PST#1000-5267 / SK-PST#7159635

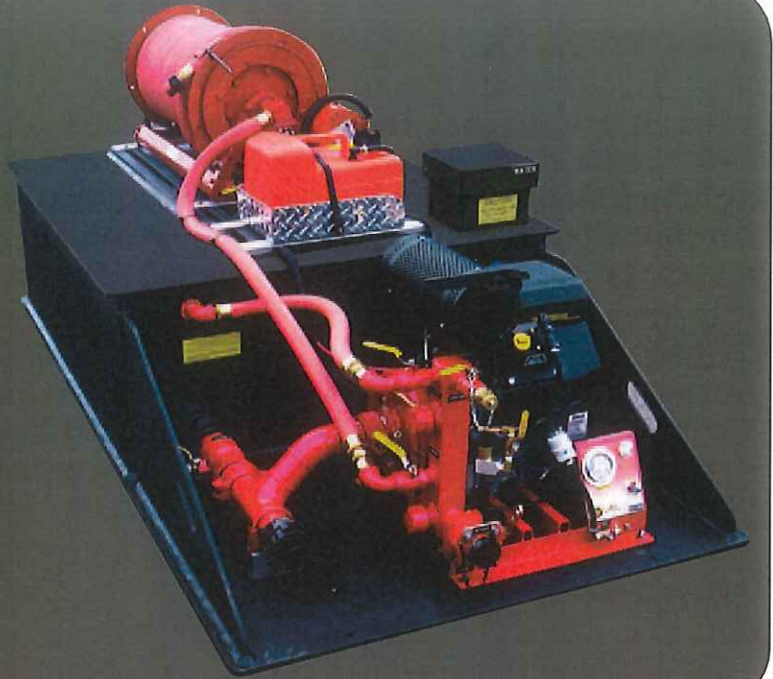
Do you have an account? Go to <https://www.wfrfire.com> to request one to see your purchase history and product pricing.

Village of Pemberton  
 Regular Council Meeting No. 4545  
 Tuesday, September 21, 2021  
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## SKID UNIT - ATTACK PAC

A tank, a live hose reel and/or crosslay, a portable fire pump and/or a compressed air foam system (CAFS), with an engine: these can be combined into a single one-piece assembly that can be slipped onto a truck bed, trailer, or into a body and used for flowing water and or foam on a structural fire, car fire or wildfire.

The most common wildland and urban interface fire engines in North America combine a small truck with a water tank and a high performance portable pump. Municipal/industrial fire departments and all forestry fire authorities use drop-in units. The sizes vary from 50 gallons, for an ATV, up to 500 gallons for full size trucks.



### SPECIFICATIONS:

- 200 fully baffled propylene water tank
- 20hp mid range fire pump
- 265gpm at 50psi, 190gpm at 100psi, 115gpm at 150psi and 45gpm at 200psi
- 3 gallon fuel tank
- Lighted control panel
- Low profile electric rewind hose reel
- 1 inch x 100 foot booster hose
- 2.5 inch tank to pump 1/4 turn ball valve
- Steel manifold with multiple outlets
- 1.5 inch service line with cap and chain
- 3/4 inch pressurized garden hose connection

### OPTIONS:

- Increase water tank and hose reel sizes
- Diesel engine available
- Pre-connect hose tray with connection
- Set of chrome outriggers with 3 ways rollers
- Scotty around the pump foam system with integrated foam cell
- Storage frame
- Stainless steel piping
- Also available with CAFS systems
- And many more



ACCEPT ONLY THE BEST™ 75 Hector St., P.O. Box 90, Pierreville (Québec) Canada J0G 1J0 | Telephone: 1-800-567-2719 | Fax: 1-800-434-2613 | [www.fire-pump.com](http://www.fire-pump.com)

A CENTURY OF ENGINEERING FOR THE BRAVEST

Village of Pemberton

Regular Council Meeting No. 1545

Tuesday, September 21, 2021

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## **WATER TANK**

The water tank shall be constructed of 1/2" thick polypropylene sheet stock with PolymarCo-PP™ resin. Water tank shall be welded with Heavy Duty extruded joint. The material shall be of a certified, high quality, non-corrosive, stress relieved thermo plastic, black in color with a textured finish, and UV stabilized for maximum protection. The skid type water tank shall be of a standard configuration and shall be so designed to have complete modular slide in capability. The unit shall incorporate transverse partitions manufactured for 3/8" PT2E polypropylene which shall interlock with a series of longitudinal partitions constructed of 3/8" PT2E polypropylene. All swash partitions shall be so designed to allow for maximum water and air flow between compartments and are fully welded to each other as well as to the inside of the tank. The passenger side rear wall of the tank shall have a standard built in sight gauge 3" in width, and 70% transparent.

## **FILL TOWER & TANK COVER**

The tank shall be equipped with a combination vent/overflow and manual fill tower. The fill tower shall have a 8" x 8" x 8" square hinged type cover. The tower shall be located in the right rear corner of the tank. There shall be a vent / overflow installed inside and to the extreme rear of the tower approximately 2" down from the top. This vent / overflow shall be of a standard schedule 40 polypropylene pipe with minimum ID of 3". The vent / overflow shall be piped internally toward the front and exit out the front tank wall with a 1/2" extension past the front tank wall. The tank cover shall be constructed of 1/2" thick PT2E polypropylene, black in color, UV stabilized.

## **TANK CAPACITY**

The tank shall have a capacity of 200 U.S. gallons of water.

## **SUMP**

The floor of the tank shall be manufactured from 3/4" PT2E polypropylene. There shall be one (1) sump as standard per tank. The sump shall be integral to the tank floor and be a minimum of 3/8" deep recessed into the floor. The sump shall not be visible from or protrude through the bottom of the tank.

## **TANK OUTLETS**

There shall be two standard tank outlets located in the same vertical plane on the driver side rear wall of the tank. One (1) 2-1/2" female NPT tank to pump suction fitting and one (1) 1-1/2" female NPT tank fill fitting with flow deflector

## **1" TANK DRAIN**

There shall be a 1" tank drain to the rear side of the tank with a brass plug.

## TANK MOUNTING BLOCKS

The cover shall incorporate two (2) booster reel mounting blocks that shall accommodate two (2) each sliding nut fasteners. These 4" large mounting blocks shall be welded to the covers running from the rear edge of the tank forward to the front edge.

## SKID BASE

There shall be a full width skid base manufactured of 3/4" PT2E polypropylene welded to the tank. This base shall be 48" wide by 96" long and shall extend 34" past the tank in the rear to allow for pump mounting. The pump mounting area shall be supported by 1/2" PT2E polypropylene gussets approximately 15" high by 32" long. The gussets shall be equipped with 2" holes to assist in lifting the unit. The mounts shall allow for the truck to be secured directly to a truck bed without the need for any skid frame work underneath.

Tank will be baffled in accordance with latest NFPA requirements.

## PUMP

The pump shall be a CET DI-PFP-20hpKHL-MR single stage centrifugal pump, bolted directly to the engine, with a 2.5" NPT suction inlet, and a 1.5" NPT discharge outlet. The volute and pump head shall be a lightweight, high strength, seawater resistant, aluminum alloy. The impeller shall be a bronze enclosed type for maximum efficiency, fully machined and balanced. The engine crankshaft shall serve as the pump shaft, with the impeller mounted directly on the crankshaft. The shaft seal shall be self-adjusting, self lubricating, mechanical type.

The pump piping shall be flexible to prevent any breakage caused by vibration.

The pump shall be capable of a maximum discharge volume of 265 GPM. at 50 PSI, and a maximum discharge pressure of 200 PSI while pumping 45 GPM. In the center of the performance curve, the pump shall be capable of pumping 115 GPM at 150 PSI and 190 GPM at 100 PSI.

## PUMP ENGINE

The pump shall be driven by a 4-stroke Kohler gasoline powered, 20 horsepower "V" Twin engine. The engine shall be air cooled, 12 volt electric start with recoil backup. The engine shall be fueled from a 3 gallon separate fuel tank which is to be mounted to the skid cover. The engine shall be connected with a quick disconnect weather proof style connection.

## PUMP CONTROLS

A control panel shall be supplied and installed on the pump. The controls shall consist of a master switch, key start and a 2.5" diameter discharge pressure gauge.



## **EXHAUST PRIMING SYSTEM**

The pump engine shall be equipped with an exhaust venturi type primer capable of 15' - 20' lift for fast positive priming.

## **SUCTION PIPING**

All piping on the suction side shall be made of steel (welded joints) schedule 40. The suction piping, the pump and the discharge shall be tested to 400 PSI.

The suction piping shall consist of a 2.5" tank to pump line with a 2.5" flexible rubber hump hose to minimize flex and vibration between the pump and the tank.

Between the tank and the pump there shall be a 2.5" industrial valve. This valve shall remain open to pump from the tank. This pipe shall have a tee into the suction side of the pump, and shall continue to the rear of the truck for overboard suction.

The overboard suction connection shall have a 2.5" NST male adapter and a 2.5" NSTF cap with retaining cable

## **WORK LINE SIDE OF MANIFOLD**

On the driver side of the manifold there will be as standard two (2) 1" NPT and two (2) 1 1/2" NPT discharge outlets.

## **OTHER VALVES**

Other openings will be utilized accordingly when pre-connects, booster reels and other accessories that require pressurized water are specified.

## **DISCHARGE VALVES**

All valves larger than 1" shall be a fire service type drop out style ball valve which shall have a hard-coated anodized, high-strength, light-weight aluminum alloy body with rugged stainless steel ball and two PTFE seats.

The valves shall be capable of bi-directional flow with a minimum working pressure rating of 250 psig.

All stainless steel parts shall be made from 300 series material. The valves shall NOT require lubrication of the seats or any other internal waterway component and shall be capable of swinging out of the attached waterway plumbing for easy maintenance, with the removal of six (6) to eight (8) bolts.

Any required valve 1" or smaller, unless otherwise specified, shall be a standard plumbing style industrial ball valve

## **DISCHARGES MANIFOLD**

There shall be a discharge manifold plumbed directly to the discharge side of the pump to incorporate discharges at the rear of the unit.

This discharge manifold shall be 2" x 2" square minimum and be welded on all sides to prevent leakage. The manifold will be made from industrial galvanized steel and painted red in color.

## **DISCHARGES TO REAR OF UNIT**

A 1 1/2" fire grade valve drop out style with handle and 1 1/2" NSTM threads shall be furnished with a cap and chain.

A 3/4" garden hose thread discharge will be mounted on the discharge manifold facing the rear of the unit utilizing an industrial ball valve and will be equipped with a cap and chain.

## **TANK FILL**

There shall be one (1) 1" Industrial Ball valve plumbed via high pressure hose from the manifold to the Tank Fill inlet noted on the tank for the purpose of filling the tank and re-circulating water during stagnant pump operations.

## **12V ELECTRIC REWIND LOWPROFILE BOOSTER REEL**

A Low Profile Hannay 12v electric rewind booster reel capable of handling a maximum of 100' of 1" rubber only booster hose shall be supplied and installed on the tank top. The hose reel shall be protected against power shortage.

The reel shall have a push button rewind control and a backup geared crank rewind handle.

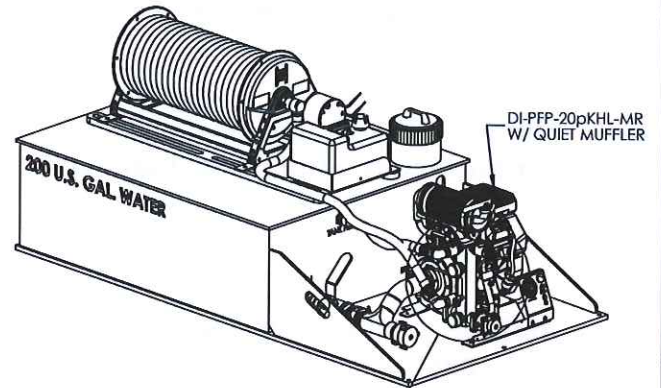
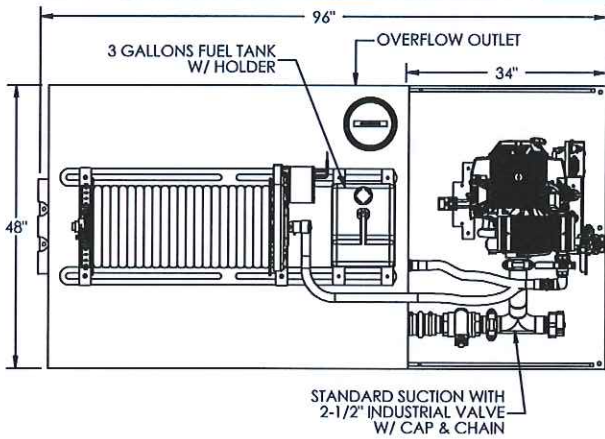
The reel shall be equipped with a 1" NPT 90 degree swivel inlet, and a 1" NST outlet riser.

The reels discs and drum shall be manufactured of steel and be red in color.

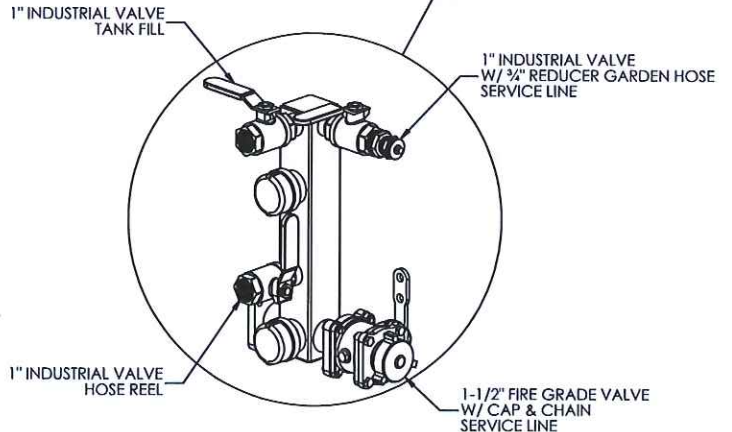
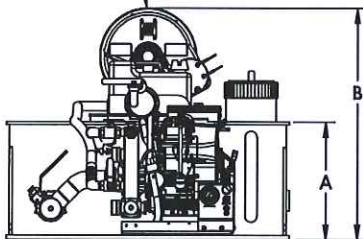
## **1" NST RUBBER BOOSTER HOSE**

The booster reel shall be equipped with 100' of 1" NST standard rubber booster hose.



**DP-ATTACK PAC-0701A**



ELECTRIC LOW PROFILE HOSE REEL  
1" x 100' RUBBER HOSE  
MODEL: #EF4038-17-18-RT



CAPACITY (U.S. GAL.)	WATER TANK (A)	OVERALL (B)
200	20"	39-3/8"
250	24-3/4"	44-1/8"
300	29-1/4"	48-5/8"

 	CREATED BY: M.V. DATE: 12/07/17	TITLE : <b>C.E.T. ATTACK PAC</b> <b>200 U.S. GAL. WATER</b>	WARNING THIS DOCUMENT REMAINS THE PROPERTY OF C.E.T. FIRE PUMPS MFG. ALL REPRODUCTION WITHOUT WRITTEN AGREEMENT FROM C.E.T. FIRE PUMPS MFG IS TOTALLY PROHIBITED.
	VERIFIED BY: M.V. DATE: 12/07/17	No: <b>DP-ATTACK PAC-0701A</b>	DEFENDER <b>III</b> APPROXIMATE WET WEIGHT Lbs



## WASP Equipment & SPU Type 2 Pricing Based on BCWF 2020 Specifications

Category	Item	Description	Unit	Type	Retail	Total Pricing	SPU Qty
Pumps	Mark 3	100099 High pressure 4Stg Fire Pump	#	6	\$ 6,495.00	\$	38,970.00
	Pump Tool Kit Waterax	As per contents list on pages 8 - 10	#	6	\$ 1,195.00	\$	7,170.00
	2" / 51mm Suction hose X 10ft/3.2m	c/w aluminum foot valve & strainer	#	6	\$ 284.32	\$	1,705.92
	Fuel cans	20 or 25 L Gerry cans	#	12	\$ 29.99	\$	359.88
	Fuel lines	Single can	#	2	\$ 139.46	\$	278.92
	Extra Fuel lines	Dual fuel line for pumps	#	7	\$ 200.48	\$	1,403.36
	Mix oil	6 Litres (Case) 2 cycle oil	#	3	\$ 50.00	\$	150.00
Hose	2.5"/64mm diameter	50 ft /15.2m BCT cplgs. 600psi/4200kPa	length	20	\$ 452.64	\$	9,052.80
	1.5"/38mm diameter lined	100 ft/30.5m QC 300psi/2100kPa Waterax Non-Weeping	length	25	\$ 163.75	\$	4,093.75
	1.5"/38mm diameter lined	50 ft/15.2m QC 300psi/2100kPa Waterax Non-Weeping	length	50	\$ 99.00	\$	4,950.00
	Econo 3/4" /16mm diameter hose	50 ft/15.2m c/w 3/4"/19mm GHT cplgs. 300psi/2100kPa Waterax	length	150	\$ 69.95	\$	10,492.50
	Econo 3/4" /16mm diameter	25 ft/15.2m c/w 3/4"/19mm GHT cplgs 300psi/2100kPa Waterax	length	100	\$ 42.90	\$	4,290.00
Nozzles	1.5"/38mm QC	Multi-orifice aluminum 4 in 1 (i.e. Hansen)	Pump box	0	\$ -	\$	-
	3/4" /19mm GHT thread	Brass	#	5	\$ 10.80	\$	54.00
Valves	1.5"/38mm	3 way QC c/w shutoff	#	30	\$ 58.60	\$	1,758.00
Sprinklers	Butterfly	39.5" /1 m OAL aluminum pole c/w 3/4"/19mm M x F GHT threads	heads	30	\$ 166.67	\$	5,000.10
	1/2"/13mm head	(4.3gpm/19.5lpm @ 7/32"/5.6mm nozzle, 7.8gpm/35.5lpm @ 50psi/345kPa = 55"/16.8 m wetted radius)	heads	50	\$ 139.62	\$	6,981.00
	Large 3/4"	Or (3/16"/4.8mm nozzle, 5.9gpm/26.4lpm @ 50psi/345kPa = 41"/12.5m wetted radius)	heads	50	\$ 101.80	\$	5,090.00
	Small 1/2"/13mm	Or (7/64"/2.8mm nozzle, 2.0gpm/9.1lpm @ 50psi/345kPa = 36"/11m wetted radius)	heads	50	\$ 101.80	\$	5,090.00
Water thieves	2.5"/64mm M x F BAT thread x 1.5"/38mm QC	Pyrolite National Fire No Shut Off	#	15	\$ 249.00	\$	3,735.00
	1.5"/38mm QC X 3/4"/19mm male GHT c/w shutoff	Pyrolite or plastic	#	100	\$ 21.03	\$	2,103.00
Adapters		2.5" /64mm hydrant gate valve F x M BCT	#	2	\$ 418.78	\$	837.56
		2.5"/64mm BCT double female coupling	#	1	\$ 111.82	\$	111.82
		2.5"/64mm BCT double male coupling	#	1	\$ 77.16	\$	77.16
		2.5"/64mm BCT gated wye	#	1	\$ 1,398.66	\$	1,398.66
		2.5"/64mm BCT to 1.5"/38mm QC	#	5	\$ 72.40	\$	362.00
		Hydrant wrench	#	2	\$ 50.06	\$	100.12
	Miscellaneous	3 way 3/4"/19mm GHT individually gated	#	20	\$ 12.38	\$	247.60
	3/4" /19mm GHT double female adaptor	#	25	\$ 5.88	\$	147.00	
	1.5"/38mm QC x 3/4"/19mm GHT male reducers	#	5	\$ 11.60	\$	58.00	
	1.5"/38mm QC x 3/4"/19mm GHT female increasers	#	5	\$ 22.06	\$	110.30	
	Washer pack	Pump box	0	\$ -	\$	-	
		3/4"/19mm GHT Ball valve shutoffs	#	10	\$ 7.02	\$	70.20
Bladders	Portable tank	2500 imp. gal. / 1,365L	#	2	\$ 2,495.00	\$	4,990.00
	Drain valve kit	3" /76mm M to 1.5" /38mm M drain valve assembly c/w shutoff	#	2	\$ 80.78	\$	161.56
Ladders	Extension	24 ft/7.3m Grade A	#	1	\$ 359.00	\$	359.00
Lighting Kit	Generator	2,500 watt	#	1	\$ 1,300.00	\$	1,300.00
	Fuel can	4 gal/20 litres	#	1	\$ 29.99	\$	29.99
	Halogen yard light	Double head c/w stand or sim.	#	2	\$ 295.00	\$	590.00
	Extension cord	50 ft/15.2m	#	2	\$ 134.04	\$	268.08
	Power bars		#	1	\$ 53.50	\$	53.50
FF tools	Shovels		#	1	\$ 21.86	\$	21.86
	Pulaskis		#	1	\$ 149.99	\$	149.99
	McLeod tool		#	1	\$ 227.08	\$	227.08
	Axe	2.5 lb./1.1kg 28"/71cm handle	#	1	\$ 53.82	\$	53.82
	Backpack pump	5 gal/22L collapsible	#	1	\$ 192.58	\$	192.58
Impact tool kit	Impact driver	c/w case, charger, 2 batteries, 2 bit sets	#	2	\$ 329.95	\$	659.90
Carpenters tool kit	Tool box	Includes items listed below	#	2	\$ 127.32	\$	254.64
	Tool belt	4 pocket	#	2	\$ 120.54	\$	241.08
	Claw hammer		#	2	\$ 53.82	\$	107.64
	Pry bar	18"/46cm	#	2	\$ 12.34	\$	24.68
	Staple gun	(or hammer) c/w staples	#	2	\$ 78.47	\$	156.94
	Pliers	Channel lock 10"/25cm	#	2	\$ 29.33	\$	58.66
	Screwdriver	Multi	#	2	\$ 22.95	\$	45.90
	Wrench	Crescent 6"/15cm	#	2	\$ 24.00	\$	48.00
	Wrench	Crescent 10"/25cm	#	2	\$ 27.22	\$	54.44
	Wrench	Pipe 14"/36cm	#	2	\$ 94.95	\$	189.90
	Conduit clamps	50 - 3/8"/9.5mm in bag	bag	8	\$ 11.50	\$	92.00
	Pipe strapping	rolls	#	2	\$ 10.48	\$	20.96
	Tin snips	+ 10"/25cm	#	2	\$ 35.62	\$	71.24
	Screws	100- 1 3/4"/44mm	bag	8	\$ 10.24	\$	81.92
	Nails	50- 2 1/2"/64mm duplex	bag	8	\$ 6.87	\$	54.96
	Saw	Carpenter hand	#	2	\$ 39.18	\$	78.36
	Circular saw, wood	Electric - cordless	#	1	\$ 709.95	\$	709.95

Poly	Rolls	200 ft/61m X 6mil	#	3	\$ 202.23	\$ 606.69	
Sign boards	Chloroplast c/w 10 felt marking	2 ft/61cm x 2 ft/61cm blank	#	20	\$ 14.95	\$ 299.00	
Tape		Flagging - blue & yellow	Rolls	5	\$ 4.17	\$ 20.85	
		Teflon	Rolls	2	\$ 1.18	\$ 2.36	
		Duct	Rolls	2	\$ 9.98	\$ 19.96	
		Electrical	Rolls	2	\$ 2.23	\$ 4.46	
Rags	Box		Kg.	2	\$ 18.32	\$ 36.64	
Misc tools	Rake	Leaf	#	1	\$ 46.87	\$ 46.87	
	Broom	Push	#	1	\$ 87.80	\$ 87.80	
	Cutters	Bolt 24"/ 6l cm or 36"/9 l cm	#	1	\$ 132.92	\$ 132.92	
Trailer misc	Tie downs	1 5"/38cm bungee cords	#	5	\$ 2.92	\$ 14.60	
		20"/51cm bungee cords	#	5	\$ 3.48	\$ 17.40	
		30"/76cm bungee cords	#	5	\$ 4.10	\$ 20.50	
		Cargo shelf strap 6 ft/1.8m	#	8	\$ 24.95	\$ 199.60	
	Tie down straps	Ratchet	pairs	1	\$ 38.38	\$ 38.38	
	Poly rope -3/8 " 19.5mm	Roll	#	1	\$ 22.66	\$ 22.66	
	Fire extinguisher	51b/2.2kg	#	1	\$ 122.27	\$ 122.27	
	First aid kit	Level 1	#	1	\$ 99.60	\$ 99.60	
	Cones	Safety marker 1 8"/46cm	#	2	\$ 15.75	\$ 31.50	
	Chainsaw kit	Chainsaw	Min. 57 cc c/w 20"/51cm bar	#	1	\$ 1,250.00	\$ 1,250.00
		Chainsaw gas can	6 L. combo-can	#	1	\$ 30.25	\$ 30.25
Chain oil		5L	#	1	\$ 24.73	\$ 24.73	
PPE		.Chaps, regular	#	1	\$ 308.33	\$ 308.33	
Tool kit		Bar wrench, grease gun, spare spark plug, chain filing gauge	#	1	\$ 384.62	\$ 384.62	
Machete			#	1	\$ 48.10	\$ 48.10	
Wheelbarrow			#	1	\$ 377.75	\$ 377.75	
Files		Chain & Raker	#	2	\$ 500.00	\$ 1,000.00	
Trailer		Trailer plus Custom Shelving	Includes shelving, totes, logos	#	1	\$ 56,000.00	\$ 56,000.00
						<b>MSRP \$ 183,755.12</b>	

Options	
Department or Company Logos	\$1495-\$3000
Aluminum Chainsaw and Equipment Holder	\$550.00
Stabalizing Hitch Includes Install Aluminum Hose Roller w/ Tripod and Hitch Mount	\$550.00
Satellite Tracking System	\$3,995.00
	\$2495 + Monthly Service Fees

**Package Price**  
**\$174,900**

Note: WASP Reserves the right to replace equipment as needed based on availability at time of SPU build, providing it is of equal value and quality without requiring authorization from client in advance. Any defective products are backed by standard manufacturer warranty, generally 1 year. Labour guarantee good for 12 months after delivery of SPU due to defects only. Any act of god or natural disaster related issues will not be covered under normal terms. Payment terms are 40% due upon acceptance to order equipment and commence with build. Balance due within Net 30 FOB.





## Wasp Wildfire Type 2 Structure Protection Backgrounder

Wasp is the leading provider of this type of trailer in North America, having sold 17 in the past 18 months to various fire departments and corporations, including Richmond, Coldstream, Smithers and Delta along with a unit to The Northwest Territories and a Type 2 unit to Gillam, Manitoba. Most recently, Wasp has delivered Type 2 units to both the Tahltan First Nations and Vernon Fire Department and just before Christmas delivered a complete Type 2 to West Vancouver Fire Rescue.

Wasp can provide references from any of the departments to which we have delivered a trailer upon request and would encourage you to reach out to our most recent deliveries:

Chief Keith Stecko of Smithers Fire Rescue at [kstecko@smithers.ca](mailto:kstecko@smithers.ca)

Chief David Sturgeon at Coldstream Fire Department at [coldstream\\_chief@coldstream.ca](mailto:coldstream_chief@coldstream.ca)

Deputy Chief Kevin Gray at Richmond Fire Rescue at [kgray@richmond.ca](mailto:kgray@richmond.ca)

Deputy Chief Brad Wilson of Delta Fire Department at [BWilson@delta.ca](mailto:BWilson@delta.ca)

### Type 2 Structure Protection Unit Profile

British Columbia Wildfire Services and The Office of the Fire Commissioner began development of Type 2 designated mobile structure protection trailers after the devastating fires of 2003, in which hundreds of homes were lost to wildfire in one of the province's larger cities. During the event, officials worried they might lose the entire city of over 120,000 people to the wildfire, as structure fires began to occur miles from the fire line via windblown burning embers.

It became apparent to the province there had to be a better way to protect homes and property that was both effective and conservative with water, as water is usually in short in supply during wildfire events.

Over the next two decades, the province created an equipment list for a Type 2 that allows for quick distribution of sprinklers in a trailer that weighs under 10,000lbs and can be towed into both urban and

rural areas by any ¾ ton or larger pickup and most modern ½ ton pickups. With six gas powered pumps and multiple hydrant connectors, along with the ability to operate sprinklers directly off a home's existing hose bibs, a Type 2 SPU can protect anywhere from 6 properties located on the outskirts of a community to over 100 houses located in a subdivision with city water.

The development of these units has been so successful in British Columbia, that there are now over 45 of these trailers operated by fire departments and independent contractors throughout the province. British Columbia Wildfire Services itself owns two even larger Type 1 units and multiple Type 2 trailers for deployment when needed. The province also operates an Urban SPU, which is dedicated to the Wasp Gutter Mount Sprinkler Brackets and is devoted to protecting properties within city limits with a city water supply. With 1,500 gutter mount brackets on board, this unit can protect literally hundreds of homes in an urban setting from wildfire.

All this in a province with a population of just over 5million people. The province has trained firefighters from throughout the world on the use of sprinklers including from the United States, Australia, and European and African nations. The use of sprinklers for structure protection is now accepted practice throughout Canada and Australia and growing in the United States, as both FireWise and FireSmart along with the NFPA are endorsing sprinklers as a viable practice in protecting homes from wildfire.

***"In my opinion, it would have made a huge difference in the Kelowna fires of 2003, especially on the first night when we lost homes in the Rimrock Timberline. We lost 15 homes that night and the reason we lost them was because we had to pull our crews and couldn't leave anything behind. If we had a system like Wasp, we could have set it up before we had to pull out and I'm sure a lot of those homes, if not all of them, would still be standing"***

***Gerry Zimmerman***

***Former Fire Chief (Kelowna Fires 2003)***

***Kelowna, British Columbia***

### **Company Profile**

For almost a decade, Wasp has been providing equipment to fire departments throughout North America, with offices in British Columbia, Canada and Nevada, USA. The company holds patents for our Gutter Mount Sprinkler Brackets in both the USA and Canada and are now patent pending worldwide as we expand into Australia and Europe with this equipment. In 2016, BC Wildfire Services, through the Office of the Fire Commissioner, purchased 40 of our brackets to test in real world conditions. In 2017, after trying out the brackets the previous year, they purchased 2,300 and now have a Urban Structure Protection Unit (see above) dedicated to these brackets.

Wasp specializes in Type 2 Structure Protection Units (SPUs) and works with some of the most experienced builders and designers of this type of equipment available. We are also a firm believer in the need for these trailers, and as such created Wasp Wildfire Equipment Rentals in 2019, where we operate a rental fleet of 10 Type 2 SPUs. These units are on contract with BC Wildfire Services for use during wildfire events and are known to be of the highest quality available with the newest technology,

including satellite tracking of each unit along with geo fencing. This allows Incident Commanders to know in real time when the unit moves and where it's located at all times during large wildfire emergencies.

Wasp is also one of the larger suppliers of wildfire related equipment in North America. Due to our volume of sales in this area, Wasp was awarded Platinum Dealership Status for Waterax Pumps in both Canada and the United States in June of 2019. Waterax is one of the largest manufacturers of wildfire specific pumps in the world. With this designation, Wasp is now a warranty depot for all Waterax products, including hose and affiliated equipment. Wasp is also an approved supplier for Mercedes Textiles, Wick Pumps, CET Pumps, Scotty Fire, Newline, Rainbird, Nelson Irrigation, SEI Industries and FireTak, among others.

Our design team has worked on all the SPUs sold by Wasp and directly for British Columbia Wildfire Services on their Type 2 SPUs. The team is headed by:



Darrell Schmidt has over 30 year's experience with aluminum welding and custom fabrication of fire fighting equipment for government and fire departments. He oversees custom installation of all Wasp shelving for Structure Protection Units along with design and development of other Wasp products, including swap loader pump designs along with custom light standards used for industrial and construction purposes.



Wasp Equipment Design Manager, Gord Parker. Gord has over 30 years experience, both as a Sr. Wildfire Structure Protection Specialist with BC Wildfire Services as well as being a former Deputy Chief with a large urban fire department in Greater Vancouver. Gord is one of the most respected and experienced wildfire firefighters in North America, and has trained firefighters from throughout Canada, the US, Australia and Africa. Gord still works as a Sr. Officer for BC Wildfire Services and is called upon to assist when needed by the provincial government during large wildfire emergencies.

### Design Parameters

Weight is an important factor, as keeping weight below 10,000 lbs for a fully loaded Type 2 Trailer greatly affects the size of the tow vehicle and how easy the trailer is to tow. That is why Wasp only uses aluminum for all our shelving and work benches, as it provides the strength while greatly reducing the weight as compared to steel shelving. Wasp specializes in aluminum welding and fabrication, and their experience allows for thoughtful design of shelving allowing for widest aisle and spaces where needed to offload equipment quickly and easily, as well as providing specialty racks for sprinkler spikes and offsets. This allows for easy sorting and inventory at a glance after deployment.





### **Confirmation of Quality Assurance and Warranty Period**

Because of the amount of Type 2 units we sell, our cargo trailers are custom ordered from the Cargo Mate Factory in Oregon to our exact specifications. This includes extra height and width compared to standard cargo trailers, location of light switches throughout the trailer, battery placement, ramp and side man-door placement, LED lighting to conserve battery power, non-slip flooring for safety, easy battery charging plug ins, full size spare on tongue and a complete fuse box for future add ins. Options include stabilizing hitches, satellite tracking with geo fencing, trailer wrapping with department logos and custom aluminum chainsaw carriers along with aluminum pump bases to secure and protect pumps while in use.

Regarding warranty claims, which are unusual but will invariably happen, Wasp acts as your representative with the manufacturers. Smaller parts are generally replaced without having to return the defective unit. Usually, a picture will suffice. For larger equipment, Wasp will cover shipping to the manufacturer on your behalf during the warranty period, whether the warranty is approved or rejected by the manufacturer. In many cases, Wasp can, as a trusted supplier representative, adjudicate the warranty issue on behalf of the actual manufacturer. Our values, as stated on our website:

***“We strive to provide the very best service and products available to our customers. We know it’s of the utmost importance that equipment used for wildfire protection work when needed and be of the highest quality.***

***Our mission is to ensure, to the very best of our ability, that this is the case. Whether it be the smallest gasket or the largest pump, the products we provide must be of the highest caliber available.***

***These are our core values and we stand behind them on every sale and every order. You have my word on it!”***

The “my word” refers to Randy Cowling, the President.

## References

Please see page 1, but on top of that Wasp provides equipment to well over 150 fire departments and wildfire equipment distributors throughout the United States and Canada. We are highly involved in Community Fund Raising Programs with hundreds of departments currently promoting and selling our Wasp Residential Wildfire Protection Kits in their areas.

This program has been extremely successful, as it helps fire departments not only raise funds, but also gets the “*conversation started*” within the community, getting homeowners to take responsibility for the upkeep and protection of their property. FireSmart and FireWise are starting to endorse sprinkler protection as well, and Wasp is working closely with local organizers to provide kits as give aways and door prizes during FireSmart events and open houses.

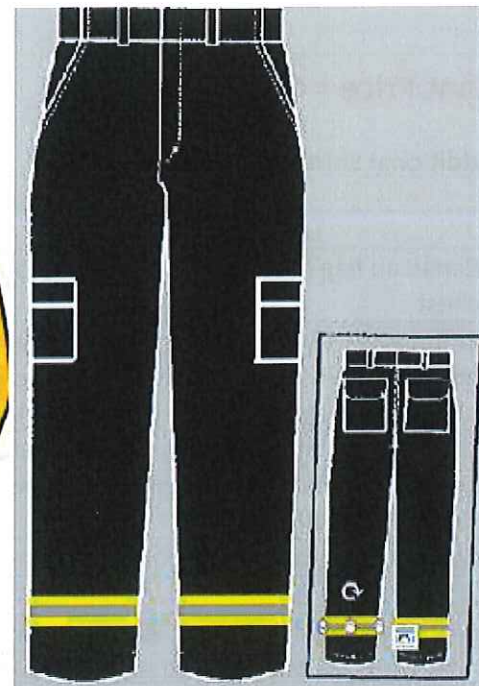




Wasp Wildfire  
www.waspwildfire.com info@waspwildfire.com  
Toll Free North America: 1-855-508-1414  
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Pemberton  
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Starfield LION

INDURA Wildland Coat and Pant Promo NFPA 1977 Certified





**Wildland Shirt Specifications - STL-2004WLDPROMOIN7**

Specification	Included	Notes
Wildland shirt in 7.0 oz INDURA COTTON	Included	
Certified to NFPA 1977 standard	Included	
Yellow, Red or Navy in colour only	<b>PLS Select</b>	
Zipper front jacket closure	Included	
Adjustable hook and loop wristlet closures keep embers, sparks, and other debris from penetrating.	Included	
One chest pocket with full coverage pocket flaps (hook and loop closure) and pen slot (left side). Right chest.	Included	
One Radio pocket complete with Mic loop on left chest	Included	
Extra-long front and back hem that can be tucked in or left out of pant	Included	
All stitching accents and hook and loop to be black in colour regardless of the Nomex IIIA colours used.	Included	
Nomex hanger loop closure at neck	Included	
Major seams include double needle sewing for maximum durability.	Included	
3M brand 2" triple trim located 360 around both wrists - <b>Please select Yellow/Red</b>	Included <b>PLS Select</b>	
One line of 3M brand 2" triple trim on upper back. <b>Please select Yellow/Red</b>	Included <b>PLS Select</b>	
NFPA 1977 certified silver or lime heat seal lettering, 11" wide, 3 rows only, 2" or 3" letters <b>Please select Arched or Straight</b>	Included <b>PLS Select</b>	

**Coat Price = \$210**

**Additional Shirt Options**

Specification	Yes/No	Notes
Canadian flag (size 1.75" x 3.5") sewn onto the left chest		Add \$8.00
Embroidery Velcro Patch on same coloured self-material sewn to a FR black Velcro patch, to go on top of the right chest pocket – maximum size of 2" x 3"		Add \$16.00
Embroidery Patch sewn on same coloured self-material patch to go on right side of the chest – maximum size of 2" x 5"		Add \$14.00
Epaulettes with button closure		Add \$13.00
Zipper Sleeve Cuff		Add \$25.00
Sewn on shoulder flashes, Fire Department supplied. They must be certified and made of NOMEX		Add \$5.00 each



**Wildland Pant Specifications - STL-1004WLDPRMOIN9**

Specification	Included	Notes
Wildland Pant in 9.0 oz INDURA COTTON	Included	
Certified to NFPA 1977 standard	Included	
Yellow, Black, Red, Navy, Royal Blue, Orange in colour	<b>PLS Select</b>	
Self-locking, zipper fly closure with fabric shield to prevent heat transfer with button closure	Included	
Durable belt loops accommodate up to 2" belt.	Included	
Two spacious contoured front slash pockets.	Included	
Two large seat pockets fully covered by flaps.	Included	
Elasticized waist for comfort and flexible fit.	Included	
All stitching accents and hook and loop must be black in colour regardless of the Nomex IIIA colours used as outlined.	Included	
Adjustable hook and loop ankle closures keep embers, sparks, and other debris from penetrating leg area.	Included	
Major seams include double needle sewing for maximum durability.	Included	
3M brand 2" triple trim located 360 around both ankles.	Included	
Two large semi-bellow cargo pockets located on the left and right thigh.	Included	

**Pant Price = \$200**

**Additional Pant Options**

Specification	Yes/No	Notes
10" zipper lower leg closures		Add \$25.00

**Total Price = \$410.00**

**Date:** Tuesday, September 21, 2021

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

**From:** Gwendolyn Kennedy, Legislative Assistant

**Subject:** Tax Exemption (Stewardship Pemberton Nature Centre) Bylaw No. 906, 2021 –  
First, Second, and Third Readings

---

### **PURPOSE**

The purpose of this report is to present to Council Village of Pemberton Tax Exemption (Stewardship Pemberton Nature Centre) Bylaw No. 906, 2021, or First, Second, and Third Readings.

### **BACKGROUND**

At Regular Council Meeting No. 1288 on October 18, 2011, Council adopted Permissive Tax Exemption Bylaw No. 672, 2011, granting a permissive tax exemption to Stewardship Pemberton Society for a ten-year period from 2012 to 2021, for the lands described as Block B District Lot 203, Lillooet Land District, PID 001-827-031, and the improvements on this parcel.

In anticipation of the expiry of the existing lease agreement and permissive tax exemption at the end of 2021, at Regular Council Meeting No. 1542 held on Tuesday, July 13, 2021, Council rose with report from in camera with the following resolutions:

*Moved/Seconded*

**THAT** the lease agreement between the Village and Stewardship Pemberton for a small area within One Mile Lake Park that houses the Nature Centre be renewed for a ten-year term with one ten-year renewal;

**AND THAT** Mayor and Chief Administrative Officer be authorized to sign the lease agreement on behalf of the Village.

**CARRIED**

*Moved/Seconded*

**THAT** Staff be directed to issue a Notice of Disposition respecting the lease of the lands to Stewardship Pemberton.

**CARRIED**

*Moved/Seconded*

**THAT** Staff be directed to prepare a Permissive Tax Exemption Bylaw for consideration by Council.

**CARRIED**

**RECOMMENDATIONS**

**THAT** Village of Pemberton Tax Exemption (Stewardship Pemberton Nature Centre) Bylaw No. 906, 2021, receive First, Second, and Third Readings.

**ATTACHMENTS**

**Appendix A:** Village of Pemberton Tax Exemption (Stewardship Pemberton Nature Centre) Bylaw No. 906, 2021

**Appendix B:** Notice of First, Second, and Third Readings

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



VILLAGE OF PEMBERTON

BYLAW NO. 906, 2021

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A bylaw to provide for a permissive tax exemption for Stewardship Pemberton Society

---

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

**PART 1: CITATION**

1.1 This Bylaw may be cited for all purposes as the “Village of Pemberton Tax Exemption (Stewardship Pemberton Nature Centre) Bylaw No. 906, 2021.”

**PART 2: APPLICATION**

2.1. The land hereinafter described and the improvements thereon which are set apart and in use for not-for-profit activities, are hereby exempt from taxation under Section 224 (2) (a) of the *Community Charter* for a ten (10) year period from 2022 until 2031:

a) Block B District Lot 203, Lillooet Land District, PID 001-827-031

**READ A FIRST TIME** this \_\_\_\_ day of September, 2021.

**READ A SECOND TIME** this \_\_\_\_ day of September, 2021.

**READ A THIRD TIME** this \_\_\_\_ day of September, 2021.

**RECONSIDERED, PASSED AND ADOPTED** this \_\_\_\_ day of October, 2021.

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Mike Richman  
Mayor

---

Sheena Fraser  
Corporate Officer

# Public Notice

## Provision of Permissive Tax Exemption

Questions?  
We're  
Listening.



604.894.6135



admin@  
pemberton.ca



pemberton.ca

The Village of Pemberton proposes Permissive Tax Exemption Bylaw No. 906, 2021 to be brought forward at the Regular Council Meeting on Tuesday, September 21, 2021 at 5:30pm by Zoom webinar for First, Second and Third Readings.

The Village of Pemberton recognizes the significant value of organizations and groups in our community. A Permissive Tax Exemption is a means for Council to support organizations that further Council's objectives to enhance the quality of life while delivering services economically.

The land hereinafter described and the improvements thereon which are set apart and in use for not-for-profit activities, to be exempted from municipal taxation under Section 224 (2) (a) of the *Community Charter* for the following proposed period:

Property	Years	Municipal Revenue Forgone		
		Year 1	Year 2	Year 3
Stewardship Pemberton Nature Centre Block B, District Lot 203, PID 001-827-031	10	\$698.19	\$699.94	\$701.69

General enquiries regarding the proposed Bylaw to provide for a Permissive Tax Exemption and any financial enquiries related to assessment and taxes should be directed to Nikki Gilmore, Acting Manager of Finance, at (604) 894-6135, or [ngilmore@pemberton.ca](mailto:ngilmore@pemberton.ca).

Village of Pemberton  
Regular Council Meeting No. 1545  
Tuesday, September 21, 2021

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**Date:** Tuesday, September 21, 2021

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

**From:** Gwendolyn Kennedy, Legislative Assistant

**Subject:** Board of Variance Bylaw No. 893, 2021, Amendment Bylaw (Fees) No. 907, 2021  
- First, Second and Third Readings

---

### **PURPOSE**

The purpose of this report is to present to Council Board of Variance Bylaw No. 893, 2021, Amendment Bylaw No. 907, 2021 for First, Second, and Third Readings.

### **BACKGROUND**

On March 16, 2021, Council adopted Board of Variance Bylaw No. 893, 2021 (**Appendix A**). Since then, Development Services has found that the \$400 non-refundable application fee established in section 6.3 of the bylaw is not sufficient to ensure cost recovery for all applications. This proposed amendment bylaw, attached as **Appendix B**, was drafted to add provision for cost recovery for those applications that, in their review, involve costs to the Village that exceed \$400.

### **DISCUSSION & COMMENTS**

To facilitate future fee changes, the proposed fee structure has been created as a schedule, attached as **Appendix C**, that will be added to Fees and Charges Bylaw No. 905, 2021 by an amendment bylaw. The proposed fee schedule retains the non-refundable application fee of \$400 and adds cost recovery for costs exceeding this amount. Wording has been added to section 6 of the Bylaw to specify cost recovery and to reference Fees and Charges Bylaw No. 905, 2021.

For convenience, other minor corrections have been made to the Bylaw to clarify the application process, and are shown in red font in a track changes version of Board of Variance Bylaw No. 893, 2021, attached as **Appendix D**:

- the terms “applicant”, “application”, and “Building Official” have been added to the definitions in section 3.1;
- the term “Manager of Development Services” has been replaced with the term “Manager”;
- duplicate wording was removed from section 3.2;
- wording in sections 6.2, 6.3 and 6.4 was clarified; and
- in section 9.2, the term “Building Inspector” was replaced with “Building Official” to align with current Village roles.

### **COMMUNICATIONS**

This initiative does not require a communications element.

If the amendment bylaw is adopted, Staff will post a consolidated version of the bylaw on the Village website to ensure that users are aware of the changes.

### **LEGAL CONSIDERATIONS**

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

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

There are no impacts to the budget or Staff hours for consideration.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

Interdepartmental Approval by:	Lisa Pedrini, Manager of Development Services
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### **IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

This initiative has no impact on other jurisdictions.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **RECOMMENDATIONS**

**THAT** Village of Pemberton Board of Variance Bylaw No. 893, 2021, Amendment (Fees) Bylaw No. 907, 2021, receive First, Second, and Third Readings.

### **ATTACHMENTS:**

**Appendix A:** Board of Variance Bylaw No. 893, 2021

**Appendix B:** Board of Variance Bylaw No. 893, 2021, Amendment (Fees) Bylaw No. 907, 2021

**Appendix C:** Draft Fee Schedule

**Appendix D:** Board of Variance Bylaw No. 893, 2021, track changes version

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

**VILLAGE OF PEMBERTON**

**BYLAW No. 893, 2021**

**A BYLAW TO ESTABLISH A BOARD OF VARIANCE**

**WHEREAS** the Council of the Village of Pemberton has adopted a Zoning Bylaw:

**AND WHEREAS** the *Local Government Act*, provides that where a Council has adopted a Zoning Bylaw, there shall be established, by bylaw, a Board of Variance.

**AND WHEREAS** the *Local Government Act* provides that in a bylaw establishing a Board of Variance there shall be set out the procedures to be followed by the Board of Variance, including the manner in which appeals are to be brought to the Board of Variance and how notices of applications to the Board of Variance are to be given;

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

**1. CITATION**

- 1.1 This Bylaw may be cited for all purposes as the “Board of Variance Bylaw, No. 893, 2021”.

**2. ESTABLISHMENT**

- 2.1 The Board of Variance is hereby established in accordance with the provisions of the *Local Government Act*.

**3. INTERPRETATION**

- 3.1. In this Bylaw:

<b>“Board”</b>	means the Village of Pemberton Board of Variance;
<b>“Chair”</b>	means the Chair of the Board of Variance;
<b>“Council”</b>	means the Council of the <i>Village</i> ;
<b>“Manager of Development Services”</b>	means the person appointed by the Chief Administrative Officer for the Village as the Manager of Development Services and

includes any person temporarily appointed or designated to act in their place;

**“Village”**

means the Village of Pemberton;

3.2 Unless otherwise defined herein, words and phrases in this Bylaw have the same meanings as in the Local Government Act, Community Charter, or Interpretation Act (British Columbia), as the context required. A reference to a statute, regulations or bylaw refers to that enactment as amended or replaced from time to time.

3.3 A reference contained within this Bylaw to any enactment of British Columbia or the Village of Pemberton is a reference to the enactment amended, revised, consolidated, or replaced from time to time.

#### **4. APPOINTMENT OF BOARD MEMBERS**

4.1 The *Board* shall consist of three (3) members appointed by *Council*.

4.2 The *Board* shall elect one of their members as *Chair*, who may appoint an acting *Chair* to preside in the absence of the *Chair*.

4.3 Each *Board* member shall hold office for a term of three (3) years or until a successor is appointed, but a member may be re-appointed for a further term(s).

#### **5. MEETINGS**

5.1 The *Board* shall determine the meeting schedule with a minimum of one meeting scheduled per month, except for December.

5.2 In the event that no application of appeal to the *Board* is submitted at least twenty-nine (29) calendar days prior to the date of the next meeting, then no meeting shall be held.

5.3 The *Board* shall be convened by the *Chair* on the date of the hearing and at the time set out in the notice.

5.4 The *Board* shall hear representation made to the *Board*.

5.5 All meetings and deliberations of the *Board* shall be open to the public.

#### **6. PROCESS AND FEES**

- 6.1 The *Board* shall hear and determine applications as specified under Section 542, 543 and 544 of the *Local Government Act*.
- 6.2 The *Manager of Development Services* may prescribe:
- a) the form and content of application forms; and
  - b) whether or not an application is complete.
- 6.3 Any person desiring to be heard by the Board of Variance must submit an application as follows:
- a) Completed application form and accompanied by supporting documents as indicated on the form;
  - b) Filed with the Village of Pemberton Development Services Department;
  - c) Signed by either the applicant or by a person authorized to sign on behalf of the applicant; and
  - d) Accompanied by the non-refundable application fee of \$400.00
- 6.4 Where an appeal is based on a determination of value made pursuant to Section 544(1) of the *Local Government Act*, notice of appeal shall be filed no later than thirty (30) days after the appellant has been advised in writing of such determination.

## **7. NOTICE OF HEARING**

- 7.1 The Village shall not less than seven (7) calendar days before the hearing of an appeal under Section 540 of the *Local Government Act*, mail or otherwise deliver notice of the hearing to all owners and occupiers of land that are at a distance no greater than 100 meters from the property line of the lands subject to the application.
- 7.2 The notice of the hearing shall state the date, place, and time of the hearing and shall state the subject matter of the application.
- 7.3 *The Village* shall upon receipt of any notice of application or of any written evidence entered before the hearing including staff reports, permit the same to be inspected at the *Village* office during regular office hours.

## **8. CONDUCT OF HEARING**

- 8.1 A quorum for the Board shall be two (2) members. In the absence of the Chair, and provided that they have not appointed an Acting Chair, the remaining members may appoint one or the other as an Action Chair for the duration of the hearing.

- 8.2 The *Chair* is a member and is entitled to vote on all matters coming before the *Board*.
- 8.3 Any person or body with interest in property within the Municipality of Pemberton is entitled to be heard at the hearing and is entitled to be represented by a solicitor or by an agent duly appointed in writing.
- 8.4 Any person represented in accordance with Section 8.3, whether or not also attending in person, shall be deemed to be a party attending the hearing.
- 8.5 The *Village*, through an official appointed by *Council*, is entitled to be heard as a party attending the hearing.
- 8.6 Evidence at a hearing may be given orally or in writing, but the *Board* shall not hear oral evidence except at a regularly constituted hearing of the subject matter of that evidence.
- 8.7 No member of the *Board* shall discuss the merits of the appeal with any person who is not a member of the *Board* or *Village* staff, before the *Board* has reached a decision.
- 8.8 The applicant shall be afforded the first opportunity to present their evidence and arguments, thereafter evidence and arguments shall be presented in such sequence as the *Chair* may direct until all parties to the application have been afforded a reasonable opportunity to be heard.
- 8.9 The *Board* may view the property affected by the appeal and surrounding properties.
- 8.10 The *Board* may adjourn a hearing and no further notice of the hearing is required if the date, time and place for its resumption are stated to those present at the time of adjournment.
- 8.11 If the applicant, having failed to notify the *Village* at least three (3) days in advance that neither he nor a representative is able to attend, does not appear at the hearing, the *Board* may proceed to decide the appeal in their absence.

## **9 DECISION**

- 9.1 The decision of the majority shall be the decision of the *Board*, provided that where the votes of the members present, including the vote of the *Chair* or *Acting Chair*, are equal for and against allowing an appeal, the appeal shall be denied.



- 9.2 The *Village* shall, within seven (7) days of a decision, send by mail or otherwise deliver the written decision of the *Board* to the applicant and the *Village* Building Inspector.
- 9.3 The *Village* shall, within seven (7) days of the decision, enter that decision in the record maintained at the local government office.
- 9.4 A decision of the *Board* may contain such conditions as it deems advisable under the circumstances.
- 9.5 A decision of the *Board* is final.

## 10 GENERAL

- 10.1 Subject to the provisions of this bylaw, the *Board* shall determine its own procedure.
- 10.2 Wherever the singular is used in this bylaw, the same shall be construed to mean the plural or body corporate as the context may require.

## 11 REPEAL

- 11.1 “The Corporation of the Village of Pemberton Board of Variance Bylaw, No. 678, 2011” and its amendments are hereby repealed.

**READ A FIRST TIME** this 2 day of March 2021.

**READ A SECOND TIME** this 2 day of March 2021.

**READ A THIRD TIME** this 2 day of March 2021.

**READ A FOURTH TIME AND FINALLY ADOPTED** this 16<sup>th</sup> day of March, 2021.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

VILLAGE OF PEMBERTON  
BYLAW No. 907, 2021

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**A bylaw to amend Village of Pemberton Board of Variance Bylaw No. 893, 2021**

---

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

**PART 1: CITATION**

1.1 This bylaw may be cited for all purposes as the “Village of Pemberton Board of Variance Bylaw No. 893, 2021, Amendment (Fees) Bylaw No. 907, 2021”.

**PART 2: APPLICATION**

2.1. Village of Pemberton Board of Variance Bylaw No. 893, 2021, is amended as follows:

a) **PART 6 PROCESS AND FEES** is amended by:

i. In section 3.1,

(a) inserting the following new definitions:

**“Application”** means an application of appeal to the Board of Variance.

**“Applicant”** means a person who has submitted an application of appeal to be heard by the Board of Variance, or their authorized agent.

(b) inserting the term “Building Official” and definition as follows:

**“Building Official”** means the person appointed to this role for the Village and their designate.

and

(c) striking out the term “Manager of Development Services” and replacing it with the term “Manager”;

ii. striking out section 3.2 and inserting the following in its place:

## APPENDIX B

- 3.2 Unless otherwise defined herein, words and phrases in this Bylaw have the same meanings as in the *Local Government Act*, *Community Charter*, or *Interpretation Act.*;
- iii. striking out section 6.2 and inserting in its place the following:
- 6.2. The *Manager* may
- a) prescribe the form and content of an application form, and
  - b) determine if an application is complete.;
- iv. striking out section 6.3 and inserting the following in its place:
- 6.3. A person desiring to be heard by the *Board* must submit to the *Manager*
- a) a completed application, signed by the *applicant*,
  - b) all required supporting documents, and
  - c) the non-refundable application fee.;
- v. striking out section 6.4 and inserting it its place the following:
- 6.4. A person desiring to be heard by the *Board* under section 544 of the *Local Government Act* based on a determination of value made pursuant to section 532 (1) of the *Local Government Act* must submit to the *Manager* an *application* no later than thirty (30) days after being advised in writing of such determination.;
- vi. inserting a new section 6.5 as follows:
- 6.5 Fees, charges, and deposits for services that may be or are provided under this Bylaw shall be charged as set out in Village of Pemberton Fees and Charges Bylaw No. 905, 2021.;
- vii. inserting new sections 6.6, 6.7, 6.8, and 6.9 as follows:
- 6.6. The non-refundable application fee is the minimum fee payable.
- 6.7. If the *Manager* determines that the cost to process an *application* exceeds or may exceed the application fee, costs exceeding the application fee shall be recovered from the *applicant* based on actual staff and contractor costs incurred in processing the application.
- 6.8. The *Manager* may, at any stage of the application review, require the *applicant* to pay a deposit based on the Manager's estimate of the cost of processing the application.

## APPENDIX B

6.9. The *Manager* may withhold review of an *application* if the *applicant's* account is in arrears.;

viii. in section 8.2, striking out the second sentence;

ix. Inserting a new section 8.3 as follows:

In the absence of the *Chair*, and if the *Chair* has not appointed an Acting Chair, the remaining members may appoint one or the other as an Acting Chair for the duration of the hearing.;

x. in section 8.4, striking out the word "Municipality" and inserting in its place the word "Village";

xi. in section 8.5, replacing the reference to Section 8.3 with a reference to section 8.4; and

xii. in section 9.2, striking out the term "Building Inspector" and inserting in its place the term "Building Official."

**READ A FIRST TIME** this \_\_\_ day of \_\_\_, 2021.

**READ A SECOND TIME** this \_\_\_ day of \_\_\_, 2021.

**READ A THIRD TIME** this \_\_\_ day of \_\_\_, 2021.

**ADOPTED** this \_\_\_ day of \_\_\_, 2021.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

**SCHEDULE S – BOARD OF VARIANCE**

The following fees apply to applications to appeal to the Board of Variance:

<b>DESCRIPTION</b>	<b>FEE</b>
NON-REFUNDABLE APPLICATION FEE	\$400.00
EXPENSES EXCEEDING THE APPLICATION FEE	
STAFF TIME	COST RECOVERY
CONTRACTOR TIME	COST RECOVERY
ANY OTHER EXPENSES INCURRED BY THE VILLAGE	COST RECOVERY

VILLAGE OF PEMBERTON

BYLAW No. 893, 2021

---

A BYLAW TO ESTABLISH A BOARD OF VARIANCE

---

**WHEREAS** the Council of the Village of Pemberton has adopted a Zoning Bylaw:

**AND WHEREAS** the *Local Government Act*, provides that where a Council has adopted a Zoning Bylaw, there shall be established, by bylaw, a Board of Variance.

**AND WHEREAS** the *Local Government Act* provides that in a bylaw establishing a Board of Variance there shall be set out the procedures to be followed by the Board of Variance, including the manner in which appeals are to be brought to the Board of Variance and how notices of applications to the Board of Variance are to be given;

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

**1. CITATION**

- 1.1. This Bylaw may be cited for all purposes as the “Board of Variance Bylaw, No. 893, 2021”.

**2. ESTABLISHMENT**

- 2.1. The Board of Variance is hereby established in accordance with the provisions of the *Local Government Act*.

**3. INTERPRETATION**

- 3.1. In this Bylaw:

**“Application”**

means an application of appeal to the Board of Variance.

**“Applicant”**

means a person who has submitted an application of appeal to be heard by the Board of Variance, or their authorized agent.

“ <b>Board</b> ”	means the Village of Pemberton Board of Variance;
“ <b>Building Official</b> ”	means the person appointed to this role for the Village and their designate.
“ <b>Chair</b> ”	means the Chair of the Board of Variance;
“ <b>Council</b> ”	means the Council of the Village;
“ <b>Manager of Development Services</b> ”	means the person appointed by the Chief Administrative Officer for the Village as the Manager of Development Services and includes any person temporarily appointed or designated to act in their place;
“ <b>Village</b> ”	means the Village of Pemberton;

- 3.2. Unless otherwise defined herein, words and phrases in this Bylaw have the same meanings as in the *Local Government Act, Community Charter, or Interpretation Act (British Columbia)*, as the context required. ~~A reference to a statute, regulations or bylaw refers to that enactment as amended or replaced from time to time.~~
- 3.3. A reference contained within this Bylaw to an enactment of British Columbia or the Village of Pemberton is a reference to the enactment as amended, revised, consolidated, or replaced from time to time.

#### 4. APPOINTMENT OF BOARD MEMBERS

- 4.1. The *Board* shall consist of three (3) members appointed by *Council*.
- 4.2. The *Board* shall elect one of their members as *Chair*, who may appoint an Acting Chair to preside in the absence of the *Chair*.
- 4.3. Each *Board* member shall hold office for a term of three (3) years or until a successor is appointed, but a member may be reappointed for a further term(s).

#### 5. MEETINGS

- 5.1 The *Board* shall determine the meeting schedule with a minimum of one meeting scheduled per month, except for December.

- 5.2 In the event that no application of appeal to the *Board* is submitted at least twenty-nine (29) calendar days prior to the date of the next meeting, then no meeting shall be held.
- 5.3 The *Board* shall be convened by the *Chair* on the date of the hearing and at the time set out in the notice.
- 5.4 The *Board* shall hear representation made to the *Board*.
- 5.5 All meetings and deliberations of the *Board* shall be open to the public.

## 6. PROCESS AND FEES

- 6.1. The *Board* shall hear and determine *applications* as specified under Section 542, 543 and 544 of the *Local Government Act*.
- 6.2 ~~The *Manager of Development Services* may prescribe:~~
  - ~~a) the form and content of application forms; and~~
  - ~~b) whether or not an application is complete.~~
- 6.2. The *Manager* may
  - a) prescribe the form and content of an application form, and
  - b) determine if an *application* is complete.
- 6.3 ~~Any person desiring to be heard by the Board of Variance must submit an application as follows:~~
  - ~~a) Completed application form and accompanied by supporting documents as indicated on the form;~~
  - ~~b) Filed with the Village of Pemberton Development Services Department;~~
  - ~~c) Signed by either the applicant or by a person authorized to sign on behalf of the applicant; and~~
  - ~~d) Accompanied by the non-refundable application fee of \$400.00~~
- 6.3. A person desiring to be heard by the *Board* must submit to the *Manager*
  - a) a completed application, signed by the *applicant*,
  - b) all required supporting documents, and
  - c) the non-refundable application fee.
- 6.4. ~~Where an appeal is based on a determination of value made pursuant to Section 544(1) of the *Local Government Act*, notice of appeal shall be filed no later than thirty (30) days after the appellant has been advised in writing of such~~



- ~~determination.~~ A person desiring to be heard by the *Board* under section 544 of the *Local Government Act* based on a determination of value made pursuant to section 532 (1) of the *Local Government Act* must submit to the *Manager* an *application* to be heard by the *Board* no later than thirty (30) days after being advised in writing of such determination.
- 6.5. Fees, charges, and deposits for services that are or may be provided under this Bylaw shall be charged as set out in Village of Pemberton Fees and Charges Bylaw No. 905, 2021.
  - 6.6. The non-refundable application fee is the minimum fee payable.
  - 6.7. If the *Manager* determines that the cost to process an *application* exceeds or may exceed the application fee, costs exceeding the application fee shall be recovered from the *applicant* based on actual staff and contractor costs incurred in processing the application.
  - 6.8. The *Manager* may, at any stage of the *application* review, require the *applicant* to pay a deposit based on the *Manager's* estimate of the cost of processing the application.
  - 6.9. The *Manager* may withhold review of an *application* if the *applicant's* account is in arrears.

## 7. NOTICE OF HEARING

- 7.1 The *Village* shall not less than seven (7) calendar days before the hearing of an appeal under Section 540 of the *Local Government Act*, mail or otherwise deliver notice of the hearing to all owners and occupiers of land that are at a distance no greater than 100 meters from the property line of the lands subject to the application.
- 7.2 The notice of the hearing shall state the date, place, and time of the hearing and shall state the subject matter of the application.
- 7.3 *The Village* shall upon receipt of any notice of application or of any written evidence entered before the hearing including staff reports, permit the same to be inspected at the *Village* office during regular office hours.

## 8. CONDUCT OF HEARING

- 8.1 A quorum for the Board shall be two (2) members.
- 8.2 The *Chair* is a member and is entitled to vote on all matters coming before the *Board*.

- 8.3 In the absence of the *Chair*, and if the *Chair* has not appointed an Acting Chair, the remaining members may appoint one or the other as an Acting Chair for the duration of the hearing.
- 8.4 Any person or body with interest in property within the Municipality Village of Pemberton is entitled to be heard at the hearing and is entitled to be represented by a solicitor or by an agent duly appointed in writing.
- 8.5 Any person represented in accordance with section 8.4, whether or not also attending in person, shall be deemed to be a party attending the hearing.
- 8.6 The *Village*, through an official appointed by *Council*, is entitled to be heard as a party attending the hearing.
- 8.7 Evidence at a hearing may be given orally or in writing, but the *Board* shall not hear oral evidence except at a regularly constituted hearing of the subject matter of that evidence.
- 8.8 No member of the *Board* shall discuss the merits of the appeal with any person who is not a member of the *Board* or Staff, before the *Board* has reached a decision.
- 8.9 The applicant shall be afforded the first opportunity to present their evidence and arguments, thereafter evidence and arguments shall be presented in such sequence as the *Chair* may direct until all parties to the application have been afforded a reasonable opportunity to be heard.
- 8.10 The *Board* may view the property affected by the appeal and surrounding properties.
- 8.11 The *Board* may adjourn a hearing and no further notice of the hearing is required if the date, time and place for its resumption are stated to those present at the time of adjournment.
- 8.12 If the applicant, having failed to notify the *Village* at least three (3) days in advance that neither he nor a representative is able to attend, does not appear at the hearing, the *Board* may proceed to decide the appeal in their absence.

## 9. DECISION

- 9.1 The decision of the majority shall be the decision of the *Board*, provided that where the votes of the members present, including the vote of the *Chair* or Acting *Chair*, are equal for and against allowing an appeal, the appeal shall be denied.

- 9.2 The *Village* shall, within seven (7) days of a decision, send by mail or otherwise deliver the written decision of the *Board* to the applicant and the *Village Building Inspector Building Official*.
- 9.3 The *Village* shall, within seven (7) days of the decision, enter that decision in the record maintained at the local government office.
- 9.4 A decision of the *Board* may contain such conditions as it deems advisable under the circumstances.
- 9.5 A decision of the *Board* is final.

**10. GENERAL**

- 10.1 Subject to the provisions of this bylaw, the *Board* shall determine its own procedure.
- 10.2 Wherever the singular is used in this bylaw, the same shall be construed to mean the plural or body corporate as the context may require.

**11. REPEAL**

- 11.1 “The Corporation of the Village of Pemberton Board of Variance Bylaw, No. 678, 2011” and its amendments are hereby repealed.

**READ A FIRST TIME** this 2 day of March 2021.

**READ A SECOND TIME** this 2 day of March 2021.

**READ A THIRD TIME** this 2 day of March 2021.

**READ A FOURTH TIME AND FINALLY ADOPTED** this 16<sup>th</sup> day of March, 2021.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

**Date:** Tuesday, September 21, 2021  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Gwendolyn Kennedy, Legislative Assistant  
**Subject:** Fees and Charges Amendment (Board of Variance) Bylaw No. 908, 2021

---

### **PURPOSE**

The purpose of this report is to present to Council Fees and Charges Bylaw No. 905, 2021, Amendment (Board of Variance) Bylaw No. 908, 2021 for First, Second, and Third Readings.

### **BACKGROUND**

On July 27, 2021, Council adopted Village of Pemberton Fees and Charges Bylaw No. 905, 2021 (**Appendix A**), moving fees for most services from their source bylaws to schedules that form part of the new bylaw.

The fee for an application to the Board of Variance was not included due to an oversight. However, since adoption of Fees and Charges Bylaw No. 905, 2021, Development Services has requested that the fee structure for Board of Variance applications be changed to permit cost recovery related to the processing of applications. In response, Staff has proposed an amendment to Board of Variance Bylaw No. 893, 2021 to facilitate this change, and an amendment to Fees and Charges Bylaw No. 905, 2021, to add the new fee schedule to this Bylaw.

### **DISCUSSION & COMMENTS**

The proposed amendment bylaw, attached as **Appendix B**, makes the following changes to Fees and Charges Bylaw No. 893, 2021:

- Schedule S, Board of Variance, is added to and forms part of the Bylaw; and
- The Table of Contents is updated to reflect the change.

### **COMMUNICATIONS**

The proposed amendment does not require a communications element. If adopted by Council, Staff will post a consolidated version of the bylaw on the Village website.

### **LEGAL CONSIDERATIONS**

There are no legal, legislative or regulatory considerations.

**IMPACT ON BUDGET & STAFFING**

There are no impacts to the budget or staff hours for consideration.

**INTERDEPARTMENTAL IMPACT & APPROVAL**

There are no interdepartmental impacts for consideration.

**IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

This initiative has no impact on other jurisdictions.

**ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

**RECOMMENDATIONS**

**THAT** Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Board of Variance) Bylaw No. 908, 2021, receive First, Second, and Third Readings.

**ATTACHMENTS:**

**Appendix A:** Village of Pemberton Fees and Charges Bylaw No. 905, 2021

**Appendix B:** Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Board of Variance) Bylaw No. 908, 2021

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

## VILLAGE OF PEMBERTON

## BYLAW NO. 905, 2021

---

A bylaw to establish fees and charges for services and information.

---

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

**PART 1: CITATION**

- 1.1. This bylaw may be cited for all purposes as the “Village of Pemberton Fees and Charges Bylaw No. 905, 2021”

**PART 2: INTERPRETATION**

- 2.1. In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, bylaw, or other enactment refers to that enactment as amended or replaced from time to time.
- 2.2. Except as otherwise provided in this bylaw, words and phrases used herein have the same meanings as in the *Community Charter, Local Government Act, and Interpretation Act*.
- 2.3. Headings are used for convenience only and must not be construed as defining or limiting the scope or intent.
- 2.4. Nothing in this Bylaw relieves a person from complying with any federal or provincial enactment or any other bylaw or requirement of a permit, order, or licence.
- 2.5. A reference to a more specific matter in this bylaw supersedes a reference to a more general matter.
- 2.6. In this bylaw, *Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021.

**PART 3: FEES AND CHARGES**

- 3.1. The Village hereby imposes the fees for the provision of services and information as specified in Schedules A to S inclusive which are attached and form part of this Bylaw.
- 3.2. Fees and charges imposed under this Bylaw for the provision of services or information shall apply instead of other fees or charges imposed under other bylaws for the same services or information in the event of any conflict between this Bylaw and any other bylaw.
- 3.3. Fees collected for cost recovery shall be subject to an administrative fee as set out in Schedule A unless otherwise specified in this bylaw.

**PART 4: REPEAL**

- 4.1. Village of Pemberton Administrative Fees Bylaw No. 721, 2012 is hereby repealed.

## **PART 5: CONSEQUENTIAL AMENDMENTS**

### **5.1. Airport Establishment, Operations and Fees Bylaw No. 817, 2017 is amended by:**

- a. In Schedule A,
  - i. striking out all tables and wording except for the table labelled “FINES”;
  - ii. inserting the following before the table:

The following fines apply to any contravention of this bylaw;; and
  - iii. striking out the word “Offense” following the word “Third” and inserting in its place the words “and subsequent offenses, per offense”;
- b. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- c. striking out Part 5 and inserting the following in its place:
  - i. Council shall hereby levy fees, charges, and rates for tie-down and landing provided at the Airport.
  - ii. Fees and charges for services that may be or are provided under this Bylaw shall be payable as set out in *Fees and Charges Bylaw*.
  - iii. Council may set fees for uses not listed in *Fees and Charges Bylaw*; and
- d. inserting the following as paragraph 7. (ii):
  - ii. Fines for contravention of this bylaw shall be payable as set out in Schedule A.

### **5.2. Animal Control Bylaw No. 839, 2018, is amended by:**

- a. in Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- b. in section 1.2, striking out the words “outlined in Schedule A” and placing a period after the word “fee.”;
- c. in section 1.4, deleting the words “prescribed in Schedule A.”;

- d. replacing subparagraph 6.9 (c) (i) with the following:
  - any applicable fines as outlined in Schedule A;
- e. striking out subparagraph 6.9 (c) (iii), and inserting in its place the following:
  - any applicable impoundment, per diem dog care and housing, or other fees;
- f. striking out section 8.3, and inserting in its place the following:
  - 8.3. A person must not keep or maintain a kennel without first having
    - a) applied for a kennel permit on a form provided by the Village;
    - b) paid the applicable kennel licence fee; and
    - c) obtained a kennel licence.
- g. in section 10.1, striking out the words “as set out in Schedule A” and placing a period after the word “fee.”;
- h. deleting Schedule A;
- i. renaming Schedule B to Schedule A;
- j. renaming Schedule C to Schedule B;
- k. striking out section 24 and replacing it with the following:
  - 24.** The following schedules are attached to and form part of this bylaw and are enforceable in the same manner as this bylaw:
    - a) Schedule “A” – Fines
    - b) Schedule “B” – List Prohibited Animals; and
- l. inserting the following as section 25 and renumbering section 25 as section 26:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.3. **Blasting Regulation Bylaw No. 714, 2012** is amended by:

- a. in part 2, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021



- b. in section 4(2),
  - ii. striking out the words “in the amount of \$150.00” and inserting a period after the word “fee.”; and
  - iii. striking out subparagraph 4.2 (a);
- c. in section 4(4), striking out the words “in the amount of \$50.00” and inserting a period after the word “fee.”;
- d. inserting the following as section 4(6):

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*; and
- e. in section 8(2), inserting the word “offense” immediately before the period.

5.4. **Business Licence Bylaw No. 855, 2019**, is amended by:

- a. deleting Schedule A;
- b. renaming Schedule B to Schedule A;
- c. renaming Schedule C to Schedule B;
- d. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021
- e. in section 4.3, striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw*” in their place;
- f. in section 8.2, striking out the words “as set out in Schedule A” and inserting a period after “fee.”;
- g. in section 10.3, striking out the words “as set out in Schedule A” and inserting a period after the word “fee.”;
- h. in section 10.4, striking out the words “as set out in Schedule A” and inserting a period after the word “fee.”;
- i. in section 10.5, striking out the words “as set out in Schedule A” and inserting a period after the word “fee.”;
- j. in section 10.6, striking out the words “as per Schedule A.”;

k. in section 107, striking out the words “as set out in Schedule A” and inserting a period after the word “fee.”;

l. inserting the following as section 10.9:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*;

m. in section 12.2, striking out the words “as set out in Schedule A” and inserting a period after the word “Fee.”;

n. in section 21.5 (a) striking out the words “Schedule C” and inserting the words “Schedule B.” in their place; and

o. striking out section 27.3 and inserting the following in its place:

Schedules A and B are attached to and form part of this bylaw and are enforceable in the same manner as this bylaw.

5.5. **Cross Connection Control Bylaw No. 844, 2018** is amended by:

a. in part 2, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

b. inserting the following section 9.3:

9.3 An application for a *Hydrant or Temporary Water Use Permit* shall

9.3.1 be made in a form approved by the Manager of Operations; and

9.3.2 be accompanied by payment of all applicable fees and deposits.; and

c. inserting the following section 9.4:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.6. **Development Procedures Bylaw No. 887, 2020**, is amended by

b. deleting Schedule A;

c. in paragraph 3.3 (d), striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw*” in their place;

- d. in section 3.6, striking out the words “as prescribed in Schedule A” and inserting a period after “Applicant.”;
- e. in section 4.3,
  - i. in the first sentence, striking out the words “Schedule A”; and
  - ii. in the third sentence, striking out the words “as set out in Schedule A.”;
- f. in section 4.7, striking out the words “as shown in Schedule A.”;
- g. in section 4.9, striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw*” in place; and
- h. inserting the following as section 4.12:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

**5.7. False Alarm Bylaw No. 556, 2005** is amended by

- a. in part 1, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

- b. replacing section 7 with the following:

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

**5.8. Filming Bylaw No. 818, 2017** is amended by:

- a. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

- b. in paragraph 3(i), striking out the words “as set out in Schedule A” and inserting a period after the word “use.”; and

- c. inserting the following as paragraph 3(ii):

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.9. **Fire Prevention Bylaw No. 744, 2013** is amended by:

- a. deleting Schedule B;
- b. in section 4.1, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021

- c. striking out section 13.1 and inserting the following in its place:

Schedule A is attached to and forms part of this bylaw and is enforceable in the same manner as this bylaw; and

- d. inserting the following as section 14.3

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.10. **Fire Prevention (Construction Bans) Amendment Bylaw No. 794, 2015** is amended by:

- a. Inserting the following under Exemptions, Schedule A, Interface Construction and Maintenance Regulations:

A person applying for an exemption to the Interface Construction and Maintenance Regulations must pay the applicable fees for all required site-specific inspections, as set out in Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

5.11. **Freedom of Information Bylaw No. 709, 2012** is amended by:

- a. deleting Schedule A;
- b. in section 2(2), inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

- c. in section 3(2), striking out the words “Administrative Assistant” and inserting the words “Legislative Assistant” in their place; and

- d. striking out section 5 and inserting the following in its place:

An applicant making a request shall pay to the Village of Pemberton the applicable fees set out in *Fees and Charges Bylaw*.

5.12. **Grow Operation, Nuisance, Noxious or Offensive Trades, Health and Safety Bylaw No. 546, 2005** is amended by:

- a. deleting Schedule A;
- b. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:  
  
*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- c. in section 4(8), striking out the words “imposed by Schedule A” and inserting in their place the words “as set out in *Fees and Charges Bylaw* No. 905, 2021.”;
- d. in section 23(1), striking out the words “the administration and inspection fee stipulated in Schedule A” and inserting the words “an administration and inspection fee.” In their place;
- e. in section 23(2), striking out the words “stipulated in Schedule A”;
- f. striking out section 23(3) and inserting the following in its place:  
  
prior to a special safety inspection, the owner or occupier must pay the Village a fee for the special safety inspection;
- g. in section 23(4), striking out the words “stipulated in Schedule A” and inserting a period after the word “fee.”;
- h. in section 23(5), striking out the words “stipulated in Schedule A” and inserting a period after the word “fee”; and
- i. inserting the following as section 23(7):

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.13. **Outdoor Water Use Regulation Bylaw No. 792, 2015** is amended by:

- a. deleting Schedule A;
- b. renaming Schedule B to Schedule A;
- c. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:  
  
*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 202, as amended or replaced from time to time.
- d. inserting section 7.6 as follows:

Permit fees and charges shall be payable as set out in the *Fees and Charges Bylaw*; and

- e. striking out Part 10 and inserting the following in its place:

Schedule A is attached to and forms part of this bylaw and is enforceable in the same manner as this bylaw.

5.14. **Parks and Public Space Use Bylaw No. 797, 2016** is amended by:

- a. deleting Schedule A; and
- b. in part 2, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 202, as amended or replaced from time to time.

- c. in section 3, striking out the list of parks and public spaces and replacing the colon after the word "Village" with a period;
- d. striking out section 21 and inserting the following in its place:

**21 Payment of Fees**

- a. If required by this bylaw, a person shall not use any court, green, ground, lawn, or facility without having first obtained a Park and Public Spaces Use Permit and having paid to the Village all applicable fees and charges.
- b. Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*.

5.15. **Public and Private Sewer Usage Regulation Bylaw No. 363, 1994** is amended by:

- a. deleting Schedule C;
- b. renaming Schedule D to Schedule C.
- c. in part 2, Interpretation, inserting the definition of *Fees and Charges Bylaw* as follows:

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.

- d. striking out section 3.2 and inserting the following in its place:

The owner or their agent shall apply for a permit required in section 3.1 and shall:

- a. include with the permit application any plans, specifications, or other information considered pertinent to the judgement of the Village or as required in Schedules A, B, or C;

- b. identify the constituents of the proposed sewage discharge;
  - c. be responsible for the continued compliance with the required quality standards; and
  - d. pay the applicable permit fee as set out in *Fees and Charges Bylaw*, at the time of issuance of the building permit, where a building permit is required, and otherwise, prior to exposing the public sewer;
- e. in section 5.4, striking out the words “in Schedule C” and inserting in their place the words “in *Fees and Charges Bylaw*, shall be charged.”; and
- f. striking out Part 9 and inserting the following in its place:

Schedules A, B, and C attached hereto shall be and form part of this Bylaw.

5.16. **Sign Bylaw No. 380, 1995** is amended by:

- a. in Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:  
  
*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended from time to time.
- b. in paragraph 7.2.4, striking out the words “deposit \$200 cash with” and inserting in their place “pay a security deposit to”;
- c. in section 10.1, striking out the words “as set forth in this part”; and
- d. striking out section 10.2 and paragraphs 10.2.1 through 10.2.4 and inserting the following in their place:

Permit fees and charges shall be payable as set out in the *Fees and Charges Bylaw*.

5.17. **Site Alteration Bylaw No. 822, 2017** is amended by:

- a. deleting Schedule A;
- b. striking out section 3.2;
- c. in section 4.1, inserting the definition of *Fees and Charges Bylaw* as follows:  
  
*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021
- d. in section 9.1, striking out the words “as set out in Schedule A” and inserting a period after the word “deposit.”;

- e. in section 9.2, striking out the words “as set out in Schedule A” and inserting a period after the word “required.”; and
- f. inserting section 9.3 as follows:  
  

Permit fees and charges shall be payable as set out in the *Fees and Charges Bylaw*.
- g. in section 11.6, striking out the words “as identified in Schedule A” and inserting a period after the word ‘surcharge’. And
- h. in section 13.2, striking out the words “as set out in Schedule A” and inserting a period after the word “fee”.

5.18. **Special Event Bylaw No. 750, 2014** is amended by:

- a. in part 2, Definitions, inserting the definition of *Fees and Charges Bylaw* as follows:  
  

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.
- b. striking out section 5(1) and inserting the following in its place:  
  

Fees and charges for services that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw*;
- c. striking out section 5(2);
- d. striking out paragraph 8 (b) and inserting the following in its place:  
  

An application must be accompanied by a refundable security deposit in the form of a standby irrevocable letter of credit or cash as set out in *Fees and Charges Bylaw*;
- d. striking out paragraph 8 (c); and
- e. in paragraph 10 (c), replacing the reference to 9 (a) with reference to 10 (a).

5.19. **Water Regulation, Connection and Rates Bylaw No. 232, 1989** is amended by:

- a. deleting Schedules B (Bylaw No. 492, 2002); C (Bylaw No. 545, 2005); D (Bylaw No. 640, 2009); and E (Bylaw No. 496, 2002);
- b. under DEFINITIONS, inserting the following:  
  

*Fees and Charges Bylaw* means Village of Pemberton Fees and Charges Bylaw No. 905, 2021, as amended or replaced from time to time.



*Manager of Operations* means the person appointed to this position by the Chief Administrative Officer and their designate.

- c. striking out section 1 under Application for Service and inserting in its place the following:

An owner seeking to establish water service to any lands or premises shall apply in writing on a form approved by the *Manager of Operations* and shall pay the applicable fees and deposits.

- d. in section 3 under Application for Service, striking out the words “Schedule A” and inserting the words with “*Fees and Charges Bylaw.*” in their place;
- e. in section 1 under Connection and Installation, striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw.*” in their place;
- f. in section 2 under Connection and Installation, striking out the words “as stated in Schedule A” and inserting the words “*Fees and Charges Bylaw.*” in their place;
- g. in section 6 of Connection and Installation, inserting a period after the word “fee” and striking out the following words “as set out in Schedule A.”;
- h. in section 2 under Discontinuance, striking out the words “as set out in Schedule A.”;
- i. in section 4 under Discontinuance, striking out the words “Schedule A” and inserting the words “*Fees and Charges Bylaw.*” in their place;
- j. striking out the heading SPRINKLING and sections 1 and 2 under it;
- k. in section 1 under General Provisions, striking out the words “as per Schedule A.”; and
- l. inserting a new section 13 under General Provisions as follows:

Fees and charges for services other than water rates that may be or are provided under this bylaw shall be payable as set out in the *Fees and Charges Bylaw.*

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**READ A FIRST TIME** this 13<sup>th</sup> day of July, 2021.

**READ A SECOND TIME** this 13<sup>th</sup> day of July, 2021.

**READ A THIRD TIME** this 13<sup>th</sup> day of July, 2021.

**ADOPTED** this 27<sup>TH</sup> day of July, 2021.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

## SCHEDULE A – ADMINISTRATIVE FEES

There is no charge for accessing documents online if available.

Administrative fees and charges shall be as follows:

<b>DESCRIPTION</b>	<b>FEE</b>
FINANCIAL STATEMENTS	\$25.00
NSF CHEQUE	\$25.00*
ADMINISTRATIVE FEE FOR TAX REFUNDS (FOR BANKS; UP TO 5 CORRECTIONS)	\$50.00 *
TITLE SEARCH	\$20.00
TAX CERTIFICATES	\$25.00
<b>SERVICE CHARGES</b>	
INTEREST CHARGE ON OVERDUE ACCOUNTS, PER MONTH	2%*
ADMINISTRATIVE FEE	10%*
POSTAGE & HANDLING	COSTS + Administrative Fee*
<b>COPYING, SCANNING, &amp; PRINTING</b>	
<b>BLACK &amp; WHITE, PER PAGE</b>	
8 1/2 x 11 or 11 x 14, SINGLE-SIDED	\$0.30
8 1/2 x 11 or 11 x 14, DOUBLE-SIDED	\$0.45
11 X 17, SINGLE-SIDED	\$1.00
11 X 17, DOUBLE-SIDED	\$1.50
<b>COLOUR, PER PAGE</b>	
8 1/2 x 11 or 11 x 14, SINGLE-SIDED	\$1.00
8 1/2 x 11 or 11 x 14, DOUBLE-SIDED	\$1.50
11 X 17, SINGLE-SIDED	\$1.50
11 X 17, DOUBLE-SIDED	\$2.25
SCANNED ELECTRONIC COPY OF PAPER RECORD, PER PAGE	\$0.18
STAFF TIME FOR OBTAINING, COPYING, SCANNING OR PRINTING DOCUMENTS, PER HOUR, AFTER FIRST QUARTER HOUR	\$30.00
<b>LAMINATING PER PAGE</b>	
8 1/2 X 11"	\$2.50
11 X 14"	\$3.50
11 X 17"	\$4.50
SIGNATURE WITNESS	\$30.00

<b>INFORMATION SEARCH**</b>	
COMFORT LETTERS	
PER HOUR	\$100.00
MINIMUM FEE	\$25.00
TAX INFORMATION INVOLVING RESEARCH OF TAX RECORDS OTHER THAN CURRENT OF PREVIOUS YEAR	
BETWEEN 15 MINUTES AND 1 HOUR	\$75.00
EACH ADDITIONAL HOUR OR PORTION THEREOF	\$100.00
OTHER FINANCIAL INFORMATION	
BETWEEN 15 MINUTES AND 1 HOUR:	\$75.00
EACH ADDITIONAL HOUR OR PORTION THEREOF	\$100.00
SEARCH OF VILLAGE RECORDS FOR THE PURPOSES OF INSURANCE CLAIMS OR COURT CASES	
BETWEEN 15 MINUTES AND 1 HOUR:	\$75.00
EACH ADDITIONAL HOUR OR PORTION THEREOF	\$100.00
RESEARCH FOR PURPOSES NOT LISTED	
BETWEEN 15 MINUTES AND 1 HOUR:	\$75.00
EACH ADDITIONAL HOUR OR PORTION THEREOF	\$100.00
DEPOSIT IF FEE WILL EXCEED \$5,000.00	50%
<b>GIS / IS AND DIGITAL DATA SERVICES</b>	
DIGITAL ORTHOPHOTO, DIGITAL ELEVATION MODELS (DEM) AND CONTOURS	
PER HOUR (MINIMUM FEE \$60.00)	\$100.00
PER DVD	\$10.00
CADASTRAL AND OTHER VILLAGE OWNED DIGITAL PROPERTY INFORMATION	
NON-REFUNDABLE PROCESSING FEE	\$25.00
PER KBYTE	\$100.00
CUSTOM MAP CREATION	
PER HOUR	\$100.00
PER MAP	\$15.00
GIS ANALYSIS AND DIGITAL COPY	
PER HOUR	\$100.00
PER KBYTE	\$100.00
GIS / IS CONSULTING WORK, PER HOUR	\$100.00

\*GST does not apply

\*\*The applicant will be provided an estimate of fees if research time will exceed 15 minutes.

**SCHEDULE B – AIRPORT**

The following tie down fees apply:

<b>DURATION</b>	<b>FEE, AIRCRAFT &lt; 2,000 KG</b>	<b>FEE, AIRCRAFT 2,000 TO 5,000 KG</b>
DAILY	\$ 10.00	\$ 15.00
OVERNIGHT	\$ 15.00	\$ 20.00
MONTHLY	\$ 80.00	\$ 90.00
ANNUAL	\$280.00	\$340.00

The following landing fees apply for commercial use only:

<b>MONTHLY FEE</b>	
1-10 LANDINGS PER MONTH	\$25.00
11-30 LANDINGS PER MONTH	\$22.00
30+ LANDINGS PER MONTH	\$20.00
<b>OR ANNUAL FEE</b>	
AIRCRAFT < 2000 KG	\$600.00
AIRCRAFT ≥ 2000 KG	\$1,000.00

**SCHEDULE C – ANIMAL LICENCE AND IMPOUND**

The following fees apply to dog licensing:

<b>LICENCE TYPE</b>	<b>LICENCE FEE, ANNUAL OR RENEWAL</b>	<b>RENEWAL OF DOG LICENCE AFTER JANUARY 31st</b>
UNNEUTERED MALE	\$65.00	\$85.00
UNSPAYED FEMALE	\$65.00	\$85.00
NEUTERED MALE	\$25.00	\$40.00
SPAYED FEMALE	\$25.00	\$40.00
UNDER 3 MONTHS	\$15.00	NA
DANGEROUS DOG	\$100.00	\$100.00
REPLACEMENT TAG	\$10.00	NA
<b>KENNEL LICENCE, ONE TIME FEE</b>		<b>\$100</b>

The following fees apply to the impounding of domestic animals:

<b>IMPOUNDMENT</b>	<b>FEE</b>
FIRST, UNLICENSED DOG	\$75.00
FIRST, LICENSED DOG	\$30.00
SECOND	\$100.00
THIRD	\$150.00
FOURTH AND SUBSEQUENT	\$300.00
<b>DOG CARE &amp; HOUSING</b>	
MAINTENANCE FEE, PER DAY	\$25.00

The following fees apply to backyard hen keeping:

<b>DESCRIPTION</b>	<b>FEE</b>
NON-REFUNDABLE PERMIT FEE	\$25.00
SUBSEQUENT INSPECTION FEE, PER INSPECTION	\$25.00

## SCHEDULE D – BLASTING

The following fees apply to blasting permits:

<b>PERMIT OR SERVICE</b>	<b>PERMIT FEE</b>
BLASTING PERMIT, SINGLE FAMILY RESIDENTIAL LOT, FOR THE CREATION OF A DRIVEWAY OR FOUNDATION ONLY	\$50.00
ALL OTHER BLASTING PERMITS	\$150.00
PERMIT RENEWAL	\$50.00

**SCHEDULE F – BUSINESS LICENCE**

The following fees and charges apply to business licences and services:

<b>FEE DESCRIPTION</b>	<b>AS OF JANUARY 1, 2021</b>	<b>AS OF JANUARY 1, 2022</b>	<b>AS OF JANUARY 1, 2023</b>
<b>INSPECTION OF PREMISES</b>			
ADDITIONAL INSPECTION, FIRE CHIEF	\$100.00	\$100.00	\$100.00
ADDITIONAL INSPECTION, BUILDING OFFICIAL	\$100.00	\$100.00	\$100.00
<b>TRANSFER OF CHANGE AT THE REQUEST OF THE BUSINESS</b>			
TRANSFER OR CHANGE FEE	\$25.00	\$25.00	\$25.00
<b>BUSINESS LICENCE FEES</b>			
ADMINISTRATION FEE (APPLICATION WITHDRAWN OR REFUSED)	\$25.00	\$25.00	\$25.00
INSPECTION FEE (APPLICATION WITHDRAWN OR REFUSED)	\$100.00	\$100.00	\$100.00
BUSINESS LICENCE FEE, RESIDENT AND NON-RESIDENT	\$150.00	\$150.00	\$150.00
<b>BUSINESS SPECIFIC FEES (PART NOTED)</b>			
CANNABIS PRODUCTION FACILITY, STANDARD	\$5,000.00	\$2,500.00	\$150.00
CANNABIS PRODUCTION FACILITY, MICRO	\$2,500.00	\$1,250.00	\$150.00
CANNABIS RETAIL STORE	\$5,000.00	\$2,500.00	\$150.00
COMMUNITY EVENT	\$150.00	\$150.00	\$150.00
FARMERS' MARKET	\$300.00	\$300.00	\$300.00
STREET, PARK, MOBILE OR TEMPORARY VENDOR	\$300.00	\$300.00	\$300.00
SHORT-TERM VACATION RENTAL	\$300.00	\$300.00	\$300.00
SPECIAL EVENT	\$150.00	\$150.00	\$150.00
TRADE CONTRACTOR	\$150.00	\$150.00	\$150.00
VENDING MACHINE	\$150.00	\$150.00	\$150.00
<b>FEE REDUCTION FOR APPLICATIONS RECEIVED BETWEEN OCTOBER 1<sup>ST</sup> AND DECEMBER 31<sup>ST</sup></b>			
ALL BUSINESSES	-50%	-50%	-50%
<b>NON-REFUNDABLE APPLICATION PROCESSING FEE</b>			
CANNABIS RETAIL STORE	\$1,000.00	\$1000.00 + COSTS	\$1,000.00 + COSTS
CANNABIS PRODUCTION FACILITY	NA	\$1,000.00	\$1,000.00
<b>AUXILIARY BUSINESS</b>			
FEE FOR BUSINESS THAT IS AUXILIARY TO AN EXISTING BUSINESS	\$50.00	\$50.00	\$50.00
<b>BUSINESS LICENCE LATE PAYMENT FEE</b>			
ALL BUSINESSES	+25%	+25%	+25%



## SCHEDULE G - DEVELOPMENT PROCEDURES

The following fees, charges, and deposits apply to development permits and services:

Application Type	Non-Refundable Application Fee		Public Notification Fee	Water and Sanitary Servicing Model Analysis Deposit
<i>Official Community Plan &amp; Zoning Bylaw Amendment</i>	\$1200.00	<b>Residential</b> + \$250.00 for each additional lot or dwelling unit in excess of the first ten (10) lots or dwelling units proposed	<b>All Other Uses</b> + \$250.00 for each additional 100 m2 of floor area in excess of the first 1000.00 m2	Water: \$3000.00 Sanitary: \$3000.00  *additional expenses may be required depending on the complexity of the required analysis
<i>Official Community Plan Bylaw Amendment</i>	\$900.00			
<i>Zoning Bylaw Amendment</i>	\$900.00			
Major Development Permit for Form and Character	\$900.00			
Minor/Major Development Permit for Environmental Protection	\$600.00			
Minor Development Permit for Land Constraints	\$400.00			
Minor Development Permit for Enhancement of Agriculture	\$400.00			
Major Development Permit Renewal	\$200.00			
Minor Development Permit	\$360.00			
Minor Development Permit Renewal	\$200.00			
Development Variance	\$450.00			
Temporary Use Permit	\$500.00		\$500.00	
<i>Subdivision</i>	\$500.00			
Bare Land Strata	\$500.00	+ \$150.00 for each additional lot created		
Strata Title Conversion	\$500.00			
Tentative Approval Letter Extension	\$200.00			
Discharge of a Covenant	\$200.00			
<b>Cost Recovery</b>	<b>Staff and Contractor Time Expenses</b>		<b>Admin Fee</b>	<b>Total</b>
Applies to all applications.	The cost of additional time spent processing applications above the application fee deposit will be recovered based on actual costs for <i>Village</i> of Pemberton staff and contractor time.		10% administration fee is added to the Cost Recovery Fee based on staff and contractor expenses.	Staff & Contractor Expenses at cost + 10% Admin Fee = Total Cost Recovery Fee

**SCHEDULE H – FALSE ALARM**

The following fees and charges apply to false alarms services:

<b>DESCRIPTION</b>	<b>FEE</b>
FALSE ALARMS	
SECOND FALSE ALARM	\$50.00
THIRD FALSE ALARM	\$75.00
FOURTH AND SUBSEQUENT FALSE ALARMS, EACH	\$100.00
INSPECTIONS	
SECOND AND SUBSEQUENT REINSPECTIONS, EACH	\$75.00

**SCHEDULE I – FILMING**

The following fees, charges and deposits apply to filming permits and services:

<b>DESCRIPTION</b>	<b>FEES*</b>
<b>DAILY FILMING FEE</b>	
STUDENT	\$50.00
ALL OTHER APPLICANTS	\$300.00
<b>APPLICATION FEE (NON-REFUNDABLE)</b>	
STUDENT	\$75.00
ALL OTHER APPLICANTS	\$125.00
AMENDMENT TO FILM PERMIT APPLICATION OR AGREEMENT, PER AMENDMENT	\$25.00
<b>ADDITIONAL FEES FOR FILMING ON VILLAGE PROPERTY</b>	
HIGHWAYS AND PARKING LOTS	Refer to Parks & Public Spaces Bylaw No. 797, 2015, as amended or replaced from time to time
LAND AND BUILDINGS	Rates to be negotiated
<b>OTHER FEES &amp; CHARGES</b>	
VILLAGE LIAISON**	Hourly recovery of wages and benefits and machine time as applicable
SECURITY DEPOSIT	Refer to Filming Policy
FILMING WITHOUT A PERMIT	\$250.00
* GST applies to all fees except for permit application fees.	
**Village Liaisons include Village Staff and contractors who provide oversight for filming, environment, transportation, operations, and airport use, and includes Public Works Crew and the Fire Department. The Village may require that a liaison be on site for the duration of filming.	

**SCHEDULE J - FIRE PREVENTION**

The following fees and charges apply to fire prevention inspections and services:

<b>DESCRIPTION</b>	<b>FEE</b>
FILE SEARCH FOR FIRE CODE VIOLATIONS	
UP TO AND INCLUDING SIX INDIVIDUAL UNITS ON ONE PARENT PROPERTY	\$50.00
MORE THAN SIX INDIVIDUAL UNITS ON ONE PARENT PROPERTY, PER UNIT	\$25.00
INSPECTION FOR FILE SEARCH OR COMFORT LETTER	
UP TO AND INCLUDING SIX INDIVIDUAL UNITS ON ONE PARENT PROPERTY	\$50.00
MORE THAN SIX INDIVIDUAL UNITS ON ONE PARENT PROPERTY, PER UNIT	\$25.00
INSPECTIONS	
SECOND AND SUBSEQUENT REINSPECTIONS, EACH	\$75.00
SITE-SPECIFIC INSPECTION FOR EXEMPTION TO INTERFACE CONSTRUCTION AND MAINTENANCE REGULATIONS, PER INSPECTION	\$150.00

## SCHEDULE K – FREEDOM OF INFORMATION REQUESTS

The following fees and charges apply to freedom of information requests from applicants other than commercial applicants:

<b>FREEDOM OF INFORMATION REQUEST</b>	<b>FEE</b>
LOCATING AND RETRIEVING A RECORD	\$7.50 PER ¼ HOUR AFTER THE FIRST 3 HOURS
PRODUCING A RECORD MANUALLY	\$7.50 PER ¼ HOUR
PRODUCING A RECORD FROM A MACHINE-READABLE RECORD FROM A SERVER OR COMPUTER	\$7.50 PER ¼ HOUR FOR DEVELOPING A COMPUTER PROGRAM TO PRODUCE THE RECORD.
PREPARING A RECORD FOR DISCLOSURE AND HANDLING A RECORD	\$7.50 PER ¼ HOUR
SHIPPING	ACTUAL COSTS OF SHIPPING METHOD CHOSEN BY APPLICANT
<b>COPYING RECORDS</b>	
FLOPPY DISKS	\$2.00 PER DISK
CD'S AND DVD'S, RECORDABLE OR REWRITABLE	\$4.00 PER DISK
COMPUTER TAPES	\$40.00 PER TAPE UP TO 2400 FEET
MICROFICHE	\$3.00 PER FICHE
MICROFILM DUPLICATION	\$25.00 PER ROLL FOR 16 MM MICROFILM, \$40.00 PER ROLL FOR 35 MM MICROFILM
MICROFICHE OR MICROFILM TO PAPER DUPLICATION	\$0.50 PER ROLL PAGE (8.5" X 11")
PHOTOGRAPHS (COLOUR OR BLACK AND WHITE)	\$5.00 TO PRODUCE A NEGATIVE \$12.00 EACH FOR 16"X20" \$9.00 EACH FOR 11"X14" \$4.00 EACH FOR 8"X10" \$3.00 EACH FOR 5"X7"
PHOTOGRAPHIC PRINT OF TEXTUAL, GRAPHIC OR CARTOGRAPHIC RECORD (8"X10" BLACK AND WHITE)	\$12.50 EACH (8"X10")
DOT MATRIX, INK JET, LASER PRINT OR PHOTOCOPY, BLACK AND WHITE	\$0.25 PER PAGE (8.5" X 11", 8.5" X 14" OR 11" X 17")
DOT MATRIX, INK JET, LASER PRINT OR PHOTOCOPY, COLOUR	\$1.65 PER PAGE (8.5" X 11", 8.5" X 14" OR 11" X 17")
PHOTOMECHANICAL REPRODUCTION OF 105 MM CARTOGRAPHIC RECORD/PLAN	\$3.00 EACH
SLIDE DUPLICATION	\$0.95 EACH

AUDIO CASSETTE TAPE (90 MINUTES OR FEWER) DUPLICATION	\$5.00 PER CASSETTE PLUS \$7.00 PER ¼ HOUR OF RECORDING
VIDEO CASSETTE RECORDER (VHS) TAPE (120 MINUTES OR FEWER) DUPLICATION	\$5.00 PER CASSETTE PLUS \$7.00 PER ¼ HOUR OF RECORDING.

For commercial applicants, for each service listed above, the cost will be the actual cost of providing that service.

**SCHEDULE L – GROW OPERATION**

The following fees and charges apply to grow operation permits, inspections, and services:

<b>DESCRIPTION</b>	<b>FEE</b>
ADMINISTRATION AND INSPECTION	\$200.00
SUBSEQUENT OR FOLLOW-UP INSPECTION	\$200.00
OCCUPANCY INSPECTION	\$150.00
INSPECTION BY ARCHITECT OR PROFESSIONAL ENGINEER ENGAGED BY THE VILLAGE	COST RECOVERY
SPECIAL SAFETY INSPECTION	\$400.00
EACH INSPECTION PRIOR TO ISSUANCE OF RE-OCCUPANCY PERMIT	\$200.00
RE-OCCUPANCY PERMIT	\$250.00

**SCHEDULE M - PARKS AND PUBLIC SPACE USE**

The following fees, charges, and security deposits apply to park and public space use permits and services:

LOCATION	USER	PERMIT FEE	VENUE USE/RENTAL FEE*	SECURITY DEPOSIT**
DOWNTOWN BARN	NON-PROFIT, SINGLE EVENT	\$30	\$100	\$300
	NON-PROFIT, SEASONAL (SIX MONTHS)		\$300	
	NON-PROFIT, ANNUAL, JANUARY 1 – DECEMBER 31		\$600	
	COMMERCIAL & CORPORATE	\$75	\$500	\$1,000
	COMMERCIAL FILM & PHOTOGRAPHY		\$1,000	
VILLAGE STREETS & PARKING LOTS***	NON-PROFIT	\$30	NA	\$300
	COMMERCIAL AND CORPORATE EVENTS	\$75	\$200 PER BLOCK	\$1,000
OTHER PARKS & PUBLIC SPACES	NON-PROFIT	\$30	NA	\$300
	COMMERCIAL AND CORPORATE EVENTS	\$75	TO BE NEGOTIATED	\$1,000

Refunds of the permit and rental fees will be permitted for cancellations up to fourteen (14) days prior to booking date with written notification.

Fees will not be refunded for events cancelled less than 14 days prior to the event or due solely to inclement weather conditions.

\*GST applies to venue rental fees.

\*\* Security deposits will be refunded by cheque within one month, less repair or cleaning costs.

\*\*\* A temporary street use permit is required if an event will temporarily obstruct all or a portion of any lane of traffic, parking lane, alley, sidewalk, or boulevard.



**SCHEDULE N – PUBLIC AND PRIVATE SEWER USAGE CONNECTION**

The following fees, charges, and deposits apply to public and private sewer connection permits, inspections, and services:

<b>DESCRIPTION</b>	<b>FEE</b>
<b>SINGLE OCCUPANCY</b>	
CONNECTION AT PROPERTY LINE	\$500
<b>MULTIPLE OCCUPANCY</b>	
PER UNIT, CONNECTION AT PROPERTY LINE	\$200
MINIMUM FEE	\$500
<b>INSPECTION</b>	
INSPECTION OF HOLDING TANK CONSTRUCTION	\$250
<b>IF INSTALLATION OF SERVICE PIPE FROM SANITARY SERVICE MAIN TO LOT BOUNDARY IS REQUIRED</b>	
CONNECTION	ACTUAL COST** PLUS \$250
DEPOSIT	200% OF ESTIMATED COST OF INSTALLATION
**COST TO INCLUDE ENGINEERED DESIGN AND SUPERVISION IF APPLICABLE	
NOTE: THE ABOVE FEES WILL BE WAIVED IF THE CONNECTION AND THE SEWER MAIN ARE LOCATED ON THE PROPERTY WITHIN A STATUTORY RIGHT-OF-WAY OR IF THE SEWER WAS INSTALLED AT THE DEVELOPER'S COST PRIOR TO THE DATE OF ADOPTION OF BYLAW NO. 363, 1994.	

**SCHEDULE O - SIGN PERMIT**

The following fees apply to sign permits, inspections. and services:

<b>DESCRIPTION</b>	<b>FEE</b>
PERMANENT PERMITTED SIGN, PERMIT FEE	\$40.00
ADDITIONAL FEES FOR SPECIFIC SIGNS:	
(a) SIGN INVOLVING STRUTURAL DESIGN, INSPECTION AND PROCESSING FEE	\$40.00
(b) FRONT-LIT OR REAR-LIT SIGN, PROCESSING FEE	\$40.00
(c) SIGN ENCROACHING OVER A STREET, INSPECTION AND PROCESSING FEE	\$40.00
(d) SIGN THAT HAS BEEN INSTALLED OR ERECTED PRIOR TO ISSUANCE OF A REQUIRED PERMIT, INSPECTION AND PROCESSING FEE	\$100.00
CHANGE THE FACE OF EXISTING CONFORMING SIGN, PROCESSING FEE	\$30.00
PRIVATE TRAFFIC CONTROL SIGN, PERMIT FEE	\$30.00
ELECTION OR SPECIAL EVENT SIGN, PERMIT FEE	\$30.00
ELECTION OR SPECIAL EVENT SIGN, DEPOSIT	\$200.00

**SCHEDULE P – SITE ALTERATION**

The following fees, charges, and deposits apply to site alteration permits and services:

<b>PERMIT OR SERVICE</b>	<b>PERMIT FEE</b>	<b>DEPOSIT</b>	<b>SURCHARGE, UNPERMITTED WORK</b>
<b>SITE ALTERATION PERMIT</b>			
MORE THAN 50 m <sup>3</sup> AND UP TO 100 m <sup>3</sup> OF SOIL, TREES OR OTHER MATERIAL IN ANY CALENDAR YEAR	\$100.00	\$1,000.00*	\$1,000.00
MORE THAN 100 m <sup>3</sup> AND UP TO ≤ 1000 m <sup>3</sup> OF SOIL, TREES OR OTHER MATERIAL IN ANY CALENDAR YEAR	\$250.00	\$2,500.00*	\$2,500.00
MORE THAN 1,000 m <sup>3</sup> OF SOIL, TREES OR OTHER MATERIAL IN ANY CALENDAR YEAR.	\$500.00	\$5,000.00*	\$5,000.00
<b>PERMIT RENEWAL</b>	\$50.00	NA	NA
*The refundable deposit shall be security for the completion of all requirements established in the Site Alteration Permit and may be used at any time by the Village to secure the completion of any requirement or undertake remediation works as required.			

**SCHEDULE Q – SPECIAL EVENT**

The following fees, charges, and deposits apply to special event permits, applications, and services:

<b>DESCRIPTION</b>	<b>FEE</b>
<b>MINOR EVENTS</b>	
APPLICATION FEE	\$200.00
SECURITY DEPOSIT, MINIMUM*	\$1,000.00
<b>MAJOR EVENTS</b>	
APPLICATION BASE FEE, UP TO 1999 PARTICIPANTS	\$300.00
ADDITIONAL FEE FOR EVERY THOUSAND PARTICIPANTS OR ANY PART THEREOF BETWEEN TWO THOUSAND (2,000) AND TEN THOUSAND (10,000) PARTICIPANTS	\$100.00
ADDITIONAL FEE FOR EVERY THOUSAND PARTICIPANTS OR ANY PART THEREOF BETWEEN TEN THOUSAND (10,000) PARTICIPANTS AND TWENTY THOUSAND (20,000) PARTICIPANTS	\$200.00
ADDITIONAL FEE FOR EVERY THOUSAND PARTICIPANTS OR ANY PART THEREOF OVER TWENTY THOUSAND (20,000) PARTICIPANTS	\$300.00
SECURITY DEPOSIT, MINIMUM*	\$10,000.00
ADDITIONAL FEE IF VALUE OF STAFF RESOURCES USED EXCEEDS THE FEES COLLECTED**	COSTS
* The CAO may set a higher or lower amount for the security required if the CAO believes that the scope, scale, and nature of the proposed Special Event creates an increased or decreased risk of damage to land and property.	
** the owner of private lands used for the Special Event and the applicant named on the Permit shall be responsible to pay that amount to the Village within thirty (30) days of being delivered an invoice from the Village.	

**SCHEDULE R – WATER SERVICE CONNECTIONS AND OUTDOOR WATER USE**

The following fees, charges, and deposits apply to water connections and water use, inspections, and services:

DESCRIPTION	FEE
<b>PROPERTIES INSIDE VILLAGE BOUNDARIES EXCLUDING INDUSTRIAL PARK</b>	
CONNECTION FEE, RESIDENTIAL SINGLE OCCUPANCY	GREATER OF \$500.00 OR COST PLUS 15%
CONNECTION FEE, RESIDENTIAL MULTIPLE OCCUPANCY	GREATER OF \$200 PER UNIT OR COST PLUS 15%; MINIMUM FEE \$500
CONNECTION FEE, COMMERCIAL/INDUSTRIAL ¾" SERVICE	GREATER OF \$500 OR COST PLUS 15%
1" – 4" SERVICE	GREATER OF \$2,500 OR COST PLUS 15%
GREATER THAN 4" SERVICE	GREATER OF \$4000.00 OR COST PLUS 15%
ADDITIONAL FEES IF WATER LINE MUST BE EXTENDED FROM MAIN LINE TO PROPERTY LINE, IF PAVEMENT, TUNNEL, SIDEWALK OR BOULEVARD TO BE CUT, OR IF WINTER OR INCLEMENT WEATHER AFFECTS THE WORK	ESTIMATE OF ADDED COST OF ALL PARTS, LABOUR, AND MATERIALS, PAID IN ADVANCE*
DISCONNECTION FEE (MINIMUM 48 HOURS NOTICE REQUIRED)	\$100.00
RECONNECTION FEE (WATER CONNECTION APPLICATION REQUIRED)	\$100.00
<b>PROPERTIES IN THE INDUSTRIAL PARK**</b>	
CONNECTION FEE, RESIDENTIAL SINGLE OCCUPANCY	GREATER OF \$500.00 OR COST PLUS 15%
CONNECTION FEE, RESIDENTIAL MULTIPLE OCCUPANCY	GREATER OF \$200 PER UNIT OR COST PLUS 15%; MINIMUM FEE \$500
CONNECTION FEE, COMMERCIAL/INDUSTRIAL ¾" SERVICE	GREATER OF \$500 OR COST PLUS 15%
1" – 4" SERVICE	GREATER OF \$2,500 OR COST PLUS 15%
GREATER THAN 4" AND UP TO 6" SERVICE	GREATER OF \$4000.00 OR COST PLUS 15%

ADDITIONAL FEES IF WATER LINE MUST BE EXTENDED FROM MAIN LINE TO PROPERTY LINE, IF PAVEMENT, TUNNEL, SIDEWALK OR BOULEVARD TO BE CUT, OR IF WINTER OR INCLEMENT WEATHER AFFECTS THE WORK	ESTIMATE OF ADDED COST OF ALL PARTS, LABOUR, AND MATERIALS, PAID IN ADVANCE*
DISCONNECTION FEE (48 HOURS NOTICE REQUIRED)	\$100.00
RECONNECTION FEE (WATER CONNECTION APPLICATION REQUIRED)	\$100.00

\*Any excess shall be refunded, and any shortfall shall be charged to the applicant.  
 \*\* Service is available for industrial, commercial, or residential use only; size of service to each property will be at the sole discretion of the Works Foreman. Connection fees are payable at the time of application.

**RESIDENTIAL PROPERTIES OUTSIDE VILLAGE BOUNDARIES ADJACENT TO MUNICIPAL INFRASTRUCTURE**

**CONDITIONS OF SERVICE:**

1. Service is available for domestic or residential use only;
2. The size of service to each property is restricted to one 1-inch (25mm) connection per residential dwelling;
3. *Residential dwelling* means a self-contained unit with a separate entrance and intended for year-round occupancy;
4. The property owner shall provide irrevocable consent and support for boundary extension to include the subject property provided through a covenant registered on title of the property that will allow for service to be terminated if consent is withheld;
5. The following works will be undertaken by the owner of the property requesting the connection and all associated costs shall be the responsibility of owner:
  - a. supply and installation of all parts, labour, and materials including but not limited to:
    - i. a radio-read, in-ground meter installed at the property line;
    - ii. curb stop; and
    - iii. degal box;
  - b. if applicable, additional costs for sidewalk and/or pavement repairs; and
  - c. all costs for upsizing the water line if required by the Village;
6. Connection fees are payable on application and include the cost of inspection and a lump sum payment roughly equivalent to the present value of the cost of currently amortized water system infrastructure as well as a prorated share of the estimated cost of infrastructure proposed to be constructed/installed in the next five years (2009 to 2013);
7. An 'as-built' drawing, satisfactory to the Works Manager, must be filed with the Village and a final inspection must be conducted and approved by the Works Manager before the connection can be backfilled and the water turned on.
8. Any connection that is backfilled without a Village inspection will have to be reopened at the cost of the owner for inspection;
9. Non-conforming connections, including unfinished remedial work, may be rectified by the Village at the cost of applicant;
10. The property owner will protect and save harmless the Village of Pemberton from all claims and damages caused by leaking water, the bursting of pipes or any other damages in relation to this agreement; and
11. The Village reserves the right to inspect the property and/or residence for any unauthorized use of water and will provide 24 hours notice to the property owner in advance of any inspection.

CONNECTION FEE	\$5,395
INSPECTION FEE	\$500
<b>TEMPORARY WATER CONNECTION (HYDRANT)</b>	
PERMIT	\$50.00
DAMAGE DEPOSIT	\$500.00
SURCHARGE FOR UNPERMITTED CONNECTION	\$200.00
WATER RATE, WEEKLY	SEE WATER REGULATION CONNECTION AND RATES BYLAW NO. 232, 1989
CROSS CONNECTION CONTROL DEVICE RENTAL. PER DAY	\$35.00
DAMAGE DEPOSIT	\$1,200.00
<b>OUTDOOR WATER USE</b>	
PERMIT	\$30.00

VILLAGE OF PEMBERTON  
BYLAW No. 908, 2021

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**A bylaw to amend Village of Pemberton Fees and Charges Bylaw No. 905, 2021**

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

**PART 1: CITATION**

1.1 This bylaw may be cited for all purposes as the “Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Board of Variance) Bylaw No. 908, 2021”.

**PART 2: INTERPRETATION**

2.1. in this Bylaw, a reference to a statute, regulation, or enactment refers to that enactment as amended or replaced from time to time.

**PART 3: APPLICATION**

3.1. Village of Pemberton Fees and Charges Bylaw No. 905, 2021, is amended as follows:

- a) Schedule S, Board of Variance, is added to and forms part of the Bylaw; and
- b) the Table of Contents is updated to reflect the addition.

**PART 4: SCHEDULE**

4.1. Schedule S is attached to and forms part of this Bylaw.

**READ A FIRST TIME** this \_\_\_ day of \_\_\_, 2021.

**READ A SECOND TIME** this \_\_\_ day of \_\_\_, 2021.

**READ A THIRD TIME** this \_\_\_ day of \_\_\_, 2021.

**ADOPTED** this \_\_\_ day of \_\_\_, 2021.

---

Mike Richman  
Mayor

---

Sheena Fraser  
Corporate Officer



**SCHEDULE S – BOARD OF VARIANCE**

The following fees apply to applications to appeal to the Board of Variance:

<b>DESCRIPTION</b>	<b>FEE</b>
NON-REFUNDABLE APPLICATION FEE	\$400.00
EXPENSES EXCEEDING THE APPLICATION FEE	
STAFF TIME	COST RECOVERY
CONTRACTOR TIME	COST RECOVERY
ANY OTHER EXPENSES INCURRED BY THE VILLAGE	COST RECOVERY

On Sep 14, 2021, at 3:55 PM, Eve Gallant [REDACTED] wrote:

To Mayor and Council,

My name is Eve Gallant, and I am an owner and strata council member who resides at the Orion here in Pemberton. I wanted to take a few moments to write you this letter to voice my concerns regarding the proposed development slated for 7340 Crabapple Court. Please know that I am fully in favor for affordable housing options for residents, though I have many concerns with this proposed development.

Parking is a very real issue at the Orion, as more and more owners and tenants are wanting/needng more vehicles (we have even conducted a survey about this very item). And, we have people who don't even live at the Orion, who continue to park in the Orion's parking lot.

Pemberton has many residents who commute to Whistler daily for work, and the bus schedules as they currently are, don't work for many residents. Many residents continue to require their own transportation, and I expect that to continue, even if more busses, or shuttles (which were proposed by the builder), were added. In addition, many residents simply want their own transportation for their work and leisure travel.

The proposed parking stalls for the new development would fall very, very short in my opinion. Residents and owners would simply find other places to park, and where would we be then, collectively speaking in general? There is already another new development of town homes being built in the immediate area, and I would guess that they too will have some parking issues once completed for owners and tenants.

With regard to the developer's assurance that they will provide solutions which include a shuttle, I am not convinced that these assurances would translate to real world long-term solutions. Without much more available parking, those assurances do not address the overwhelming amount of residents who will simply want their own transportation.

In addition, I am very concerned with the serious water consumption issues we faced this past summer here in Pemberton. How could considering adding yet another development assist with that issue? We were at critical consumption levels from all that I read this summer. This is a very real problem which needs addressing, in my opinion, before even considering adding more development projects in the Pemberton area. I am sure it is a top of mind issue for your council as well.

Thank you very much in advance for your time and for your consideration.

Kind regards,

Eve Gallant

On Sep 14, 2021, at 10:38 AM, M.J. Mullin [REDACTED] wrote:

To Mayor and Council,

My name is M.J. Mullin, and I own and live in a unit at Orion on Crabapple Court. I am writing this letter to voice concerns re: the proposed LiveShare development at 7340 Crabapple Court.

I want to begin by adding my voice to some of the Councillors' concerns over parking availability. My partner is on the strata council at Orion, so I can tell you that parking is almost certainly the biggest ongoing challenge here, and it is far from solved. While I agree with, and support, Mayor Richman's desire to build a more walkable community, I believe our parking challenges at Orion attest to the fact that we, despite being primarily a young to middle aged demographic, are not there yet. I would argue that proceeding with the proposed development, before other amenities and assets are in place to make the community more walkable, will only exacerbate the parking problem which has been front and center and unsolved for quite some time now. Pemberton is a growing community and more people, young or not, will bring more cars.

With respect to the proposed development at 7340 Crabapple Court, I would argue that 25 + 14 parking stalls falls far short of what will be, or become, necessary. In my view, it would be naive to think that, once those 39 stalls are occupied by the first 39 or so residents, that the remaining 25 residents will just say "I guess I can't have a car". Pemberton is largely a bedroom community, with residents living here but working and playing in Whistler and surrounding areas. People here have cars, need cars, and want cars. Building a complex that attempts to dissuade people from having a car won't, in my opinion, have that desired effect. It will only necessitate their getting more creative with parking their cars, at a considerable inconvenience to surrounding neighbourhoods.

With regard to the developer's assurance that they will provide solutions which include a shuttle, will those solutions, schedules, etc. be developed through close consultation with the residents who need the solutions? If not, if they are developed by the developer because the developer and others feel their proposed solutions "should" help, then the entire notion is misguided and is likely to fail.

I would also ask, cynically perhaps, but in my view realistically, how often have developers exceeded expectations vs. how often have developers failed to meet even the most modest of reasonable expectations?

I believe this development should not proceed under the current terms of the proposal.

Thank you for your time and for your consideration.

M.J. Mullin



# Regional District of Mount Waddington

PO Box 729 2044 McNeill Road, Port McNeill, BC V0N 2R0

Telephone (250) 956-3161 Fax (250) 956-3232

Web-site: [www.rdmw.bc.ca](http://www.rdmw.bc.ca) Email: [info@rdmw.bc.ca](mailto:info@rdmw.bc.ca)

File No. 310.01

August 27, 2021

By e-mail to BC Local Governments

Dear Regional District Chairs and Boards, Mayors and Councils:

The people of the Regional District of Mount Waddington (RDMW) are independent, resilient, and compassionate. Although we may be a little geographically and politically isolated, we are caring, and community oriented. When trouble befalls one of our friends, we show up to help.

The Village of Lytton suffered a catastrophic loss this summer. The RDMW would like to remind the population of Lytton and the Thompson-Nicola Regional District that they do not stand alone in their time of need.

To help Lytton rebuild, the Electoral Area Directors of the RDMW will contribute one dollar for every person in their representative areas. In doing so, the Electoral Area Directors of the RDMW wish to challenge all other local governments to make a similar gesture.

This is a time for solidarity and the rebuilding of community, lives, and dreams. The Regional District of Mount Waddington is honoured to contribute.

Sincerely,

[Redacted Signature]  
Andrew Hory  
Chair and Area B Director

[Redacted Signature]  
Sandra Daniels  
Area A Director

[Redacted Signature]  
James Furney  
Area C Director

[Redacted Signature]  
Rod Sherrell  
Area D Director

INCORPORATED JUNE 13, 1966

MUNICIPALITIES: VILLAGE OF ALERT BAY, VILLAGE OF PORT ALICE, DISTRICT OF PORT HARDY, TOWN OF PORT MCNEILL  
ELECTORAL AREAS: "A" (BROUGHTON ARCHIPELAGO, SOINTULA / MALCOLM ISLAND, MAINLAND); "B" (COAL HARBOUR, HOLBERG ISLAND, PORT  
HARBOUR);  
"C" (FORT RUPERT, HYDE CREEK, TSULQUATE); "D" (CORMORANT ISLAND, TELEGRAPH SOUND, MOSE)  
Village of Pemberton  
Regular Council Meeting No. 1545  
Tuesday, September 21, 2021  
197 of 211



**Regional District of Mount Waddington**

VILL001 VILLAGE OF LYTTON

DATE 27-Aug-2021

CHEQUE NO.

3956

DATE	INVOICE #	DESCRIPTION / VOUCHER NO.	AMOUNT
27-Aug-2021	VILLAGE OF LYTTON	VILLAGE OF LYTTON - COMMUNITY REBUILD DONA LYTTON	3,413.00

TOTAL 3,413.00

THIS DOCUMENT CONTAINS SECURITY FEATURES

SEE DETAILS ON REVERSE

**REGIONAL DISTRICT OF MOUNT WADDINGTON**

P.O. BOX 729, PORT McNEILL, BC V0N 2R0  
TEL: 250-956-3301 FAX: 250-956-3232

CANADIAN IMPERIAL BANK OF COMMERCE  
P.O. BOX 340, PORT McNEILL, BC V0N 2R0

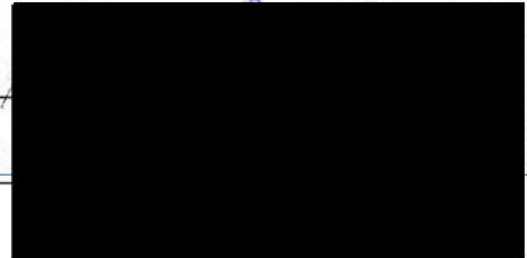
003956

DATE 2 0 2 1 0 8 2 7  
Y Y Y Y M M D D

PAY Three Thousand Four Hundred Thirteen AND 00/100 Dollars

\$\*\*\*\*\*3,413.00

TO THE ORDER OF **VILLAGE OF LYTTON**  
380 Main Street  
PO Box 300  
Lytton BC V0K 1Z0



**From:** Jody Tracey [REDACTED]  
**Sent:** Friday, September 17, 2021 10:01 AM  
**To:** Sheena Fraser <sfraser@pemberton.ca>  
**Subject:** Re: Letter to the Village

Dear Mayor,

The reason for my email today is because the new construction happening at Sun Stone is making a considerable negative impact on our street and very few people are obeying or even seeing the 30km/hr signs.

I have spoken to someone in your office before about this issue and although she was very nice and listened to my concerns she said there was really nothing she could do. I was told because the street is considered a Forest Service Road they cannot install speed bumps which would force people to slow down. I was told to call 911 which I have been doing but I feel like we could do more.

The reason for my concern is that our complex exit is quite blind and abrupt and people generally start picking up speed there. Even though there is a new digital speed sign installed by the city people are ignoring it so it's really not being effective. I am worried that someone's animal, child and an adult themselves will be hit.

At the moment I'm one of the speed cops for the street, every day I walk my dog up and down the street and see multiple people going 10-20 sometimes 30 over the speed limit. The only defence I have is walking in the road which forces people to slow down or call 911 which seems like a waste of the RCMPs time.

I would love the opportunity to speak to someone about this so we can make our neighborhood safer for its residents.

Thanks for your time

Jody Tracey  
[REDACTED]

**From:** Jennie Helmer <[REDACTED]>  
**Sent:** Monday, September 6, 2021 4:39 PM

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

**Cc:** Nikki Gilmore <ngilmore@pemberton.ca>; Sheena Fraser <sfraser@pemberton.ca>

**Subject:** Opposition to reduced parking.

Good afternoon staff and council

Thank-you for your great work and time on behalf of Pemberton.

I'd like to voice my opposition and concern to council supporting reducing the parking requirements at 7340 Crabapple Court.

It's not that long ago (and perhaps you are still contemplating this), Pemberton staff and council were intending to pave Fougberg Park for increased parking availability. As such, it seems a stretch to assume that our parking challenges will diminish by supporting a parking variance that further reduces parking.

Lastly, that particular area of town is already congested and would benefit from a more thorough traffic analysis.

Please include my letter in the next council package.

Thank you,  
Jennie Helmer  
Pemberton BC

--

Jennie Helmer



**From:** MCF Info MCF:EX <[MCF.Info@gov.bc.ca](mailto:MCF.Info@gov.bc.ca)>  
**Sent:** September 10, 2021 11:37 AM  
**To:** VoP Admin <[admin@pemberton.ca](mailto:admin@pemberton.ca)>  
**Subject:** Letter from the Honourable Mitzi Dean, Minister of Children and Family Development

**VIA E-MAIL**  
Ref: 262443

His Worship Mayor Mike Richman and Council  
Village of Pemberton  
E-mail: [admin@pemberton.ca](mailto:admin@pemberton.ca)

Dear Mayor Richman and Council:

I am pleased to announce that October will once again be declared Foster Family Month in British Columbia. This marks the 31<sup>st</sup> year of celebrating the caregivers who have stepped up time and time again when they are needed most. As a caregiver, they have accepted a vital role in the lives of the children they care for and an important role in the fabric of the communities where they live.

I wish to express my gratitude for the time, love, and energy that these foster families have given to the young people in British Columbia. Every day, these incredible caregivers work hard to ensure that the young people in their care are provided with a safe and healthy home and are cared for and nurtured in times of personal and global uncertainty. Their dedication to improving the lives of some of our province's most vulnerable children and youth is recognized and honoured as an integral part of the young person's journey.

Please join me in celebrating October as Foster Family Month to show those in your community how important the role of a foster caregiver is. I encourage you to celebrate foster families for the selfless work they do for the children, youth, and families of British Columbia.

On behalf of the Government of British Columbia, thank you for your continued support in recognizing extended family and foster caregivers.

Sincerely,

Mitzi Dean  
Minister of Children and Family Development

*Sent on behalf of the Minister by:*



**This communication and any accompanying document is confidential and is intended solely for the addressed recipient(s). If you received this e-mail message in error, please delete the e-mail and any attachments and contact the Client Relations Branch, Ministry of Children and Family Development at: [MCF.Info@gov.bc.ca](mailto:MCF.Info@gov.bc.ca).**

**From:** MCF Info MCF:EX <[MCF.Info@gov.bc.ca](mailto:MCF.Info@gov.bc.ca)>  
**Sent:** September 13, 2021 10:29 AM  
**To:** VoP Admin <[admin@pemberton.ca](mailto:admin@pemberton.ca)>  
**Subject:** E-mail from the Honourable Katrina Chen, Minister of State for Child Care

**VIA E-MAIL**  
Ref: 263194

His Worship Mayor Mike Richman and Council  
Village of Pemberton  
E-mail: [admin@pemberton.ca](mailto:admin@pemberton.ca)

Dear Mayor Richman and Council:

Families throughout British Columbia are looking for access to inclusive, affordable, quality child care. As leaders, I know you are acutely aware of the needs in your community and share our government's concerns and ambitions of providing access to an inclusive universal system of care. Although we have made significant progress over the last three years with nearly 26,000 new licensed child care spaces approved for funding across Childcare BC's space-creation initiatives, too many families still struggle to find the care they need in their local communities. With this in mind, I am emailing today to ensure you have received information about the opening of the [Childcare BC New Spaces Fund](#), our province's largest child care space creation initiative.

In the 2021/22 intake for the New Space Fund program, we are focusing our efforts on expanding quality, inclusive, community-based child care in areas with the greatest need in alignment with provincial priorities and commitments under the [Canada Wide Early Learning and Child Care Agreement](#). This means that only School Districts, Indigenous and local governments, not-for-profit organizations, and Indigenous not-for-profit organizations are eligible to apply for up to \$3 million in grant funding per project.

As an eligible organization, I encourage you to visit [Childcare BC](#) to review the New Spaces Fund program guidelines, FAQ, application form, and other resources. Further, I encourage you to seize this opportunity to partner with the Province to help address your community needs and serve families in your community with more affordable, quality child care.

**Note that the deadline to apply is November 16th, 2021 at 4:30 p.m. PST.**

Please do not hesitate to contact our Capital Funding program staff at [MCF.CCCF@gov.bc.ca](mailto:MCF.CCCF@gov.bc.ca) or 1 888 338-6622 (option 5) for any additional questions you may have.

Thank you for the work you do for families in your community.

Sincerely,

Katrina Chen  
Minister of State for Child Care

*Sent on behalf of the Minister of State by:*



**This communication and any accompanying document is confidential and is intended solely for the addressed recipient(s). If you received this e-mail message in error, please delete the e-mail and any attachments and contact the Client Relations Branch, Ministry of Children and Family Development at: [MCF.Info@gov.bc.ca](mailto:MCF.Info@gov.bc.ca).**

September 15, 2021

Honourable Josie Osborne  
Minister of Municipal Affairs

VIA Email: MAH.Minister@gov.bc.ca

Dear Minister:

**Re: Appointment of Directors to Regional District Board**

---

The following resolution was passed by the Metro Vancouver Regional District Board at its July 30, 2021 meeting:

*That the MVRD Board request the Ministry of Municipal Affairs to amend the Local Government Act in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board*

Metro Vancouver's background report to this motion, entitled "Municipal Director Appointment Process", is attached for reference.

At its September 13, 2021 Regular Council meeting, the Council for the City of Langley passed the following resolution:

WHEREAS the Local Government Act sets out the procedure for the appointment of directors to the regional district board;

WHEREAS section 198 of the Local Government Act states: After the first appointment under section 41 (2) (e) [first board for regional district], each municipal director is to be appointed at pleasure by the council from among its members and that the Local Government Act does not stipulate any criteria in making those appointment decisions;

WHEREAS the appointment of directors to the regional district board under the Municipal Act (now Local Government Act) was changed after 2000 to "at the pleasure of Council" and that there have been no criteria constraining municipal council's appointment decision since 1965;

WHEREAS the governance structure of regional districts has been lauded as a model structure that provides for "a regional federation of autonomous partners, representing both municipal and non-municipal territory and allows each Regional District to tailor most of its individual functions, both regionally and sub-regionally, to its own evolving needs. The Regional District legislation was designed to promote inter-municipal cooperation, to provide services to non-municipal urban fringe or rural communities, and to stimulate consensus-based planning and co-ordination across regions;"<sup>1</sup>

WHEREAS regional districts are "part of the municipal system not separate from it. The regional district does not sit over the municipalities with the municipal units serving the region. Rather it is the reverse: the regional district exists to further the interests of its municipal members;"<sup>2</sup>

WHEREAS the current section 198 of the Local Government Act provides ability, accountability, autonomy, and a democratic process for each municipal council to appoint the director to the regional board that best represents the views of majority of council on regional-scale services matters;

WHEREAS the Metro Vancouver Regional District is a federation of 21 municipalities, one Electoral Area and one Treaty First Nation that collaboratively plans for and delivers regional-scale services;

WHEREAS the Metro Vancouver Regional District Board, at its July 30, 2021 meeting, passed a resolution to request the Ministry of Municipal Affairs to amend the Local Government Act in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board;

WHEREAS Metro Vancouver Regional District Board has not outlined the impetus and rationale for the proposed amendment to section 198 of the Local Government Act;

WHEREAS the proposed resolution passed by the Metro Vancouver Regional Board to amend the Local Government Act to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board would affect all regional district boards in BC and that a broad consultation with all local governments in BC is necessary and required to consider this amendment;

THEREFORE, BE IT RESOLVED THAT the Ministry of Municipal Affairs conduct a broad consultative process in partnership with the Union of British Columbia Municipalities, Lower Mainland Local Government Association, and all local governments in BC to solicit feedback with tangible and objective rationale to support the amendment to section 19 of the Local Government Act to require municipal councils to appoint the Mayor, or the Mayor's designate, as the municipal director to the regional district board; and that this motion be forwarded to Honourable Josie Osborne, Minister of Municipal Affairs, and all municipal councils in BC.

Yours truly,  
CITY OF LANGLEY

[REDACTED]  
Kelly Kenney  
Corporate Officer

Cc BC Municipalities  
Enclosure

*Footnotes in Resolution:*

1 *40 Years: A Regional District Retrospective Summary of Proceedings, Local Government Knowledge Partnership, Ministry of Community & Rural Development, Local Government Management Association of British Columbia, 2009,*  
<https://www.uvic.ca/hsd/publicadmin/assets/docs/LGI/RetrospectiveMar2009/Summary.pdf>

2 *A Primer on Regional Districts in British Columbia, Ministry of Community Services, 2006,*  
[https://www.regionaldistrict.com/media/28095/Primer\\_on\\_Regional\\_Districts\\_in\\_BC.pdf](https://www.regionaldistrict.com/media/28095/Primer_on_Regional_Districts_in_BC.pdf)

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To: MVRD Board of Directors

From: Mayors Committee

Date: July 9, 2021

Meeting Date: July 30, 2021

Subject: **Municipal Director Appointment Process**

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**MAYORS COMMITTEE RECOMMENDATION**

That the MVRD Board request the Ministry of Municipal Affairs to amend the *Local Government Act*, in section 198 [appointment and term of office for municipal directors], as necessary to require municipal councils to appoint the Mayor, or the Mayor’s designate, as the municipal director to the regional district board.

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At its July 9, 2021 meeting, the Mayors Committee considered the attached report titled “Municipal Director Appointment Process”, dated June 18, 2021. The committee discussed seeking a statutory amendment to the provisions in the *Local Government Act* to require the appointment of the Mayor or designate as the municipal director on the regional district board. The Committee subsequently adopted the recommendation as presented above in underline style.

This matter is now before the Board for its consideration.

**Attachment**

“Municipal Director Appointment Process”, dated June 18, 2021

46632665

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To: Mayors Committee

From: Chris Plagnol, Corporate Officer

Date: June 18, 2021 Meeting Date: July 9, 2021

Subject: **Municipal Director Appointment Process**

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**RECOMMENDATION**

That the Mayors Committee receive for information the report dated June 18, 2021, titled “Municipal Director Appointment Process”.

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**EXECUTIVE SUMMARY**

BC’s regional districts are each governed by a board of directors which is composed of municipal directors, Treaty First Nations directors, and electoral area directors representing their local jurisdictions. As set out in the *Local Government Act*, the electoral area director is elected to the board, while the other directors are appointed. The decision to appoint rests with the municipal council or the treaty first nation governing body. The Act does not stipulate any criteria in making those appointment decisions, such as the Mayor should be the default appointment. To do so would require a statutory amendment to the *Local Government Act*.

**PURPOSE**

To outline the process and procedures related to the appointment of municipal directors to the Metro Vancouver board.

**BACKGROUND**

At its meeting of May 26, 2021, the Mayors Committee discussed the process by which directors, particularly Mayors or their designates, are appointed to the regional district board, and adopted the following resolution:

*That the Mayors Committee direct staff to review the process and procedures for Mayor or their designate and Director appointments and report back.*

This report provides for the committee’s consideration information on the municipal director appointment process.

**REGIONAL DISTRICT GOVERNANCE**

The 27 regional districts in BC are modeled as a federation composed of municipalities, electoral areas, and Treaty First Nations, each of which has representation on the regional district board. The board is the governing body of the regional district, and is ultimately responsible for the services provided and the actions taken. This board is composed of one or more directors appointed from each member municipal council and each Treaty First Nation governing body, and of one or more directors elected from each electoral area, based on the population of the jurisdiction represented.



### **Metro Vancouver's Boards**

In Metro Vancouver's case, the MVRD board represents 21 municipalities, one Electoral Area and one Treaty First Nation, composed of 40 directors as follows:

- 38 municipal directors
- 1 treaty first nation director
- 1 electoral area director

It is important to note that in addition to the MVRD Board, Metro Vancouver is also governed by 3 other boards. The *GVS&DD Act* provides that the GVS&DD board comprises those persons who are directors for each jurisdiction within the GVS&DD on the MVRD board, together with the electoral area director. The *GVWD Act* contains a similar provision. Finally, the *MVHC Articles of the Company* stipulate that the directors for the MVHC board will mirror those appointed to the MVRD board.

### **Appointment Process**

The *Local Government Acts* sets out the procedure for the appointment of directors. For municipal directors, section 198 of the Act states:

After the first appointment under section 41 (2) (e) [*first board for regional district*], each municipal director is to be appointed at pleasure by the council from among its member.

There is a significant phrase in this section and that is that each municipal director is to be appointed at pleasure by the council from among its members. This means that the decision to appoint (or remove) municipal directors rests entirely with the municipal council (as does the appointment of Alternate Directors, which is not addressed in this report). The Act does not stipulate any criteria in making those appointment decisions, such as the Mayor or Mayor's designate should be the default appointment, followed by councillors.

Since 1965, the *Municipal Act* (now *Local Government Act*) stipulated that municipal directors were appointed annually (after 2000, this provision was changed to "at the pleasure of council"). And since 1965, there have been no criteria constraining municipal council's appointment decision.

Electoral area directors and treaty first nation directors follow different provisions. The electoral area director is directly elected for a four-year term until the next general local election, as set out in section 199 of the Act. The treaty first nation director is appointed by the nation's governing body and does not follow the "at pleasure" provision described above, but rather the term is set in accordance with section 254 of the Act.

If the MVRD Board wishes to make changes to the appointment process presented above, the next step would be to seek legislative change to the *Local Government Act*. In this case, the statutory change would affect all regional district boards in BC. The Ministry would have to consider the effect of this more global change, and may restrict this provision to Metro Vancouver only and/or conclude that the same amendment is appropriate for other regional district boards.

**ALTERNATIVES**

This is an information report. No alternatives are presented.

**FINANCIAL IMPLICATIONS**

Directors appointed to the regional district board are remunerated in accordance with the Remuneration Bylaw. The process to appoint directors to the board does not affect the remuneration budget.

**CONCLUSION**

The process to appoint directors (municipal directors, treaty first nation directors, and electoral area directors) to regional district boards is prescribed by the *Local Government Act*. While the electoral area directors are directly elected to the boards, the municipal directors and treaty first nation directors are appointed by their municipal council and governing body respectively. The Act does not stipulate that the municipal director appointment must be the Mayor or the Mayor's designate. As such, to introduce any appointment selection criteria for municipal directors would require a statutory amendment. This information is brought forward for the committee's information.

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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*