

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

Agenda for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, November 16, 2021, at 9:00am in Council Chambers at 7400 Prospect Street and via electronic means by ZOOM webinar. This is Meeting No. 1550.

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

Instructions for public participation at the meeting remotely by ZOOM webinar can be found [here](#) . Link to the Zoom Webinar: <https://us02web.zoom.us/j/85729685966>

NOTE: All members of the Public attending in-person must wear a mask while at the meeting.

Item of Business	Page No.
1. CALL TO ORDER REGULAR MEETING	
In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation.	
2. APPROVAL OF AGENDA	1
Recommendation: THAT the agenda be approved as presented.	
3. RISE WITH REPORT FROM IN CAMERA	
4. ADOPTION OF MINUTES	
a) Regular Council Meeting No. 1549, Tuesday, November 2, 2021	5
Recommendation: THAT the minutes of Regular Council Meeting No. 1549, held Tuesday, November 2, 2021, be approved as circulated.	
5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING	
6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE	
a) Recommendation from Committee of the Whole Meeting No. 220, held Tuesday, November 2, 2021 for consideration:	
Development Permit No. 91 – Retaining wall Request for Decision	
THAT Staff be directed to continue processing the application by CATA Project Management for Phase 2B, on behalf of Sunstone Ridge Developments Ltd, for Development Permit No. 91, which includes a proposed variance to the Village of Pemberton Zoning Bylaw maximum retaining wall height.	
7. COMMITTEE MINUTES - FOR INFORMATION	
8. DELEGATION	
9. STAFF REPORTS	
a) Office of the Chief Administrative Officer	

- i. **Verbal Report**

Recommendation: THAT the Chief Administrative Officer’s verbal report be received.
- ii. **Third Quarter Office of the CAO/Strategic Priorities Third Quarter Update** 15

Recommendation: THAT the Third Quarter Office of the CAO/Strategic Priorities Update be received for information.
- b) **Corporate & Legislative Services**
 - i. **Regular Council Meeting Outstanding Resolutions - Third Quarter Update** 27

Recommendation: THAT the Regular Council Meeting Outstanding Resolutions - Third Quarter Update be received.
 - ii. **Corporate & Legislative Services 2021 Third Quarter Administration Update** 31

Recommendation: THAT the Corporate & Legislative Services Third Quarter Administration Update report be received.
- c) **Operations**
 - i. **Operations Department 2021 Third Quarter Report** 34

Recommendation: THAT the Operations Department 2021 Third Quarter Report be received.
- d) **Development Services**
 - i. **Development Services 2021 Third Quarter Report** 40

Recommendation: THAT the Development Services 2021 Third Quarter Report be received.
- e) **Recreation Services**
 - i. **Pemberton & District Public Library and Community Centre Accessible Upgrades – Enabling Accessibility Fund** 44

Recommendation: THAT Council receives the Pemberton & District Public Library and Community Centre Accessible Upgrades – Enabling Accessibility Fund update.
 - ii. **Recreation Services 2021 Third Quarter Report** 49

Recommendation: THAT the Recreation Services 2021 Third Quarter Report be received.
- f) **Pemberton Fire Rescue**
 - i. **Pemberton Fire Rescue 2021 Third Quarter Report** 60

Recommendation: THAT the Pemberton Fire Rescue 2021 Third Quarter Report be received.

10. BYLAWS

a) Bylaws for First, Second, and Third Readings

- i. **Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020, Amendment (Bylaw Administrative Assistant) Bylaw No. 918, 2021** 68

Recommendation: THAT Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020, Amendment (Bylaw Administrative Assistant) Bylaw No. 918, 2021 receive First, Second, and Third Readings.

b) Bylaws for Adoption

- i. **Village of Pemberton Parks and Public Spaces Use Bylaw No. 797, 2016, Amendment (Household Waste) Bylaw No. 915, 2021.** 127

Recommendation: THAT Village of Pemberton Parks and Public Spaces Use Bylaw No. 797, 2016, Amendment (Household Waste) Bylaw No. 915, 2021 be adopted.

- ii. **Village of Pemberton Building Bylaw No. 912, 2021, Amendment (Building Official Definition) Bylaw No. 916, 2021** 128

Recommendation: THAT Village of Pemberton Building Bylaw No. 912, 2021, Amendment (Building Official Definition) Bylaw No. 916, 2021 be adopted.

11. MAYOR'S Report

12. COUNCILLORS' Reports

13. CORRESPONDENCE

a) Correspondence for Action

- i. **Lavinia Rojas, Victoria, dated November 10, 2021, requesting that Council endorse a petition calling upon the federal government to support the exploration of legislative changes around the use of fireworks.** 129

Recommendation: THAT Council provides direction.

b) Correspondence for Information

- i. **The Honourable Josie Osborne, Minister of Municipal Affairs, dated October 29, 2021, announcing the launch of the CleanBC Roadmap to 2030.** 130

- ii. **Cory Heavner, Deputy Minister and Provincial Director of Child Welfare, and Renaa Bacy, Provincial Director of Adoption, dated October 29, 2021, proclaiming November as Adoption Awareness Month.** 132

- iii. **The Honourable Kathleen Chen, Minister of State for Child Care, dated November 9, 2021, providing response to Union of British Columbia Minister Meeting regarding childcare funding.** 134

Recommendation: THAT the correspondence be received.

14. DECISION ON LATE BUSINESS

15. LATE BUSINESS

16. NOTICE OF MOTION

17. QUESTION PERIOD

136

18. IN CAMERA

THAT the meeting is closed to the public in accordance with the *Community Charter* Section 90 (1) (c) employee relations, (g) litigation 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.

19. RISE WITH REPORT

20. ADJOURNMENT OF REGULAR COUNCIL MEETING

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

Minutes of the Regular Meeting of Council of the Village of Pemberton held on Tuesday, November 2, 2021 in Council Chambers at 7400 Prospect Street and via electronic means through a ZOOM Webinar. This is Meeting No. 1549.

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
Sheena Fraser, Manager of Corporate & Legislative Services
Lyndsey Anic, Bylaw Administrative Assistant
Gwendolyn Kennedy, Legislative Assistant

Public: 2

MEDIA: 0

*** ATTENDED ELECTRONICALLY**

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

1. CALL TO ORDER

At 5:31pm 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. 1547, Tuesday, October 19, 2021

Moved/Seconded

THAT the minutes of Regular Council Meeting No. 1547, held Tuesday, October 19, 2021, be approved as circulated.

CARRIED

b) Special Council Meeting No. 1548, Thursday, October 21, 2021

Moved/Seconded

THAT the minutes of Special Council Meeting No. 1548, held Thursday, October 21, 2021, be approved as circulated.

CARRIED

5. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

6. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE MEETING

a) Recommendations from the Committee of the Whole Meeting No. 219 held on Tuesday, October 19, 2021:

BC Social Procurement Initiative

Moved/Seconded

THAT Staff be directed to enroll the Village with the British Columbia Social Procurement Initiative.

CARRIED

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) Soccer Field Lights Update

CAO Gilmore provided an update on the status of the lights for the soccer field, noting that the Village is in the process of finalizing the right-of-way agreement with BC Hydro and that once this step has been concluded, the lights will be connected. As lighting of the first field was not in the original plans, there is no firm timeline for connecting the lights. Ms. Gilmore confirmed that the lights would be controlled by a programmable switch.

Ms. Gilmore noted that the second soccer field will not be in use until the roots have established, most likely by fall of 2022 but possibly as early as June.

Moved/Seconded

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

CARRIED

(b) Childcare Spaces Funding Application Update

CAO Gilmore informed Council that Staff received notice last week that a new application would be required by November 16th for the Village to be considered for funding for childcare spaces under the New Spaces Fund. Ms. Gilmore stated that the new application would include cost increases that have developed since the original application was submitted and explained that Staff have prepared a rationale for costs exceeding the \$40,000 cap per space. Ms. Gilmore noted that the application is in process and that a Council resolution, if required, could be submitted after the application deadline.

Mayor Richman requested that, after submission of the application, follow up correspondence be sent to the Honourable Katrina Chen, Minister of State for Childcare.

Moved/Seconded

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

CARRIED

b) Corporate & Legislative Services

i. 2022 Committee & Liaison Appointments

Parcel Tax Review Panel:

Moved/Seconded

THAT Councillor Antonelli, Councillor Noble and Councillor Zant be re-appointed as the Village of Pemberton representatives to the Parcel Tax Review Panel.

CARRIED

Emergency Planning & Operations Committee:

Moved/Seconded

THAT Councillor Noble be re-appointed as the Village of Pemberton representative to the Emergency Planning & Operations Committee;

AND THAT Councillor Zant be appointed as the Village of Pemberton alternate representative to the Emergency Planning & Operations Committee.

CARRIED

Cemetery Committee:

Moved/Seconded

THAT Councillor Zant be re-appointed as the Village of Pemberton representative to the Cemetery Committee;

AND THAT Councillor Antonelli be re-appointed as the Village of Pemberton alternate representative to the Cemetery Committee.

CARRIED

Squamish-Lillooet Regional District Board Appointment:

Moved/Seconded

THAT Mayor Mike Richman be re-appointed as the Village of Pemberton representative to the Squamish-Lillooet Regional District Board;

AND THAT Councillor Ryan Zant be re-appointed as the Village of Pemberton alternate to the Squamish-Lillooet Regional District Board.

CARRIED

Pemberton Valley Utilities and Services Committee:

Moved/Seconded

THAT Mayor Mike Richman and Councillor Ryan Zant be re-appointed as the Village of Pemberton representatives to the Pemberton Valley Utilities & Services Committee.

CARRIED

Sea to Sky Regional Hospital District Board:

Moved/Seconded

THAT Mayor Mike Richman be re-appointed as the Village of Pemberton representative to the Sea to Sky Regional Hospital District Board;

AND THAT Councillor Ryan Zant be re-appointed as the Village of Pemberton alternate to the Sea to Sky Regional Hospital District Board.

CARRIED

Pemberton Lillooet Treaty Advisory (PLTAC):

Moved/Seconded

THAT Mayor Mike Richman be re-appointed as the Village of Pemberton representative to the Pemberton Lillooet Treaty Advisory Committee;

AND THAT Councillor Ryan Zant be re-appointed as the Village of Pemberton alternate to the Pemberton Lillooet Treaty Advisory Committee.

CARRIED

Pemberton & District Library Board:

Moved/Seconded

THAT Councillor Zant be re-appointed as the Village of Pemberton representative to the Pemberton & District Library Board;

AND THAT Councillor Noble be re-appointed as the Village of Pemberton alternate to the Pemberton & District Library Board.

CARRIED

Spelkúmtn Community Forest Board:

Moved/Seconded

THAT Mayor Mike Richman and Councillor Ted Craddock be re-appointed as the Village of Pemberton representatives to the Spelkúmtn Community Forest Interim Board.

CARRIED

Municipal Insurance Association of BC:

Moved/Seconded

THAT Councillor Craddock be re-appointed as the Village of Pemberton representative to the Municipal Insurance Association of BC;

AND THAT Councill Antonelli be re-appointed as the Village of Pemberton alternate to the Municipal Insurance Association of BC.

CARRIED

Liaison to other Community Committees:

Moved/Seconded

THAT Councillor Antonelli be named as liaison to the Squamish-Lillooet Regional District Agriculture Advisory Committee;

AND THAT Councillor Noble be named as liaison to the Pemberton Valley Trails Association;

AND THAT Councillor Craddock be named as liaison to Tourism Pemberton;

AND THAT Councillor Antonelli be named as alternate liaison to Tourism Pemberton;

AND THAT Councillor Craddock be named as liaison to the Pemberton Valley Dyking District.

CARRIED

Moved/Seconded

THAT the 2021 Acting Mayor Schedule be approved as established in 2021.

CARRIED

ii. Community Enhancement Fund Contributions - Lil'wat Christmas Bureau and Pemberton Food Bank Christmas Hamper Program

Moved/Seconded

THAT a contribution of \$250 each be allocated to the Lil'wat Christmas Bureau and the Pemberton Food Bank Hamper Program from the Community Enhancement Fund.

CARRIED

c) Finance

i. TD Bank Borrowing Resolution

Moved/Seconded

THAT Council of the Village of Pemberton authorizes staff to make application for TD Visa Credit Cards with a borrowing limit of \$50,000.00;

AND THAT Council of the Village of Pemberton approve a Borrowing Resolution for securing the business credit cards.

CARRIED

At 6:03pm Bylaw Administrative Assistant Lyndsey Anic joined the meeting.

10. BYLAWS

a) Bylaws for First, Second, and Third Readings

- i. Village of Pemberton Parks and Public Spaces Use Bylaw No. 797, 2016, Amendment Bylaw No. 915, 2021**

Moved/Seconded

THAT Village of Pemberton Parks and Public Spaces Use Bylaw No. 797, 2016, Amendment (Household Waste) Bylaw No. 915, 2021, receive First, Second, and Third Readings.

CARRIED

At 6:06pm Ms. Anic left the meeting.

- ii. Village of Pemberton Building Bylaw No. 912, 2021, Amendment (Building Official Definition) Bylaw No. 916, 2021**

Moved/Seconded

THAT Village of Pemberton Building Bylaw No. 912, 2021, Amendment (Building Official Definition) Bylaw No. 916, 2021, receive First, Second, and Third Readings.

CARRIED

11. Mayor's Report

Mayor Richman reported on the Squamish-Lillooet Regional District Board meetings held last week:

- A regular update from BC Hydro regarding the Bridge River project was received.
- A delegation from Metro Vancouver Regional District provided an update regarding the regional growth strategy;
- A delegation from Translink presented a report of the Transport 2050 Phase 3 engagement process.
- A Committee of the Whole workshop provided opportunity for discussion of the allocation of Payment In Lieu of Taxes from BC Hydro.
- An update report from the Regional Business Liaison Officer was received.
- Britannia Beach Developments received a temporary use permit for establishment of a sales centre.

- \$38,000 in gas tax funds was allocated to Minto Communications to connect remote parts of Area A to broadband.

Mayor Richman provided an update on progress regarding the demand study for regional transit, which will now include Translink for interconnectivity with Metro Vancouver, noting that he will continue to advocate for regional transit in the Pemberton area.

Mayor Richman thanked Pemberton Fire Rescue for a spectacular Halloween fireworks display, commenting that this year's display was the best yet and was a positive event for the community.

Mayor Richman informed Council that he regrets that he will not be able to participate in this year's Remembrance Day activities as he will be travelling. Acting Mayor Noble will lay the wreath in his absence.

12. Councillors' Reports

Councillor Craddock reported on the following:

- Participated in the Halloween activities in The Glen neighbourhood. It was a wonderful community event and the block party of the year. Councillor Craddock distributed treats to record 385 trick-or-treaters. Councillor Craddock thanked Pemberton Fire Rescue and the RCMP for their efforts to ensure the event was held safely and noted the success of the fireworks display put on by Pemberton Fire Rescue.

Councillor Zant reported on the following:

- Will attend the Library Board Meeting on November 4th.
- Has noted the RCMP presence in the school zone and the reduction in the number of speeding motorists.
- Attended Halloween in The Glen neighbourhood with his children and concurred with Councillor Craddock that it was the block party of the year. Councillor Zant thanked Pemberton Fire Rescue for the fireworks display, saying that the event was fun for all.

Councillor Noble did not report.

Councillor Antonelli did not report.

13. CORRESPONDENCE

There was no correspondence for receipt.

14. DECISION ON LATE BUSINESS

There was no late business.

15. 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) (c) employee relations and (k) negotiations and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

CARRIED

At 6:31pm Council moved in camera.

19. RISE WITH REPORT

At 6:40pm Council rose with report on the following items from the October 19th In Camera meeting:

a) Council Remuneration

THAT Staff be directed to research remuneration for Council members and bring forward a report for discussion during 2022 budget deliberations.

b) 1929 Stonecutter Place

THAT Council approves the use of the Village's portion of 1929 Stonecutter Place for staging and potential temporary transfer station by the Squamish-Lillooet Regional District;

AND THAT the Squamish-Lillooet Regional District be fully responsible for undertaking any remediation and reclamation of the site at the end of the term;

AND THAT no rental fees be charged.

20. AJOURNMENT

Moved/Seconded

THAT the Regular meeting be adjourned.

CARRIED

At 6:41pm the Regular Council Meeting was adjourned.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Date: Tuesday, November 16, 2021

To: Council

From: Nikki Gilmore, Chief Administrative Officer

Subject: Office of the CAO/Strategic Priorities Third Quarter Update

PURPOSE

The purpose of this report is to provide Council with an update on the Strategic Priorities and activities of the Office of the CAO for the Third Quarter.

BACKGROUND

Quarterly reports will be provided throughout the year as a means of keeping Council up to date with the Village's Strategic Priorities and Office of the CAO projects and activities.

DISCUSSION & COMMENTS

Although recruitment efforts in late 2020 and early 2021, resulted in filling several vacant positions within the Office of the CAO, unfortunately, the Third Quarter saw a loss of the Staff member filling the new role of Project and Research Coordinator. Recruitment is currently underway for a slightly modified role as Executant Assistant who will assist the CAO with special projects including those that were assigned within the former Project and Research Coordinator position.

The following sections detail the tasks/projects undertaken in the Third Quarter for the Office of the CAO:

Emergency Management:

The following provides Third Quarter Updates for the Emergency Program Coordinator:

- Member of the Emergency Operations Centre for the ongoing management of the COVID-19 pandemic (Resource and Recovery Team).
Facilitated and participated in debriefs related to local flood responses and the 2021 wildfire season to incorporate lessons learned into updates to the Emergency Management Plan and other Regional Response Plans.
- Coordinated the transition to a new service provider for the PembertonAlert emergency notification system to improve delivery, access and speed at which residents receive critical information during an emergency.
- Focused on community public education by producing a Fall Flood Preparedness Newsletter, revising the Emergency Management Section of the Village's website to provide improved emergency preparedness information.

- In partnership with the Squamish-Lillooet Regional District (SLRD) and District of Squamish (DOS), facilitated the project kick off for the Pemberton Valley and Squamish Floodplain Evacuation Planning and Exercises.

Communications and Grant

The following provides Third Quarter Updates for the Communications and Grant Coordinator:

- Member of the Emergency Operations Centre for the ongoing management of the COVID-19 pandemic (Resource and Recovery Team).
- Collated and published the 2019 and 2020 Annual Reports
- Coordinated the new online Water Conservation campaign; “Do Your Part”
- Submitted three (3) grant funding applications to support 2021 Strategic Priorities and shovel-ready projects.
- Provided ongoing strategic communications planning, branding and collateral development, public relations and media support, website and social media management and emergency response communications.

Human Resources

The following provides Third Quarter Updates for the HR Coordinator and Executive Assistant:

- Member of the Emergency Operations Centre for the ongoing management of the COVID-19 pandemic (Resource and Recovery Team); navigated the BC Restart Plan, designed and launched Communicable Disease Prevention Plan and Sickness Absence Policy.
- Supported extensive recruitment and onboarding activity of five (5) new hires and securing offers from three (3) others starting in the Fourth Quarter.
- Designed, obtained approval from Council and communicated the launch of the Compressed Workweek Trial.
- Worked in collaboration with Finance and Sea to Sky IT to implement several process improvements for requesting IT services.

Projects and Research

Unfortunately, this position has been vacant since August 23, 2021; however, prior to this time, the following tasks were supported:

- Supported Pemberton Waste Transfer Station Subdivision project.
- Supported development of the draft Village of Pemberton Economic Development Strategy and draft Indigenous procurement language for Village contracting opportunities.
- Represented the Village as a liaison to BC Transit, the Regional Economic Development Collaborative, Tourism Pemberton, Chamber of Commerce, Destination BC Sea to Sky Committee.
- Attended the newly reinvigorated Nukw7ántwal Organizing Committee meeting to begin planning for the Nukw7ántwal Regional Gathering to be held in March 2022.

Strategic Priorities

The list of Strategic Priorities and Operational Priorities is attached and includes updates on the status of each initiative and/or project. While some initiatives are expected to be completed by end of 2021 others are slated for completion in 2022 or on hold or paused due to circumstances beyond our control.

Staff endeavor to move all initiatives forward within a timely manner; however, some delays have occurred due to the COVID-19 pandemic, other jurisdiction involvement and/or staffing and resource limitations.

It should be noted that a review of Council's priorities will take place in the Fall – those priorities found on the summary are from the check in review that took place in November 2020.

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

There are no impacts to the budget or staff hours as the activities undertaken by Staff noted above are operational and incorporated into the day-to-day activities of each department.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There is no impact on the region or neighbouring jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration

RECOMMENDATIONS

THAT the Third Quarter Office of the CAO/Strategic Priorities Update be received for information.

ATTACHMENTS:

Appendix A: Third Quarter Strategic Priorities Status Worksheet

CAO Approval by:	Nikki Gilmore, Chief Administrative Officer
------------------	---

Appendix A

Village of Pemberton						
Strategic Priorities Status Sheet						
November 16, 2021						
Council						
NOW	Priority	Strat Plan Timeline	Department	Status	Completion Date	Comments
1.	AFFORDABLE HOUSING IMPL. PLAN CONSULTATION		DS	Completed	First Quarter 2022	Final survey results to be analyzed to complete the process.
2.	ECONOMIC DEVELOPMENT STRATEGY		CAO	Ongoing	January 2022	Will require updating to incorporate COVID-19 restart elements; awaiting hiring of new Staff to complete
3.	MUNICIPAL FACILITIES		CAO	Ongoing	September 2021	Request for Proposal on design nearly completed; targeted issuance in November 2021
4.	DAYCARE EXPANSION		CAO	On Hold	Unknown	Advised October 27, 2021 that a new application was needed - deadline to apply is November 16, 2021. Staff are working on updating costs and new components of the application
5.	COMMUNITY CLIMATE ACTION PLAN		DS	Ongoing	Fall 2021	Upcoming presentation to COW in the Winter
NEXT	Priority	Strat Plan Timeline	Department	Status	Completion Date	Comments
.	ASSET MANAGEMENT	n/a	Finance/Ops	On hold		Submission of Grant Application for funding through Federation of Canadian Municipalities & UBCM. Grant announcement timeline is unknown at this time.
.	OCP UPDATE	Fall 2020	DS	In Process	2024	New OCP Planner to complete Affordable Housing Action Plan and Community Climate Action Plan in the Fall 2021; followed by a full OCP review expected to take 2 years.
.	BOUNDARY EXTENSION	n/a	CAO	Ongoing		On hold - expected to be part of 2022 workplan
.	SINGLE USE PLASTIC BAG BYLAW	n/a	Corporate	On hold		This items will be incorporated in the Climate Action Plan; Report to come before Council in December.
.	IMPROVED MONITORING (floods & landslides)	n/a	CAO	Ongoing		Monitoring of Lillooet River and Mt. Currie, prioritization of flood mitigation projects and grant applications.
Advocacy/ Partnerships	Priority	Strat Plan Timeline	Department	Status	Completion Date	Comments
.	<i>Regional Transit</i>	n/a	CAO	In Progress		This was paused during the COVID-19 Pandemic; reinvigoration of the project began in September 2022.
.	<i>Second Entrance to Town</i>	n/a	CAO	On hold		This challenging project will need to be addressed through upcoming development applications.
Codes:	BOLD CAPITALS - NOW Priorities; CAPITALS - NEXT Priorities; <i>Italics</i> = Advocacy					
n/a =	Not assigned					

Village of Pemberton				
Strategic Priorities Status Sheet				
November 16, 2021				
CAO				
Order	Priority	Status	Estimated Completion Date	Comments
1.	ECONOMIC DEVELOPMENT STRATEGY	Ongoing	January 2022	Will require updating to incorporate COVID-19 restart elements; awaiting hiring of new Staff to complete
2.	MUNICIPAL FACILITIES	Ongoing	September 2021	Request for Proposal on design nearly completed; targeted issuance in November 2021
3.	DAYCARE EXPANSION	On Hold	Unknown	Advised October 27, 2021 that a new application was needed - deadline to apply is November 16, 2021. Staff are working on updating costs and new components of the application
.	IAP2 Implementation	Ongoing		Staff will be using the IAP2 in future community feedback and engagement projects; consideration on incorporating into Council report template.
.	ASSET MANAGEMENT	On hold		Submission of Grant Application for funding through Federation of Canadian Municipalities & UBCM. Grant announcement timeline is unknown at this time.
*Emergency Management transitioned of Office of the CAO in July 2020				
Codes: BOLD CAPITALS - NOW Priorities; CAPITALS - NEXT Priorities; <i>Italics</i> = Advocacy				

Village of Pemberton				
Strategic Priorities Status Sheet				
November 16, 2021				
Emergency				
Order	Priority	Status	Estimated Completion Date	Comments
1.	Regional Evacuation Plan	In progress	April 2022	In partnership with Squamish-Lillooet Regional District and District of Squamish - received CEPF funding to validate and test current Evacuation Route Plan through a regional functional exercise and develop Regional Evacuation Plan and framework
2.	Emergency Management Plan Update	In progress	January 2022	Emergency Operations Centre training and tabletop exercise completed; Emergency Management Plan was tested and will be updated as a result of training exercises and lessons learned from 2021 flood responses and the wildfire season.
3.	IMPROVED MONITORING (floods & landslides)	Ongoing	March 2022	In partnership with JIBC to pilot the Community Disaster Resilience Planning process and online tools. Includes utilizing the disaster risk and resilience tools to understand hazards and community resiliency to build and develop a Community Disaster Resilience Plan.
.	Community Disaster Resilience Planning	On hold until Spring 2022	June 2022	Awaiting updates to the Evacuee Assistance & Registration tool and Emergency Management BC (EMBC) to allow new communities to onboard and funding intake to purchase ESS equipment
.	Emergency Support Services Modernization			
Codes: BOLD CAPITALS - NOW Priorities; CAPITALS - NEXT Priorities; <i>Italics</i> = Advocacy				

Village of Pemberton				
Strategic Priorities Status Sheet				
November 16, 2021				
Corporate				
Order	Priority	Status	Estimated Completion Date	Comments
1.	Community Forest	Active	October 2020	Interim Board in place. First harvest began June/July 2021. Governance work will begin in January 2022 with the aim to secure the new Board members in Spring/Summer 2022
2.	Fees and Charges (Admin Fees) Bylaw	Completed	July 2021	4th and Final Reading given July 27, 2021
3.	SINGLE USE PLASTIC BAG BYLAW	On hold		This items will be incorporated in the Climate Action Plan; Report to come before Council in December.
.	Mobile Food Vendor Pilot Program	On going	September, 2022	Policy was approved in May, 2021 for a two year pilot project to complete in September, 2022. Only 1 business license available for the program; will likely not continue in 2022.
.	Business License Amendment (Mobile Food Vendor)	Completed	July 2021	1st, 2nd and 3rd readings of the Village of Pemberton Business Licence Bylaw No. 855, 2019, Amendment Bylaw (Mobile Food Vendors) Bylaw No. 904, 2021 to allow for additional licences for the Mobile Food Vendor Pilot Program was rescinded.
	Various Bylaw Review and Updates	ongoing	Spring, 2022	The following Bylaws were adopted in the 3rd Quarter: Building Bylaw, Fees and Charges Bylaw, Permissive Tax Exemption Bylaw (Stewardship Pemberton), Board of Variance Bylaw, Council Procedure Amendment Bylaw (Electronic Meetings), Board of Variance and ADRC/ALUC Bylaws (Electronic Meetings). Upcoming bylaw are: Water Connection and Regulation Bylaw, Tree Preservation Bylaw, Site Alteration Bylaw, Sewer Connection and Regulation Bylaw and Blasting Bylaw.
Codes: BOLD CAPITALS - NOW Priorities; CAPITALS - NEXT Priorities; <i>Italics</i> = Advocacy				

Village of Pemberton				
Strategic Priorities Status Sheet				
November 16, 2021				
Operations				
Order	Priority	Status	Estimated Completion Date	Comments
1.	Soccer Field No. 2 (Phase 1)	Ongoing	Spring 2022	Construction completed; awaiting completion of BC Hydro right of way to finish connection of lighting. The fields is anticipated to be ready for use in Fall 2022.
2.	Mountain Bike Skills Park	Ongoing	Spring/Summer 2022	Request for Proposal Awarded; Construction to begin in the Fall of 2021 with completion in Spring/Summer 2022
3.	Pemberton Farm Road East Upgrade	Ongoing	2022	Two (2) grant applications (Healthy Communities and Active Transportation) have been submitted for this project ; unsuccessful for the Healthy Communities and awaiting decision on Active Transportation Grant.
.	Water Generator	Ongoing	Fall/Winter 2021	Construction completed, Commissioning pending
.	Water Treatment Investigation	In Progress	2022	treatment of manganese and iron in the Village's water system
Codes: BOLD CAPITALS - NOW Priorities; CAPITALS - NEXT Priorities; <i>Italics</i> = Advocacy				

Village of Pemberton				
Strategic Priorities Status Sheet				
November 16, 2021				
Finance				
Order	Priority	Status	Estimated Completion Date	Comments
1.	ASSET MANAGEMENT	On hold	Unknown	Submission of Grant Application for funding through Federation of Canadian Municipalities & UBCM. Grant announcement timeline is unknown at this time.
2.	Vadim Payroll Module	In Progress	Winter 2021	Implementation has begun; estimated completion Winter 2021
3.	Expense Policy Review	Deferred	Unknown	Due to Staff turnover in the Finance Department, any new projects will be deferred until recruitment is complete
Codes:	BOLD CAPITALS - NOW Priorities; CAPITALS - NEXT Priorities; <i>Italics</i> = Advocacy			

Village of Pemberton				
Strategic Priorities Status Sheet				
November 16, 2021				
Development				
Order	Priority	Status	Estimated Completion Date	Comments
1.	AFFORDABLE HOUSING IMPL. PLAN	Completed	First Quarter 2022	Final survey results to be analyzed to complete the process.
2.	CLIMATE ACTION PLAN	Ongoing	Fall 2021	Upcoming presentation to COW in the Winter
3.	OCP UPDATE	In Process	2023	New OCP Planner to complete Affordable Housing Action Plan and Community Climate Action Plan in the Fall 2021; followed by a full OCP review expected to take 2 years.
.	Development Procedures Bylaw Update	Completed	November 2020	Bylaw adopted in November 2020
.	DCC Bylaw Update - Phase 1	In Process	Spring 2022	Work is currently underway on the Engineering component of the project; consultation is planned for 2022
Codes: BOLD CAPITALS - NOW Priorities; CAPITALS - NEXT Priorities; <i>Italics = Advocacy</i>				

Village of Pemberton				
Strategic Priorities Status Sheet				
November 16, 2021				
Recreation				
Order	Priority	Status	Estimated Completion Date	Comments
1.	COVID-19 Pandemic	Ongoing		This department's day to day activities and projects have been significantly impacted by the COVID-19 Pandemic. All resources have gone into managing the Public Health Orders. More regular, activates have resumed in the 3rd Quarter in a slow and steady process to resume to pre-pandemic activates.
2.	Basketball Court Construction	In Progress	Spring 2022	Funding was secured through the PVUS Committee during the 2021 beget process; Lot 8 on Frontier Street has been identified as the preferred site. This project will be incorporated in to the 2022 workplan.
3.	Gates Lake Park Potable Water	Deferred		This project has been deferred due to COVID-19 and will be facilitated by the SLRD
.				
.				
Codes: BOLD CAPITALS - NOW Priorities; CAPITALS - NEXT Priorities; <i>Italics = Advocacy</i>				

Village of Pemberton				
Strategic Priorities Status Sheet				
November 16, 2021				
Fire				
Order	Priority	Status	Estimated Completion Date	Comments
1.	MUNICIPAL FACILITIES	Ongoing	September 2021	Request for Proposal on design nearly completed; targeted issuance in November 2021
2.	Meadows Fire Department	Ongoing	Unknown	The Pemberton Fire/Rescue Department has been working with the Meadows Fire Department on certification and training to bring the Department to a exterior attach designation. More work is required with the SLRD to ensure regular funding. A meeting has been scheduled at the end of November to discuss this matter further.
3.	Training	In Process	Ongoing	The Pemberton Fire/Rescue Department has been assisting with training for Lil'wat Nation Fire members. This collaborative efforts will assist Lil'wat in increasing member's skills and in building their department.
Codes: BOLD CAPITALS - NOW Priorities; CAPITALS - NEXT Priorities; <i>Italics</i> = Advocacy				

Date: November 16, 2021

To: Nikki Gilmore, Chief Administrative Officer

From: Sheena Fraser, Manager of Corporate & Legislative Services

Subject: Regular Council Meeting Outstanding Resolutions - Third Quarter Update

PURPOSE

To present to Council a listing of the outstanding resolutions from previous Regular Meetings for which action on the matter or item has not been completed or is in progress as at September 30, 2021.

BACKGROUND

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

DISCUSSION & COMMENTS

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

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

As noted in previous updated there are some outstanding resolutions held over from previous Council which are identified on the chart in light blue and are as follows:

- Affordable Housing – Development Cost Charges (an amendment is being prepared to address affordable housing project exemptions)
- Boundary Extension (deferred to a later date)
- Single Use Strategies (deferred as awaiting federal and provincial direction)

Since the last update on July 27, 2021, there is one item added to the listing as noted on the tracking sheet which have been identified for incorporation into work plans.

COMMUNICATIONS

There is no communications element required.

LEGAL CONSIDERATIONS

There are no legal considerations at this time.

IMPACT ON BUDGET & STAFFING

There is no impact on budget or staffing.

INTERDEPARTMENTAL IMPACT & APPROVAL

There is no interdepartmental impact or approvals required.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There is no impact on the region or neighbouring jurisdictions

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT the Regular Council Meeting Outstanding Resolutions - Third Quarter Update be received.

Attachments:

Appendix A: Regular Council Meeting Third Quarter Outstanding Resolution Listing as at September 30, 2021

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

APPENDIX A

REGULAR COUNCIL OUTSTANDING RESOLUTION LISTING AS AT September 30, 2021

Mtg No	Date	Topic	Resolution	Comment
1463	06-Feb_18	Affordable Housing – Development Cost Charges	THAT consideration of an Eligible Development for Waiving or Reducing Development Cost Charges component be included as part of the Development Cost Charge Bylaw review anticipated for 2018.	STATUS UPDATE: This was referred for consideration as part of the 2019 Affordable Housing Action Plan. This will be brought forward as a stand-alone bylaw and Staff are in the process of preparing an amendment to exempt affordable housing projects.
1472	12-June-18	Boundary Extension	THAT Staff explore the possibility of a smaller boundary extension initiative that would include only the lands occupied by the independent power projects and present this information at a future Committee of the Whole meeting.	STATUS UPDATE: Options are being reviewed and Staff will bring this matter back in the future.
1477	2-Oct-18	Single Use Items – Reduction Strategies	THAT the development of a Single-Use Items Strategy be brought forward for consideration as part of the 2019 strategic planning and budget deliberation process.	STATUS UPDATE: The Provincial Government concluded its province wide consultation for B.C. Plastic Action Plan and announced in September that it is developing the framework to allow local governments to ban certain types of plastic products. As well, it is proposing to draft a new regulation under the <i>Community Charter</i> to allow local governments to ban single-use plastics without requiring provincial approval. Staff are monitoring and will bring this initiative back when more details are available.
1507	28-Jan-20	Village of Pemberton Gateway Sign Relocation	THAT Staff facilitate refurbishment of the current southern Gateway Sign and explore the cost to refurbish the sign versus development of a new sign and design options for the addition of “welcome” in Ucmalmicwts and French. THAT an application to apply for a Crown land tenure through the community institutional program to relocate the southern Gateway Sign to Part of	STATUS UPDATE: This item was brought forward for consideration in the 2020 budget but deferred to 2021. The application has been submitted to Front Counter BC. Note: This process takes up to 2 years.

APPENDIX A

REGULAR COUNCIL OUTSTANDING RESOLUTION LISTING AS AT September 30, 2021

			Primary: DISTRICT LOT 239, LILLOOET DISTRICT, Plan 24TR6_NEW_WESTMINISTER, PIN 6088620 be endorsed.	
1528	30-Nov-20	Development Cost Charge Bylaw	THAT Staff be directed to prepare an Eligible Development for Waiving or Reducing Development Cost Charge Bylaw for consideration by Council in 2021.	STATUS UPDATE: This matter has been incorporated into the 2022 work plan.
1539	01-June-21	Crown Land Tenure Application – Lillooet River Park and Boat Launch	THAT Staff consider options that would see the existing Crown land tenure area, held by the Village, of the Lillooet River Bridge area, also known as: BLOCK A OF DISTRICT LOTS 204 AND 8746, LILLOOET DISTRICT protected for public purposes; AND THAT Staff consult with the Squamish-Lillooet Regional District Staff to discuss options.	STATUS UPDATE: This matter has been referred to staff for incorporation into work plans as may be accommodated.
1540	15-June-21	Village of Pemberton Bursary Policy Amendment	THAT Staff add to next year's budget discussion consideration of amending the Bursary Policy to increase the value of the bursary and to permit the splitting of the bursary among two or more recipients.	STATUS UPDATE: This matter will be brought forward during the 2022 budget process.
		Truth and Reconciliation Calls to Action - Review	THAT Staff prepare a report providing an update regarding the status of Council's calls to action with respect to Truth and Reconciliation, for presentation at a future meeting of Council.	STATUS UPDATE: This matter has been referred to staff for incorporation into the 2022 work plan.
1543	27-July-21	British Columbia Social Procurement Initiative (BCSPI)	THAT Staff prepare a report for presentation at a future meeting of Council discussing the Village's capacity to participate in the British Columbia Social Procurement Initiative.	STATUS UPDATE: A presentation by the BC Social Procurement Initiative was made at the Committee of the Whole held on October 19 th . Council has directed that the Village be enrolled in the Initiative.
1544	31-Aug-21	Declaration of National Day for Truth and Reconciliation (September 30th) as a Public Holiday	THAT Council refers further discussion regarding suitable means for the Village to acknowledge the public holiday, to a future Committee of the Whole meeting.	STATUS UPDATE: This will be added to the 2022 work plan and incorporated into the discussions to be held as part of the review of the Truth and Reconciliation Calls to Action as noted above.

Date: Tuesday, November 16, 2021
To: Nikki Gilmore, Chief Administrative Officer
From: Sheena Fraser, Manager, Corporate & Legislative Services
Subject: Corporate & Legislative Services Third Quarter Administration Update

PURPOSE

The purpose of this report is to provide Council with an update on the Third Quarter activities of Corporate & Legislative Services Department.

BACKGROUND

Quarterly reports will be provided throughout the year as a means of keeping Council up to date with the Corporate & Legislative Service Department projects and activities and provides information related to the administration function providing an overview of the number of business licences and dog tags issued, customer service requests responded to and include information related to other permit allocations such as water use permits. This report will also complement the outstanding resolutions report that includes a status update on those in progress or not yet actioned, which is included on today’s agenda.

DISCUSSION & COMMENTS

Below outlines the activities of the Corporate & Legislative Department and includes statistics and updates related to various areas:

As the presentation of some of these statistics is new the charts below include the total number of licences or permits issued for 2019 and 2020 to provide a base line for comparison purposes:

Freedom of Information Requests:

2019	2020	First & Second Quarter	Third Quarter
8	4	4	1 - withdrawn

Business Licence:

2019	2020	First & Second Quarter	Third Quarter
399	416	405	20

Dog Licence:

2019	2020	First & Second Quarter	Third Quarter
145	157	163	4

Customer Service Requests:

	2019	2020	First & Second Quarter	Third Quarter
Bylaw Enforcement Complaints/Issues	108	129	55	36
Animal Control (Dogs)	24	20	15	11
General /Operational Enquiries	113	124	65	39
Vandalism Reports	0	2	1	2
Total CSR's received	245	275	136	88

Bylaw Enforcement Tickets Issued:

2019	2020	First & Second Quarter	Third Quarter
332	249	38	4

Tickets sent to Collections:

2019	2020	First & Second Quarter	Third Quarter
139	85	0	0

Water Use Permit:

2019	2020	First & Second Quarter	Third Quarter
7	12	10	11

Film Permits:

2019	2020	First & Second Quarter	Third Quarter
5	1	1	1

Hen Keeping Permits: 8 Permits issued since 2019

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

There are no impacts to the budget or staff hours as the activities noted above are operational and incorporated into the day-to-day activities of each department.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There is no impact on the region or neighbouring jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration

RECOMMENDATIONS

THAT the Corporate & Legislative Services Third Quarter Administration Update report be received.

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

Date: Tuesday, November 16, 2021
To: Nikki Gilmore, Chief Administrative Officer
From: Tom Csimá, Manager of Operations and Projects
Subject: Operations Department 2021 Third Quarter Report: July – September 2021

PURPOSE

The purpose of this report is to inform Council on the activities of the Department of Operations for the Third Quarter of 2021.

BACKGROUND

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

DISCUSSION & COMMENTS

The third quarter is often the busiest for the Operations team, being the optimal season and weather for completing construction projects, and this year has certainly been no exception. Not only has the Village taken on the ongoing maintenance of several new assets and infrastructure (ie. at Sunstone), the Operations team has pushed to complete several critical and exciting projects, as well as corrected many longstanding maintenance issues.

One notable issue and theme throughout the hot summer months was the extremely high overall water use. The previous record high daily water usage was broken on several occasions in the third quarter, in some cases by more than 10%. This usage puts enormous stress on critical Village infrastructure with pumps and equipment running 24 hours per day with no reprieve, meaning a pump failure or major water main break could threaten the Village's firefighting capacity. These maximum use days directly correlate with the highest outdoor temperatures, and are therefore attributed to outdoor water use, specifically sprinkling lawns and gardens, though evaporative coolers (aka swamp coolers), pools, and vehicle washing are also factors. A communications campaign was rolled out to educate residents on water conservation tips as well as facts and statistics around water use, however this continued to be a challenge throughout the summer.

Below is a list of the ongoing activities in the Operations Department and the maintenance projects completed during the third quarter:

Regular Maintenance and Small Projects

Public Works

- Regular operation, inspection, and maintenance of sanitary lift stations, Wastewater Treatment Plant (WWTP), Water Conditioning Plant, Wellhouse and Pumping Stations
- Ongoing new service connection inspections
- Development Engineering design review

- Village wide ditch clearing/digging
- Wellhouse Generator commissioning
- Culvert installation on Walnut St (in partnership with Pemberton Valley Dyking District)
- Purchase of a new water service truck
- Installation of rainbow crosswalk on Frontier St.
- Watermain repairs and service line installations in the Industrial Park
- Minor paving repairs
- Water conservation communications campaign
- Water reservoir cleaning
- Water treatment investigations for manganese and iron filtration and preliminary design

Parks

- Ongoing garbage collection from public receptacles and daily sanitization of public toilets
- New waste receptacles throughout town
- Construction of Soccer Field #2 at Den Duyf Park
- Award of Bike Skills Park contract
- One Mile Lake parking lot dust control spraying
- Environmental consulting on One Mile Lake Trail widening
- One Mile Lake Park playground installation and drainage works



Figure 1 – Rainbow Crosswalk on Frontier St



Figure 2 – New swing set at One Mile Lake Park beach



Figure 3 – New children's play structure at One Mile Lake Park beach



Figure 4 – Newly purchased Loader added to Village Public Works fleet



Figure 5 – Grass seed sprouting on new soccer field at Den Duyf Park



Figure 6 – Sunstone Phase 1C water main tie-in (Cerulean Dr)



Figure 7 – Fire Hydrant relocation – Carpenter Rd (Industrial Park)

COMMUNICATIONS

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

LEGAL CONSIDERATIONS

There are no legal considerations at this time.

IMPACT ON BUDGET & STAFFING

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

INTERDEPARTMENTAL IMPACT & APPROVAL

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

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There are no impacts on the region or neighbouring jurisdictions

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT the Operations Department 2021 Third Quarter Report be received.

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

Date: November 16, 2021
To: Nikki Gilmore, Chief Administrative Officer
From: Scott McRae, Manager of Development Services
Subject: Development Services 2021 Third Quarter Report: July-September

PURPOSE

The purpose of this report is to inform Council of the activities of the Development Services Department for the Third Quarter of 2021.

BACKGROUND

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

DISCUSSION & COMMENTS

This report provides an overview of the number of permits issued and applications received between July 1 and September 30, 2021 in the following areas:

BUILDING DIVISION

July - September 2021 - Building Permit Overview

A breakdown of building permit data for the Third Quarter of 2021 is provided below.

Type of Permit	# of BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling with suite	2	\$1,681,689	\$12,372
Duplex	6	\$6,839,398	\$51,176
Industrial (new)	1	\$1,500,000	\$10,800
Other (Decks, Stairs, Renovations, Plumbing, etc.)	35	\$1,820,000	\$19,936
Totals	44	\$11,841,087	\$94,284

The following Development Cost Charges (DCCs) were collected in the Third Quarter of 2021.

Fund	DCCs Collected in 3rd Quarter
Roads	\$6,762
Drainage	\$343
Sewer	\$16,303
Water	\$7,918
Parks	\$10,522
TOTAL	\$41,850

PLANNING DIVISION

2021 Current Development Applications

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

Application #	Project	Status
DP86	Harmony Reach (Wye Lands) – Combined Commercial Residential Development	On hold pending DVP125 (see below)
DP88	1422, 1426, 1430 Portage Road – The Aspect – Multi-family Building/Dedicated Rental	In Process
DP90	7454 Prospect Street – Tenquille Building – Mixed Use Building	In Process; Awaiting information from the Applicant
DP91	Sunstone Phase 2B Lot Grading	Received 07.21.2021; In Process
DPm119	Sunstone Phase 4 Clearing	Issued
DPm120	Sunstone Phase 1C Lot Grading	Issued
DPm121	Sunstone Phase 2A Lot Grading	Received 08.09.2021; Issued
DPm122	7374 Pemberton Farm Road E - Redwoods Environmental Protection	Received 09.23.2021; Deferred
DVP125	Harmony Reach (Wye Lands) – Combined Commercial Residential Development – road and parking variances	In Process; Awaiting information from the Applicant
DVP128	7661 Cerulean Drive – Retaining Wall Variance	Referred back to Staff 04.13.2021; Awaiting information from the Applicant
DVP130	Sunstone Ridge Phase 1C/1D Hillside Road Variances	Received 06.21.2021; Authorized for issuance 07.13.2021
OR131	Hwy 99 K- 12 French School – OCP & Zoning Bylaw Amendment	Public Hearing 09.21.2021 3 rd Reading of OCP/Zoning Bylaws 10.05.21

OR133	Nkwûkwma (Benchlands) Neighbourhood Concept Plan Submission	Received 03.18.2021 – In Process
S061	Tiyata – Phase 4 – 32 Duplex Lot Subdivision	TAL Amended 07.06.2021; In Process
S071	1368 Fernwood – 4 Lot Subdivision	In Process
S076	1400 Oak Street – PSS Lot Split	TAL Expired 04.15.2021
S078	Sunstone Phase 2	In Process
S079	1929 Stone Cutter Place – VOP & SLRD	In Process
S081	Sunstone Phase 1C – 14 Fee Simple Lots + Remainder	TAL Issued 05.05.2021
SAP 2021-22	7507 Pebble Creek Drive	Received 07.18.2021; Issued
SAP 2021-23	7374 Pemberton Farm Rd East	Application Withdrawn, SAP Not Permitted
SAP 2021-24	1933 Stonecutter Place	Received 07.31.2021; Issued
SAP 2021-25	1707 Wishbone Court	Received 07.31.2021; Issued
SAP 2021-26	7508 Pebble Creek Drive	Received 08.12.2021; Issued
SAP 2021-27	7510 Pebble Creek Drive	Received 08.12.2021; Issued
SAP 2021-28	1368 Greenwood	Received 08.25.2021; Issued
SAP 2021-29	1368 Fernwood Drive	Received 09.07.2021; Issued
SAP 2021-30	7390 Laurel Street	Received 09.20.2021; Issued
SAP 2021-31	7415 Prospect Street	Received 09.27.2021; Issued
BoV28	Sunstone Ridge Future Development Phase 2A Lot 9 – Front Set back variance	Received 08.03.2021; Variance granted

DP: Development Permit

DVP: Development Variance Permit

LL: Liquor Licence

TUP: Temporary Use Permit

S: Subdivision

BoV: Board of Variance

CL: Cannabis Licence

DPm: Minor Development Permit

OR: OCP/Zoning Amendment

SAP: Site Alteration Permit

2021 Long Range Planning Projects

The following is a list of long-range planning projects and policy work and their respective status as of September 30, 2021.

Project	Status
Affordable Housing Action Plan – Work Program	In Process
Climate Action Plan	In Progress, to be presented to Committee of the Whole in December
Zoning Bylaw Text & Mapping Amendments	In Process, goal to complete in Q4 2021
Development Cost Charge (DCC) Bylaw Review	In Process
Official Community Plan (OCP) Review	In Process, Project Charter due Q1 2022
Building Bylaw Update	Completed

COMMUNICATIONS

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

The new online public engagement website – HaveYourSay.Pemberton.ca is used to share information and seek input on certain Long Range Planning Projects.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

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

INTERDEPARTMENTAL IMPACT & APPROVAL

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

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

There are no impacts on the region or neighbouring jurisdictions.

ALTERNATIVE OPTIONS

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

RECOMMENDATIONS

THAT the Development Services 2021 Third Quarter Report be received.

Submitted by:	Lisa Pedrini, OCP Policy Planner
Manager Approval by:	Scott McRae, Manager of Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Date: November 16, 2021

To: Nikki Gilmore, Chief Administrative Officer

From: Christine Burns, Manager of Recreation
Emma Gillis, Library Director

Subject: Pemberton & District Public Library and Community Centre Accessible Upgrades – Enabling Accessibility Fund

PURPOSE

The purpose of this report is to inform Council on the Pemberton and District Public Library's successful application for funding to improve accessibility to the Pemberton and District Community Centre (PDCC) and Library.

BACKGROUND

In 2018, the Rick Hansen Foundation conducted an accessibility audit of the PDCC building and among their recommendations the following pertained specifically to the Library:

- *Having an improved access to the main entrance (south) would benefit users not having to take a long path of travel to access or go to the north entrance.*
- *Providing a manual power-operated button for the library would benefit users.*

Over the past two years, the impacts of the COVID-19 Pandemic resulted in the closing of the PDCC and Pemberton Library. As restrictions eased and public facilities were able to open, the PDCC and the Pemberton Library had to look at adjusting how access to each space could be accommodated to meet the Public Health Order restrictions. While the interim measures facilitated the ability to open both facilities challenges to access became apparent and negatively impacted operations. As well, it became clear that it was time to find a way to implement the recommendations provided by the Rick Hansen Foundation.

As a result, the Manager of Recreation Services supported the Library Director in applying for funding through the Employment and Social Development of Canada's grant program Enabling Accessibility Fund (EAF). This program provides funding for projects that will make community and workplaces more accessible for persons with disabilities. An application was submitted in July of 2020.

Although the application was initially denied, in August 2021 the Library Director was notified that additional funding had become available and that the 2020 application had been approved. In this regard, the Library was successful in receiving \$100,000 to undertake accessible upgrades to the PDCC building which will benefit both operations.

DISCUSSION & COMMENTS

This project will result in changes to the exterior of the PDCC building as well as to interior access points to the Library. The projects objectives are outlined below:

1. Improved access to the building from the south side, and improved safety for emergency evacuations, by installing a ramp and replacing existing exterior doors with accessible doors.

Accessibility features are currently located at the north entrance only. To meet the COVID-19 Communicable Disease plans at this time patrons approaching the building from the south must travel around the building to reach the accessibility features which are located on the north side of the PDCC. The Library emergency evacuation route is via a fire door on the south side of the building, and steps must be navigated to reach the muster point. The accessible route requires travelling around the glass-fronted eastern side of the building to reach the ramp on the northern side.

To address the above noted challenges, a ramp will be installed on the southern side of the building to improve overall accessibility to and from the entire building for both Library and PDCC patrons and better facilitate the Library's evacuation plan. The photo below identifies where the new ramp will be located.



2. Improved internal access to the Library by replacing the existing interior entrance doors with accessible doors.

The internal entrance doors into the Library are solid wooden fire doors. With no glass paneling or door operator, the doors must remain propped open during operating hours to

provide both accessibility and visibility for those entering/exiting the facility. Noise levels from the rest of the building often negatively impact the Library patron experience.

The existing interior doors will be replaced with accessible access doors that also allow for visibility in and out as patrons transition from the Library. This will enable the Library to minimize external noise and operate with closed doors while still ensuring ease of access.



Current Operational practice



Desired operational practice of Library internal entrance, with accessible option.

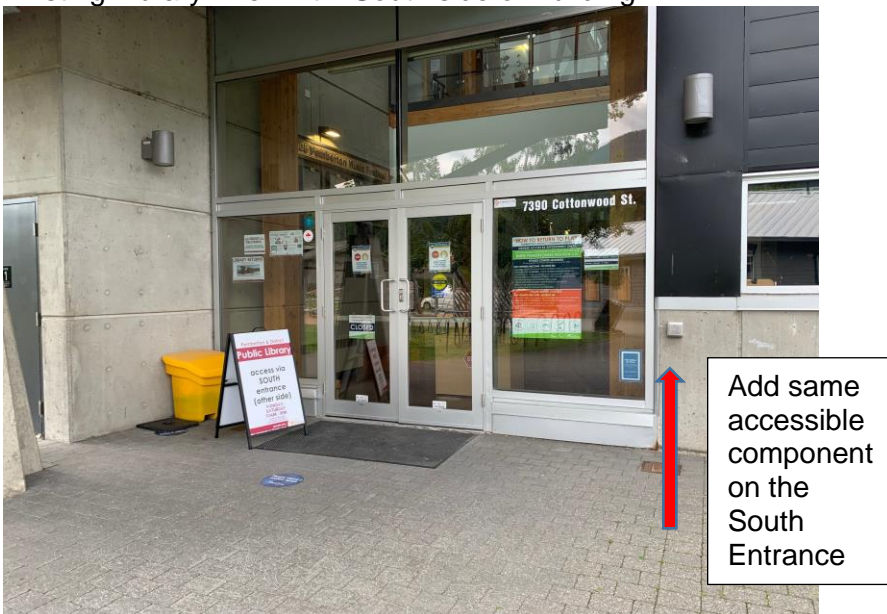
3. Improved external access to the Library by replacing the current fire door at the south entrance with an accessible door and adding accessible component to main PDCC doors at south end.

Public access to the Library is from within the PDCC only and as a result the Library operating hours must align with the PDCC's. The only external access to the Library is through the fire door on the south side which is not suitable as a public access point. The COVID-19 health and safety protocols has required the Library to rely heavily on the southern access to the building. As such, patrons must either navigate the steps on the southern side or use the long path of travel from the north side to access library facilities.

Replacing the current fire door with an external accessible door, similar to what is available at the northern entrance (see photo 2 below), will result in an alternative accessible entry to the library even when the PDCC is closed. This will allow the library to potentially expand their operating hours to better serve the community.



Existing Library Fire Exit – South side of Building



Proposed accessible access door

COMMUNICATIONS

Currently the project does not require a communications element. A communication plan to inform the PDCC and Library patrons of the renovations will be developed as the project moves forward.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

At this time monies received from the Enabling Accessibility Fund Grant will cover the expenses anticipated for the project. Currently, Staff time required to complete the projects is undetermined, however the Library Director, Manager of Recreation Services and Facility Maintenance Coordinator are eager to move forward with increasing the overall accessibility of the PDCC and will ensure minimal impacts on current position expectations.

INTERDEPARTMENTAL IMPACT & APPROVAL

The above noted project will not impact the day to day operations of any other departments.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

This project will have a positive impact for members of the Pemberton Community as well as neighbouring jurisdictions Area C and Lil'wat as access will be improved for all individuals.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT Council receives the Pemberton & District Public Library and Community Centre Accessible Upgrades – Enabling Accessibility Fund update.

Prepared by:	Christine Burns, Manager of Recreation Services Emma Gillis, Library Director
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

Date: November 16, 2021
To: Nikki Gilmore, Chief Administrative Officer
From: Christine Burns, Manager of Recreation Services
Subject: Recreation Services 2021 Third Quarter Report

PURPOSE

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

BACKGROUND

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

DISCUSSION & COMMENTS

This report provides an overview of Third Quarter activities undertaken by the Department of Recreation Services from July 1 to September 30, 2021.

To create operational efficiencies Staff programmed as much of the Spring and Summer Programs as possible at the same time and Registration for both Spring/Summer programs opened on in March.

Year	Total Registrations	Gross Revenue
2021	398	\$32,083
2020	143	\$ 3,325*
2019	944	\$58,135
2018	805	\$43,047
2017	867	\$43,010

*Due to the closure of the Pemberton & District Community Centre, because of the COVID-19 Pandemic, the revenues received during this time are significantly reduced compared to previous years.

Summer Programming 2021

Summer program registration began Monday March 8, 2021, through Perfectmind, the online booking system. Registration remains open for each program until 72 hours prior to the program starting.

1. Children Summer Programs:

Staff focused on creating as many school-aged programs as possible with the support of contractors and by hiring casual program leaders. The following programs were offered by program contractors:

- British Soccer Camp
- Pemberton Canoe Association - Canoe Camp
- All About Your Food-Nature and Nurture
- Explore Sports

Programs facilitated by Recreation Services Program Leaders included:

- Summer Camp Themed Days for Preschool Aged Children and School Aged Children

The Programming goal for the summer was to ensure there were options for children aged 4 years and up every week throughout the summer that complimented pre-existing programming offered through other community groups. All programs were well prescribed except for Explore Sports.

2. Group Fitness Classes:

Due to the fluctuation in Public Health Order (PHO) restrictions over the course of the past year limited classes were offered for the summer months. There was moderate to high interest depending on whether the class was a Value-Added Class or a Registered Program. A total of 33 fitness classes were offered between July and September with 432 unique registrants. Given the limitations on what Recreation Services was able to offer and as traditionally over summer months registration for these programs is lower, the number of registrants was very encouraging, and no classes were cancelled.

3. Senior's Programs (average attendance/class)

Online programming for Seniors continued to be offered throughout the summer months. There was a modest decrease in attendance from the Second Quarter as shown below:

Programs	April – June 2021	July – September 2021
Strength Training	5	4
Chair Yoga	9	5
Wednesday Walking	2	Took a Break

Additional planning for the return of Senior's Drop in programming and the return of the Men's Shed occurred during September.

As online programs for Seniors have proven to be very successful, Recreation Services is planning to continue to offer this type of programming post pandemic.

4. Youth Programming

The REC was open but operating at reduced capacity to provide space for Vaccination Clinics. While efforts to engage the Youth continued throughout the summer, there was

limited participation especially in July and August. Staff were pleased to see a bit of an increase in participation in September.

The REC (average participant use)	2021	2020	2019
Wednesday	0 youth	7.5 youth	4.5 youth
Thursday	(VCH Clinics)	10 youth	12 youth
Friday	2-5 youth	14.3 youth	29 youth
Saturday	2-5 youth	9 youth	19 youth

Please note that prior to COVID-19 sign in was not practiced, therefore, 2019 numbers may be skewed. Given the significant drop in attendance from this time last year Staff is working on a youth engagement strategy for the fall.

Pre-Registered Fitness Centre Use

A total of 3,388 unique fitness centre bookings were made between July 1 and September 30, 2021.

Modifications to the Fitness Centre timeslots were made as the Province transitioned to Step 3 of the Provincial Restart Plan on July 1, 2021. As a result, use of Great Hall A as a second fitness centre location was phased out and equipment moved back into the Fitness Centre upstairs or into storage until future use required. As well, capacity in the Fitness Centre was increased from 10 to 12 people per timeslot. The fitness centre workout timeslots were adjusted as follows:

Fitness Blocks (Monday)	Fitness Blocks (Tuesday to Thursday)	Fitness Blocks (Friday)
	6am – 7am	6am – 7am
	7:30am – 8:30am	7:30am – 8:30am
	9am – 10am	9am – 10am
1:15pm – 2:15pm	1:15pm – 2:15pm	1:15pm – 2:15pm
2:45pm – 3:45pm	2:45pm – 3:45pm	2:45pm – 3:45pm
4:15pm – 5:15pm	4:15pm – 5:15pm	4:15pm – 5:15pm
5:45pm – 6:45pm	5:45pm – 6:45pm	
7:15pm – 8:15pm	7:15pm – 8:15pm	

The Fitness Centre was closed between July 19 and 23 to accommodate the installation of new fitness equipment and undertake changes to equipment spacing. Following this closure, the Fitness Centre timeslots were adjusted and the transition period reduced from 30 minutes to 15 minutes and the booking schedule changed as follows:

Fitness Blocks (Monday)	Fitness Blocks (Tuesday to Thursday)	Fitness Blocks (Friday)
	6am – 7am	6am – 7am
	7:15am – 8:15am	7:15am – 8:15am
	8:30am – 9:30am	8:30am – 9:30am
	9:45am – 10:45am	9:45am – 10:45am
2pm – 3pm	2pm – 3pm	2pm – 3pm
3:15pm – 4:15pm	3:15pm – 4:15pm	3:15pm – 4:15pm
4:30pm – 5:30pm	4:30pm – 5:30pm	4:30pm – 5:30pm
5:45pm – 6:45pm	5:45pm – 6:45pm	
7pm – 8pm	7pm – 8pm	

Following the September long weekend, the Fitness Centre operating hours were again modified in response to the next phase of Step 3 of the Provincial Restart Plan. Transition time between Fitness Centre timeslots were eliminated allowing for more time throughout the day to workout, the current schedule is shown below:

Fitness Blocks (Monday)	Fitness Blocks (Tuesday to Friday)
	6am – 7am
	8am – 9am
9am – 10am	9am – 10am
10am – 11am	10am – 11am
3pm – 4pm	3pm – 4pm
4pm – 5pm	4pm – 5pm
5pm – 6pm	5pm – 6pm
6pm – 7pm	6pm – 7pm
7pm – 8pm	7pm – 8pm

Below is a breakdown of the number of memberships sold in the Third Quarter in comparison to the past year. Pass types sold have remained relatively consistent over time (ie: 1 month and 3-month Adult passes and 3 month Student/Senior passes) and overall sales compared to Third Quarter 2020 has seen an overall increase in membership sales:

Pass Types	July – September 2020	October - December 2020	January - March 2021	April - June 2021	July – September 2021
1 Month Adult	35	87	65	80	40
1 Month Senior/Student	8	22	9	12	10
10x Adult	78	152	147	94	76
10x Senior/Student	20	41	34	27	19
3 Month Adult	13	40	33	36	17
3 Month Student/Senior	4	7	4	8	5
6 Month Adult	1	6	8	2	5
6 Month Student/Senior	N/A	1	1	0	4
1 Year Adult	N/A	4	2	2	5
1 Year Student/Senior	N/A	2	1	0	0
Total	159	362	304	251	181

Facility Maintenance Update

The following maintenance work was undertaken in the Third Quarter.

- Water at the Spray Park was reduced by 30 % for duration of third quarter in response to water restrictions implement as a result of the heat wave.
- Irrigation was reduced by 50% on June 27, 2021 and increased in August slightly to maintain landscaping.
- New security system (4k cameras) installed inside facility.
- Entrance lighting installed.
- Analytics program finalized for the HVAC system.
- A new water fountain ordered for the upstairs hall.

- HVAC leaks resolved.
- Regular weekly checks at the Meadows increased to 3 x week and due to lack of staffing these checks added to landscaping contractor.
- Regular weekly check at Gates Lake added to landscaping contractor.
- Alpine Lock on site for door maintenance.
- Posts for shade feature over sandbox in Nature Play Park purchased.

Indoor Facility Use

Step 3 of the Provincial Restart Plan began on July 1, 2021, which allowed for more use of indoor and outdoor spaces. As a result of the timing minimal modifications were made for users already in place for July and August as identified below:

- Fitness Centre operations continued, and separate times were scheduled for vulnerable individuals. (Fitness Centre)
- Great Hall A returned to normal service, no longer a Fitness Centre space.
- Group Fitness classes. (Room C)
- Children's Summer programs. (Room D)
- Pemberton Dance Academy. (Room B and Great Hall C or Studio)
- Whistler Gymnastics summer camp. (August 9-12, 2021) (Great Hall)
- Howe Sound Women's Centre summer camp for young ladies August 3-6, 2021. (Great Hall C)
- Youth Centre hours continued.

As the PHO restrictions were modified, additional indoor facility uses began in September:

- École de Vallee (SD93) returned to in-class learning utilizing Room A, the Studio and the Great Hall on Monday, Wednesday, Friday during school hours.
- Gymnastics returned to full programming on Tuesday and Thursday in the Great Hall.
- Increase in Fitness Centre timeslots, removal of gap time between sessions, increased capacity, continuation of vulnerable person timeslots.
- Afterschool Care program. (Room D)
- Pemberton Dance Academy. (Room B and Great Hall C or Studio, Monday through Saturday)
- Began planning for the return of Senior's programming at the Rec.
- WorkBC occupies Room B weekly for in person consultations.
- Jujitsu in 1/3 of Great Hall on Monday and Friday.
- Karate in 1/3 of the Great Hall for September only.
- Whistler Resort Management for multiple Strata meetings.
- Elections Canada on September 20, 2021 in the Great Hall.

Vancouver Coastal Health held the following vaccination clinics in either Room D or Great Hall B & C.

- July 8, 15, 19, 22, 26 and 29
- August 5 and 19
- September 9 and 21

Parks and Fields

The Facilities Booking Coordinator assumed coordination of the Village Park Use Permits (PUP's) for 2021. With the announcement of the Provincial Restart Plan in May, there was an increase in requests for Outdoor Spaces. The following is a summary of Outdoor spaces used:

Meadows Fields:

- Pemberton Slo-pitch began play on June 8, 2021 and continued through the summer until August 20, 2021. They also used Signal Hill Elementary fields.
- Jo's Wellness Gym facilitated outdoor fitness classes Monday, Wednesday, and Thursday mornings July 5 to September 29, 2021
- Pemberton Youth Soccer Association (PYSA) started fall programming on September 6th.
- Maintenance at the Fields took place three times per week in response to the increase in use.

Den Duyf Park:

- Pemberton Youth Soccer Association began play in mid-April for training and games Monday, Wednesday, Saturday and Sunday through to early July and then restarted in September after a summer break.
- Lil'wat Nation used the new field 19 times throughout July and August

Gates Lake

- Birken Recreation and Cultural Society held Markets on July 25, August 21, and September 18.

The Downtown Community Barn:

- Farmer's Market began on Fridays June 4th until October 29, 2021.
- A Celebration of Life was held on July 10, 2021.

One Mile Lake Park:

- The Paddlebarn Concession Agreement and Lease was renewed for a 5-year term.
- PORCA hosted a variety of Bike programs at this location.
- Story Walk set up along the path from the Nature Centre to the Dog Beach by the Nature Centre.
- Stewardship Pemberton Nature Camp operated from the Nature Centre located in the park.
- Pemberton Canoe Association ran paddle camps and flatwater competitive training camps throughout the summer and afterschool paddling camps in September.

Pioneer Park:

- Sea to Sky Community Services held programming on Wednesdays from July until September.

Lot 12:

- Pemberton BMX held weekly track nights on Thursdays throughout the summer.
- Whistler Skateboard Society ran programs in the Skatepark July and August.

A breakdown of the number of Park Use Permits issued is provided below:

Facility	Facility Agreements/Park Use Permits (PUPs)	# of Sessions	Hours of Use
PDCC	47	163	892
Community Lawn	2	2	5
Meadows Field	5	86	226
Signal Hill	1	36	144
Den Duyf Park	18	46	172.5
Gates Lake Park	1	3	15
The Barn	3	15	99
One Mile Lake Park	9	167	897
Pioneer Park	4	42	104.5
Lot 12 (BMX and Skatepark)	3	27	81
Totals	93	587	2,636

Grants and other

The following Grants have been successful or applied for in the last quarter:

- Enabling Accessibility Fund – Pemberton Library successful in receiving \$100,000 (a separate Report to Council can be found on today’s agenda titled Pemberton & District Public Library and Community Centre Accessible Upgrades – Enabling Accessibility Fund)
- Canadian National Heritage Grant as presented at the Committee of the Whole meeting held Tuesday, November 2, 2021.

PROVINCIAL RESTART PLAN

On May 25, 2021, the Province rolled out the Four Step Restart Plan. Step 3 began on July 1, 2021, and impacted PDCC operations as follows:

Step 3: Timeline: July 1 to September 6, 2021
 Criteria: At least 70% of the 18+ population vaccinated with one (1) dose, continued low case counts and declining hospitalizations.

Impacts at this stage include:

- COVID-19 Safety Plans no longer required, transition to Communicable Disease Plan.
- Masks recommended in indoor public spaces for all people 12 and older who are not yet fully vaccinated. The Mask Order under the *Emergency Program Act* was lifted July 1, 2021.
- Outdoor organized gatherings of 5,000 people or 50% capacity, whichever is greater, were permitted.
- Indoor organized gatherings of 50 people or 50% capacity, whichever is greater, were permitted.
- All indoor fitness classes allowed to run at normal capacity.
- Gyms and recreation Facilities allowed to operate at normal capacity.

- Outdoor spectators of 5,000 people or 50% capacity, whichever is greater were permitted.
- Indoor spectators of 50 people or 50% capacity, whichever greater, were permitted

Each Step triggered various modifications to current PDCC operational practices and procedures and took time to implement completely as staffing levels had to be increased.

Unfortunately, on August 24, 2021, in response to increasing infection numbers of the Delta variant, Dr. Henry, Public Health Officer, announced the implementation of two new measures. The return to wearing face coverings inside public facilities, effective that night, and the requirement for Proof of Vaccination to participate in certain activities which would come into effect on Monday, September 13, 2021.

As a result, PDCC Staff immediately arranged for the installation of mask requirement signage and sought further instruction with respect to the implementation of the Proof of Vaccination program and how it would affect programming and operations at the PDCC.

Unfortunately, Step 4 of the initial Restart Plan was not brought to fruition on September 7th:

Step 4: Timeline: To start no earlier than September 7, 2021
 Criteria: More than 70% of the 18+ population vaccinated with dose 1, continued low case counts and hospitalizations.

As per the PHO directions, Proof of Vaccination by all participants at the PDCC went into effect on Monday September 13, 2021. Understanding the operational impacts of having to check the vaccination status of each participant every time they attended a class or workout session, with guidance from the British Columbia Recreation and Parks Association (BCRPA), Staff developed an Explicit Consent Form. This Consent Form allows participants to only have to provide proof once. A secondary form was created when the 12–18-year-old demographic was added to the PHO on September 13th.

Further changes were made throughout the month of September as to who and what Proof of Vaccination was required, and details can be found in the BCRPA Vax Card Guide which is attached as Appendix A.

COMMUNICATIONS

Recreation Services coordinates with the Communications and Grant Coordinator on the initiatives and projects that are currently underway to ensure that information is communicated to residents through the Village eNEWS, Facebook and other social network mediums. As such, considerable communication has been undertaken to ensure the public is well informed on the updates related to the Pemberton and District Community Centre Restart plan for Fitness Services and all Programs with a current focus on Children’s summer camps.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

The Recreation Services Department operates on the Squamish-Lillooet Regional District (SLRD) Board approved annual budget, reserves, grants and on a cost recovery basis as per the SLRD

Recreation Service Fees and Charges Bylaw No. 1718-2021 as was approved by the Squamish Lillooet Regional District (SLRD) Board of Directors meeting on June 23, 2021.

Budget and staffing impacts have continued to be incurred throughout the Third Quarter of 2021 and have had operational impacts on occasion when Staff was unavailable and as a result of two Staff members leaving their positions. As a result, much of the Third Quarter was spent recruiting for a term Facilities Maintenance Coordinator and a Customer Service Coordinator. PDCC Staff stepped up and actively planned and implemented interim programming, assisted with planning through the Provincial Restart Steps and operated the facility for current hours of operations. Recreation was successful in being accepted into the Canada Summer Student program which enabled the hiring of a summer student to help complement the Staffing needs at the PDCC and gave a local youth valuable work experience.

In September, Recreation Services welcomed two new Staff members as Jeff Milliken took over the term Facilities Maintenance Coordinator role from Adam Malpus who transitioned to a term position as the FireSmart Coordinator for the Village and Katelyn Jopson joined the team as Customer Service Coordinator.

INTERDEPARTMENTAL IMPACT & APPROVAL

The Recreation Service Department works with all Village Departments. There are no interdepartmental impacts or approvals required.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Collaborative efforts between neighboring jurisdictions including Whistler, Squamish, Sea to Sky School District No. 48 and Francophone School District No. 93 as well as local community groups continues to occur to ensure consistent practices for continual operations of parks, playgrounds, spray parks and recreation facilities and programs. This has included increased communication between Recreation Departments of each organization to ensure attempts to be congruent through the Sea to Sky Corridor for members of each Community.

ALTERNATIVE OPTIONS

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

RECOMMENDATIONS

THAT the Recreation Services 2021 Third Quarter Report be received.

ATTACHMENTS

Appendix A: BCRPA Vax Card Guide

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



Spectators at all

PROOF OF VACCINATION, Quick Reference

PHO Order Applies to Indoors Only

September 29, 2021

	0-21 yrs Exempted Proof of Vaccination not required		22 yrs+ Proof of Vaccination Required		12 yrs+ Proof of Vaccination Required
INDOOR RECREATION	Exempted for any program or physical activity that is for children and youth.	Also Exempt: *Adults supervising programs for children and youth	Individual activities: any physical activity, including fitness (there are no capacity limits) Group activities: any gathering or any class of over 50 people (gatherings of 50 or fewer are exempt)	Exempt: Swimming pools incl. exercise programs (except events); rinks (except adult sport); rehab/therapy programs; social services for people in need.	Participants in work-out gyms, fitness studios/facilities, classes in exercise/fitness/dance (except 12-21 when programmed for youth only) Spectators at all ticketed events (eg. theatre, music, dance)
INDOOR SPORT	Exempted when participating in any sport program that is for children and youth	Also Exempt: Adults supervising youth sport	Any indoor sport Adults supporting adult indoor sport (e.g. coaches, volunteers) Adults participating in sport with youth	Exempt: Adults participating in outdoor sports who come indoors to use amenities	Spectators at all ticketed and non-ticketed sports events with gatherings over 50 12-21 year old participants of sport, recreation, or physical activities that are not primarily intended for children and youth (e.g. 20 year old in an adult hockey league)
INDOOR EVENTS	0 - 11 exempted				Attendee at events of over 50 people (e.g. wedding reception, party, workshop, conference)

Notes: * Adults supervising child/youth recreation programs need not be in the space at all times, only that there is some form of supervision (ie. it is not an informal gathering of children or youth). Those supervising child/youth programs may be under 22yrs (need not be adults).

Adult Sport: organized individual or group sport activities that take place in an indoor setting for those aged 22 and older (e.g. but are not limited to league soccer, swim clubs, drop-in hockey, pairs badminton).

Outdoor Activities and Sport: Proof of vaccination is **not required** for participants or spectators (**except** in Interior Health where spectators over 100 require 2-dose PoV)



MASK MANDATE REQUIREMENTS, Quick Reference

September 24, 2021



Date: November 16, 2021
To: Nikki Gilmore, Chief Administrative Officer
From: Robert Grossman, Fire Chief
Subject: Pemberton Fire Rescue 2021 Third Quarter Report

PURPOSE

To provide Council with a summary of the activities of the Pemberton Fire Rescue Department for the Third Quarter of 2021.

BACKGROUND

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

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

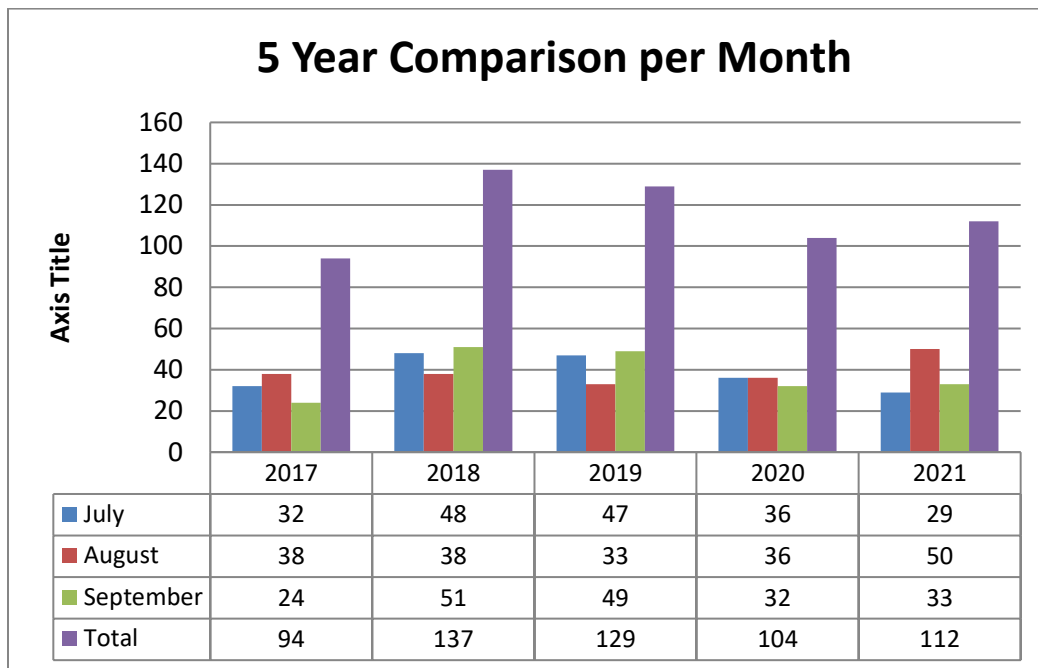
Fire Service is also provided to Lil'wat Nation through a separately negotiated Fire Service Agreement which was established in 2017.

DISCUSSION & COMMENTS

Incidents:

For the Third Quarter, Pemberton Fire Rescue responded to 112 incidents. In review and comparison to the 2020 third quarter, call volumes are up.

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



In the table below, the highlighted green squares indicate number of incidents greater than number of days in a month.

	2017	2018	2019	2020	2021
January	31	21	32	29	25
February	18	30	25	29	24
March	14	16	25	40	17
April	21	22	33	25	27
May	38	37	55	24	35
June	35	33	60	16	33
July	32	48	47	36	29
August	38	38	33	36	50
September	24	51	49	32	33
October	27	29	26	32	0
November	21	21	36	24	0
December	27	43	38	15	0
Totals	326	389	459	338	273

Number of Incidents per day for 2021 Year

Day	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
1		2	1	2	1	1	1	1	1				10
2	1			1	2	4	2	2	1				13
3	2			1	1	0	0	2	0				6
4	2			1	2	2	2	2	1				12
5		1		1	3	1	0	1	1				8
6	3	2	1	0	4	0	0	1	2				13
7			2	0	1	0	0	0	0				3
8	1			0	1	0	1	2	2				7
9		1	2	0	0	0	0	0	0				3
10	1	2	1	2	1	0	3	3	3				16
11				1	1	1	0	1	1				5
12		2		0	0	0	0	1	2				7
13	3	1	1	0	1	2	1	3	0				12
14	1			3	1	0	2	2	1				10
15		3	1	2	1	1	0	2	0				10
16	1		1	1	1	1	2	0	3				10
17				0	0	1	1	3	1				6
18			3	0	0	1	1	2	2				9
19		1		0	0	2	0	3	1				7
20	2	1	1	3	0	5	0	1	0				13
21	0	3	1	0	1	1	0	0	1				7
22	3		1	2	2	0	1	2	0				11
23				1	3	1	0	1	1				7
24		1		0	0	0	2	2	1				6
25	1	1	1	0	0	3	2	1	3				12
26		2		0	1	4	1	1	0				9
27		1		1	0	1	3	3	1				10
28	1			3	0	1	0	3	3				11
29				0	3	0	2	1	1				7
30	2			2	1	0	1	1	0				7
31	1			0	1	0	1	3	0				6
Totals	25	24	17	27	35	33	29	50	33				273
Days Month	31	28	31	30	31	30	31	31	30	31	30	31	273
Color Coding	1 - 2			3 - 4			5 - 10			11 +			

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

Average number of Firefighters attending Incidents since 2017.

Year	2017	2018	2019	2020	2021
Total # Incidents	326	389	459	348	273
Average # responders	5.60	5.04	4.75	7.05	6.92
Total Members Per Year	23	20	25	31	35
Percentage of members responded	24%	25%	19%	23%	20%

The chart below shows the average number of firefighters that attended each response type over a 5-year period compared to the minimum personnel requirements set out in the NFPA Standards. The NFPA Standards explain the number of members required to do each job.

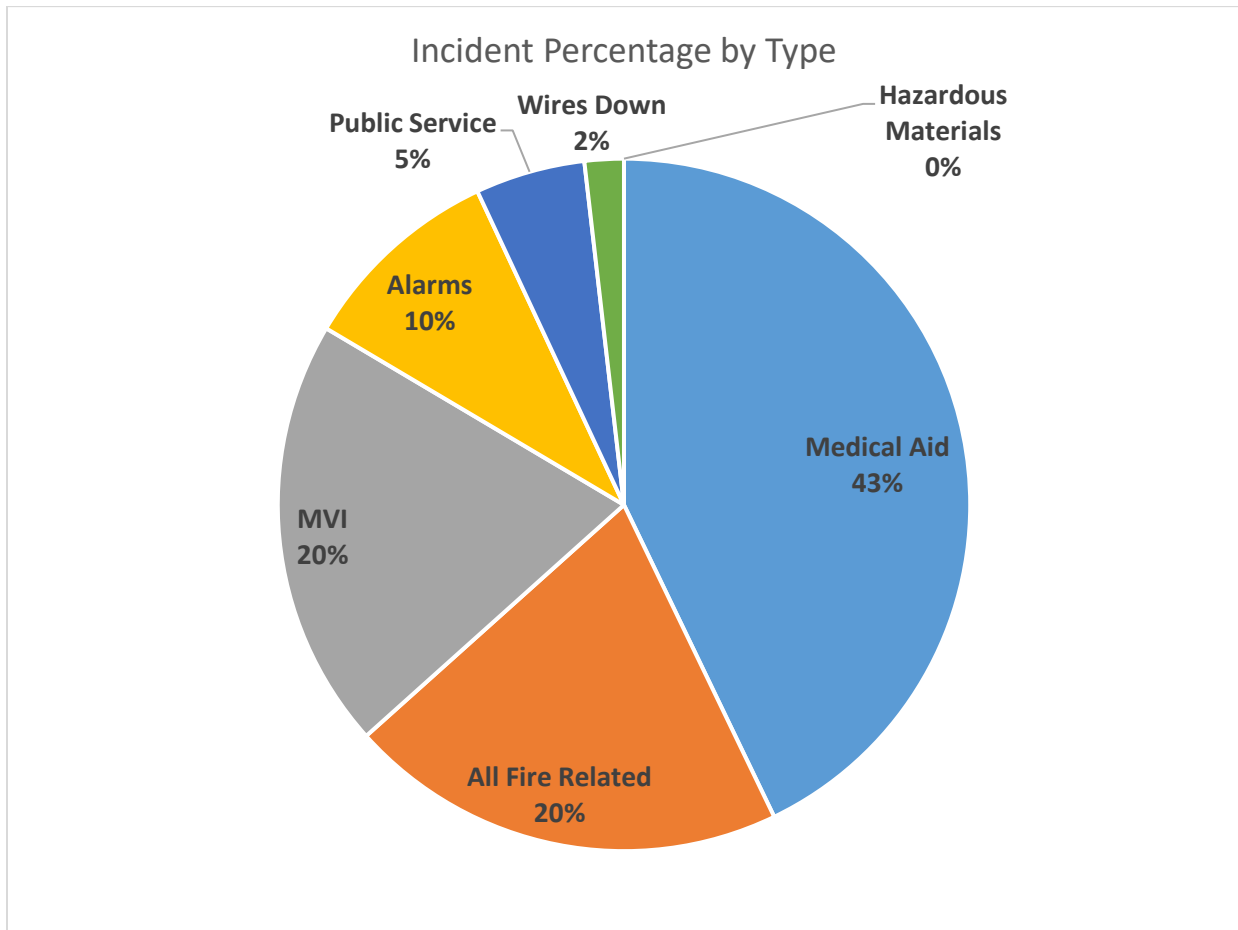
	Minimum Personnel Requirements	2017	2018	2019	2020	2021
Medical Aid	4	4.87	4.42	4.13	5.64	5.78
Motor Vehicle Accident	8	6.63	5.77	4.87	8.87	7.39
Alarms	*16	4.69	5.32	5.07	5.35	5.37
Wires Down	8	9.35	4.27	5.93	7.33	8.20
Burn Complaint	8	4.83	4.60	2.75	7.67	7.62
Chimney Fire	16	6.25	7.92	7.67	9.00	10.25
Smoke Sighting	8	5.60	6.13	5.87	7.64	10.50
Structure Fire	16	9.11	9.00	7.86	12.00	9.50
Vehicle Fire	8	5.44	6.00	5.70	8.83	13.00
Wildland Fire	16	6.00	7.45	6.00	7.20	8.67

*Only one truck with crew would be sent; however remaining crew would be on standby at hall until confirmed

Types of Responses:

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

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

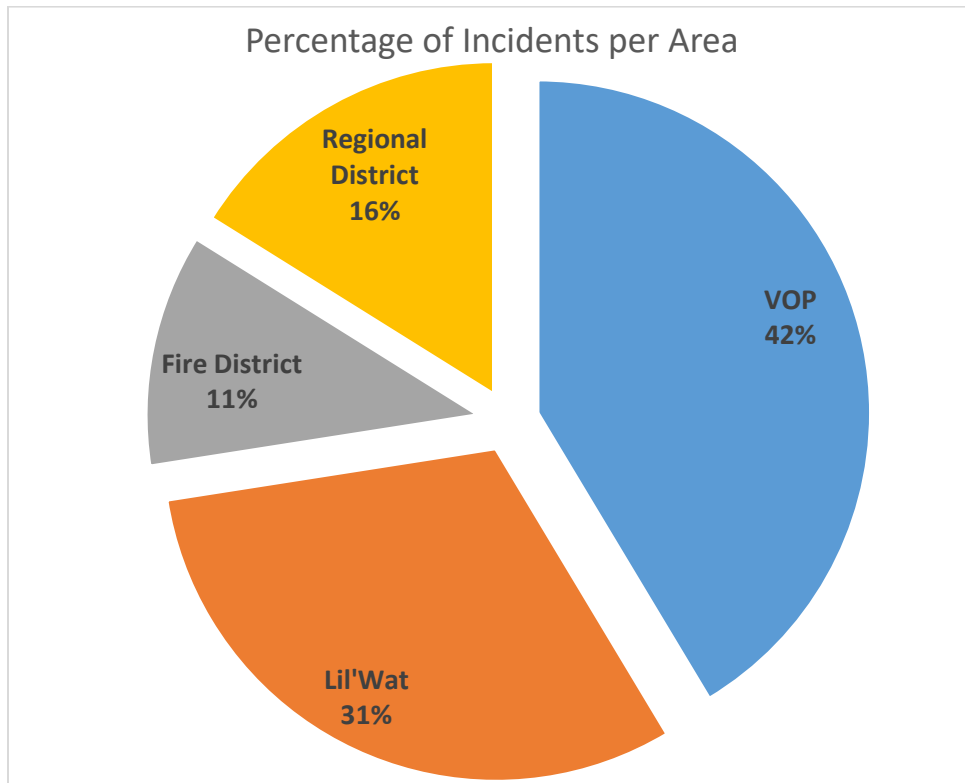


Incidents by Area:

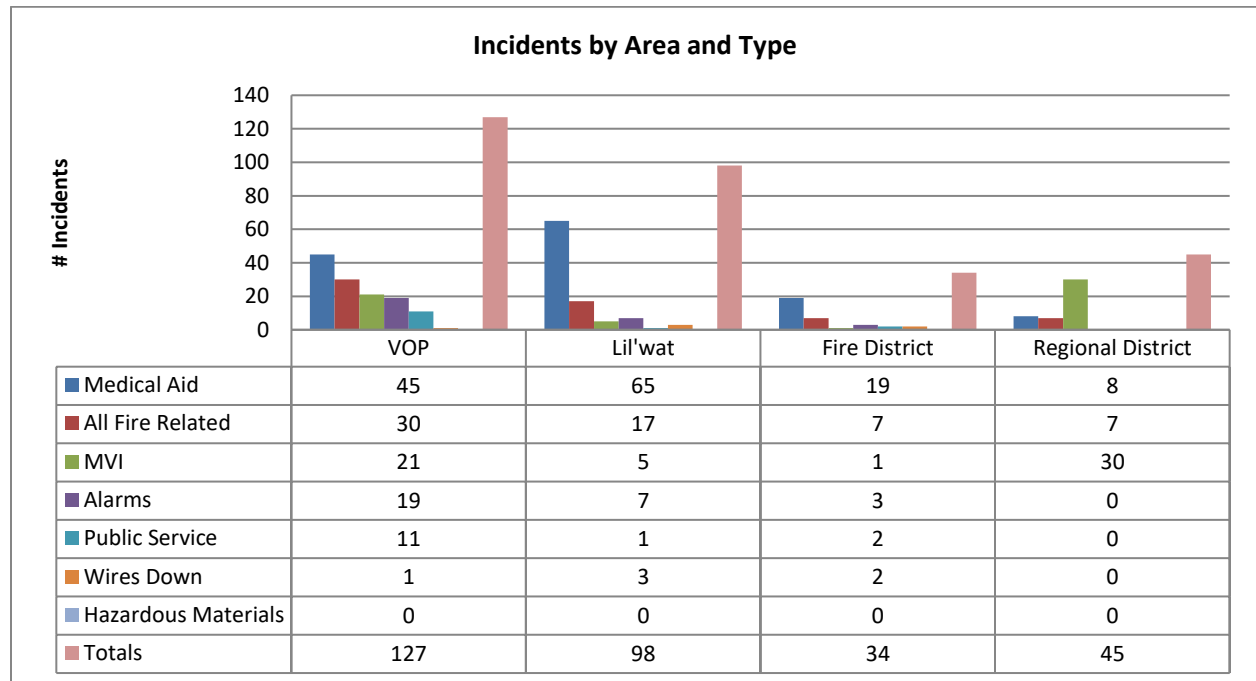
The breakdown of the incident reports is categorized into the following regions:

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

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



The chart and table below show the Incidents by Area and Type:



Membership:

At the end of the Third Quarter, membership stands at 35 and is comprised of two (2) full-time members, 33 volunteers (paid on-call) members. The membership is also complemented with one (1) full-time Administrative Assistant and two (2) term FireSmart Staff (Coordinator and Labourer).

Training:

Members in the Third Quarter trained under a slightly modified program. Training sessions were held once a week with the members being divided into 4 groups.

Third Quarter Commitments:

Commitment Type	Total Number	Hours
Training	12	37
Public Events	0	0
Meetings	4	3
Incidents	112	129.5

Wildfire Deployment

During the 2021 wildfire season, Pemberton Fire Rescue was called upon by the province on July 13th, to assist with the wildfires occurring in the interior. Pemberton Fire Rescue responded by sending a crew of four (4) along with Engine 10 to Boston Bar. Over the following 6 weeks, three (3) additional crews were deployed on 2-week intervals to the areas of the Lytton Complex fire, Spences Bridge, Cook's Landing, Shackan Indian Band as well as residences along Highway 8 from Spences Bridge to Lower Nicola. On August 26th, the last crew and Engine 10 returned home. In total, Pemberton Fire Rescue members were out for 45 days assisting with wildfires. 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.

Fire Prevention, Inspections & Public Events:

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

- Two (2) new business application review and fire inspection

COMMUNICATIONS

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

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

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

INTERDEPARTMENTAL IMPACT & APPROVAL

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

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

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

ALTERNATIVE OPTIONS

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

RECOMMENDATIONS

THAT the Pemberton Fire Rescue 2021 Third Quarter Report be received.

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

Date: Tuesday, November 16, 2021

To: Nikki Gilmore, Chief Administrative Officer

From: Gwendolyn Kennedy, Legislative Assistant
Lyndsey Anic, Bylaw Administrative Assistant

Subject: Bylaw Notice Enforcement Bylaw No. 874, 2020, Amendment (Bylaw Administrative Assistant) Bylaw No. 918, 2021

PURPOSE

The purpose of this report is to present to Council Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020, Amendment (Bylaw Administrative Assistant) Bylaw No. 918, 2021, for First, Second, and Third Readings.

BACKGROUND

On March 10, 2020, Council adopted [Bylaw Notice Enforcement Bylaw No. 874, 2020](#), authorizing the Village to enforce regulatory bylaws designated in Schedule A of the bylaw through bylaw notices issued by bylaw enforcement officers. The bylaw designates persons who may act as bylaw enforcement officers, establishes the position of screening officer, designates the classes of persons that may act as screening officers, and includes a schedule of penalty fines.

DISCUSSION & COMMENTS

Bylaw Administrative Assistant Authority

With the creation of the new Bylaw Administrative Assistant position, and the assignment of responsibilities related to the administration of the bylaw notice enforcement ticketing system to the person holding this position, it would be expedient to extend authority to issue bylaw notices and to act as a screening officer to the person holding this role for the Village. As such, Staff have prepared an amendment to the Bylaw Notice Enforcement Bylaw No. 874, 2020, attached as **Appendix A**, adding the Bylaw Administrative Assistant to the list of classes of persons that may be appointed as screening officers in Part 8 of the Bylaw, and adding the Bylaw Administrative Assistant to the list of positions designated as bylaw enforcement officers for the purposes of this Bylaw, in Part 10 of the Bylaw. A consolidated version of Bylaw Notice Enforcement Bylaw No. 874, 2020, showing the proposed changes in red, is available at the following link: <https://www.pemberton.ca/public/download/files/194710>

For convenience, other housekeeping changes have been included in this amendment bylaw and are discussed below:

Statutory Officers

Section 10.1 designates persons holding the listed roles as bylaw enforcement officers for the purposes of the bylaw. *Village Official* is included in the list but is not defined. To align with [Officers Bylaw No. 683, 2011](#), and [Chief Administrative Officer's Bylaw No. 682, 2011](#), the proposed

amendment replaces the term *Village Official* with the term *Statutory Officer* and adds the following definition to section 2, Definitions:

Statutory Officer includes

- a) persons appointed as Corporate Officer and Financial Officer for the Village pursuant to Village of Pemberton Officers Bylaw No. 683, 2011,
- b) the person appointed as Chief Administrative Officer for the Village pursuant to Chief Administrative Officers Bylaw No. 682, 2011, and
- c) their designates.

Designated Contraventions and Penalties - Schedules

The proposed amendment bylaw streamlines the formatting of the bylaw. To simplify the use of the bylaw and to facilitate future amendments, Schedule A, which lists all bylaw contraventions subject to enforcement through Bylaw Notice Enforcement Bylaw No. 874, 2020, has been replaced with a separate schedule for each bylaw. A list of schedules has been added to the bylaw for ease of use. The term "Schedule A" has been replaced with "the Schedules" throughout the Bylaw.

Consequential Amendments

During review of the regulatory bylaws enforceable by Bylaw Notice Enforcement Bylaw No. 874, 2020 (BNEB), Staff noted that in many cases, specific reference to enforcement under Bylaw Notice Enforcement Bylaw No. 874, 2020 was missing. This reference must be included for the bylaw to be enforceable under the Bylaw Notice Enforcement Bylaw. Staff have corrected these omissions and have included other necessary corrections and updates as consequential amendments. Fine schedules have been removed from the source bylaws to prevent errors that might arise from unnecessary duplication with the schedules that form part of the Bylaw Notice Enforcement Bylaw. No changes have been made to the intent of any of the bylaws.

COMMUNICATIONS

This amendment bylaw does not require a communications element. Consolidated versions of this bylaw and of the bylaws amended by consequential amendment will be posted on the Village website.

LEGAL CONSIDERATIONS

Council may, by bylaw, enforce its bylaws through the provisions of the *Local Government Bylaw Notice Enforcement Act and Regulation*.

IMPACT ON BUDGET & STAFFING

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

INTERDEPARTMENTAL IMPACT & APPROVAL

No interdepartmental impacts will result from this amendment bylaw.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

A review of this bylaw has no impact on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020, Amendment (Bylaw Administrative Assistant) Bylaw No. 918, 2021, receive First, Second, and Third Readings.

ATTACHMENTS:

Appendix A: Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020, Amendment (Bylaw Administrative Assistant) Bylaw No. 918, 2021

Submitted by:	Gwendolyn Kennedy, Legislative Assistant Lyndsey Anic, Bylaw Administrative Officer
Manager Approval:	Sheena Fraser, Manager of Corporate & Legislative Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer

**VILLAGE OF PEMBERTON
BYLAW NO. 918, 2021**

A bylaw to amend Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020

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 Bylaw Notice Enforcement Bylaw No. 874, 2020, Amendment (Bylaw Administrative Assistant) Bylaw No. 918, 2021”.

PART 2: APPLICATION

2.1. Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020, is amended as follows:

a) In PART 2, DEFINITIONS, by:

- i. Renaming the part as PART 2, INTERPRETATION;
- ii. striking out the definition of *Early Payment Amount* and replacing it with the following:

Early Payment Amount means an amount stated in Column A2 of the Schedule that reflects a discount deducted from the Penalty;
- iii. in the definition of *Late Payment Amount*, replacing the term “Schedule A” with the term “the Schedules”.
- iv. adding the following definitions to section 2.1:

Bylaw Administrative Assistant means the individual holding this position for the Village, or their designate.

Statutory Officer includes

- a) persons appointed as Corporate Officer or Financial Officer for the Village pursuant to Village of Pemberton Officers Bylaw No. 683, 2011,
- b) the person appointed as Chief Administrative Officer for the Village pursuant to Chief Administrative Officers Bylaw No. 682, 2011, and
- c) their designates.

- iv. inserting the following as a new section 2.2:
 - 2.2. In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.
- b) in PART 4, BYLAW CONTRAVENTIONS, striking out section 4.1 and inserting in its place the following:
 - 4.1 The bylaws and bylaw contraventions designated in Schedules A through to W (the Schedules) may be enforced by bylaw notice.
- c) in PART 5, PENALTIES FOR CONTRAVENTIONS,
 - i. in section 5.1, striking out the words “Schedule A” and inserting in their place the words “the Schedules noted in 4.1”;
 - ii. in subsections 5.1.1., 5.1.2., 5.1.3., and 5.1.4. striking out the words “Schedule A” and inserting in their place the words “the Schedule”;
- d) in PART 8, SCREENING OFFICERS,
 - i. adding a new clause (j) to section 8.2, as follows:
 - j) Bylaw Administrative Assistant.
- e) In PART 9, POWERS, DUTIES, AND FUNCTIONS OF SCREENING OFFICERS,
 - i. In subsection 9.1.3. striking out the words “Schedule A” and inserting in their place the words “the Schedules”.
 - ii. In subsection 9.1.4, striking out the words “Schedule A” and inserting in their place the words “the Schedules”.
- f) in PART 10, BYLAW ENFORCEMENT OFFICERS,
 - a. in clause (c) of section 10.1, striking out the words “Village Official” and inserting in their place “*Statutory Officer*”.
 - b. adding a new clause (i) to section 10.1 as follows:
 - a) Bylaw Administrative Assistant
- f) striking out Schedule A and inserting Schedules A through W in its place.
- g) in PART 13, SCHEDULES, striking out section 13.1 and inserting in its place the following:
 - 13.1 The following Schedules designating bylaw contraventions and penalties are attached to and form part of this bylaw:

SCCHEDULE A – Sign Bylaw No. 380, 1995	19
SCCHEDULE B - Unsightly Premises Bylaw No. 476, 2002	20
SCCHEDULE C – Grow Operation, Nuisance, Noxious or Offensive Trades, Health and Safety Bylaw No. 556, 2005	22
SCCHEDULE D - Wildlife Attractant Bylaw No. 684, 2011	25
SCCHEDULE E - Noise Regulation Bylaw No. 699, 2012	26
SCCHEDULE F - Boulevard Maintenance Bylaw No. 713, 2012	27
SCCHEDULE G - Blasting Regulations Bylaw No. 714, 2012	28
SCCHEDULE H - Flood Regulation Bylaw No. 716, 2012	29
SCCHEDULE I - Fire Prevention Bylaw No. 744, 2013	30
SCCHEDULE J – Special Events Bylaw No. 750, 2014	33
SCCHEDULE K - Outdoor Water Use Regulation Bylaw No. 792, 2015	34
SCCHEDULE L - Parks and Public Space Use Bylaw No. 797, 2016	35
SCCHEDULE M - Airport Establishment, Operations & Fees Bylaw No. 817, 2017	39
SCCHEDULE N - Filming Bylaw No. 818, 2017	40
SCCHEDULE O - Site Alteration Bylaw No. 822, 2017	41
SCCHEDULE P - Zoning Bylaw No. 832, 2018	42
SCCHEDULE Q - Public Nuisance Abatement Bylaw No. 838, 2018	45
SCCHEDULE R- Animal Control Bylaw No. 839, 2018	46
SCCHEDULE S - Parking and Traffic Control Bylaw No. 840, 2018	47
SCCHEDULE T - Business Licence Bylaw No. 855, 2019	50
SCCHEDULE U - Cross Connection Control Bylaw No. 844, 2018	51
SCCHEDULE V - Smoking Bylaw No. 848, 2018	52
SCCHEDULE W - Building Bylaw No. 912, 2021	53

PART 3 CONSEQUENTIAL AMENDMENTS

3.1. The following consequential amendments are made concurrently with this amendment to Village of Pemberton Bylaw Notice Enforcement Bylaw No. 874, 2020:

a) **Village of Pemberton Unsightly Premises Bylaw No. 476, 2002**, is amended by:

i. inserting a new section 3.1 as follows:

3.1 In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation or other enactment refers to that enactment as amended or replaced from time to time;

ii. inserting section number 3.2 in front of the statement “In this Bylaw” and striking out the words “unless the context otherwise requires”; and

iii. striking out Part 14, PENALTIES, and renumbering subsequent sections accordingly;

iv. renaming Part 14, OFFENSES, to Part 14, OFFENSE AND PENALTY;

v. striking out section 14.1 and inserting in its place the following:

14.1 Any person who:

(a) contravenes any provision of this Bylaw;

(b) causes or allows any act or thing to be done in contravention of any provision of this Bylaw; or

(c) fails or neglects to do anything required to be done by any provision of this Bylaw,

commits an offence.; and

vi. striking out section 14.2 and inserting in its place the following:

14.2 A person found guilty of an offence under this Bylaw is liable if:

(a) proceedings are brought under the *Offence Act (B.C.)*, to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed;

(b) a ticket is issued under the Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, to pay a fine to a maximum authorized under that *Act*; or

- (c) a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that *Act*.

b) **Village of Pemberton Grow Operation, Nuisance, Noxious or Offensive Trades, Health and Safety Bylaw No. 546, 2005** is amended by:

- i. inserting a new section 3. as follows under INTERPRETATION and renumbering the subsequent sections accordingly:

3. In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;

- ii. Striking out the newly numbered section 28. and inserting in its place the following:

28. Any person who:

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

commits an offense.; and

- iii. inserting a new section 29. as follows and renumbering the subsequent sections accordingly:

29. A person who commits an offense under this bylaw is liable if

- a. proceedings are brought under the *Offense Act (B.C.)* to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed;
- b. a ticket is issued under the Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, to pay a fine to a maximum authorized under that *Act*; or
- c. a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that *Act*.

c) **Village of Pemberton Wildlife Attractants Bylaw No. 684, 2011**, is amended by:

- i. renaming Part 2, DEFINITIONS, to Part 2, INTERPRETATION.

- ii. numbering the first statement in Part 2, “In this bylaw:...”, as section 2.1;
- iii. inserting a new section 2.2 as follows:

In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;

- iv. striking out sections 7.1, 7.3, 7.4, and 7.6;
- v. renumbering section 7.2 to 7.1;
- vi. inserting the following new sections 7.2 and 7.3 and renumbering the subsequent section accordingly:

7.2 Any person who:

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

commits an offence.

7.3 A person found guilty of an offence under this Bylaw is liable if:

- (a) proceedings are brought under the *Offence Act (B.C.)*, to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed;
- (b) a ticket is issued under the *Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018*, to pay a fine to a maximum authorized under that *Act*; or
- (c) a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that *Act*.

d) **Village of Pemberton Noise Regulation Bylaw No. 699, 2012**, is amended by:

- i. renaming Part 2, DEFINITIONS, to Part 2, INTERPRETATION.
- ii. numbering the first statement in Part 2, “in this bylaw:”, as section 2.1;
- iii. inserting a new section 2.2 as follows:

- 2.2 In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.
- iv. striking out section 8.1 and inserting in its place the following:
- 8.1 Any person who:
- (b) contravenes any provision of this Bylaw;
 - (d) causes or allows any act or thing to be done in contravention of any provision of this Bylaw; or
 - (e) fails or neglects to do anything required to be done by any provision of this Bylaw,
- commits an offence.; and
- v. inserting a new section 8.2 as follows:
- 8.2 A person found guilty of an offence under this Bylaw is liable if:
- (a) proceedings are brought under the *Offence Act (B.C.)*, to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed;
 - (b) a ticket is issued under the *Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018*, to pay a fine to a maximum authorized under that *Act*; or
 - (c) a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that *Act*.
- vi. correcting the numbering of the sections of PART 9 from 8.1 and 8.2 to 9.1 and 9.2.
- e) **Village of Pemberton Boulevard Maintenance Bylaw No. 713, 2012** is amended by:
- i. renaming Part 2, DEFINITIONS, to Part 2, INTERPRETATION.
 - ii. numbering the first statement in Part 2, “in this bylaw:”, as section 2.1;
 - iii. inserting a new section 2.2 as follows:
- 2.2 In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;

iv. striking out section 6.1 and inserting in its place the following:

6.1 Any person who:

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

commits an offence.; and

v. inserting a new section 6.3 as follows:

6.2 A person found guilty of an offence under this Bylaw is liable if:

- (a) proceedings are brought under the *Offence Act (B.C.)*, to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed;
- (b) a ticket is issued under the *Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018*, to pay a fine to a maximum authorized under that *Act*; or
- (c) a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that *Act*.

f) **Village of Pemberton Blasting Regulation Bylaw No. 714, 2012** is amended as follows:

i. renaming Part 2, DEFINITIONS, to Part 2, INTERPRETATION.

ii. numbering the first statement in Part 2, "In this bylaw the following terms have the following meanings:", as section 2 (1);

iii. inserting a new section 2. (2) as follows:

- (2) In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;

iv. renaming Part 8, PENALTY, to Part 8, OFFENSE AND PENALTY;

v. striking out section 8. (1) and inserting in its place the following:

(1) Any person who:

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

commits an offence.; and

vi. inserting a new section 8. (3) as follows:

(3) A person found guilty of an offence under this Bylaw is liable if:

- (a) proceedings are brought under the *Offence Act (B.C.)*, to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed;
- (b) a ticket is issued under the *Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018*, to pay a fine to a maximum authorized under that *Act*; or
- (c) a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that *Act*.

g) **Village of Pemberton Flood Regulation Bylaw No. 716, 2012** is amended by:

i. inserting a new section 1 as follows and renumbering all subsequent sections accordingly:

1 In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;

ii. striking out newly numbered section 10 and inserting in its place the following:

10. Any person who:

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

commits an offense.; and

- iii inserting a new section 11 under PART 6 – OFFENSE as follows and renumbering the subsequent sections accordingly.

11. A person who commits an offense under this bylaw is liable if

- a. proceedings are brought under the *Offense Act (B.C.)* to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed; or
- b. a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that Act.

g) **Village of Pemberton Fire Prevention Bylaw No. 744, 2013** is amended by:

- i in sections 11.1 and 11.2, striking out the words “as set out in Schedule B attached hereto;
- ii striking out section 12.1 and inserting in its place the following:

12.1 A person who:

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

commits an offence.;

- iii striking out section 12.2 and inserting in its place the following:

12.2 A person who commits an offense under this Bylaw is liable if

- (a) proceedings are brought under the *Offense Act (B.C.)*, to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed;
- (b) a ticket is issued under the *Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018*, to pay a fine to a maximum authorized under that *Act*; or
- (c) a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that *Act*;

- iii. deleting Schedule A, Fines.

- iv. striking out Part 13, SCHEDULES, and renumbering the subsequent sections accordingly.
- h) **Village of Pemberton Special Events Bylaw No. 750, 2014** is amended by:
- i. renaming Part 2, DEFINITIONS, to Part 2, INTERPRETATION.
 - ii. numbering the first statement in Part 2, "In this bylaw," as section 2 (1);
 - iii. inserting a new section 2. (2) as follows:
 - (2) In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;
 - iv. Striking out paragraph 10 (a) and inserting in its place the following:
 - (a) Any person who:
 - a. contravenes any provision of this Bylaw;
 - b. causes or allows any act or thing to be done in contravention of any provision of this Bylaw; or
 - c. fails or neglects to do anything required to be done by any provision of this Bylaw,
 commits an offense.
 - v. Inserting a new paragraph 10 (b) as follows and renumbering the subsequent paragraphs accordingly:
 - (b) A person who commits an offense under this bylaw is liable if
 - a. proceedings are brought under the *Offense Act (B.C.)* to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed;
 - b. if a ticket is issued under the *Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018*, to pay a fine to a maximum authorized under that *Act*; or
 - c. a bylaw notice is issued under a bylaw made under the Local Government Bylaw Notice Enforcement Act, to pay a penalty to a maximum authorized under that Act.
- (i) **Village of Pemberton Outdoor Water Use Regulation Bylaw No. 792, 2015** is amended by:

- i. renaming Part 2, DEFINITIONS, to Part 2, INTERPRETATION.
 - ii. numbering the first statement in Part 2, “in this bylaw:”, as section 2.1;
 - iii. inserting a new section 2.2 as follows:
 - 2.2 In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;
 - iv. in section 9.2, striking out paragraph (b) and inserting in its place the following:
 - (b) if proceedings are brought under the Offense Act (B.C.), to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed;
 - v. in section 9.2, inserting a new paragraph (c) as follows:
 - (c) if a bylaw notice is issued under a bylaw made under the Local Government Bylaw Notice Enforcement Act, to pay a penalty to a maximum authorized under that Act;
 - iii. striking out Part 10., SCHEDULES, and renumbering the subsequent sections accordingly; and
 - iv. deleting Schedule A.
- (j) **Village of Pemberton Airport Establishment, Operations & Fees Bylaw No. 817, 2017** is amended by:
- i. numbering the first statement in Part 2, INTERPRETATION, “For the purpose of this bylaw, the following terms have the following meanings”, as subsection i.;
 - ii. inserting a new subsection ii as follows:
 - ii. In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;
 - iii. deleting Schedule A;
 - iv. in Part 7, OFFENSE, striking out paragraph ii and inserting in its place the following:
 - ii. Any person who:
 - a. contravenes any provision of this Bylaw;

- b. causes or allows any act or thing to be done in contravention of any provision of this Bylaw; or
 - c. fails or neglects to do anything required to be done by any provision of this Bylaw,

commits an offense.;
 - v. in Part 7, OFFENSE, inserting a new paragraph iii as follows:
 - iii. Any person who commits an offense under this Bylaw is liable:
 - a. if proceedings are brought under the Offense Act (B.C.), to pay a fine to maximum of \$50,000 plus the costs of prosecution, and any other order imposed; or
 - b. if a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that Act.; and
 - vi. striking out Part 8, SUMMARY CONVICTION.
- (k) **Village of Pemberton Filming Bylaw No. 818, 2017**, is amended by:
- i. renaming Part 2, DEFINITIONS, to Part 2, INTERPRETATION;
 - ii. numbering the first statement in Part 2, INTERPRETATION, “In this bylaw, the following terms have the following meanings”, as subsection i.;
 - iii. inserting a new subsection ii. as follows:
 - ii. In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;
 - iv. in Part 10, OFFENSE, striking out paragraph i and inserting the following in its place:
 - i. Any person who:
 - a. contravenes any provision of this Bylaw;
 - b. causes or allows any act or thing to be done in contravention of any provision of this Bylaw; or
 - c. fails or neglects to do anything required to be done by any provision of this Bylaw,

commits an offense.; and

- v. in Part 10, OFFENSE, inserting a new paragraph ii as follows:
 - ii. Any person who commits an offense under this Bylaw is liable:
 - a. if proceedings are brought under the Offense Act (B.C.), to pay a fine to maximum of \$50,000, plus the costs of prosecution and any other order imposed;
 - b. if a ticket is issued under the *Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018*, to pay a fine to a maximum authorized under that *Act*; or
 - c. if a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that Act.

- (l) **Village of Pemberton Site Alteration Bylaw No. 822, 2017** is amended by:
 - i. striking out paragraph (a) of section 17.3 and inserting in its place the following:
 - a) a penalty to a maximum authorized under the *Local Government Bylaw Notice Enforcement Act*, if a bylaw notice is issued under a bylaw made under that *Act*.; and
 - ii. striking out paragraph (b) of section 17.3 and inserting in its place the following:
 - b) a fine of up to fifty thousand dollars (\$50,000), plus the costs of prosecution, and any other order imposed, if proceedings are brought under the *Offense Act*.

- (m) **Village of Pemberton Public Nuisance Abatement Bylaw No. 838, 2018**, is amended by:
 - i. renaming Part 2, DEFINITIONS to Part 2, INTERPRETATION;
 - ii. in Part 2, inserting the section number 2.1 in front of the words “In this Bylaw”;
 - iii. in Part 2, striking out the definition of Bylaw Enforcement Officer and inserting in its place the following:

Bylaw Enforcement Officer means a person appointed to that position for the *Village* by the *Chief Administrative Officer*;;
 - iv. inserting a new section 2.2 as follows:
 - 2.2. In this Bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;

- v. striking out paragraph (a) in section 6.1 and inserting the following in its place:
 - a. if a ticket is issued under the Village of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, to pay a fine to a maximum authorized under that *Act*;
- vi. in section 6.1, striking out paragraph (b) and inserting in its place the following:
 - b. if proceedings are brought under the Offense Act, pay a fine of up to \$50,000 fifty thousand dollars (\$50,000) plus the costs of prosecution and any other order imposed; or
- vii. in section 6.1, inserting a new paragraph (c) as follows:
 - c. if a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that Act.
- viii. striking out Part 7, SCHEDULES; and
- ix. deleting Schedule A.

(n) **Village of Pemberton Animal Control Bylaw No. 839, 2018**, is amended by:

- i. deleting Schedule A;
- ii. renaming Schedule B, List of Prohibited Animals to Schedule A, List of Prohibited Animals;
- iii. striking out section 20 FINES and renumbering the subsequent sections accordingly;
- iv. in subsection 22.1, striking out the value of \$10,000 and inserting in its place the value of \$50,000; and
- v. striking out section 24 and inserting in its place the following:

Schedule A, List of Prohibited Animals, is attached to and forms part of this Bylaw.

(o) **Village of Pemberton Parking and Traffic Control Bylaw No. 840, 2018**, is amended by:

- i. in paragraph (a) of section 15.2, striking out the value of \$10,000 and inserting in its place the value of \$50,000;
- ii. deleting Schedule A;
- iii. striking out PART 16 SCHEDULES;
- iv. renaming PART 18 REPEAL AND SCHEDULE to PART 18 REPEAL; and

- v. striking out section 18.3.
- (p) **Village of Pemberton Cross Connection Control Bylaw No. 844, 2018**, is amended by:
- i. renaming Part 2 DEFINITIONS to INTERPRETATION;
 - ii. in Part 2, INTERPRETATION, inserting the section number 2.1 in front of the words “In this Bylaw”;
 - iii. in section 2.1, striking out the definition of Building Official and inserting in its place the following:

Building Official means a person designated by the Chief Administrative Officer to administer the Village’s Building Bylaw and any person designated to act in the place of that person.;
 - iv. inserting a new section 2.2 as follows:

2.2. In this Bylaw, a reference to an Act refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;
 - v. in section 12.2, replacing the reference to Schedule B with a reference to Schedule A;
 - vi. striking out section 13.2 and inserting the following in its place:

5.2. A person who:

 - (a) contravenes any provision of this Bylaw;
 - (d) causes or allows any act or thing to be done in contravention of any provision of this Bylaw; or
 - (e) fails or neglects to do anything required to be done by any provision of this Bylaw,

commits an offence.;
 - vii. Inserting a new section 13.3 as follows and renumbering subsequent sections accordingly:

13.3. A person who commits an offense under this Bylaw is liable if

 - (a) proceedings are brought under the Offense Act (B.C.), to pay a fine to maximum of \$50,000;

- (b) a ticket is issued under the *Village* of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, to pay a fine to a maximum authorized under that *Act*; or
 - (c) a bylaw notice is issued under a bylaw made under the Local Government Bylaw Notice Enforcement Act, to pay a penalty to a maximum authorized under that Act;
 - viii. striking out newly numbered sections 13.6, 13.7, and 13.8;
 - ix. deleting Schedule A;
 - x. renaming Schedule B to Schedule A; and
 - xi. striking out section 15.2.
- (q) **Village of Pemberton Smoking Regulation Bylaw No. 848, 2018** is amended by:
- i. inserting a new section 2.2 as follows:
 - 2.2 In this Bylaw, a reference to an Act refers to a statute of British Columbia and a reference to any statute, regulation, or other enactment refers to that enactment as amended or replaced from time to time.;
 - ii. striking out section 7.1 and inserting in its place the following:
 - 7.1 Any person who:
 - (a) contravenes any provision of this Bylaw;
 - (d) causes or allows any act or thing to be done in contravention of any provision of this Bylaw; or
 - (e) fails or neglects to do anything required to be done by any provision of this Bylaw,

commits an offence and is liable to the penalties imposed under this Bylaw or any other applicable bylaw of the Village and is guilty of a separate offense each day that a violation continues to exist.;
 - iii. Inserting a new section 7.2 as follows:
 - 7.2 A person who commits an offense under this Bylaw is liable if
 - (a) proceedings are brought under the Offense Act (B.C.), to pay a fine to maximum of \$50,000; or

- (b) a ticket is issued under the *Village* of Pemberton Municipal Ticket Information Utilization Bylaw No. 845, 2018, to pay a fine to a maximum authorized under that *Act*; or
 - (c) a bylaw notice is issued under a bylaw made under the *Local Government Bylaw Notice Enforcement Act*, to pay a penalty to a maximum authorized under that *Act*;
- iv. deleting Schedule A; and
- v. striking out Part 8, SCHEDULES, and renumbering the subsequent sections accordingly.

READ A FIRST TIME this 16th day of November 2021.

READ A SECOND TIME this 16th day of November 2021.

READ A THIRD TIME this 16th day of November 2021.

ADOPTED this ____ day of ____, 2021.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

SCHEDULE A – Sign Bylaw No. 380, 1995

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
8.1	keeping, placing, erecting any sign contrary to regulations	\$150	\$100	\$200	Yes	\$75

SCHEDULE B - Unsightly Premises Bylaw No. 476, 2002

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
4.1	Accumulating or permitting accumulation of water, rubbish or noxious, offensive or unwholesome matter around their premises	\$200	\$150	\$250	Yes	\$100
4.2	Causing, suffering or permitting such real property to become overgrown with brush, noxious weeds, or other growth, or to become infested with caterpillars or other noxious or destructive insects	\$200	\$150	\$250	Yes	\$100
5.1	Depositing or throwing bottles, broken glass or other rubbish in any open place	\$200	\$150	\$250	Yes	\$100
6.2	Causing, suffering or permitting or allowing the accumulation of filth, discarded materials, or rubbish of any kind to accumulate upon such real property	\$200	\$150	\$250	Yes	\$100
6.3	Allowing a property to become or to remain untidy or unsightly; or failing to maintain the said property in a neat and tidy condition in keeping with a reasonable standard of maintenance prevailing in the neighbourhood	\$100	\$75	\$125	Yes	\$50
6.4	Failing to clear real property of brush and of grass in excess of 30 centimetres in length	\$100	\$75	\$125	Yes	\$50
6.5	Allowing accumulation of materials	\$200	\$150	\$250	Yes	\$100
6.6	Storage or accumulation of materials non-compliant with screening or storage requirements	\$200	\$150	\$250	Yes	\$100
7.1	Allowing graffiti to remain on walls, fences or elsewhere on or adjacent to any public place	\$200	\$150	\$250	Yes	\$100
8.1	Obstructing an officer, employee or agent of the Municipality in enforcing this bylaw	\$500	\$450	\$500	No	Not Applicable
11	Failure to comply with an order	\$500	\$450	\$500	No	Not Applicable

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
13 (a)	Interfering with an authorized person in the performance of his or her duties under the bylaw	\$500	\$450	\$500	No	Not Applicable
13 (b)	Interfering with an employee or other person directed by the municipality to carry out the terms of any notice pursuant to Section 11 of the bylaw.	\$500	\$450	\$500	No	Not Applicable

SCHEDULE C – Grow Operation, Nuisance, Noxious or Offensive Trades, Health and Safety Bylaw No. 556, 2005

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
3.	Disconnecting a meter from an electrical or water distribution system for the purpose of preventing the water or electrical supplier from ascertaining consumption.	\$250	\$200	\$300	No	Not Applicable
5.	Diverting or installing vents of hot water tanks or furnaces to exhaust to or within the building or altering a structure or building for the purpose of establishing or operating a grow operation.	\$250	\$200	\$300	No	Not Applicable
7.	Constructing or installing in a building or structure a trap or other device which could cause death or bodily harm to a person entering the building or structure.	\$500	\$450	\$500	No	Not Applicable
8.	Constructing or installing any obstruction of an exit or an access to an exit required under the <i>Building Code</i> or other enactment or removing fire stopping that is provided or required under an enactment.	\$350	\$300	\$400	Yes	\$250
10. (1)	Except with the permission of an inspection, interfering with or obstructing an inspector from posting a notice referred to in section 9	\$400	\$350	\$450	No	Not Applicable
10. (2)	Except with permission of an inspector, removing, altering, covering, or mutilating a notice posted under section 9.	\$200	\$150	\$250	No	Not Applicable
11.	Causing, or allowing a building to be subject to the growth, on any portion of the building, of mould or fungus arising from or in relation to the cultivation of marijuana plants or the production of amphetamines in the building.	\$200	\$150	\$250	Yes	\$100

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
12. (1)	Causing or permitting nuisance as a result of the use or occupancy of a parcel.	\$200	\$150	\$250	Yes	\$100
12. (2)	Causing or permitting water, rubbish, or unsightly matter to collect or accumulate in, on, under, or around a parcel; owner, used, or occupied by the person.	\$200	\$150	\$250	Yes	\$100
13.	Causing or permitting a noxious or offensive trade in premises including the production, striate, transfer, or disposal of substances that emit offensive odours, fumes, or particulate matter.	\$200	\$150	\$250	Yes	\$100
15.	Failure of an owner or occupier of real property to undertake any action directed by the Fire Chief or other person authorized to act in the place of the Fire Chief for the purpose of removing or reducing anything or condition that the Fire Chief or other authorized person considers to be a fire hazard.	\$450	\$400	\$500	Yes	\$350
16.	Owner or occupier of real property refusing entry to an inspector who attends the real property at any reasonable time to determine whether there is compliance with this bylaw.	\$450	\$400	\$500	Yes	\$350
17. (1)	Failure of an owner of residential premises or other premises to inspect the premises at least once every three months to ascertain whether this bylaw has been contravened.	\$150	\$100	\$200	Yes	\$100
17. (2) (a)	Failure of an owner of residential premises or other premises who has knowledge of a contravention of this bylaw, to, within 24 hours of the discovery of the contravention, deliver written notice to the Village of the particulars of the contravention.	\$150	\$100	\$200	No	Not Applicable
17. (2) (b)	Failure of an owner of residential premises or other premises who has knowledge of a contravention of this bylaw, to, subject to the	\$250	\$200	\$300	Yes	\$150

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
	Residential Tenancy Act, within two months of the delivery of the notice referred to in 17. (2) (a), take such action as may be necessary to bring the premises into compliance with this bylaw.					
18.	Failure of an owner of residential premises that has been used for a grow operation to, within 30 days of the removal of the grow operation, comply with the remediation requirements of section 18 of the bylaw.	\$250	\$200	\$300	Yes	\$150

SCHEDULE D - Wildlife Attractant Bylaw No. 684, 2011

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
3.1, 4.2, 4.3, 5.1	Improper Storage of Garbage	\$100	\$75	\$125	No	Not Applicable
3.2, 4.1, 4.4	Failure to Provide/Maintain Resistant Container	\$100	\$75	\$125	No	Not Applicable
3.3, 3.4	Failure to Comply Pickup/Removal Times –	\$100	\$75	\$125	No	Not Applicable
3.5, 3.6, 3.7, 3.8, 3.11, 4.2	Improper Disposal	\$100	\$75	\$125	No	Not Applicable
3.9	Improper Placement	\$100	\$75	\$125	No	Not Applicable
3.10	Placement of Explosive Device	\$500	\$450	\$500	No	Not Applicable
5.3, 5.4	Failure to remove Attractants	\$100	\$75	\$125	No	Not Applicable

SCHEDULE E - Noise Regulation Bylaw No. 699, 2012

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
3.1	Noise During Quiet Hours	\$100	\$75	\$125	No	Not Applicable
3.2	Permit Noise During Quiet Hours –	\$100	\$75	\$125	No	Not Applicable
3.3	Prohibited Noise	\$100	\$75	\$125	No	Not Applicable
5.1	Construction Noise	\$250	\$200	\$300	No	Not Applicable

SCHEDULE F - Boulevard Maintenance Bylaw No. 713, 2012

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
3.1.1 (a)	Permit garbage, debris or other materials to accumulate on boulevard or in ditches	\$150	\$125	\$175	Yes	\$100
3.1.1 (b)	Placement of rocks, fencing, landscaping and other materials on boulevard or in ditch adjacent to property	\$150	\$125	\$175	Yes	\$100
3.1.1 (d)	Placement of fill, landscaping debris and other materials in drainage swales or ditches	\$250	\$200	\$300	Yes	\$200
3.1.1 (e)	Installation of culvert extensions in drainage ditches without authorization	\$500	\$400	\$500	No	Not Applicable
3.2.1	Failure to maintain boulevard/ditch in clean and safe condition	\$150	\$125	\$175	Yes	\$100
3.2.2.	Failure to maintain boulevard abutting property	\$150	\$125	\$175	Yes	\$100
3.3.1	Undertaking improvements without permit	\$250	\$200	\$300	No	Not Applicable
3.3.5	Failure to comply with permit conditions	\$250	\$200	\$300	No	Not Applicable
3.3.7	Failure to maintain boulevard improvements	\$150	\$125	\$175	Yes	\$100
3.4.1	Failure to clear snow/ice abutting property	\$150	\$125	\$175	Yes	\$100
3.4.2	Failure to address hazardous conditions	\$150	\$125	\$175	Yes	\$100
3.1.1 (c) and 3.4.3	Deposit of snow on Village highways, roadway, sidewalks, lanes or parking areas	\$150	\$125	\$175	No	Not Applicable
4.1	Failure to comply	\$150	\$125	\$175	No	Not Applicable

SCHEDULE G - Blasting Regulations Bylaw No. 714, 2012

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
3 (1)	Blasting without a permit	\$500	\$450	\$500	No	Not Applicable
5	Failure to follow duties of permit holder	\$500	\$450	\$500	No	Not Applicable
5 (a)	Blasting contrary to permitted times or atmospheric conditions	\$500	\$450	\$500	No	Not Applicable
5 (b)	Failure to provide records when requested	\$200	\$150	\$250	No	Not Applicable
5 (c) and (d)	Failure to follow safety precautions	\$200	\$150	\$250	No	Not Applicable
5 (e)	Failure to provide notification	\$200	\$150	\$250	No	Not Applicable
6	Failure to report an incident	\$500	\$450	\$500	No	Not Applicable
7 (4)	Blasting after permit cancelled or suspended	\$500	\$450	\$500	No	Not Applicable

SCHEDULE H - Flood Regulation Bylaw No. 716, 2012

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
Part 3, Section 5	contravention of setback requirements	\$400	\$300	\$500	Yes	\$200
Part 4, Section 6	contravention of elevation requirements	\$400	\$300	\$500	Yes	\$200

SCHEDULE I - Fire Prevention Bylaw No. 744, 2013

The following penalties apply to infractions:

Bylaw Section	Contravention	A1	A2	A3	A4	A5
		Penalty Amount	Early Payment Amount: Within 14 Days	Late Payment Amount: After 28 Days	Compliance Agreement Available	Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
6.8(a)(ii)	Failure to provide private hydrant flow test results	\$150	\$125	\$175	Yes	\$50
6.8(b)	Failure to maintain, repair, or replace private fire hydrant	\$150	\$125	\$175	Yes	\$100
6.8(c)	Failure to keep private hydrant free of snow, ice, or other materials or free from mechanical damage	\$150	\$125	\$175	Yes	\$100
6.8(d)	Failure to ensure access to private hydrant	\$150	\$125	\$175	No	Not Applicable
6.8(e)(i)	Failure to report deficiencies that affect private hydrant	\$150	\$125	\$175	No	Not Applicable
6.8(f)	Failure to bag or cover out of service private hydrant	\$150	\$125	\$175	No	Not Applicable
6.10	Unauthorized use of fire hydrant	\$500	\$450	\$500	No	Not Applicable
6.11	Failure to paint private hydrant to Village's specifications	\$150	\$125	\$175	Yes	\$50
6.13	Failure to maintain minimum clearance around private hydrant	\$150	\$125	\$175	No	Not Applicable
6.15	Failure to maintain ground cover around private hydrant	\$150	\$125	\$175	Yes	\$50
6.16	Failure to maintain clear path in front of private hydrant	\$150	\$125	\$175	No	Not Applicable
6.17	Failure to maintain clear view of private hydrant	\$150	\$125	\$175	No	Not Applicable
6.18	Removing a fire hydrant without permission	\$500	\$450	\$500	No	Not Applicable
6.19	Failure to provide, install and maintain Smoke Alarm	\$200	\$150	\$250	No	Not Applicable
6.21(a)	Failure to maintain emergency/exit lighting and exit signs	\$200	\$150	\$250	Yes	\$125
6.21(b)	Failure to test or maintain portable extinguisher(s)	\$200	\$150	\$250	No	Not Applicable
6.21(c)	Failure to provide and maintain means of egress	\$200	\$150	\$250	No	Not Applicable
6.21(d)	Failure to maintain exit doors	\$200	\$150	\$250	No	Not Applicable
6.21(e)	Failure to maintain private roadways for Pemberton Fire Rescue access in conformance with the British Columbia Fire Code	\$200	\$150	\$250	Yes	\$125
6.21(f)	Failure to provide, maintain private roadways, access roads and fire lanes in conformance with Pemberton Fire Rescue criteria	\$200	\$150	\$250	Yes	\$125

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
6.21(g)	Design and installation of gate controlling access not in conformance to Pemberton Fire Rescue criteria	\$200	\$150	\$250	Yes	\$125
6.21(h)	Failure to maintain standpipe, hose systems, and automatic sprinkler systems in conformance with the British Columbia Fire Code	\$200	\$150	\$250	No	Not Applicable
6.21(i)	Failure to install and maintain commercial cooking equipment exhausts and fire protection systems in conformance with the British Columbia Fire Code	\$200	\$150	\$250	No	Not Applicable
6.21(j)	Exceeding the maximum occupant load contrary to the British Columbia Fire Code	\$500	\$450	\$500	No	Not Applicable
6.21(k)	Allowing combustible material(s) to accumulate in quantities or locations contrary to the British Columbia Fire Code	\$200	\$150	\$250	No	Not Applicable
6.21(l)	Failure to store, handle, use or process all flammable and combustible liquids in conformance with the British Columbia Fire Code	\$200	\$150	\$250	No	Not Applicable
6.21(m)	Failure to maintain fire separations in conformance with the British Columbia Fire Code	\$200	\$150	\$250	No	Not Applicable
6.25	Failure to dispose of Combustible Material or take precautions to prevent fire	\$500	\$450	\$500	No	Not Applicable
6.29(a)	Failure to submit Fire Safety Plan in an acceptable format and in conformance with British Columbia Fire Code	\$150	\$125	\$175	No	Not Applicable
6.29(b)	Failure to submit Fire Safety Plan within 90 days	\$150	\$125	\$175	No	Not Applicable
6.29(c)	Failure to provide Fire Safety Plan in a location or manner acceptable to Fire Chief	\$150	\$125	\$175	No	Not Applicable
6.30	Failure to install and maintain approved Fire Safety Plan Lock Box	\$150	\$125	\$175	Yes	\$100
6.32	Failure to install and maintain approved Lock Box	\$150	\$125	\$175	Yes	\$100
6.33(a)	Failure to correctly install Lock Box	\$150	\$125	\$175	Yes	\$100
6.33(b)	Failure to provide keys or devices in Lock Box	\$150	\$125	\$175	No	Not Applicable
6.34	Failure to provide access to Fire Safety Plan Box or Lock Box	\$150	\$125	\$175	No	Not Applicable

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
6.35	Failure to allow installation or maintenance of Fire Safety Plan Box or Lock Box	\$150	\$125	\$175	Yes	\$100
7.1	Starting or allowing open air fire without a permit	\$250	\$200	\$300	No	Not Applicable
7.5	Failure to follow terms and conditions for burning of yard waste	\$250	\$200	\$300	No	Not Applicable
7.6	Failure to follow terms and conditions for burning of waste created by land clearing	\$250	\$200	\$300	No	Not Applicable
7.7	Failure to follow terms and conditions for a hazard abatement/fuel modification burning permit	\$250	\$200	\$300	No	Not Applicable
7.8	Failure to follow terms and conditions for an agricultural burning permit	\$250	\$200	\$300	No	Not Applicable
7.10	Failure to follow terms and conditions for a residential cooking permit	\$250	\$200	\$300	No	Not Applicable
7.11	Using portable incinerator or other portable device for burning garbage, rubbish or waste material	\$250	\$200	\$300	No	Not Applicable
8.1	Discharging fireworks without a valid notice of discharge permit	\$250	\$200	\$300	No	Not Applicable
8.4	Selling or offering for sale fireworks without a valid fireworks sales permit	\$250	\$200	\$300	No	Not Applicable
8.12	Storing, handling or discharging fireworks in an unsafe manner or as to create a nuisance	\$250	\$200	\$300	No	Not Applicable
8.15	Discharging fireworks on a public roadway	\$250	\$200	\$300	No	Not Applicable
8.16	Failure to remove or dispose of fireworks debris	\$250	\$200	\$300	No	Not Applicable
8.19	Possessing, selling or discharging of firecrackers or noisemakers	\$250	\$200	\$300	No	Not Applicable
8.22(a)	Failure to surrender fireworks	\$250	\$200	\$300	No	Not Applicable

SCHEDULE J – Special Events Bylaw No. 750, 2014

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
4.1	Publicizing a special event or permitting, suffering, or allowing the publication of a special event except in accordance with Special Events Bylaw No. 750, 2014.	\$500	\$450	\$500	Yes	\$350
4.1	Holding a special event or permitting, suffering, or allowing the holding of a special event except in accordance with Special Events Bylaw No. 750, 2014.	\$500	\$450	\$500	Yes	\$350

SCHEDULE K - Outdoor Water Use Regulation Bylaw No. 792, 2015

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
4.1	Contravention of Level One restrictions	\$100	\$75	\$125	No	Not Applicable
4.2	Contraventions of Level Two restrictions	\$100	\$75	\$125	No	Not Applicable
4.3	Contravention of Level Three restrictions	\$100	\$75	\$125	No	Not Applicable
4.4	Contravention of Level Four restrictions	\$250	\$200	\$300	No	Not Applicable

SCHEDULE L - Parks and Public Space Use Bylaw No. 797, 2016

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
4	Cutting, breaking, removing, destroying or damaging a tree, shrub, plant, turf or flower	\$250	\$200	\$300	No	Not Applicable
5	Damaging or defacing or placing graffiti on a building, structure, fence, sign, seat, bench or ornament	\$250	\$200	\$300	Yes	\$50
6	Climbing, walking, sitting, cycling or skating upon a wall, fence or other structure not intended for that use.	\$250	\$200	\$300	No	Not Applicable
7.1	Fouling or polluting an area of water or land	\$300	\$250	\$350	No	Not Applicable
7.2	Accessing or trampling the riparian edge of a stream, pond or lake that is not designated as an access point	\$300	\$250	\$350	No	Not Applicable
7.3	Depositing or dumping garbage, glass, crockery, paper, rubbish, litter, wood, waste or other material, liquid or solid, in or on a public space, except in receptacles provided there for such a purpose	\$300	\$250	\$350	No	Not Applicable
7.4	Disposing of waste generated outside a public space by depositing the waste in a waste receptacle or anywhere else inside or on a public space	\$200	\$150	\$250	No	Not Applicable
7.5	Disposing of household waste in a public waste receptacle.	\$200	\$150	\$250	No	Not Applicable
8	Crossing, travelling on, using or walking upon a grassed plot or land where signs have been posted prohibiting such use	\$100	\$75	\$125	No	Not Applicable
9	Teasing, molesting, or injuring an animal, bird or fish or throwing a substance at or near such a creature in such a way as to cause it alarm or possible injury, except when permitted under provincial or federal fishing or wildlife regulations	\$200	\$150	\$250	No	Not Applicable

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
10.1	Obstructing the free use and enjoyment of a public space by another person	\$150	\$125	\$175	No	Not Applicable
10.2	Fishing or playing ball or any game, or throwing any object or thing so as to molest or interfere with or become a nuisance to the general public	\$25	\$20	\$30	No	Not Applicable
10.3	Hindering, deterring or interrupting any person in the exercise of any of his or her duties in charge of any organized recreation or maintenance authorized by the Village.	\$150	\$100	\$200	No	Not Applicable
11	Bringing in or riding any horses or livestock, except where horseback riding is permitted in areas specifically designed for that purpose	\$300	\$250	\$350	No	Not Applicable
12.1	Throwing or disposing of any lighted match, cigar, cigarette or similar thin or any burning substance without first extinguishing it	\$450	\$400	\$500	No	Not Applicable
12.2	Making a fire without a valid Village of Pemberton Fire Permit	\$450	\$400	\$500	No	Not Applicable
12.3	Leaving a fire unattended	\$450	\$400	\$500	No	Not Applicable
12.4	Making a fire that exceeds the maximum size of fire prescribed by the Provincial Government	\$200	\$150	\$250	No	Not Applicable
13	Undertaking any of the listed activities, except in such areas and at such times specifically allotted or designated for that purpose	\$200	\$150	\$250	No	Not Applicable
14.1	Posting, painting or affixing any advertisement, bill, poster, picture, matter or thing on a tree, pole, post, building, structure or thing except on a kiosk or notice board specifically designed for that purpose	\$50	\$25	\$75	No	Not Applicable
14.2	Engaging in the distribution or delivery of commercial advertising materials without a Village of Pemberton Park and Public Space Use Permit that includes this permission	\$150	\$100	\$200	No	Not Applicable

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
15.1	Riding, driving, leading an animal, or propelling a cycle or motor vehicle in such a manner as to disturb the enjoyment of any person or to cause injury or damage to any person, animal or property	\$300	\$250	\$350	No	Not Applicable
15.2	Operating a motor vehicle except on a roadway	\$300	\$250	\$300	No	Not Applicable
15.3	Parking or stopping a motor vehicle except in an area designated for vehicle parking	\$100	\$75	\$125	No	Not Applicable
16.1 (a)	Bringing or having a dog, other than a certified service dog, at the main sand beach area of One Mile Lake Park between the 1 st of May and the 30 th of September each year	\$100	\$75	\$125	No	Not Applicable
16.1 (b)	Bringing or having a dog, other than a certified service dog, at waterfowl nesting sites or streams	\$100	\$75	\$125	No	Not Applicable
16.1 (c)	Bringing or having a dog, other than a certified service dog, inside a building, washroom or concession	\$100	\$75	\$125	No	Not Applicable
17	Conducting private instruction or holding a tournament, competition, exhibition, demonstration or series of games with a participant number in excess of 10, or for commercial purposes, without a Park and Public Space Use Permit that includes those permissions	\$50	\$25	\$75	Yes	\$25
18	Erecting a tent, building, shelter or other structure or works or taking up any temporary abode without a Parks and Public Space Use Permit that includes those permissions	\$150	\$100	\$200	No	Not Applicable
19	Operating or using any amplifying system or loudspeaker without a Park and Public Space Use Permit that includes that permission	\$150	\$100	\$200	No	Not Applicable
20	Operating a commercial business or utilizing a public space for a portion of business except as a community event or as authorized by the Village	\$300	\$250	\$350	No	Not Applicable

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
21	Using any court, green, ground, lawn or facility without having first obtained a Park and Public Space Use Permit and paid all applicable fees and charges, where required by bylaw	\$100	\$50	\$200	Yes	\$25
23	Violation of any provision of the bylaw or any parks rule, regulation or notice of the Village or the Manager	\$200	\$150	\$250	No	Not Applicable
24	Obstructing or causing to be obstructed any official employee, agent or contractor of the Village in the exercise of any of his lawful duties	\$500	\$500	\$500	No	Not Applicable

SCHEDULE M - Airport Establishment, Operations & Fees Bylaw No. 817, 2017

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
4 (ii)	entering or using Airport Facilities contrary to regulations	\$150	\$100	\$200	No	Not Applicable
4 (iii)	constructing buildings or structures, undertaking improvements, or performing maintenance without permission	\$150	\$100	\$200	Yes	\$100

SCHEDULE N - Filming Bylaw No. 818, 2017

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
3 (i)	Filming without a permit	\$250	\$200	\$300	Yes	\$100
5	Filming in contravention of any Village of Pemberton bylaw as listed in Village of Pemberton Filming Policy ADMIN-023, as amended	\$250	\$200	\$300	No	Not Applicable

SCHEDULE O - Site Alteration Bylaw No. 822, 2017

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
6.1	Undertaking site alteration works without a permit	\$450	\$400	\$500	Yes	\$350
17.1 (a)	Failure to comply with a term or condition of permit	\$300	\$250	\$350	Yes	\$200
17.1 (b)	Failure to comply with an order or notice under this bylaw	\$300	\$250	\$350	No	Not Applicable
17.1 (c)	Causing, allowing or suffering a violation of the bylaw, a term or condition of a permit, or an order or notice under this bylaw	\$450	\$400	\$500	Yes	\$250

SCHEDULE P - Zoning Bylaw No. 832, 2018

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
6.4,	Use prohibited in zone	\$450	\$400	\$500	Yes	\$350
6.7	Conversion of buildings contrary to requirements	\$400	\$350	\$500	Yes	\$200
7.1 (a) (i)	Accessory building or structure erected prior to permitted building or structure	\$200	\$150	\$250	Yes	\$100
7.1	Accessory buildings or structures and Uses contrary to regulations	\$200	\$150	\$250	No	Not Applicable
7.2 (a)	Accessory greenhouse contrary to regulations	\$200	\$150	\$250	No	Not Applicable
7.3	Accessory residential dwelling non-compliant with regulations	\$200	\$250	\$300	No	Not Applicable
7.4	Prohibited use in Agriculture Zone	\$500	\$450	\$500	No	Not Applicable
7.5	Agri-tourism conducted contrary to regulations	\$200	\$150	\$250	Yes	\$100
7.6	Backyard hen keeping contrary to regulations.	\$200	\$150	\$250	Yes	\$100
7.7	Backyard bee keeping contrary to regulations	\$200	\$150	\$250	Yes	\$100
7.8	Bed and Breakfast Inn contrary to regulations	\$450	\$400	\$500	No	Not Applicable
7.9	Bed and Breakfast Inn contrary to regulations	\$450	\$400	\$500	No	Not Applicable
7.10	Carriage house constructed contrary to regulations	\$300	\$250	\$350	No	Not Applicable
7.11	Combined commercial residential use contrary to regulations	\$300	\$250	\$350	No	Not Applicable
7.12	Compost bins or composting contrary to regulations	\$100	\$75	\$125	Yes	\$25
7.13	Gathering for a farm event contrary to regulations	\$300	\$250	\$350	No	Not Applicable
7.14	Farm stand use contrary to regulations	\$100	\$75	\$125	Yes	\$25
7.15	Fences, screening or retaining walls contrary to regulations	\$200	\$150	\$250	No	Not Applicable
7.16	Food truck operating contrary to regulations	\$300	\$250	\$350	No	Not Applicable
7.17 (a)	Home occupation contrary to conditions of use.	\$300	\$250	\$350	Yes	\$200
7.17 (b)	Home occupation use that discharges or emits across lot lines odorous, toxic or noxious matter or vapours; heat, glare of electrical	\$200	\$250	\$300	No	Not Applicable

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
	interference or radiation; recurring ground vibration; or noise levels that exceed any applicable noise regulations.					
7.18	Use of intermodal storage containers or prefabricated items or structures contrary to regulations	\$150	\$100	\$200	Yes	\$75
7.19	Mixed use buildings contrary to regulations	\$300	\$250	\$350	Yes	\$100
7.20	Outdoor equipment storage contrary to regulations	\$150	\$100	\$200	Yes	\$75
7.21	Retaining wall contrary to regulations	\$400	\$350	\$450	No	Not Applicable
7.22	Failing to provide screening along a lot line as required	\$100	\$75	\$125	Yes	\$25
7.23	Secondary suite contrary to regulations	\$300	\$250	\$350	Yes	\$150
7.24	Short-term vacation rental use contrary to regulations	\$450	\$400	\$500	No	Not Applicable
7.28(a)	Temporary building or structure during construction contrary to regulations	\$100	\$75	\$125	No	Not Applicable
7.28 (b)	Use of a mobile home or recreational vehicle contrary to conditions	\$100	\$75	\$125	No	Not Applicable
7.29	Temporary use of an existing detached dwelling unit contrary to conditions	\$100	\$75	\$125	No	Not Applicable
7.30	Accessory use of above-ground swimming pools, spas and hot tubs contrary to provisions	\$400	\$350	\$450	No	Not Applicable
8	Failing to provide off-street parking spaces and facilities in accordance with requirements	\$200	\$150	\$250	Yes	\$100
10.1	Unpermitted use or development contrary to regulations in A-1 zone	\$500	\$450	\$500	No	Not Applicable
10.2	Unpermitted use or development contrary to regulations in RR-1 zone	\$300	\$250	\$350	Yes	\$200
11	Unpermitted use or development contrary to regulations in R-1, R-2, R-3, RC-1, MHP-1 zones	\$300	\$250	\$350	Yes	\$200
12	Unpermitted use or development contrary to regulations in RM-1 and RM-2 zones	\$300	\$250	\$350	Yes	\$200
13	Unpermitted use or development contrary to regulations in RSA-1, RTA-1 and RSA-3 zones	\$300	\$250	\$350	Yes	\$200

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
14	Unpermitted use or development contrary to regulations in RSA-2 and RTA-2 zones	\$300	\$250	\$350	Yes	\$200
15	Unpermitted use or development contrary to regulations in C-1, C-2, C-3, C-4, C-5 zones	\$300	\$250	\$350	Yes	\$200
16	Unpermitted use or development contrary to regulations in M-1, M-2, AP-1 zones	\$300	\$250	\$350	Yes	\$200
17	Unpermitted use or development contrary to regulations in P-1, PR-1, OR-1, E-1, RES-1, CWP-1 zones	\$500	\$450	\$500	No	Not Applicable
18	Unpermitted use or development contrary to regulations in CD zones	\$300	\$250	\$350	Yes	\$200

SCHEDULE Q - Public Nuisance Abatement Bylaw No. 838, 2018

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
3.1	Causing a nuisance, camping in an unauthorized area, or using profane, abusive or grossly insulting language, gestures or displays	\$150	\$100	\$200	No	Not Applicable
3.2	Impeding or obstructing a person or vehicle	\$150	\$100	\$200	No	Not Applicable
3.3	Depositing or throwing bottles, broken glass, litter or other rubbish	\$150	\$100	\$200	No	Not Applicable
3.5	Placing graffiti on walls, fences or other surfaces	\$250	\$200	\$300	Yes	\$50
3.6	Urinating or defecating on a highway or in public place	\$150	\$100	\$200	No	Not Applicable
3.7	Defacing, damaging or destroying property in public place	\$250	\$200	\$300	No	Not Applicable
3.8	Solicitation	\$50	\$25	\$75	No	Not Applicable
3.9	Using streams, lakes or rivers for personal cleansing or washing laundry or dishes	\$150	\$100	\$200	No	Not Applicable

SCHEDULE R- Animal Control Bylaw No. 839, 2018

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
1.1	Unlicensed dog	\$75	\$50	\$100	Yes	\$25
2.1, 2.2	Dog at large or in prohibited area	\$50	\$25	\$75	No	Not Applicable
2.4	Failing to immediately remove feces or dispose of properly	\$50	\$25	\$75	No	Not Applicable
2.5, 2.11	Permitting a dog to cause disturbance	\$50	\$25	\$75	No	Not Applicable
2.6	Permitting a dog to chase, bite, attack, or cause damage to property	\$75	\$50	\$100	Yes	\$25
2.7	Failing to ensure control of dog lawfully off-leash	\$50	\$25	\$75	No	Not Applicable
2.8	Keeping more than three (3) dogs contrary to regulations	\$150	\$100	\$200	Yes	\$50
2.9, 2.10	Keeping dog in unsanitary environment	\$200	\$150	\$250	Yes	\$50
3	Irresponsible care of dog	\$200	\$150	\$250	Yes	\$50
4	Failing to take stipulated measures regarding the control of an aggressive dog	\$300	\$250	\$350	Yes	\$200
7.1	Keeping a dangerous dog without a licence	\$500	\$400	\$500	Yes	\$250
7.2	Failing to take stipulated measures regarding the control, confinement, or notification of a dangerous dog	\$500	\$400	\$500	Yes	\$250
8	Failing to obtain kennel licence	\$100	\$75	\$125	Yes	\$50
9, 12, 13	Keeping backyard hens contrary to regulations	\$50	\$25	\$75	Yes	\$15
15	Except as provided in section 16 of the bylaw, breeding, possessing, exhibiting for entertainment or educational purposes or display in public on either a temporary or permanent basis any prohibited animal listed in Schedule C of the bylaw.	\$100	\$75	\$150	Yes	\$50
20	Preventing or obstructing the manager, a police officer, or a bylaw enforcement officer from carrying out any inspections or performing other functions under the bylaw	\$500	\$500	\$500	No	Not Applicable

SCHEDULE S - Parking and Traffic Control Bylaw No. 840, 2018

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
Part 3: General Regulations						
3.1 (a)	Non-compliance with an officer	\$100	\$75	\$125	No	Not Applicable
3.1 (b)	Remove notice from vehicle, unless owner or operator of that vehicle	\$100	\$75	\$125	No	Not Applicable
3.1 (c)	Deface, paint or damage a highway	\$500	\$450	\$500	No	Not Applicable
3.1 (d)	Obstruct or damage traffic control device	\$100	\$75	\$125	No	Not Applicable
3.1 (e)	Camping on a highway	\$50	\$25	\$75	No	Not Applicable
3.1 (f)	Park overnight to sleep in a vehicle	\$50	\$25	\$75	No	Not Applicable
3.1 (g)	Abandon a vehicle	\$100	\$75	\$125	Yes	\$50
Part 4: General Parking and Stopping Prohibitions						
4.1 (a)	Within 6 m of a fire hydrant	\$30	\$25	\$35	No	Not Applicable
4.1 (b)	In an area designated as a:					
4.1 (b) (i)	fire lane	\$30	\$25	\$35	No	Not Applicable
4.1 (b) (ii)	no parking zone	\$30	\$25	\$35	No	Not Applicable
4.1 (b) (iii)	no stopping zone	\$30	\$25	\$35	No	Not Applicable
4.1 (b) (iv)	loading zone	\$30	\$25	\$35	No	Not Applicable
4.1 (c)	In a disabled parking zone	\$50	\$40	\$60	No	Not Applicable
4.1 (d)	Adjacent to a curb that is painted yellow	\$30	\$25	\$35	No	Not Applicable
4.1 (e)	On a crosswalk	\$30	\$25	\$35	No	Not Applicable
4.1 (f)	Within 6 m of a crosswalk	\$30	\$25	\$35	No	Not Applicable
4.1 (g)	So as to interfere with the normal flow of traffic	\$30	\$25	\$35	No	Not Applicable
4.1 (h)	On a sidewalk, boulevard, shoulder or trail.	\$30	\$25	\$35	No	Not Applicable
4.1 (i)	Obstruct a driveway, lane or right of way	\$30	\$25	\$35	No	Not Applicable

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
4.1 (j)	Within 6 m of any traffic control device	\$30	\$25	\$35	No	Not Applicable
	On a highway/shoulder for the purpose of:					
4.1 (k) (i)	Displaying a vehicle for sale	\$30	\$25	\$35	No	Not Applicable
4.1 (k) (ii)	Displaying signs	\$30	\$25	\$35	No	Not Applicable
4.1 (k) (iii)	Advertising, washing, greasing, repairing, wrecking or storing a vehicle or trailer except where necessitated by emergency	\$50	\$40	\$60	No	Not Applicable
4.1 (k) (iv)	Selling any goods or services	\$30	\$25	\$35	No	Not Applicable
4.1 (l)	On a highway except on the right-hand side; no further than thirty (30) centimeters from the <i>curb</i> or if there is no <i>curb</i> , from the edge of the roadway	\$30	\$25	\$35	No	Not Applicable
4.1 (m)	In the opposite direction to oncoming traffic	\$30	\$25	\$35	No	Not Applicable
4.1 (n)	In contravention of any sign or other traffic control device	\$30	\$25	\$35	No	Not Applicable
4.1 (o)	For a period longer than seventy-two (72) hours	\$30	\$25	\$35	No	Not Applicable
4.1 (p)	In front of a barricade used to block off a roadway or access to a roadway	\$30	\$25	\$35	No	Not Applicable
4.1 (q)	In a public park, except in designated areas	\$30	\$25	\$35	No	Not Applicable
4.1 (r) (i)	On a highway – no licence plate	\$30	\$25	\$35	No	Not Applicable
4.1 (r) (ii)	On a highway – no valid insurance decal	\$30	\$25	\$35	No	Not Applicable
4.1 (s)	On the roadway side of another vehicle (double parked)	\$30	\$25	\$35	No	Not Applicable
4.1 (t)	Area reserved for bus, taxi or loading	\$30	\$25	\$35	No	Not Applicable
4.1 (u)	Within a cycle lane	\$30	\$25	\$35	No	Not Applicable
4.1 (v)	Over time limit parking	\$30	\$25	\$35	No	Not Applicable
4.1 (w)	Vehicle weight exceeds 5,500 kilograms	\$30	\$25	\$35	No	Not Applicable
4.2	Contravention of winter parking restrictions	\$30	\$25	\$35	No	Not Applicable

Part 5; Motor Vehicle Idling

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
5.1	Idling motor over 3 minutes	\$30	\$25	\$35	No	Not Applicable
Part 6: Time-Limit Parking						
6.1	parking exceeding time limit	\$30	\$25	\$35	No	Not Applicable
Part 7: Parking Lots						
7.1 (a)	Parking in Village lot contrary to restrictions	\$30	\$25	\$35	No	Not Applicable
7.1 (b)	During time period posted regulations designate the parking lot as no parking zone	\$30	\$25	\$35	No	Not Applicable
7.1 (c) (i)	Extends into the roadway beyond markings delineating the parking space	\$30	\$25	\$35	No	Not Applicable
7.1 (c) (ii)	Occupies more than one parking space	\$30	\$25	\$35	No	Not Applicable
7.1 (c) (iii)	For a period longer than 72 hours	\$30	\$25	\$35	No	Not Applicable
7.1 (c) (iv)	For camping	\$50	\$40	\$60	No	Not Applicable
7.1 (c) (v)	During winter parking restrictions	\$30	\$25	\$35	No	Not Applicable
Part 8: Nuisance and Obstruction						
8.1 (a) (i-iv)	Cause nuisance, foul or damage	\$30	\$25	\$35	No	Not Applicable
8.1 (b)	Cause accumulation of litter or discarded materials	\$30	\$25	\$35	No	Not Applicable
8.1 (c)	Cause discharge or escape of fuel or other noxious substance	\$250	\$200	\$300	No	Not Applicable
8.1 (d)	Interference with the passage due to placement of garbage or recycling container	\$30	\$25	\$35	No	Not Applicable

SCHEDULE T - Business Licence Bylaw No. 855, 2019

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
6.2	Resident Business without Business Licence	\$75	\$50	\$100	Yes	\$25
6.3	Non-Resident Business without Business Licence	\$75	\$50	\$100	Yes	\$25
7.1	Failure to provide access	\$150	\$125	\$175	Yes	\$100
11.2	Failure to Display Valid Licence	\$75	\$50	\$100	Yes	\$25
13.5	Carrying on Business while Suspended	\$150	\$100	\$200	Yes	\$75
14.4 (d)	Mobile Vendor without Business Licence	\$300	\$250	\$350	Yes	\$75
14.5	Operating a Mobile Store in contravention to the regulations	\$300	\$250	\$350	Yes	\$150
21.1 (b)	Advertising a Short-Term Vacation Rental without a Business Licence	\$500	\$450	\$500	Yes	\$250
21.1 (c)	Failure to meet advertisement requirements	\$75	\$50	\$100	Yes	\$25
21.1 (d)	Failing to comply with Short Term Vacation Rental Notice Regulations	\$75	\$50	\$100	Yes	\$25
22.1	Cannabis production facility operating without a business licence	\$500	\$450	\$500	Yes	\$200
22.4	Cannabis production facility operating without required security/safety measures,	\$75	\$75	\$100	No	Not Applicable
23.1	Cannabis retail operating without a business licence	\$500	\$450	\$500	Yes	\$200
23.4 (a)	Cannabis retail business operating outside the hours of 9:00 a.m. to 9:00 p.m.	\$75	\$75	\$100	No	Not Applicable
23.4 (b)	Cannabis retail business operating without required safety/security measures	\$75	\$75	\$100	No	Not Applicable

SCHEDULE U - Cross Connection Control Bylaw No. 844, 2018

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
7.2 (a)	Failure to eliminate a cross connection or control a cross connection by the installation of a backflow preventer upon given notice.	\$500.00	\$450	\$500	No	Not Applicable
8.2	Failure to inspect and test an approved backflow prevention assembly using a backflow assembly tester, upon installation, after repair and then every consecutive twelve (12) month period thereafter.	\$200	\$150	\$250	Yes	\$100
8.4	Removal of a backflow preventer from a plumbing system without prior written consent of the water operator or building official.	\$200	\$150	\$250	No	Not Applicable
8.5	Where an owner or occupant fails to repair and retest an approved backflow preventer in the time period specified in a notice issued by the Village.	\$200	\$150	\$250	No	Not Applicable
9.1.2 & 9.1.3	Connecting to a fire hydrant, stand pipe or other temporary water connection without using an approved backflow prevention assembly and without obtaining a hydrant or temporary water use permit	\$200	\$150	\$250	No	Not Applicable
10	Creating a direct connection with a non-potable auxiliary water system without the approval of the Water Operator	\$500	\$450	\$500	No	Not Applicable

SCHEDULE V - Smoking Bylaw No. 848, 2018

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
3.1 & 3.2	Smoking in a prohibited area (responsible person violation)	\$200	\$150	\$250	No	Not Applicable
3.1 & 3.2	Smoking in a prohibited area (personal violation)	\$100	\$75	\$125	No	Not Applicable
4.1	Failure to comply with sign requirements	\$100	\$75	\$125	Yes	\$50
4.2	Remove or deface sign	\$100	\$75	\$125	Yes	\$50
6.1	Interfere with or obstruct enforcement officer	\$500	\$500	\$500	No	Not Applicable

SCHEDULE W - Building Bylaw No. 912, 2021

The following penalties apply to infractions:

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
5.1, 6.1, 8.1, 22.1	Regulated work without a permit.	\$300	\$250	\$350	No	Not Applicable
6.2, 27.1	Use or occupancy of a building or structure without an occupancy permit.	\$350	\$300	\$400	Yes	\$250
6.3	Use or occupancy of a building or structure contrary to terms of a permit or notice.	\$350	\$300	\$400	Yes	\$250
6.4	Knowingly submitting false or misleading information to a building official.	\$400	\$300	\$500	No	Not Applicable
6.5	Reversing, altering, defacing, covering, removing, or tampering with any notice, permit or certificate	\$150	\$100	\$200	No	Not Applicable
6.6	Unauthorized variance from accepted design or plans after permit issued.	\$300	\$250	\$350	No	Not Applicable
6.7	Unauthorized alteration of the approved details of a specification or document.	\$300	\$250	\$350	No	Not Applicable
6.8	Obstructing entry of Building Official or another authorized person.	\$200	\$150	\$250	No	Not Applicable
8.6 (a))	Failure of owner to post and maintain permit on property during construction.	\$100	\$75	\$125	Yes	\$50
8.6 (b))	Failure of owner to keep copy of designs, plans, and specifications on property during construction.	\$100	\$75	\$125	Yes	\$50
8.6 (c)	Failure of owner to post civic address on the property in a location visible from adjoining streets.	\$100	\$75	\$125	Yes	\$50
8.6 (f)	Failure of owner to ensure construction site kept tidy.	\$100	\$75	\$125	Yes	\$50
8.7	Failure of owner to obtain inspection and acceptance of work prior to concealing it.	\$400	\$350	\$450	Yes	\$300
9.1	Failure of owner's constructor to ensure that all construction is done in compliance with all requirements of the Building Code, Building Bylaw No. 912,	\$400	\$350	\$450	Yes	\$300

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
	2021, and all other applicable codes, standards, and enactments.					
9.2 (a)	Failure of owner's constructor to ensure that no excavation or other work is undertaken on public property without first having received approval in writing.	\$400	\$350	\$450	Yes	\$300
9.2 (b)	Failure of owner's constructor to ensure that no public property or Village infrastructure is disturbed without first having received approval in writing.	\$400	\$350	\$450	Yes	\$300
9.2 (c)	Failure of owner's constructor to ensure that no building or structure is erected on public property without first having received approval in writing.	\$400	\$350	\$450	Yes	\$300
9.2 (d)	Failure of owner's constructor to ensure that no materials are stored on public property without first having received approval in writing.	\$100	\$75	\$125	Yes	\$50
23.1	Failure of owner to control site drainage	\$400	\$350	\$450	Yes	\$300
20.1	Constructing retaining wall greater than 1.2 meters in height without design plan and field reviews of registered professional	\$400	\$350	\$450	No	Not Applicable
20.2	Failure to deliver design plan and field review reports to Chief Building Official prior to works on retaining walls greater than 1.2 meters in height	\$100	\$75	\$125	Yes	\$50
21.1	Construction or structural repair of swimming pool without permit.	\$300	\$250	\$350	No	Not Applicable
21.8, 21.9, 21.10	Swimming pool, spa, or hot tub not enclosed by prescribed fencing / barrier.	\$400	\$300	\$500	Yes	\$250
21.7	Improper pool plumbing for the regulation of the disposal and refilling of pool water.	\$300	\$250	\$350	Yes	\$200
26.1	Failure to submit a registered professional field review report within seven (7) days of the occurrence of the field review.	\$100	\$75	\$125	Yes	\$50
26.4	Failure to obtain an inspection and receive written acceptance from the either the Building	\$400	\$350	\$500	No	Not Applicable

Bylaw Section	Contravention	A1 Penalty Amount (\$)	A2 Early Payment Amount: Within 14 Days (\$)	A3 Late Payment Amount: After 28 Days (\$)	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable (\$)
	<p>Official or the Plumbing Official of the following aspects of the work prior to concealing each, as applicable:</p> <ul style="list-style-type: none"> a) Footing and foundation, as shown by a survey, prior to and after the placement of the formwork; b) Perimeter drains and damp proofing; c) Plumbing rough-in, below ground; d) Plumbing rough-in, above ground; e) Bathtubs, showers, and site-built shower pans; f) Hydronic heating system; g) Under slab insulation; h) Fire sprinklers; i) Fireplace and chimney; j) Mechanical ventilation; k) Framing after all services installed l) Rain screen; m) Paper and wire prior to first coat stucco; n) First coat stucco; o) Second coat stucco; p) Insulation and vapour barrier; q) Drywall for fire separation in buildings containing secondary suites, multiple residential and multiple commercial occupancies, before tape or filler is applied; and r) Other inspections as required by the Building Official. 					
26.5	<p>Failure to obtain an inspection, and receive acceptance in writing by the Manager of operations, the Building Official, or the Plumbing Official, in relation to the following aspects of the work prior to concealing either, as applicable:</p> <ul style="list-style-type: none"> a) Sanitary and storm sewer; and b) Water service 	\$400	\$350	\$500	No	Not Applicable

Bylaw Section	Contravention	A1 Penalty Amount	A2 Early Payment Amount: Within 14 Days	A3 Late Payment Amount: After 28 Days	A4 Compliance Agreement Available	A5 Compliance Agreement Amount Payable
		(\$)	(\$)	(\$)		(\$)
29.1	Failure to provide at least one electric vehicle charging station for each dwelling contained within the building.	\$100	\$75	\$300	Yes	\$50
26.4 (a)	Failure to obtain surveyor's or site improvement certificate prior to the placing of concrete forms for foundations.	\$250	\$200	\$300	No	Not Applicable
30.4	Failure to submit a record drawing of site services.	\$100	\$75	\$125	Yes	\$50
31.1, 31.2, 31.3	Failure to provide site improvement surveys	\$100	\$75	\$125	Yes	\$50
Part 32	Failure to comply with any order or notice issued by a building official.	\$500	\$400	\$500	No	Not Applicable

**VILLAGE OF PEMBERTON
BYLAW No. 915, 2021**

A bylaw to amend Village of Pemberton Parks and Public Spaces Use Bylaw No. 797, 2016

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 Parks and Public Spaces Use Bylaw No. 797, 2016, Amendment (Household Waste) Bylaw No.915, 2021”.

PART 2: APPLICATION

2.1. Village of Pemberton Parks and Public Spaces Use Bylaw No. 797, 2016, is amended as follows:

a) **PART 2 DEFINITIONS** is amended by:

i. adding the following definition to section 2:

“**Park**” means any improved **Public Space** and, without limitation, includes the following: parks, playgrounds, green space, paths, trails, campgrounds, and sport fields under the care and management of the Village.

b) **PART 7 Pollution of Public Spaces & Streams** is amended by inserting section 7.5 as follows:

No person shall dispose of household waste in public waste receptacles

READ A FIRST TIME this 2nd day of November 2021.

READ A SECOND TIME this 2nd day of November 2021.

READ A THIRD TIME this 2nd day of November 2021.

ADOPTED this 16th day of November 2021.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

**VILLAGE OF PEMBERTON
BYLAW No. 916, 2021**

A bylaw to amend Village of Pemberton Building Bylaw No. 912, 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 Building Bylaw No. 912, 2021, Amendment (Building Official Definitions) Bylaw No. 916, 2021”.

PART 2: APPLICATION

2.1. Village of Pemberton Building Bylaw No. 912, 2021, is amended as follows:

- a) in section 2.2, by striking out the definition of Building Official and inserting in its place the following definition:

Building Official means a person designated by the Chief Administrative Officer to administer this bylaw, who is:

- (a) a member of the Architectural Institute of British Columbia or the Association of Professional Engineers and Geoscientists of British Columbia; or
- (b) a member of the Building Officials’ Association of British Columbia and who, has the qualifications described in Section 11 of the *Building Act*.

READ A FIRST TIME this 2nd day of November 2021.

READ A SECOND TIME this 2nd day of November 2021.

READ A THIRD TIME this 2nd day of November 2021.

ADOPTED this 16th day of November 2021.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

Dear Mayors and members of Council of all 162 municipalities in BC.

I am writing to ask you to consider supporting a petition that calls on the federal government to take legislative action on consumer fireworks.

Each year on holidays such as Halloween and New Year's, many municipalities are stretched thin responding to calls about fireworks, even with local restrictions or bans in place. This diverts important resources away from other public safety concerns. In some cases, fireworks have been mistaken for gunfire, and I understand that there are police departments looking for ways to reduce these calls for service so that their officers can focus on the most serious public safety priorities.

Asking the federal government to take greater responsibility for consumer fireworks would help to alleviate this burden for you, as well as significantly improve the well-being of your communities.

As you may know, fireworks put the health of animals, people, and the environment at risk. They can frighten and injure pets, farm animals, and wildlife, maim and even kill people, pollute the soil and water, and cause wildfires. Restricting their use by the general public would go a long way to protecting all members of your communities.

The federal petition, available at <https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-3591>, already has significant support from British Columbians. Please consider adding your voice to this important issue.

Thank you for your time and consideration.

Lavinia Rojas

Victoria, BC

V8V 1S9



October 29, 2021

Ref: 268537

Mayors and Regional District Chairs of British Columbia

Dear Mayors and Chairs:

I am pleased to announce that the Province of British Columbia recently launched the CleanBC Roadmap to 2030. Building on actions in our 2018 CleanBC plan, the Roadmap to 2030 is a stronger, more ambitious climate plan to reach our 2030 emissions reductions targets and build a strong, low-carbon economy.

The Roadmap to 2030 includes actions across eight pathways including: low-carbon energy; transportation; buildings; communities; industry; agriculture, aquaculture and fisheries; forest bioeconomy; and negative emissions technologies. Highlights of the Roadmap include:

- New requirements to make all new buildings net-zero emissions by 2030
- A nation leading adoption of zero-emission vehicles with 90 percent ZEVs by 2030 and 100 percent by 2035
- An accelerated shift towards active transportation and public transit
- A commitment to increase the price on carbon pollution to meet or exceed the federal benchmark, with supports for people and businesses
- Requirements for new industry projects to have enforceable plans to reach net-zero emissions by 2050
- Stronger regulations that will nearly eliminate industrial methane emissions by 2035
- Increased clean fuel and energy efficiency requirements
- A Clean Transportation Action Plan will support emission reductions by focusing on efficiency-first transportation options



Local governments across B.C. have consistently shown leadership and commitment to taking action on climate change. Continuing the partnership between local governments and the province is key to achieving our shared goals. The Roadmap to 2030 highlights the prominent role that communities have in reaching those goals and commits to establishing a new program in 2022 to support local government climate actions through flexible, predictable funding.

.../2

The expanded climate actions in the Roadmap to 2030 will accelerate our transition to a net-zero future and ensure we meet B.C.'s legislated greenhouse gas target of 40 percent below 2007 levels by 2030. To learn more and to read the CleanBC Roadmap to 2030, please visit: www.cleanbc.gov.bc.ca and read the [news release](#).

I would also like to share with you the [2021 Climate Change Accountability Report](#). The report includes detailed information on CleanBC progress over the 2020-2021 period to reduce carbon pollution, prepare for climate impacts and create low-carbon economic opportunities for people across B.C. It also includes emissions data for the 2019 reporting year.

Sincerely,

Josie Osborne
Minister

pc: Chief Administrative Officers

From: MCF Info MCF:EX <MCF.Info@gov.bc.ca>

Sent: October 29, 2021 3:44 PM

To: VoP Admin <admin@pemberton.ca>

Subject: Letter from Cory Heavener and Renaa Bacy, Office of the Provincial Director of Child Welfare

VIA E-MAIL

Ref: 264010

His Worship Mayor Mike Richman and Council
Village of Pemberton
E-mail: admin@pemberton.ca

Dear Mayor Richman and Council:

As the Provincial Director of Child Welfare and Provincial Director of Adoption and Permanency, we are honoured to proclaim November as Adoption Awareness Month. This month is about raising awareness for adoption in British Columbia and celebrating the families who have welcomed children and youth as permanent members of their family.

Every child deserves the love and support of a nurturing family. November is about celebrating the adoptive families that have made a difference in the lives of children by providing care, guidance, and a sense of belonging. Adoptive families are committed to ensuring stability and sharing their love, whether that is in their role as parent, sibling, or extended family member.

November is also about recognizing that there are children who are still waiting for permanent homes. There continues to be a need for more adoptive families in British Columbia to offer their support to help children grow and develop into their full potential.

There are many online resources, information, and support services that can help families who are considering adoption. [Adopt BC Kids](#) is an online portal that allows British Columbians wishing to adopt children and youth from foster care to complete an adoption application. [The Adoptive Families Association of British Columbia](#) provides information and support services for families who wish to adopt now or in the future. We encourage you to share these resources with your community members who are interested in learning more about adoption or who are ready to open their hearts and homes.

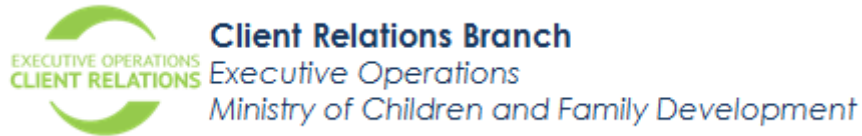
Please join us in celebrating November as Adoption Awareness Month to recognize all the individuals who have grown their family and their hearts through adoption, and to all those who may do so in the future. On behalf of the Government of British Columbia, thank you for your continued leadership in supporting adoptive families in your community.

Sincerely,

Cory Heavener
Assistant Deputy Minister and
Provincial Director of Child Welfare

Renaa Bacy
Provincial Director of Adoption

Sent on behalf of the Office of the Provincial Director of Child Welfare 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.



November 9, 2021

VIA E-MAIL
Ref: 263635

Her Worship Mayor Karen Elliott
District of Squamish
E-mail: admdept@squamish.ca

His Worship Mayor Michael Richman
Village of Pemberton
E-mail: admin@pemberton.ca

Dear Mayor Elliott and Mayor Richman:

I am writing to thank you for meeting with me virtually on September 13, 2021, during the 2021 Union of British Columbia Municipalities Convention.

The theme for this year's convention was *Obstacles to Opportunities*, which seems fitting in the landscape of today. As we all look ahead to this next phase through the pandemic, we must be open to diverse perspectives on how to approach the urgent issues that remain a constant for communities – climate, infrastructure, housing – while juggling economic recovery and reopening. Although the format of this convention was different for the second year in a row, it was reassuring to come together to discuss so many important topics with leaders across the province.

In our meeting, we discussed your difficulties obtaining funding for new child care spaces. As Minister of State for Child Care, I understand the importance of providing high quality, affordable, accessible child care spaces to your citizens and appreciate the obstacles you face in providing those spaces. Thank you for again sharing the challenges faced by the District of Squamish and the Village of Pemberton in creating new child care spaces.

The ministry's Child Care Division (CCD) is aware of the cost pressures faced by some child care projects across the province and takes this concern seriously. Your feedback has been shared with staff and will be taken under advisement as policy is reviewed.

Through the current New Spaces Fund policy, priority for funding is given to projects that can deliver child care spaces at or below \$40,000 per space in order to maximize the number of spaces public funding can support; however, funding can and will be considered for projects requiring over \$40,000 per space. The [New Spaces Fund](#) currently has an open intake and is accepting applications through November 16, 2021.

.../2

Ministry of
Children and Family
Development

Office of the
Minister

Mailing Address:
Parliament Buildings
Victoria BC V8V 1N4

Location:
Parliament Buildings
Victoria

I would also like to acknowledge your advocacy for Early Childhood Educators (ECEs) in your communities. ECEs play a crucial role in the care and development of British Columbia's youngest citizens and I am pleased to see that you take an active interest in their workloads and compensation. As I mentioned during our meeting, the CCD has put more than a dozen measures into place to address the growing demand for ECEs in British Columbia, as well as new proposed legislation that we are hoping will be passed. We are still working on more strategies to address the ECE shortage.

In the meantime, if you have any questions or concerns, please contact Michelle Kirby, Manager of Partnerships and Engagement, at 778 698-2215 or by e-mail at: Michelle.Kirby@gov.bc.ca.

Thank you again for your input and participation. Your support and commitment to serving children, youth, and families in your community is greatly appreciated.

Sincerely,



Katrina Chen
Minister of State for Child Care

pc: Michelle Kirby

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*