

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

**Agenda** for the **Regular Meeting** of Council of the Village of Pemberton to be held Tuesday, September 20, 2022 at 2:00pm in Council Chambers located at 7400 Prospect Street and via electronic means by ZOOM webinar. This is Meeting No. 1567.

*This meeting is being recorded as authorized by the [Video Recording & Broadcasting of Open Meetings Policy](#).*

**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/86138054817>**

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**Item of Business**

Page No.

**1. CALL TO ORDER REGULAR MEETING (2:00PM)**

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

**2. IN CAMERA (2:00PM)**

**Recommendation: THAT** the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (k) Negotiations and related discussions and (l) Municipal Objectives that in the view of Council could reasonably be expected to harm the interests of the municipality if held in public.

**3. RECESS REGULAR MEETING**

**4. RECONVENE REGULAR MEETING (5:30PM)**

**5. ADOPTION OF AGENDA**

**Recommendation: THAT** Council adopts the agenda as presented.

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

**7. APPROVAL OF MINUTES**

**a) Regular Council Meeting No. 1566, Tuesday, August 30, 2022**

**Recommendation: THAT** Council approves the minutes of Regular Council Meeting No. 1566, held Tuesday, August 30, 2022, as circulated.

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

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

**10. COMMITTEE MINUTES - FOR INFORMATION**

**11. DELEGATIONS**

**12. STAFF REPORTS**

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

**i. Verbal Report**

1

5

**Recommendation: THAT** Council receives the Chief Administrative Officer’s verbal report.

- ii. **Natural Infrastructure Fund Grant Application - Den Duyf Park Irrigation Pond and Wetland Habitat, and Pemberton Agricultural Park** 13

**Recommendation: THAT** Council supports the Village of Pemberton’s application to the Natural Infrastructure Fund for the Duyf Park Irrigation Pond and Wetland Habitat, and Pemberton Agricultural Park projects up to an amount of \$300,000.

- iii. **Community Emergency Preparedness Fund - Disaster Risk Reduction-Climate Adaptation Fund - Mount Meager Slide Debris Revegetation** 69

**Recommendation: THAT** Council supports the Village of Pemberton’s application on behalf of the Pemberton Valley Diking District (PVDD) to the UBCM Community Emergency Preparedness Fund (CEPF) Disaster Risk Reduction-Climate Adaptation funding stream up to an amount of \$2.3M, to fund the Mount Meager Slide Debris Revegetation project.

**b) Corporate and Legislative Services**

- i. **Zoning Amendment Comprehensive Development Zone 6 (SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 – Public Hearing Notification Correction** 74

**Recommendation: THAT** having considered the staff report of September 20, 2022, setting out the steps that have been taken to correct the erroneous public hearing notice published in the printed edition of the Pique Newsmagazine on September 15, 2022, Council considered the alternative means of notice referenced in the report to be reasonably equivalent to notice of public hearing provided in a print edition of a local newspaper the week of September 12, 2022.

- ii. **Chief Election Officer Appointment** 83

**Recommendation One:**

**THAT** the appointment of Gwendolyn Kennedy as chief election officer for the Village of Pemberton be rescinded effective September 20, 2022.

**Recommendation Two:**

**THAT** pursuant to sections 58 (1) and 58 (2) of the *Local Government Act*, Sheena Fraser be appointed chief election officer for conducting the 2022 general local elections with power to appoint other election officials as required for the administration and conduct of the 2022 general local elections effective September 20, 2022.

- iii. **Appeal of Business Licence Refusal** 85

**Recommendation: THAT** Council defers a decision on the appeal;

**AND THAT** Council directs staff to review the current neighbourhood allocation cap system for short-term vacation rental business licences and present a report at a future meeting of Council or of the Committee of the Whole.

**c) Development Services**

**i. Letter of Concurrence, Rogers Tower, 1939 Carpenter Road**

92

**Recommendation:** THAT Council directs staff to issue a Letter of Concurrence for the proposed telecommunications tower located at 1939 Carpenter Road, as presented.

**13. BYLAWS**

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

**i. Village of Pemberton Blasting Bylaw No. 714, 2012, Amendment (Permit Duration) Bylaw No. 937, 2022**

145

**Recommendation:** THAT Council gives first, second, and third readings to Village of Pemberton Blasting Regulation Bylaw No. 714, 2012, Amendment (Permit Duration) Bylaw No. 937, 2022.

**ii. Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Blasting) Bylaw No. 938, 2022**

151

**Recommendation:** THAT Council gives first, second, and third readings to Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Blasting) Bylaw No. 938, 2022.

**14. MAYOR'S Report**

**15. COUNCILLORS' Reports**

**16. CORRESPONDENCE**

**a) Correspondence for Information**

**i. Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated September 6, 2022, announcing a call for proposals under Stream 1: Investments in Training Equipment of the union Training and Innovation Program (UTIP).**

155

**Recommendation:** THAT Council receives the correspondence for information.

**17. DECISION ON LATE BUSINESS**

**18. LATE BUSINESS**

**19. NOTICE OF MOTION**

**20. QUESTION PERIOD**

156

**21. IN CAMERA**

**Recommendation:** THAT the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (k) Negotiations and (l) Municipal Objectives related discussions that in the view of Council could reasonably be expected to harm the interests of the municipality if held in public.

**22. RISE WITH REPORT**

**23. ADJOURNMENT OF REGULAR COUNCIL MEETING**



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

Meeting #: 1566  
Date: Tuesday, August 30, 2022, 5:30 pm  
Location: Council Chambers & Zoom Webinar  
7400 Prospect Street

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

STAFF: Elizabeth Tracy, Chief Administrative Officer  
Sheena Fraser, Manager, Corporate & Legislative Services  
Scott McRae, Manager, Development Services  
Gwendolyn Kennedy, Legislative Assistant

MEDIA: 1

PUBLIC: 8

*A recording of the meeting was made available to the media and public.*

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**1. CALL 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.

At 5:29pm Mayor Richman called the meeting to order.

**2. ADOPTION OF AGENDA**

Moved/Seconded

**THAT** Council adopts the agenda as presented.

**CARRIED**

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

**4. APPROVAL OF MINUTES**

**4.1 Regular Council Meeting No. 1565, Tuesday, July 12, 2022**

Moved/Seconded

**THAT** Council approves the minutes of Regular Council Meeting No. 1565, held Tuesday, July 12, 2022 as circulated.

**CARRIED**

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

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

**7. COMMITTEE MINUTES - FOR INFORMATION**

**8. DELEGATIONS**

**9. STAFF REPORTS**

**9.1 Office of the Chief Administrative Officer**

**a. Chief Administrative Officer's Verbal Report**

CAO Tracy provided the following updates:

- On July 21, 2022, the Village received correspondence from the Agricultural Land Commission (ALC) indicating that they have denied the application for non-farm use on the lands at 1641 Airport Road, informally known as Adventure Ranch, for development of an RV park on the property because the proposal did not align with farm use. The project proponents have not advised the Village if another development project will be proposed.
- The Village was successful in obtaining grant funding, in the amount of \$15,000, under the UBCM Housing Needs Report program.
- Unfortunately, the Village was not successful in our application for funding under the BC Healthy Communities Age-friendly Communities grant program to support inclusion of age-friendly principles in the Official Community Plan.
- The Daycare request for proposals has been posted with a closing date of September 24th.
- Staff are working on the request for proposals for the amenity building.
- The asphalt at the outdoor basketball court did not cure due to the heat so the fencing has not been completed. The next available date is September 12th. The post and net are currently on back order.

Moved/Seconded

**THAT** Council receives the Chief Administrative Officer's verbal report.

**CARRIED**

**10. BYLAWS**

**10.1 Bylaws for First and Second Readings**

**a. Zoning Amendment (Comprehensive Development Zone 6 - SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022**

Moved/Seconded

**THAT** the Harrow Road Affordable Housing project proponents be invited to join the panel to answer questions from Council.

**CARRIED**

At 5:51pm, after the staff presentation, the project proponents Casey Clerkson and Jessie Abraham joined the panel by Zoom webinar.

At 6pm Ms. Abraham and Mr. Clerkson left the panel.

Moved/Seconded

**THAT** Zoning Amendment (Comprehensive Development Zone 6 - SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 be given first and second readings.

**CARRIED**

Moved/Seconded

**THAT** Council sets Monday, September 19, 2022 at 6:30 p.m. as the date and time of the Public Hearing for Zoning Amendment (Comprehensive Development Zone 6 - SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 to be held in Village of Pemberton Council Chambers or in accordance with the Village's digital meeting policy.

**CARRIED**

Moved/Seconded

**THAT** the following obligations be completed as prerequisites to adoption of Zoning Amendment (Comprehensive Development Zone 6 - SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022:

- i. that the Applicant prepare and submit in a registrable form the discharge of Restrictive Covenant 24620;
- ii. that the Applicant prepare a revised Flood Hazard Management Study to establish the Flood Construction Elevation (FCL) and any necessary flood mitigation measures, and prepare and submit an amended Flood Hazard Restrictive Covenant in a registerable form to the satisfaction of the Village;
- iii. that the Owner prepare and submit to the satisfaction of the Village a new Statutory Right of Way and accompanying survey plan for the Village's pump station infrastructure; and
- iv. that the Owner enter into a Housing Agreement, by bylaw pursuant to section 483 of the *Local Government Act*.

**CARRIED**

## 10.2 Bylaws for Adoption

- a. **Village of Pemberton Business Licence Bylaw No. 855, 2019, Amendment (Special Event Vendors) Bylaw No. 934, 2022**

Moved/Seconded

**THAT** Village of Pemberton Business Licence Bylaw no. 855, 2019, Amendment (Special Event Vendors) Bylaw No. 934, 2022 be adopted.

**CARRIED**

**b. Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Business Licence Fees) Bylaw No. 935, 2022**

Moved/Seconded

**THAT** Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Business Licence Fees) Bylaw No. 935, 2022 be adopted.

**CARRIED**

**11. MAYOR'S Report**

Mayor Richman welcomed staff and Councillors back after the summer break and reported on the following meetings:

- Regular ministry meetings and conference calls with Lower Mainland mayors.
- Spelkúmtn Community Forest Interim Board meeting. The new administrator, Andrea Blaikie, was present.
- Pemberton Valley Emergency Management Committee meeting. Project updates were provided.
- RCMP provided an update noting that the summer has been busy but manageable.

Mayor Richman observed that this summer has been busy but more manageable than last summer when tourism had a bigger impact on the community and on popular tourist destinations. Many popular activities have returned, including the Slow Food Cycle Sunday. Still to come are the Art Hop, Barn Dance, and Lions Golf Tournament.

Mayor Richman acknowledged the work of Public Works staff and commended them on the landscaping and gardening, the work on the channel at One Mile Lake that has made a noticeable difference to the water temperature, and projects including the basketball court, the bike skills park, and the second soccer field at Den Duyf Park.

Mayor Richman advised councillors that the new transfer station at the Industrial Park is taking shape.

Mayor Richman noted that he is looking forward to the remaining two months with the current Council.

**12. COUNCILLORS' Reports**

Councillor Craddock reported on the following events:

- Volunteered at the Slow Food Cycle Sunday and counted over 3,000 participants. Councillor Craddock heard only positive comments. It was a wonderful day.
- Attended the Spelkúmtn Community Forest Interim Board meeting.
- Attended the Community Wildfire Resiliency Plan Committee meeting.
- Attended two meetings of the Pemberton Valley Dyking District.

Councillor Zant reported on the following events:

- Attended the Pemberton and District Public Library Board meeting. New doors have been installed.
- Attended the Pemberton Valley Utilities and Services Committee meeting.

Councillor Zant extended sincere thanks to the fire crews who have been working tirelessly over the summer.

Councillor Noble expressed how pleased she has been to see so many events this summer and that she is looking forward to completion of the outdoor basketball court.

### 13. CORRESPONDENCE

#### 13.1 Correspondence for Action

- a. Melany Helmer, Director of Strategic Initiatives, Squamish-Lillooet Regional District, dated July 27, 2022, presenting for Council approval, Pemberton Refuse Disposal Local Service Conversion & Establishment By-law No. 568, 1994, Amendment Bylaw No. 1780-2022.**

Moved/Seconded

**THAT** Council give participating area approval by consenting on behalf of the electors of the Village of Pemberton, to the adoption, by the Squamish-Lillooet Regional District, of proposed SLRD Bylaw No. 1780-2022, cited as the "Pemberton Refuse Disposal Local Service Conversion & Establishment By-law No. 568, 1994, Amendment Bylaw No. 1780-2022.

**CARRIED**

- b. Correspondence regarding the LiveShare development proposed for 7340 Crabapple Court**
  - a. Deborah and Richard Dube, Village residents, dated August 7, 2022, expressing concerns regarding the LiveShare development proposed for 7340 Crabapple Court.**
  - b. Eve Gallant, Village resident, dated August 8, 2022, expressing concerns regarding the LiveShare development proposed for 7340 Crabapple Court.**
  - c. Brenda Williams, Village resident, dated August 8, 2022, expressing concerns regarding the LiveShare development proposed for 7340 Crabapple Court.**
  - d. Danya and Greg Konrad, Village resident, dated August 10, 2022, expressing concerns regarding the LiveShare development proposed for 7340 Crabapple Court.**

- e. **Gordon Pilling, Village resident and president of Orion strata council, dated August 10, 2022, expressing concerns regarding the LiveShare development proposed for 7340 Crabapple Court.**
- f. **Siobhan Pilling, Village resident, dated August 10, 2022, expressing concerns regarding the LiveShare development proposed for 7340 Crabapple Court.**
- g. **Dan Elgar, Village resident, dated August 17, 2022 expressing concerns regarding the LiveShare development proposed for 7340 Crabapple Court.**
- h. **John Adams, Village resident, dated August 20, 2022 expressing concerns regarding the LiveShare development proposed for 7340 Crabapple Court.**
- i. **M.J. Mullin, Village resident, dated August 20, 2022, expressing concerns regarding the LiveShare development proposed for 7340 Crabapple Court.**

Moved/Seconded

**THAT** Council refers the correspondence from the residents who have provided comment respecting the LiveShare development proposed for 7340 Crabapple Court to staff for incorporation into the development proposal review process.

**CARRIED**

Moved/Seconded

**THAT** any new correspondence received by the Village regarding the LiveShare development proposal for 7340 Crabapple Court be referred to directly to staff for inclusion in the development proposal review process and presented to Council at the time the application is brought forward for Council consideration.

**CARRIED**

### **13.2 Correspondence for Information**

- a. **Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated July 20, 2022, announcing that the Government of Canada is accepting applications for new projects through the Small Projects Stream of the Natural Infrastructure Fund.**
- b. **Brenda Lasnier, Village resident, dated July 20, 2022, in support of the proposed Harrow Road affordable housing project.**
- c. **Tyler Brown, Chair, Regional District of Nanaimo, dated July 22, 2022, seeking support for the Regional District of Nanaimo's UBCM resolution urging UBCM to work with the Ministry of Municipal Affairs and local**

**governments in a collective endeavour to modernize the *Local Government Act*.**

Moved/Seconded

**THAT** Council receives the correspondence items a, b, and c for information.

**CARRIED**

- d. **Patrick Weiler, Member of Parliament, West Vancouver-Sunshine Coast-Sea to Sky Country, dated August 3, 2022, announcing the launch of public consultations that will inform the design and implementation of Permanent Public Transit funding in Canada.**

Moved/Seconded

**THAT** Council receives the correspondence from Patrick Weiler for information.

**CARRIED**

**14. DECISION ON LATE BUSINESS**

**15. LATE BUSINESS**

**16. NOTICE OF MOTION**

**17. QUESTION PERIOD**

There were no questions from the gallery.

**18. IN CAMERA**

Council did not move in camera.

**19. RISE WITH REPORT**

**20. ADJOURNMENT OF REGULAR COUNCIL MEETING**

Moved/Seconded

**THAT** the meeting be adjourned.

**CARRIED**

At 6:31pm the meeting was adjourned.

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Mike Richman, Mayor

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Sheena Fraser, Corporate Officer





**Date:** Tuesday, September 20, 2022

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Vinka Hutchinson, Communications and Grant Coordinator

**Subject:** Natural Infrastructure Fund application – Den Duyf Park Irrigation Pond and Wetland Habitat, and Pemberton Agricultural Park

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### **PURPOSE**

The purpose of this report is to seek Council's support to apply to the Natural Infrastructure Fund for the Duyf Park Irrigation Pond and Wetland Habitat, and Pemberton Agricultural Park projects.

### **BACKGROUND**

In May 2022 Village Staff applied to the Whistler Blackcomb Foundation's EnviroFund for the construction of a stormwater retention and irrigation pond, and naturalized wetland habitat at Den Duyf Park. The pond would serve two purposes; stormwater management through the collection of irrigation and rain run-off from the soccer fields and surrounding parkland to help prevent flooding, and act as a sustainable water source to irrigate the soccer fields reducing water consumption of the Village potable water source. The project also included the creation of a naturalized wetland area that would serve both as a habitat for migratory birds and potentially other aquatic life as well as public greenspace to be enjoyed by the community.

Unfortunately, the application to the Whistler Blackcomb Foundation's EnviroFund was unsuccessful.

The Village's Community Agricultural Parks Master Plan (**Appendix A**), developed in partnership with Stewardship Pemberton and published in July 2016, identified Lot 13 (Site D) as a preferred location for the construction of an Agricultural Park including a community garden and active learning farm. Due to various delays and competing priorities, there has been little progress on this project to date.

The initial concept presented in the Plan has since been refined to accommodate the Village's Park and Ride facility, and will include community gardens, an irrigation well, bioswale, garden shed and benches (**Appendix B**).

At the Regular Council Meeting No. 1563, held on Tuesday, June 7, 2022, Mayor Richman presented correspondence received from Dawn Johnson, Stewardship Pemberton, presenting a proposal to seek funding for the Agricultural Park project including the development of a project charter, project priorities, project plan as well as the provision of grant scanning and strategy development services and grant writing services.

At this meeting Council resolved that Staff would pursue this proposal further and that funding be allocated from Gas Tax Funds, with a request for cost sharing with the Squamish-Lillooet Regional District, to fund this work. The resolution is provided below:

*Moved/Seconded*

**THAT** Council directs Staff to arrange a meeting with Stewardship Pemberton to review the Lot 13 concept plan and discuss the proposal from Stewardship Pemberton.

**CARRIED**

*Moved/Seconded*

**THAT** up to \$3,000 be allocated from gas tax funds for funding of the proposal from Stewardship Pemberton;

**AND THAT** a request for cost sharing be addressed to Area C Director Russell Mack.

**CARRIED**

The Natural Infrastructure Fund (NIF) supports communities to implement a range of diverse natural and hybrid infrastructure projects that deliver one or multiple of the following community services:

- Climate change resilience: Adapting to or transforming to anticipated or experienced climate hazards.
- Increased access to nature: Enhancing the quality or quantity of healthy and safe natural systems to connect people to nature.
- Improved environmental quality: Enhancing the efficiency, productivity, and functionality of ecological processes to provide people with healthy environments.
- Enhanced biodiversity and habitat: Reducing fragmentation, loss, or destruction of important habitats and species.
- Climate change mitigation: Increasing the capacity of natural systems and processes to sink and store greenhouse gasses.

While Village Staff had identified the Den Duyf Park Irrigation Pond and Wetland Habitat as a suitable project to put forward to the Natural Infrastructure Fund, Stewardship Pemberton had also identified this Fund as a potential funding source for the Agricultural Park through their grant scanning process. Both projects align very well with the Fund criteria and deliver on multiple community services identified above.

The Fund allows applicants to “bundle smaller-dollar value projects that deliver the same community services in a particular geographic area” on one application.

It is for these reasons that Staff is proposing both the Den Duyf Park Irrigation Pond and Wetland Habitat, and the Pemberton Agricultural Park be put forward for funding consideration to the Natural Infrastructure Fund.

## **DISCUSSION & COMMENTS**

The cost estimate for the Den Duyf Park Irrigation Pond and Wetland Habitat, and the Pemberton Agricultural Park projects total up to \$300,000 and includes construction, materials, consultant fees, costs of environmental assessments and monitoring, community engagement expenses, landscaping and signage.

If the funding application is successful, \$240,000 would be covered by the Natural Infrastructure Fund. The remaining \$60,000 would be provided via developer contributions.

The deadline for the intake is 12pm, Tuesday, September 27, 2022. At this time, Staff is seeking Council's endorsement of the application which is a requirement of the submission.

### **COMMUNICATIONS**

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

If required, the Communications and Grant Coordinator will develop a communications plan identifying the objectives, audience, key messages, appropriate communications channels and timeline to ensure effective communication of this initiative to the public. In addition, public engagement about the project is included in the application.

### **LEGAL CONSIDERATIONS**

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

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

No incremental budget contributions will be required of the Village at this time.

Staff time will be required for the planning and delivery of this project. This is yet to be determined but will include resources from both Operations and the Office of the CAO.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

If successful, oversight of this projects will be undertaken by the Operations and Projects Department and would be incorporated into the 2023/24 Work Plans for the department. The Finance Department will undertake the management of the funding and will provide financial reporting to the funding body on behalf of the Village.

Interdepartmental Approval by:	Tom Csimá, Manager of Operations & Projects
Interdepartmental Approval by:	Thomas Sikora, Manager of Finance

### **COMMUNITY CLIMATE ACTION PLAN**

The Den Duyf Park Irrigation Pond and Wetland Habitat, and Pemberton Agricultural Park projects align with various strategies identified in the Village's Community Climate Action Plan (CCAP).

The Agricultural Park project will specifically address the "Other Opportunities - Local Renewable Energy, Sequestration and Food" strategy by supporting local food production and consumption.

Both projects will result in the creation of sustainable, self-sufficient water systems, reducing reliance on the Village's potable water supply and supporting water conservation. While this is not specifically listed as a strategy within the CCAP, reducing water consumption and increasing

access to community garden plots for personal food production are both specifically mentioned as Sample Key Performance Indicators.

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

The Den Duyf Park Irrigation Pond and Wetland Habitat, and Pemberton Agricultural Park projects will have impacts on Electoral Area C, Lil'wat Nation and the Sea to Sky School District No. 48.

Discussions have already commenced with all of these jurisdictions and land use referrals will be put forward to Lil'wat Nation as required.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **RECOMMENDATIONS**

**THAT** Council supports the Village of Pemberton's application to the Natural Infrastructure Fund for the Duyf Park Irrigation Pond and Wetland Habitat, and Pemberton Agricultural Park projects up to an amount of \$300,000.

### **ATTACHMENTS:**

**Appendix A:** Village of Pemberton Community Agricultural Parks Master Plan

**Appendix B:** Lot 13 Site Layout

Prepared by:	Vinka Hutchinson, Communications and Grant Coordinator
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer





Stewardship Pemberton Society

# Village of Pemberton Community Agricultural Parks Master Plan Final



July 26, 2016

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## Acknowledgements

The Pemberton Agricultural Parks Master Plan was developed by:



With the assistance of:



Many thanks and appreciation to our funders and supporters for making this project possible.



Thanks to Dave Steers for contributing photographs for this report.

## Acronyms

AAP	Agricultural Area Plan
ALC	Agricultural Land Commission
ALR	Agricultural Land Reserve
APMP	Agricultural Parks Master Plan
BDL	Below Detection Limit
BMPs	Best Management Practices
CEQG	Canadian Environmental Quality Guidelines
CFOW	Community Foundation of Whistler
CSA	Community Supported Agriculture
OCP	Official Community Plan
OMRR	Organic Matter Recycling Regulation
PFI	Pemberton Farmers Institute
PVTA	Pemberton Valley Trails Association
REFBC	Real Estate Foundation of BC
RGS	Regional Growth Strategy
SD48	School District 48
SLRD	Squamish-Lillooet Regional District
SPS	Stewardship Pemberton Society
UGB	Urban Growth Boundary
VOP	Village of Pemberton



## Executive Summary

The Village of Pemberton, in partnership with Stewardship Pemberton Society (SPS), has created an *Agricultural Parks Master Plan* (the “Plan”). The Plan includes four publicly-owned (or tenured) parcels of land both in and outside of the Agricultural Land Reserve (ALR) totaling 27.5 hectares (approximately 67 acres).

Visioning for the Plan began in 2014 when Village of Pemberton staff was given support from Council to explore how the community could benefit from certain opportunities to farm the following properties:

- Lot A - Airport lands (20 hectares in the ALR);
- Lots 8 & 20 - at end of Harrow Road (approximately 6 hectares in the ALR); and
- Lot13 - next to Signal Hill Elementary School (1.5 hectares outside the ALR).

The long term vision for the Plan is:

*The unique parcels within the Agricultural Parks Master Plan will be managed by and for the community for enhanced agricultural production, under the guidance of the Village of Pemberton.*

The services of Upland Agricultural Consulting and KSalin Land Planning were retained to assess the parcels for their suitability for community supported agricultural activities<sup>1</sup> that are consistent with the *Agricultural Land Commission Act*. The scope of the Plan includes an agricultural feasibility assessment to identify specific uses that can lead to viable food production opportunities that are connected to community needs. The Plan will inform the Village of Pemberton’s future review of its Official Community Plan and Zoning Bylaw and is an exemplary collaborative initiative between local government, non-profit organizations, and the community at large.

The Plan was developed through four phases:

- 1) Site-based soil analysis;
- 2) Agricultural suitability assessment;
- 3) Connections to the broader community; and
- 4) Agricultural Parks Master Plan report.

The Plan has been developed with input and feedback from members of the community regarding the potential of these parcels for future food production. This engagement included meetings with stakeholders and an open house to showcase the draft Plan and associated site design drawings. Through this assessment and engagement, the best agricultural uses of the parcels were determined to be:

### Site A (Airport): Community Supported Agriculture - Vegetables & Flowers Program (20 hectares or 49 acres)

This parcel is located adjacent to a paved runway at the Pemberton aerodrome, within the ALR, and has been used for hay production for the last several years. There is limited public access to the site due to aviation-related security requirements. There is a strong public interest in a Community Supported Agriculture (CSA) model being derived from this site (garlic and onions, perennial flowers, and food-grade grains are of particular

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<sup>1</sup>Community Supported Agriculture (CSA) is defined as “an alternative, locally based economic model of agriculture and food distribution”. A CSA also refers to a particular network or association of individuals who have pledged to support one or more local farms, with growers and consumers sharing the risks and benefits of food production. CSA members or subscribers pay at the onset of the growing season for a share of the anticipated harvest; once harvesting begins, they periodically receive shares of produce. In addition to produce, some CSA services may include additional farm products like honey, eggs, dairy, and meat.

interest). There is also the potential for lavender to be cultivated at this site, which could be used to create soaps and other value-added products. It is preferable that a long-term lease, at least 10 – 15 years, be negotiated with a farmer in order to provide the confidence needed to invest in crop planning and infrastructure (such as irrigation) to optimize yields. It is assumed that access will be coordinated with Village staff to ensure safety.

Sites B & C (Lots 8 & 20, Harrow Rd.): Enhanced Community Garden and Orchard (6 hectares or 14.83 acres)

These two lots are located adjacent to one another just off of the Lillooet River, near Harrow Rd. It is recommended that Lot 20 (Site B) remain undeveloped in order to provide optimal ecological goods and services through wetland protection. Lot 8 (Site C), which is 4 hectares in size, will be developed into an enhanced community garden, including a community fruit and nut tree orchard, a variety of raised beds, and berries. While equestrian uses were considered for this site, it would appear that both the size and location of the parcel(s) are not ideal for an equestrian riding ring. However, the possibility of developing a multi-user trail through Lot 8 to link Harrow Rd. to the Fraser Urdal Connector remains, and could be explored during the implementation phase.

Site D (Lot 13, Signal Hill): Active Learning Farm (1.23 hectares or 3.04 acres)

Lot 13 has a good opportunity to be managed as an Active Learning Farm. This lot is a long thin piece of land located underneath BC Hydro towers adjacent to Signal Hill Elementary School. Lot 13 will focus on an education and community garden model. Examples of activities may include interpretive gardens, farm to school food programs, pollinator gardens, and outdoor science classes. A learning farm, or learning garden, is usually operated by a non-profit society and provides programming for various sectors of the public, including school children.

Rooted in sound science, the lasting legacy of the *Pemberton Agricultural Parks Master Plan* will be the creation of unique, sustainable community agriculture parks under one cohesive umbrella. The Plan was funded by the Real Estate Foundation of BC (REFBC), the Community Foundation of Whistler (CFOW), and the Village of Pemberton. Organizations and governments wishing to create a similar *Agricultural Parks Master Plan* may use this project as a case study and template. The findings will be shared on the Village of Pemberton and Stewardship Pemberton Society websites, through our funders, as well as social media.



Figure 1. Pemberton Youth and Family Pull Your Own Potato event (photo credit Dave Steers).

## 1) Introduction

On July 22, 2014, at the Village of Pemberton (VoP) Committee of the Whole Meeting No. 119, staff presented a report in which it was recommended that Staff explore with the community certain opportunities to farm the following properties, which are owned or tenured by the VoP:

- DL 766 - Airport lands (20 hectares or 49 acres);
- Lots 8 & 20, DL 883 - at the end of Harrow Road (6 hectares or 14.83 acres); and
- Lot 13, DL 203, Plan 7619 - next to Signal Hill Elementary School (1.23 hectares or 3.7 acres).

The intent was to establish a possible course of action in farming these properties in response to community needs. In the report, staff requested support of the Committee of the Whole to recommend to Council initiation of a planning process in partnership with community interest groups for the development of these properties for agricultural purposes. The Committee of the Whole supported this initiative.

Subsequently, Council supported initiating the project at a Special Council Meeting No. 1373, held July 24, 2014, with the following resolution:

*Moved/Seconded*

*THAT the direction Staff is recommending respecting the development of Community Agricultural Parks, as presented in the report to the Committee of the Whole, dated July 22, 2014, be supported.*

*CARRIED*

The project was henceforth referred to as the *Agricultural Parks Master Plan* (the “Plan”). A partnership was formed with the Stewardship Pemberton Society (SPS) to co-manage the Plan’s development. Funding was received by the Real Estate Foundation of BC (REFBC) and the Community Foundation of Whistler (CFOW). In-kind support was provided by SPS and the Village of Pemberton (VoP). Professional Agrologist services were retained through Upland Agricultural Consulting Ltd. and site designs were developed by KSalin Land Planning.



*Figure 2. Active learning garden bedded down for winter at Pemberton Secondary School.*



## 2) Vision and Scope

The long term vision for the Plan is:

*The unique parcels within the Agricultural Parks Master Plan will be managed by and for the community for enhanced agricultural production, under the guidance of the Village of Pemberton.*

The scope of the Plan includes an agricultural feasibility assessment to identify specific uses for the parcels that can lead to viable food production opportunities that are connected to community needs. The Plan will inform the VoP's future review of its Official Community Plan (OCP) and Zoning Bylaw. The Plan is an exemplary collaborative initiative between local government, non-profit organizations, and the community at large. Organizations and governments wishing to create a similar *Agricultural Parks Master Plan* may use this project as a case study and template. The findings will be shared on the VoP website, and the SLRD website, through our funders, as well as social media.

## 3) Description of Study Area

The four parcels were assessed as three distinct sites:

- **Site A:** Located adjacent to the Village of Pemberton Airport (aerodrome) landing strip;
- **Sites B & C:** Two adjacent parcels located within SLRD Electoral Area C at the rural-urban interface between the VoP and the Squamish-Lillooet Regional District (SLRD). Site B is also referred to as Lot 20, and Site C is also referred to as Lot 8; and
- **Site D:** Located under BC Hydro powerlines immediately adjacent to Signal Hill Elementary School. Also referred to as Lot 13.

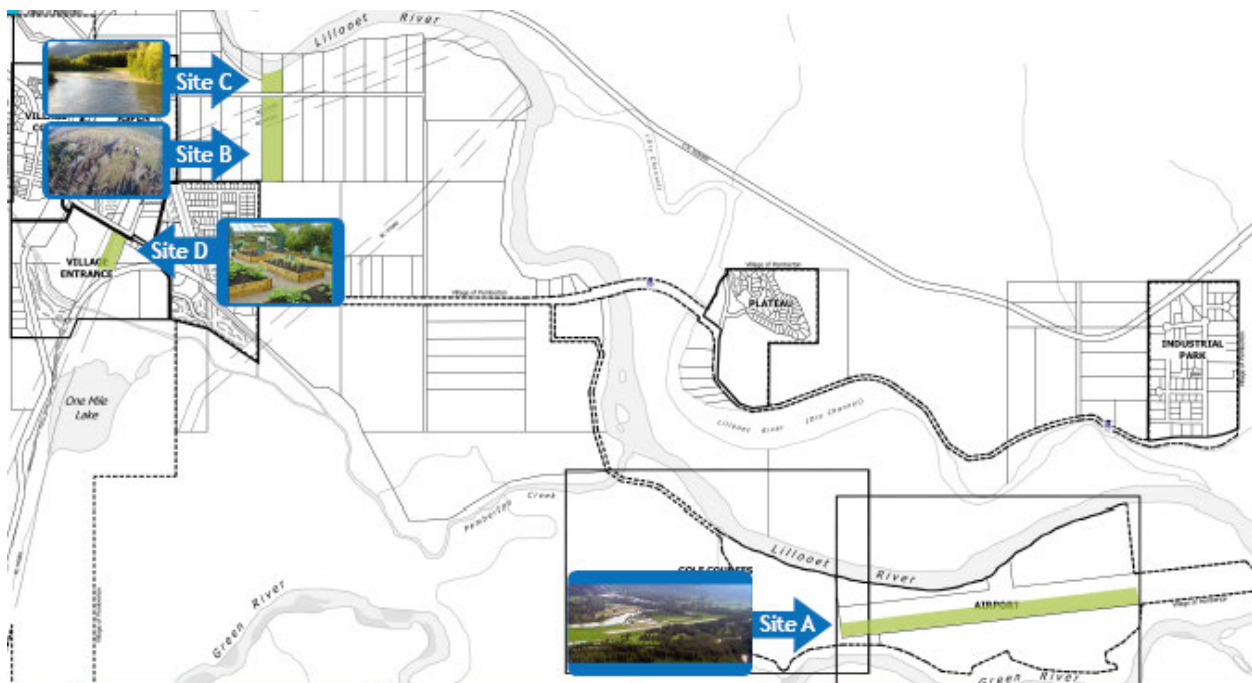


Figure 3. Location of study sites within the Village of Pemberton.

Table 1. Description of study site characteristics.

Parameter	Site A	Site B & C (Lots 8 & 20)	Site D (Lot 13)
Location	Located adjacent to a small paved landing strip at the Pemberton Airport (aerodrome).	Located at the end of Harrow Rd at the rural-urban interface between VoP and SLRD.	Long thin piece of land running North to South adjacent to Signal Hill Elementary School.
Zoning	Airport (AP-1)	Agriculture, Pemberton Fringe (AG-PF)	Public (P-1)
ALR Status	Within ALR	Within ALR	Non-ALR
Tenure	Village of Pemberton Crown Grant	Village of Pemberton Crown Lease	Village of Pemberton Crown Lease/BC Hydro Right of Way
Size (Ha)	20 hectares	6 hectares	1.5 hectares
Previous agricultural uses	The site has previously been used to cultivate hay and had been recently cut.	Not previously used for agriculture. The site was previously flooded by the Lillooet River.	Not previously used for agriculture. Vegetation is regularly cut back under hydro lines.
Current land cover	Hay/grass, horsetails, clover.	Scrubby vegetation, some trees (older crab apple, alder).	Lots of weeds, secondary growth. Reeds, cattails, and wild roses in wetter areas.
Water and drainage	No active signs of irrigation. Vegetation was green and vigorous suggesting that drainage is relatively good and water is readily available.	Soils appeared sandy and rapidly drained. No indication of irrigation. Potential water source exists adjacent to the site. Surface vegetation appeared dry.	Boggy and wet towards the south end of the site. Adjacent to a drained and irrigated playfield.
Terrain	Flat with some small pockets of undulating terrain.	Flat with slopes towards wetlands along the west and north ends of the site.	Undulating and somewhat stony.
Agricultural Capability Class	2w (1) Class 2 due to excess water (seasonally high water tables). Improvable to Class 1 with proper drainage and/or irrigation.	$2^8w - 4^2w$ ( $1^8 - 2^2w$ ) A mix of Class 2 and 4 due to excess water (seasonally high water tables). Improvable to Class 1 and Class 2 with proper drainage and irrigation.	$5^6m,p - 4^4w$ ( $4^6p,m - 2^4w$ ) A mix of Class 4 and 5 due to moisture issues and stoniness. Improvable to a mix of Class 2 and 4 soils with drainage and/or irrigation.

## 4) Local Supporting Policies and Regulations

### 4.1) Village of Pemberton Official Community Plan

The development of the Community Agricultural Parks Master Plan is directly correlated to Community Planning Directions, Policies, Strategies and Actions contained in the Village of Pemberton Official Community Plan (Bylaw 654, 2011). Section 5.8 of the OCP reads that “Agriculture has been fundamental to the settlement of the Pemberton Valley. The community recognizes the importance of this economic and social generator.” The following policies, strategies and actions puts an increased emphasis on the importance of not only protecting agriculture but also expanding the opportunities in both rural and developed areas.

#### OCP 5.8.1 Agricultural Policies

- Preserve and facilitate the enhancement of productive farmland;
- Promote local food production and sales;
- Accommodate community supported agricultural opportunities and land uses; and
- Support a wide range of agricultural practices and preserve land to build local food protection capacity.

#### OCP 5.8.2 Agriculture Strategies

##### .1 Urban Growth Boundary and Agricultural Land Reserve (ALR)

Section 5.1.2.1 of the OCP identifies an Urban Growth Boundary (UGB). The lands within the UGB contain areas that are designated for urban growth. A fundamental aspect of this policy is the preservation of agriculturally designated lands.

##### .2 Agricultural Land Reserve (ALR)

All lands within the ALR are subject to the provisions of the *Agricultural Land Commission Act*. The Act and regulations generally prohibit or restrict non-farm use and subdivision of ALR lands, unless otherwise permitted or exempted. The Village’s plans and regulations must permit those farm uses and related uses as permitted in the ALR (i.e. *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*).

##### .3 Agricultural Area Plan

The SLRD is currently preparing an Agricultural Area Plan and if adopted by the VoP may inform later amendments to the OCP.

##### .4 Land Use Designations and Development Permit Guidelines

The VoP has designated lands to accommodate agricultural services and processing. In addition, future infrastructure planning in the Village should consider any affordable enhancements that would support agricultural operations’ access to water. Section 7 also introduces Development Permit Guidelines in support of agricultural lands and activities, notably buffering requirements and setbacks to developments that are adjacent to agricultural lands.

##### .5 Permanent Farmers Market and Event Space

Typically the Pemberton Farmers Market has had a temporary location on either public or private lands in the Downtown. A potential location for a permanent location for a Farmers Market has been identified on Frontier Street just north of Birch Street (which will be part of the implementation of the Downtown Enhancement Strategy (refer to 5.2.2.2 of the OCP)).

##### .6 Community Agriculture

The Village supports the inclusion of community gardens and greenhouses to encourage residents to grow their own food.

##### .7 Equestrian Land Use

The use of lands for equestrian purposes is supported by the Village, provided they are consistent with the requirements of the ALR.

#### OCP 5.8.3 Agricultural Actions

.1 Facilitate the development of a permanent location for the Farmers Market in the downtown through the implementation of the Downtown Enhancement Strategy;

- .2 Work with the agricultural community to ensure that existing uses accommodate farm related activities;
- .3 Encourage food growing within the community (small gardens, landscaping, greenhouses etc.) through the introduction of productive land use requirements and approval processes;
- .4 Determine those agricultural related uses that may be permitted in accordance with the Agricultural Land Reserve Use, Subdivision and Procedure Regulation;
- .5 Investigate bylaw amendments to encourage more farm uses in the Village;
- .6 Review the land use regulations to ensure that opportunities and locations for food processing can be maximized; and
- .7 Identify a location for a permanent equestrian facility for eventing.

#### 4.2) SLRD Electoral Area C Agricultural Area Plan

The Community Agricultural Parks Master Plan also complements the goals and objectives of the SLRD Electoral Area C *Agricultural Area Plan (AAP)*, which was completed in 2012. Specifically, the Agricultural Parks Master Plan will assist the SLRD in meeting the following goals of their Area C AAP:

1. Maintain the integrity of the ALR;
2. Develop mechanisms to maintain the agricultural land base for working agriculture;
3. Coordinate with other users to ensure that the natural advantages of the Pemberton Valley are protected;
4. Diversify agriculture and comply with Seed Potato Regulations;
5. Improve the economic viability of farming;
6. Increase community awareness of, and support for, agriculture; and
7. Attract new farmers and engage new workers.

#### 4.3) SLRD Regional Growth Strategy

The Community Agricultural Parks Master Plan is in harmony with many of the goals and strategic directions of the SLRD *Regional Growth Strategy (RGS)*, adopted in 2010. The RGS is intended to provide a broad policy framework describing the common direction that the regional district and its member municipalities will follow in promoting development and services which are sustainable, recognizing a long term responsibility for the quality of life for future generations.

The development of the Plan will assist the SLRD in meeting the following sections of their RGS:

##### Goal 4 – Achieve a Sustainable Economy

- The SLRD and the member municipalities agree to undertake various investment strategies (industrial, tourism, agriculture, etc.) at a regional and sub-regional level that complement sustainable economic development and diversification and assist the transition from traditional resource industries.
- The SLRD and the member municipalities agree to implement adopted Agricultural Area Plans for Lillooet sub-region and the Pemberton Valley in conjunction with First Nations, Ministry of Agriculture and the Agricultural Land Commission.
- Further, the SLRD RGS will be the subject of a five (5) year review in 2016 and there will be increased focus on rural–urban interface issues in terms of food security and production as part of this analysis.



#### 4.4) Other Local Projects and Initiatives

This Plan also supports larger regional movements toward sustainability, food security and resiliency occurring in the Sea to Sky area. The SLRD’s Energy Resiliency Task Force found that many residents in the region were interested in farming but were constrained by land prices and the availability of agricultural land for lease. Pemberton is already home to a very successful community garden with 75 plots and a long wait-list. Members of the community garden have longed for the opportunity to enhance their gardening skills and partake in community supported agriculture.

This project also supports agri-tourism in Pemberton and Area C. The Pemberton Valley currently supplies produce to some of the best restaurants in Whistler and Vancouver and is becoming renowned as a destination for “foodies”, with award-winning restaurants like Pemberton’s Mile One Café serving up Pemberton Natural Beef burgers and salads made with local produce, and events like the Pemberton’s Slow Food Cycle Sunday that showcase the incredible array of organic and traditionally-grown farm produce, as well as Pemberton’s historic fame as a virus-free Seed Potato mecca. All of these elements are putting this small agricultural community on the map, and having a network of community-supported agricultural parks, led by the VoP and made available to its residents, is a natural addition to Pemberton and its emerging brand as an agricultural leader.



*Figure 4. Visitors and residents enjoying the Pemberton Downtown Community Barn (photo credit: Dave Steers).*



## 5) The Agricultural Parks Master Plan Process

The Plan was developed through four phases:

- 1) Site-based soil analysis;
- 2) Agricultural suitability assessment;
- 3) Connections to the broader community; and
- 4) Agricultural Parks Master Plan report.

### 5.1) Phase 1 Results Summary: Soil Technical Report

The main deliverable for Phase 1 was a Soil Technical Report, which detailed results from site visits, soil sampling, and laboratory analyses. The four parcels were visited on August 26<sup>th</sup> 2015 so that the parcels could be ground-truthed and soil samples could be collected. Soil samples were analyzed by a third-party laboratory for the following parameters:

- Physio-Chemical: pH, CEC, organic matter, and particle size analysis (soil texture).
- Nutrients: Percent base saturation, available Phosphorus (P), Nitrate (NO<sub>3</sub>-N), and available micronutrients.
- Trace metals: Comparison of potentially toxic elements (e.g. Arsenic (As), Mercury (Hg), Lead (Pb)) to published soil quality guidelines.

Results indicate that the sites are a combination of loams, silty clay loams, and clay loams with good to excellent agricultural capability. Main challenges to capability relate to seasonally high water tables, which could be managed through proper drainage and irrigation. There is also some degree of stoniness at Site D (Lot 13, Signal Hill). While organic matter, phosphorus, and nitrogen levels are relatively low, this is not uncommon for sites that have not been previously cultivated, or (as suspected in the case of Site A, Airport), may have had repeated crop production with little to minimal levels of fertilizers applied. All pH and micronutrient levels are generally favourable. None of the trace metal results indicated any levels of toxicity concern when compared to two published guidelines: BC's Organic Matter Recycling Regulation (OMRR) Land Application Guidelines for Class A Compost and the Canadian Environmental Quality Guidelines (CEQG) soil quality guidelines for human health.

*Table 2. Soil laboratory results: trace metals (BDL: below detection limit).*

Parameter	Detection Limit	Site						Guidelines	
		Site A (Airport)		Site B & C (Lots 8 & 20)		Site D (Lot 13)		OMRR	CEQG
		Sample A1	Sample A2	Sample BC1	Sample BC2	Sample D1	Sample D2	Class A Compost	Soil Quality Guidelines for Human Health
Arsenic	1	2.9	2.2	1.2	1.1	BDL	BDL	13	12
Barium	1	107.9	116.9	55.2	57.5	72.6	71.8		750
Beryllium	1	BDL	BDL	BDL	BDL	BDL	BDL		4
Cadmium	1	BDL	BDL	BDL	BDL	BDL	BDL	3	1.4
Cobalt	1	11.2	11.9	7.4	7.3	7.9	8.0	34	40
Chromium	1	14.1	14.8	12.7	15.6	7.0	9.0	100	64
Copper	1	31.8	33.3	18.0	18.7	21.7	26.8	400	63
Mercury	0.1	BDL	BDL	BDL	BDL	BDL	BDL	2	6.6
Molybdenum	1	1.6	1.9	1.3	1.1	BDL	BDL	5	5
Nickel	1	9.9	10.5	8.1	9.2	4.5	5.5	62	50
Lead	1	12.6	13.6	14.3	16.1	10.8	11.0	150	70
Selenium	1	BDL	BDL	BDL	BDL	BDL	BDL	2	1
Zinc	1	51.7	57.3	54.4	58.7	33.8	36.4	500	200

In summary, the sites were assessed for agricultural potential and minimal constraints were found. It is expected that these constraints can be overcome through a combination of installing drainage and irrigation systems, and amending soil with organic matter and organic fertilizers. Continued soil testing and monitoring is recommended to provide detailed nutrient application recommendations if crop production is chosen at a future time.

## 5.2) Phase 2 Results Summary: Agricultural Suitability Assessment

The main deliverable for Phase 2 was a report that detailed the results for an assessment of suitable agricultural activities for each site. A table was presented that ranked all of the possible uses, as listed under the ALC Act, based on biophysical (water, soil, climate) needs as well as relative cost and feasibility of implementing and managing the activity. A detailed discussion of the results is provided in the Appendix and a summary is presented here. Additionally, research into appropriate crop-based Best Management Practices (BMPs) and an exploration into possible governance models for managing the sites were provided as components of Phase 2 deliverables. Relevant results are incorporated into the Plan in subsequent sections of this report.

Table 3. Summary of agricultural feasibility assessment results.

Permitted Use	Activity	Site		
		Site A (Airport)	Site B&C (Lots 8 & 20)	Site D (Lot 13)
Horticulture	Root vegetables (e.g. garlic, onions, carrots, radishes, beets)	High	High	High
	Green vegetables (e.g. lettuce, celery, cabbage, broccoli, spinach, herbs, kale)	High	High	High
	Field flowers	High	Moderate	High
	Squash (e.g. pumpkins, squash, melons)	High	Moderate	High
	Tomatoes, sweet peppers, eggplants	Low	Moderate	High
	Fruit trees and nut trees	Low	High	Moderate
	Blueberries	Moderate	High	Moderate
	Strawberries	Moderate	High	Moderate
	Raspberries	Moderate	High	Moderate
	Corn	Moderate	Moderate	Low
	Cereal grains and hay	High	Moderate	Low
	Grapes (for wine)	Low	Low	Low
Livestock, horses, bees	Honey bees	High	High	High
	Poultry (broilers, layers, turkeys)	Low	Moderate	Low
	Equestrian activities	Low	Moderate	Low
	Cows (beef or dairy)	Low	Low	Low
	Pigs, sheep, goats	Low	Low	Low
	Llamas, alpacas	Low	Low	Low
Greenhouse production	Hoop houses (cloth or plastic)	Moderate	High	High
	Poly houses (plastic)	Low	Moderate	Moderate
	Green houses (glass)	Low	Low	Low
Other	Farm retail sales	Low	High	High
	Agri-tourism	Low	High	High
	Biodiversity conservation	High	High	High
	Open land park	Low	High	High
	Education & research	Moderate	High	High
	Botanical garden	Low	High	Moderate
	Storing, packing, preparing, processing	Low	Moderate	Low
	Large scale compost operations	Low	Moderate	Low
	Petting zoo, pet breeding, and/or kennel	Low	Low	Low



### 5.3) Phase 3 Results Summary: Connections to the Broader Community

A consultation plan was developed by the VoP to guide engagement activities throughout the Plan process. The consultation plan called for various one-on-one and group meetings with invited stakeholders to be held throughout December 2015. A special government-to-government meeting was held with Lil'wat Nation in March 2016, and a public Open House was held in April 2016.

The following groups / sectors of the population were invited to participate:

- Pemberton Farmers Institute
- Pemberton Creek Community Garden
- Pemberton Farmer's Market
- Equestrian Community PACA/Equi-fest
- Airport Users Group
- SLRD / Electoral Area C Agricultural Advisory Committee
- SD48 / Signal Hill Elementary School / Pemberton Secondary School
- Pemberton Youth Centre
- Pemberton Seniors Society (Men's Tool Shed)
- Stewardship Pemberton Society
- Small/Medium Commercial Farmers and Market Gardeners - Ice Cap Organics, Bathtub Gardens, Willowcraft Farms, Rootdown Farms, North Arm Farm, Helmer's Organics, Across the Creek Organics, JD Hare Farms, etc.
- Apiarists (bee keepers)
- Conservation Officer Services representative
- BC Hydro representative

VoP staff prepared information on the Open House for the Village e-News, Round-about Sign, VoP Website, and Facebook page. Approximately 45 individuals attended the Open House held on April 28<sup>th</sup> 2016 at the Village Offices (White Building) to provide feedback on the draft Plan.



*Figure 5. Agricultural Parks Master Plan Open House on April 28, 2016.*

## 6) Agricultural Plan for Site A - Airport

### 6.1) Current Uses

Site A, located adjacent to a paved runway at the Pemberton aerodrome, is the largest site in the Plan, measuring 20 hectares (49.4 acres). It is owned and managed by the Village of Pemberton and is located within the ALR. It has been historically used for hay production for several years. The site is flat, shaded by mountains during the winter but exposed to sun during summer months, and the soils are well-suited to a range of production. The main constraint to agricultural activities is the limited ability to access the site due to aviation-related security requirements.



Figure 6. Aerial image of Site A boundaries (approximate).







Figure 7. Left photo: field view of Site A. Right photo: aerial view showing field location along the left side of landing strip.

## 6.2) Recommended Agricultural Uses

Activities on Site A will focus on one or two crops being grown on a medium-large scale. Based on feedback from the community there are some obvious constraints to the use of this parcel; however, there is interest in a Community Supported Agriculture (CSA) model being derived from this site. In particular, enhanced hay production, alliums (garlic and onions), perennial flowers, and food-grade grains are of interest. There is also the potential for lavender to be cultivated at this site. Although not a direct food product, the lavender could be used to create soaps and other value-added products. A portion of the revenues generated from these products could be re-incorporated into the Agricultural Parks system to support programming on other sites. The site will need to be managed by a small number of farmers (one or two) with a minimum amount of large equipment, in order to not interfere with aviation requirements. It is assumed that access will be coordinated with Village staff to ensure safety. Crops have been chosen that, once established, require minimal to moderate amounts of care and maintenance prior to harvest.

Table 4. Recommended agricultural uses for Site A (Airport).

Agricultural Uses		Considerations
	Garlic and onions	<ul style="list-style-type: none"> <li>• Can seasonally rotate plantings: onions in spring, garlic in fall.</li> <li>• Soil amendments for organic matter required.</li> <li>• Mulching, compost, and weeding will be required but overall fairly low maintenance.</li> <li>• No large equipment needed.</li> <li>• Irrigation will be required during hot dry summer – could be hoses, drip irrigation, or sprinklers.</li> <li>• Pest management: aphids, rodents.</li> </ul>
	Bulb flowers	<ul style="list-style-type: none"> <li>• Good drainage required.</li> <li>• Susceptible to predation by slugs, deer, other wildlife. Lack of fence may be a challenge.</li> <li>• May attract birds and insects, other pollinators.</li> <li>• Cutting / harvesting will need to be frequent in summer months.</li> </ul>
	Cereal grains or improved hay	<ul style="list-style-type: none"> <li>• Efforts could be made to enhance the quality of the hay that is currently being cultivated.</li> <li>• Strong demand for high quality hay for local horses.</li> <li>• Grains may attract bears or other animals.</li> <li>• May require addition/mixing of organic matter or fertilizer for improved yields.</li> <li>• Fairly low maintenance once established but planting and harvest equipment is large.</li> </ul>
	Lavender	<ul style="list-style-type: none"> <li>• Lavender prefers hot sunny weather (8 hours a day). This may be a challenge in winter.</li> <li>• Irrigation will be required during hot dry summer – could be hoses, drip irrigation, or sprinklers.</li> <li>• Raised beds or hills may be required for production to be feasible as lavender does not like wet soils.</li> <li>• May require liming as lavender likes pH in range of 6.7 – 7.3.</li> <li>• May require netting or other bird deterrents.</li> <li>• Fairly low maintenance – pruning in spring.</li> </ul>



### 6.3) Best Management Practices

This parcel is located adjacent to the landing strip at the Pemberton aerodrome, therefore the Best Management Practices (BMP) will reflect constraints related to the location. It is assumed that no fences or buildings will be installed on the site and that no livestock will be included in the farm plan. It is also expected that irrigation system design will need to be developed according to the availability of existing water sources and final crop plans will need to be vetted by the Village and airport users. The most relevant BMPs for Site A are provided in the following table.

*Table 5. Relevant BMPs for Site A (Airport).*

Issues	Description of BMPs
Terrestrial habitat protection and wildlife management	<p>Wildlife will continue to be deterred from entering the airport runway area. While the majority of the site is fenced, it is possible for bears and deer to access the site from time to time and for smaller mammals to access the fields on a regular basis.</p> <p>Fencing around the growing area is not an option at this site, therefore other deterrents will need to be used. These include:</p> <ul style="list-style-type: none"> <li>• Netting above plants (onions, garlic) and flowers.</li> <li>• Noise cannons to deter birds.</li> <li>• Mulch around plants to deter moles, mice, rats, voles, and other small mammals.</li> </ul>
Invasive plants and noxious weeds	<p>Noxious weeds should further be prevented from becoming established. Noxious weeds are listed in the <i>Weed Control Regulation</i>. Weeds reduce crop growth and affect the ability of crops to effectively use nutrients. Orange hawkweed, one eye daisy, spotted and diffuse knapweed, and purple loosestrife are common invasive plants in Pemberton. To minimize the impact of weeds and invasive species, implement the following BMPs:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Prevent problem weeds from going to seed by removing them at early life stages.</li> <li><input type="checkbox"/> Learn to identify weeds, particularly at the seedling stage.</li> <li><input type="checkbox"/> Apply appropriate controls at the recommended stage of crop and weed development.</li> <li><input type="checkbox"/> Clean up persistent perennial weeds.</li> <li><input type="checkbox"/> Control weeds along pathways.</li> <li><input type="checkbox"/> Use plastic and organic mulches to control or suppress weeds, when appropriate.</li> <li><input type="checkbox"/> Invasive plants should be removed physically, using manual labour, whenever possible.</li> <li><input type="checkbox"/> Work with the Sea-to-Sky Invasive Species Council.</li> </ul>
Soil and amendments	<p>Soil amendments include fertilizers, conditioners such as lime, soilless media constituents such as perlite, and organic sources of nutrients (manure, compost). It is expected that soil amendments and organic sources of fertilizers (N, P, K) will be used on this site. The following BMPs will help to minimize impacts on the environment.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Test pH and soil fertility on a regular (annually) basis so as to ensure the proper levels of lime and fertilizers are used.</li> <li><input type="checkbox"/> Match nutrient application to the developmental stage and rate of growth of the crop.</li> <li><input type="checkbox"/> Do not apply nutrients on excessively wet soils and soils which are cold, frozen or snow covered as these soils are less likely to absorb nutrients.</li> </ul>
Managing waste: compost, wood waste, and mulch	<p>Compost, wood waste, and mulch are waste materials that, if managed properly, can be used as a resource in food-growing areas. BMPs are required in order to minimize runoff and leaching organic and nutrient contaminants into the soil and nearby waterways. These BMPs include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Store raw materials and finished compost under cover.</li> <li><input type="checkbox"/> Use a concrete or other pad for large compost piles if possible.</li> <li><input type="checkbox"/> To reduce the degree of pollution, utilize sawdust from weathered wood waste or from less toxic softwood tree species such as spruce, pine or fir, or from hardwoods.</li> </ul>

Issues	Description of BMPs (continued)
Drainage	Drainage on the Airport Lot is likely poor in some areas. To minimize the impacts of excess water, the following BMPs should be used: <ul style="list-style-type: none"> <li><input type="checkbox"/> Create shallow drainage ditches, sloping slightly away from the growing areas, so that they remain in a free flowing state, but keeping grades shallow enough to reduce erosion.</li> <li><input type="checkbox"/> Consider installing drainage tiles if surface drains do not provide adequate drainage.</li> <li><input type="checkbox"/> Some crops, particularly lavender, prefer dry rooting depths and will require enhanced drainage.</li> <li><input type="checkbox"/> Connect drainage to existing infrastructure (culverts, larger ditches) in the immediate vicinity whenever possible.</li> </ul>
Irrigation	Irrigation is necessary in the summer, regardless of the amount of total precipitation received over the course of the year. The dry summers are responsible for moisture deficiency during the most important plant growing months and will have a direct effect on yield. Use of efficient irrigation practices that combine proper system design, operation, maintenance, and scheduling is required. The following BMPs should be employed ideally before drought conditions are announced so that in the event of a drought the impacts on the system are less pronounced. Note that irrigation system design is limited for sites under hydro lines and that water storage tanks will not be possible. <ul style="list-style-type: none"> <li><input type="checkbox"/> Install electronic timing devices to automate irrigation systems and adjust devices regularly to irrigate according to changing climate conditions over the irrigation season.</li> <li><input type="checkbox"/> When possible, irrigate during late night or early morning hours when evaporation and wind losses are generally lower.</li> <li><input type="checkbox"/> Check hoses and nozzles annually for wear.</li> <li><input type="checkbox"/> Check drip irrigation system emitters annually for signs of clogging: plugged piping/ emitters cause uneven water distribution.</li> </ul>

#### 6.4) Recommended Governance and Key Partners

It is recommended that Site A continue to be managed by the Village of Pemberton and farmed by an individual (or individuals) directly through the Village of Pemberton using a lease agreement arrangement. Farm tenure agreements for publicly-owned land (such as parks, vacant lots) can be developed based on simple lease or license agreements with local government.

It is preferable if the lease is long-term, at least 10 – 15 years, in order to provide the producers with the security needed to invest in crop planning and infrastructure (such as irrigation) to optimize yields. By continuing to farm this parcel it will provide a good use of the land that would otherwise be underutilized for food production. It will also be aesthetically pleasing for those using the runway, particularly if perennial flowers and/or lavender are cultivated.

A business plan for the site could be created that incorporates a Community Supported Agriculture (CSA) program. This program would provide a regular veggie or flower box for shareholders during the growing season. Garlic, onions, flowers, and lavender could all be included. If grains and/or hay are grown they will likely take up a large amount of the fields, but they could be included in the CSA program as well.

**Example:**  
 Sole Food Street Farms in Vancouver enters into a lease agreement with the City of Vancouver to produce farms in vacant lots, such as old gas station sites, which are in between land use.  
 Sole Food sells its fruits and vegetables through a CSA, at farmer’s markets, local restaurants and retail outlets.  
 Their CSA program runs from June until October.

Key partners for Site A will include:

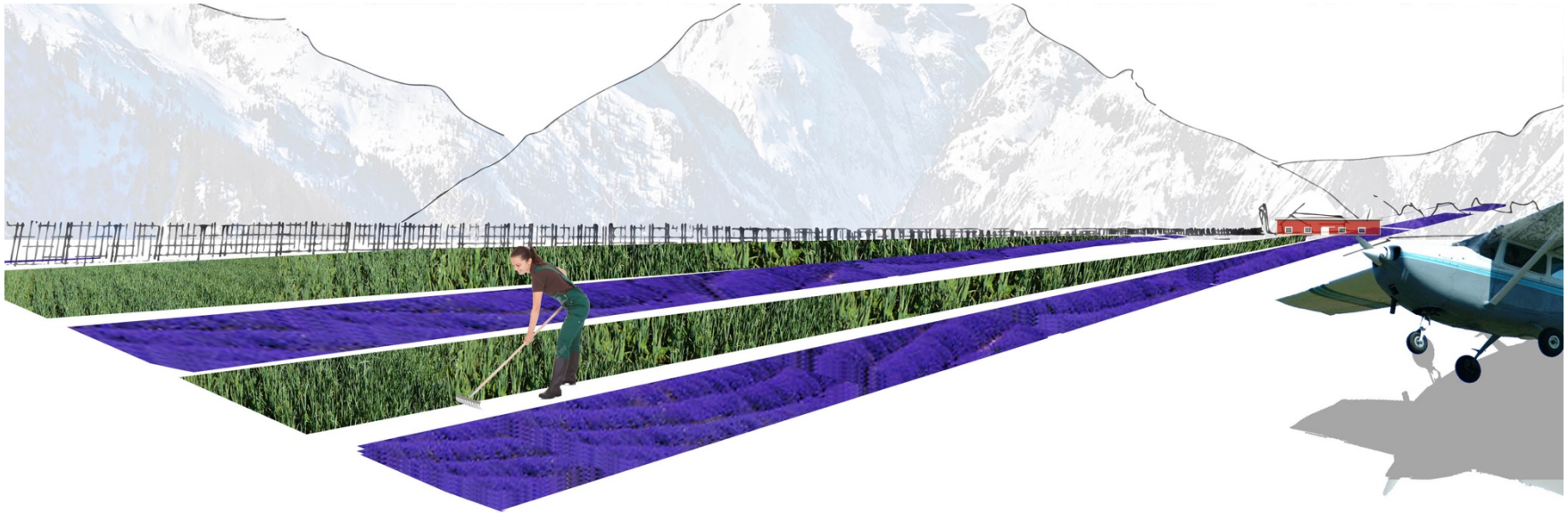
- Village of Pemberton;
- Stewardship Pemberton Society (or other non-profit community garden group);
- Airport Users Group; and
- Pemberton Farmers Institute (to help identify farmer(s) to lease the land.



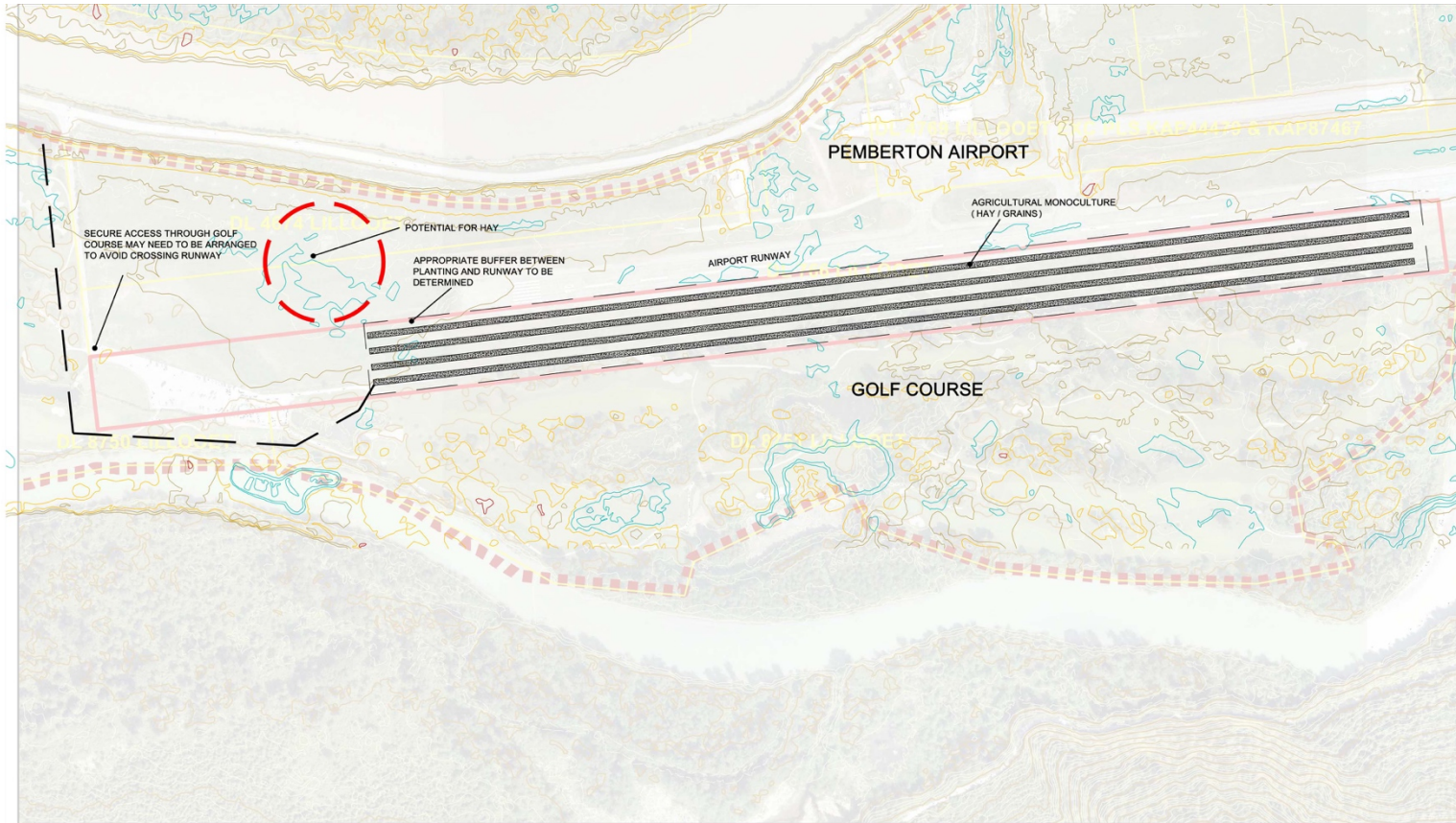
*Figure 8. Example of a CSA veggie & flower box program (photo credit: froggyriverfarm.org)*



## 6.5) Proposed Site Design of Airport Site



*Figure 9. Possible cropping activities on Lot A.*



AGRICULTURAL PARK PARCELS, PEMBERTON BC  
**PEMBERTON AIRPORT (SITE A)**



DRAWING SCALE  
 1:500  
 MAY 24, 2016



**BEST AGRICULTURAL OPTIONS FOR AIRPORT (SITE A)**



Figure 10. Proposed site design for Lot A (aerial view).



## 7) Agricultural Plan for Sites B & C (Lots 8 & 20) – Harrow Rd

### 7.1) Current Uses

Sites B & C (Lots 8 & 20) are adjacent parcels located in Electoral Area C. Site B (Lot 8) can be accessed via Harrow Road and Site C (Lot 20) can only be accessed via the Fraser Urdal Connector Trail. The total area of the sites is 5.95 hectares (14.7 acres). They have not previously been used for agriculture and were once flooded by the Lillooet River. As a result, the soils are characterized as very sandy and stony, with minimal soil structure or soil horizon development. A significant portion of the site is covered by a wetland.



Figure 11. Lots 8 and 20 outlined in red. Harrow Rd is shown connecting to the southwest corner of Lot 8.









Figure 12. Aerial image of Lot 8 and 20 facing north.

## 7.2) Recommended Agricultural Uses

It is recommended that Site C (Lot 20) remain undeveloped in order to provide optimal ecological function through wetland protection. Site B (Lot 8), which is 4 hectares in size, will be developed into an enhanced community garden. Examples of agricultural uses will include a community fruit and nut tree orchard, a variety of raised beds, and berries. Appropriate electric fencing and netting will be required to minimize conflicts with wildlife and to reduce the amount of food lost to birds. A garden shed, raised beds, and trails can be developed in partnership with community groups. While equestrian uses were considered for Lot 8 as part of the feasibility assessment, it would appear that both the size and location of the parcel is not ideal for an equestrian facility. Limited potential equestrian uses, such as an obstacle course could be located on the north-east section of Lot 8, if space permits. Unfortunately with this site, the portions of Lot 8 that are flat are under hydroelectric wires or are very boggy due to the proximity of the wetland. There was also some concern about access and the need for adequate parking space for horse trailers. However, the possibility of developing a multi-use trail that is horse-friendly through Lot 8 to connect Harrow Rd. to the Fraser Urdal Connector remains, and should be explored during the implementation phase.

*Table 6. Recommended agricultural uses for Site B (Lot 8, Harrow Rd.).*

Agricultural Use		Considerations
	Fruit and nut trees	<ul style="list-style-type: none"> <li>Initial purchase costs will need to be considered.</li> <li>Freeze &amp; thaw cycle may challenge establishment.</li> <li>Requires deep mineral soils for deep rooting requirements – soil structure may be a challenge in some areas.</li> <li>Fruit trees don't like wet feet – will need to plant trees in drier areas.</li> <li>Pollinators required.</li> <li>Electric fencing required.</li> </ul>
	Raised garden beds	<ul style="list-style-type: none"> <li>Requires labour for initial construction and establishment.</li> <li>Will require addition of soil matrix (compost/soil mix).</li> <li>Management of access and membership required.</li> <li>An access / parking plan will need to be developed.</li> </ul>
	Mixed berries (strawberries, blackberries, raspberries, blueberries)	<ul style="list-style-type: none"> <li>Initial purchase costs will need to be considered.</li> <li>Annual pruning and fertilizers required.</li> <li>Will require electric fencing.</li> </ul>
	Honey bees	<ul style="list-style-type: none"> <li>Will require electric fencing.</li> <li>Skilled labour required to maintain the hives.</li> <li>Possibility to partner with local beekeeping groups.</li> <li>Refer to VoP's Bee Keeping Bylaw (2008).</li> </ul>
	Horse riding area	<ul style="list-style-type: none"> <li>Riding arena will require adequate space, buffer from riparian area.</li> <li>Will require a relatively flat, dry area.</li> <li>Location for horse trailers and connection to roads and trails may be challenging.</li> <li>Possibility to partner with local equestrian groups to develop a hunter/jumper or obstacle course on north-east section of Lot 8.</li> </ul>
	Community trails	<ul style="list-style-type: none"> <li>Possibility to partner with PVTa (local trail group) and Equestrian groups.</li> <li>Would provide an important opportunity to connect existing trails.</li> <li>Depending on parcel boundary location, a bridge over the wetland may be required (labour).</li> <li>May include interpretive signage.</li> </ul>

### 7.3) Best Management Practices

Lot 20 is primarily wetland, therefore the focus of these BMPs is for Lot 8. It is assumed that only small buildings and structures (sheds, fencing) will be installed on the site and that no livestock will be included in the farm plan at this time. It is also assumed that most food production will occur in raised beds (except berry bushes and fruit & nut trees, which will be planted directly in the soil) and that organic farm practices will be used (no chemical fertilizers or pesticides will be used). The most relevant BMPs for Lot 8 are provided in the following table. The list of BMPs is a combination of those found in the literature and those derived from the agrologist’s experiences visiting the site.

*Table 7. Relevant Best Management Practices for Site B (Lot 8, Harrow Rd.).*

Issues	Description of BMPs
Terrestrial habitat protection and Wildlife Management	<p>Valley bottoms and lowlands, such as the Pemberton Valley, have longer growing seasons and are therefore more biologically productive than other parts of BC. This greater biological productivity makes these landscapes some of the best agricultural areas of the province, but they can also be disproportionately important to wildlife. Agriculture benefits from biodiversity in many ways. Countless species of soil organisms are essential to the process of decomposition, the cycling of nutrients and energy, and the formation of soil. Insects and other organisms are also needed as agents of biological control of crop pests and serve as plant pollinators. BMPs can help to support beneficial organisms while minimizing conflicts between food production and wildlife. These include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Know the wildlife species in the area and what habitats are present to determine if there are any threatened or endangered species.</li> <li><input type="checkbox"/> Perform an annual assessment of habitat health, implement changes identified, and monitor the results of any changes or improvements made.</li> <li><input type="checkbox"/> Provide wildlife with corridors for moving across the property (where appropriate, work with neighbours to establish continuous corridors).</li> <li><input type="checkbox"/> Conserve wildlife trees and other habitat features.</li> <li><input type="checkbox"/> Use Integrated Pest Management to decide when and how to control pests.</li> <li><input type="checkbox"/> Clean up spilled fruits, seeds, loose forage and other food sources which may attract wildlife.</li> <li><input type="checkbox"/> Use electric fencing to create a physical barrier between animals and crops. Note that in the absence of electric fencing, deer fencing may need to be 6-8 feet high to be effective.</li> </ul>
Aquatic Habitat Protection and Riparian Area Management	<p>Use of land for food production can create hazards for water quality and aquatic habitat. The following BMPs minimize the impacts of agriculture on aquatic health.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ensure riparian areas are up to functioning condition by planting native species of vegetation and controlling invasive plants and noxious weeds, as required.</li> <li><input type="checkbox"/> Limit the number and use of in-stream crossings by constructing bridges or culverts wherever necessary.</li> <li><input type="checkbox"/> Perform an annual assessment of riparian health, implement changes identified, and monitor the results of any changes or improvements made. Consider the assistance of local environmental enhancement groups.</li> <li><input type="checkbox"/> Use a source other than ponds and wetlands for irrigation water.</li> </ul>
Soil and Amendments	<p>Soil amendments include fertilizers, conditioners such as lime, soilless media constituents such as perlite, and organic sources of nutrients (manure, compost). Lot 8 has fairly poor soil structure and minimal levels of organic matter. It is expected that soil amendments will need to be added for fruit and nut trees, berry bushes, and raised beds. It is expected that organic sources of fertilizers (N, P, K) will be used. The following BMPs will help to minimize impacts on the environment.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Test pH and soil fertility on a regular (annually) basis so as to ensure the proper levels of lime and fertilizers are used.</li> <li><input type="checkbox"/> Nutrients should be applied to trees and berries from early spring through late fall (March to May) in multiple applications.</li> <li><input type="checkbox"/> Match nutrient application to the developmental stage and rate of growth of the crop.</li> <li><input type="checkbox"/> Do not apply nutrients on excessively wet soils and soils which are cold, frozen or snow covered as these soils are less likely to absorb nutrients.</li> </ul>

Issues	Description of BMPs (continued)
<p>Invasive Plants and Noxious Weeds</p>	<p>Noxious weeds should be prevented from becoming established and, if present, prevented from spreading to neighbouring properties. Noxious weeds are listed in the <i>Weed Control Regulation</i>. Weeds reduce crop growth and affect the ability of crops to effectively use nutrients. Orange hawkweed, one eye daisy, spotted and diffuse knapweed, and purple loosestrife are common invasive plants in Pemberton. To minimize the impact of weeds and invasive species, implement the following BMPs:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Prevent problem weeds from going to seed by removing them at early life stages.</li> <li><input type="checkbox"/> Learn to identify weeds, particularly at the seedling stage.</li> <li><input type="checkbox"/> Apply appropriate controls at the recommended stage of crop and weed development.</li> <li><input type="checkbox"/> Clean up persistent perennial weeds prior to planting crops.</li> <li><input type="checkbox"/> Control weeds along roads and trails.</li> <li><input type="checkbox"/> Use plastic and organic mulches to control or suppress weeds, when appropriate.</li> <li><input type="checkbox"/> Invasive plants should be removed physically, using manual labour, whenever possible.</li> <li><input type="checkbox"/> Work with the Sea-to-Sky Invasive Species Council.</li> </ul>
<p>Managing Waste: Compost, Wood waste, and Mulch</p>	<p>Compost, wood waste, and mulch are waste materials that, if managed properly, can be used as a resource in agricultural areas. Appropriate uses of wood waste on Lot 8 are restricted to plant mulch, groundcover, trails, and access ways. BMPs are required in order to minimize runoff and leaching organic and nutrient contaminants into the soil and nearby waterways. These BMPs include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Store raw materials and finished compost under cover.</li> <li><input type="checkbox"/> If the compost, wood waste, or mulch is stored directly on the ground rather than on a raised concrete pad, divert runoff from the area.</li> <li><input type="checkbox"/> Use adequate buffers between areas receiving wood waste and watercourses to prevent leachate contamination.</li> <li><input type="checkbox"/> Do not apply wood waste outdoors to more than 15 cm of depth in any year and limit the total outdoor depth of wood waste areas to 30 cm.</li> <li><input type="checkbox"/> Do not use wood waste that may contain antisapstain chemicals, wood preservatives, fire retardation chemicals.</li> <li><input type="checkbox"/> To reduce the degree of pollution, utilize sawdust from weathered wood waste or from less toxic softwood tree species such as spruce, pine or fir, or from hardwoods.</li> <li><input type="checkbox"/> For equestrian uses (riding arenas and turnout paddocks) ensure that drainage systems under wood waste do not discharge into any ditch, creek, stream, or pond.</li> <li><input type="checkbox"/> Do not use wood waste as landfill to level an equestrian site (apply clean fill for levelling purposes before laying down any wood waste).</li> <li><input type="checkbox"/> Use alternative footing materials on equestrian sites, such as sand, if the wood waste BMPs cannot be met.</li> </ul>
<p>Drainage</p>	<p>The Lillooet River dyke to the north of Lots 8 and 20 is robust and is unlikely to fail, therefore the BMPs listed below are for events such as excessive rain or snowmelt causing surface water ponding that lasts days to weeks, primarily in the winter or spring. High water tables have a marked effect in the early part of the growing season by slowing root growth when top growth (shoots) is most vigorous. However, high water tables or even inundation have no serious effect on most plants if it is of short duration. It is only when prolonged that severe damage can be done. Flooding can also cause poor aeration, low seed germination rates, slow growth, uneven maturity, and poor quality and yield. To minimize the impacts of excess water, the following BMPs should be used:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The water table should be maintained at levels that would aid fruit and nut tree growth in the drier months. As a general rule, drainage should remove water to a 60 cm soil depth.</li> <li><input type="checkbox"/> To maintain drainage ditches in a free flowing state, keep grades shallow to reduce erosion. Sandy soils (such as those found on Lot 8) require shallower slopes than clay soils.</li> <li><input type="checkbox"/> Protect ditch banks, particularly those in sandy soils, against erosion with crushed rock, gravel or effective vegetation – this will filter sediments before they reach the ditch.</li> </ul>

Issues	Description of BMPs (continued)
Irrigation	<p>Irrigation is necessary in the summer, regardless of the amount of total precipitation received over the course of the year. The dry summers are responsible for moisture deficiency during the most important plant growing months and will have a direct effect on yield. Use efficient irrigation practices that combine proper irrigation system design, system operation (trickle or drip), maintenance and irrigation scheduling. The following BMPs should be used before drought conditions are announced so that in the event of a drought the impacts on the system are less pronounced.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Develop on-site water storage and collect runoff flows as a source of irrigation water.</li> <li><input type="checkbox"/> For raised beds, use hand-held watering techniques such as garden hoses, watering cans or use high-efficiency drip tape connected to a timer and/or soil moisture sensor.</li> <li><input type="checkbox"/> Install electronic timing devices to automate the system and adjust the devices regularly to irrigate according to changing climate conditions over the irrigation season.</li> <li><input type="checkbox"/> If sprinklers are used for fruit &amp; nut trees, operate the sprinkler system at the recommended operating pressure (excessive pressure can be inefficient and result in water loss due to evaporation and wind drift) and check sprinkler nozzles and replace worn units.</li> <li><input type="checkbox"/> Use soil moisture measurement techniques to schedule irrigation of fruit &amp; nut trees.</li> <li><input type="checkbox"/> When possible, irrigate during late night or early morning hours when evaporation and wind losses are generally lower.</li> <li><input type="checkbox"/> Check equipment regularly for leaks: common faults include leaking gaskets, defective sprinkler bearings and uneven pressure due to incorrect pipe sizes or difference in elevation.</li> <li><input type="checkbox"/> Check nozzles annually for wear: worn, oversized nozzles will apply excess water to the crop.</li> <li><input type="checkbox"/> Check trickle system emitters annually for signs of clogging: plugged emitters cause uneven water distribution.</li> </ul>
Buildings and Fences	<p>Structures such as building and fences can have impacts on the environment during construction stage, and if designed properly can have minimal impacts and can work with the food growing area. The BMPs for buildings and fences in Lot 8 include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Locate buildings using setback “standards” from watercourses <ul style="list-style-type: none"> <li>o at least 5 m from constructed ditches;</li> <li>o at least 15 m from natural watercourses;</li> <li>o a distance from channelized streams as given by conditions in “standards”; and</li> <li>o at least 30 m from any watercourse specified by the Building Code.</li> </ul> </li> <li><input type="checkbox"/> Sites that provide protection from wind by using windbreaks or by taking advantage of terrain should be favoured.</li> <li><input type="checkbox"/> Locate structures relative to one another to account for wind-drifted snow.</li> <li><input type="checkbox"/> Collect and manage roof water: in high rainfall areas, incorporate eaves troughs to divert roof drainage away from watercourses.</li> <li><input type="checkbox"/> For electric fencing, consider installing a solar energy battery source to power the fence.</li> </ul>

## 7.4) Recommended Governance and Key Partners

Site B (Lot 8) is a good candidate for being managed as a Community Farm. The land may be held “in trust” for the community rather than privately owned and can be leased (or licensed) by a non-profit organization. This type of tenure arrangement allows for a wide variety of activities to take place on a shared land base. Some initiatives may include:

- Food production;
- Environmental education;
- Agricultural mentorship and training;
- Conservation of natural and cultural heritage; and
- Outdoor recreation.



Community farming is one of the most viable and affordable ways for new farmers to get experience in agriculture. Benefits include sharing of costs and risks, sharing of labour, knowledge and experience. The farm, which could be named the Pemberton Community Farm, could be managed by the Stewardship Pemberton Society or other non-profit organization that is familiar with maintaining community garden programming. Key partners could include the Pemberton Valley Trails Association, to provide enhanced trail connectivity in the area, as well as the Pemberton AAC or Farmers Institute to provide assistance in developing some interpretative signage to highlight the agricultural heritage and history of the area. The equestrian community will also be a key partner in continuing to explore possible uses for the parcel, such as mixed use trails. The Crown is the current leaseholder of this site, therefore a sublease agreement to a non-profit society will require their agreement.

Key partners for Site B (Lot 8) will include:

- Village of Pemberton;
- Stewardship Pemberton Society (or other non-profit community garden group);
- Equestrian Community;
- Pemberton Farmers Institute (PFI);
- Pemberton Valley Trails Association (PVTA);
- and
- SLRD.

**Example:**

The Gabriola Commons, situated on Gabriola Island, is a place where sustainability, community and agriculture meet, featuring 26 acres of peaceful rural landscapes and rich ecosystems with significant biodiversity. The property includes connecting pathways, open vistas, meditative spaces, vibrant community gardens, learning and meeting facilities for the use and enjoyment of the public. The Gabriola Commons is a unique and distinct property on Gabriola with zoning that recognizes and enshrines the vision and spirit of a "community commons".

The Gabriola Commons Foundation (GCF) is a registered charitable society whose activities are directed by a Board consisting of nine elected trustees.

The purposes of GCF are to:

- Hold, protect and steward the property on Gabriola Island known as the "Gabriola Commons" as a public amenity for the use and enjoyment of the community in perpetuity;
- Preserve the ecological qualities of the Gabriola Commons; and
- Promote sustainable agricultural practices.



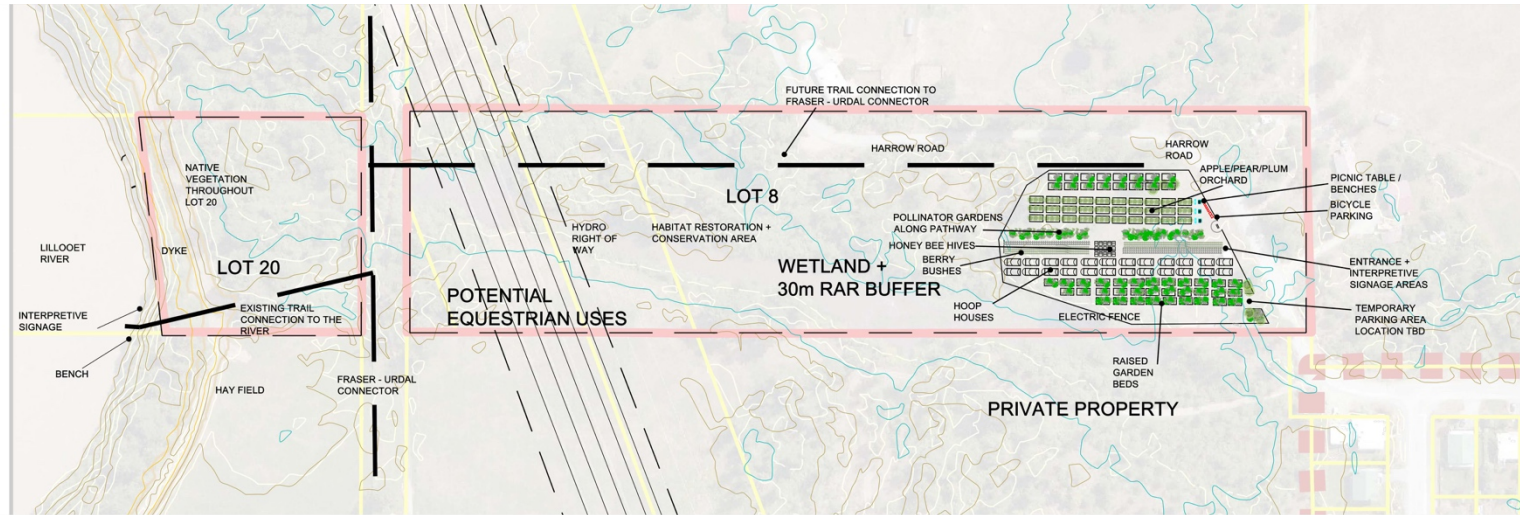
Figure 13. First Pemberton 'Seedy Saturday' (Seed Exchange) event (photo credit: Dave Steers).



## 7.5) Proposed Site Design



Figure 14. Proposed design for Site B (Lot 8).



AGRICULTURAL PARK PARCELS, PEMBERTON BC  
**LOT 8 & 20 (SITES B + C)** N

DRAWING SCALE  
 1:150  
 MAY 24, 2016



**BEST AGRICULTURAL OPTIONS FOR LOT 8 & 20 (SITES B + C)**



Figure 15. Proposed site design for Sites B & C (aerial view).

## 8) Agricultural Plan for Site D (Lot 13)

### 8.1) Current Uses

Site D (Lot 13) is a long rectangular piece of land 1.23 hectares (3.04 acres) in size located east of Signal Hill Elementary School under BC Hydro lines. It has not previously been used for agriculture, although the vegetation is managed by BC Hydro through mechanized mowing. As a result, the site is covered by secondary growth for most of the year. Reeds, cattails, and wild roses are found in wetter depressions, particularly towards the southern end of the site. A drained and irrigated playfield, maintained by School District 48 (SD48) 48, is located adjacent to Site D (Lot 13).



Figure 16. Aerial view of Site D boundaries (approximate).








Figure 17. View of Site D (Lot 13) from Portage Road.



## 8.2) Recommended Agricultural Uses

Site D will focus on an education and community garden model. Examples of activities may include interpretive gardens, farm to school food programs, pollinator gardens, and outdoor science classes. It is assumed that only small structures (raised beds, hoop houses, benches, pathways, fencing) will be installed on the site and that no livestock will be included. It is also assumed that hand held or drip irrigation (no sprinklers) and organic farm practices be used (no chemical fertilizers or pesticides will be used).

*Table 8. Recommended agricultural uses for Site D (Lot 13, Signal Hill).*

Recommended Use		Considerations
	Mason bees and butterflies	<ul style="list-style-type: none"> <li>• Opportunity for mason bee habitat.</li> <li>• May provide an educational opportunity for school children.</li> <li>• Provides pollination services.</li> </ul>
	Small hoop house	<ul style="list-style-type: none"> <li>• Will need to be low to the ground (max 7' tall).</li> <li>• Allows early plant starters and year-round production.</li> <li>• Will require a bit of capital for startup.</li> </ul>
	Raised beds	<ul style="list-style-type: none"> <li>• Requires labour for initial construction and establishment.</li> <li>• Will require addition of soil matrix (compost/soil mix).</li> <li>• Management of access and membership required.</li> <li>• Potential to partner with high school to share lessons and best practices.</li> </ul>
	Garden trails	<ul style="list-style-type: none"> <li>• May include interpretive signs.</li> <li>• 3m wide, cedar chips.</li> </ul>
	Garden shed, outdoor classroom	<ul style="list-style-type: none"> <li>• Communal building for storing tools</li> <li>• The outdoor classroom will provide a value-added experience for school children and community garden members.</li> </ul>

## 8.3) Best Management Practices

Best Management Practices (BMPs) are published by the Growing Forward initiative, as a resource under BC's Environmental Farm Plan program. When used appropriately, BMPs enhance natural resources and reduce the possibility of accidental harm to soil, air, water and/or biodiversity. BMPs can help to mitigate those impacts and maintain biodiversity. External pressures can also influence farm activities, such as the presence of invasive species. Many of the potential negative impacts of farming can be greatly reduced by use of BMPs. The list of BMPs for Site D is a combination of those found in the literature and those derived from the agrologist's experiences visiting the site.

Table 9. Recommended Best Management Practices for Site D (Lot 13, Signal Hill).

Issues	Description of BMPs
Structures, pathways, and fences	<p>Structures such as pathways, raised beds, benches, and fences can have impacts on the environment during construction stage, and if designed properly can have minimal impacts and can work with the food growing area. The BMPs for buildings and fences in Lot 13 include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Locate all structures and pathways at least 10 m from hydro towers.</li> <li><input type="checkbox"/> Electric fencing under hydro lines will likely be prohibited. Consider using stones, or other non-conducting materials for fencing.</li> <li><input type="checkbox"/> Use stones, wood or other non-conducting materials for raised beds and outdoor classroom structures (e.g. benches).</li> <li><input type="checkbox"/> Pathways should be maintained with gravel and sand.</li> <li><input type="checkbox"/> Any grading of the land should be done so that overall less than 0.5 m change from original grade is made.</li> <li><input type="checkbox"/> All structures must be less than 3 m high.</li> </ul>
Terrestrial habitat protection and wildlife management	<p>Greenways properly maintained under hydro lines can support biodiversity and act as wildlife connectivity features. BMPs can help to support beneficial organisms while minimizing conflicts between food production and wildlife. These include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Know the wildlife species in the area and what habitats are present to determine if there are any threatened or endangered species.</li> <li><input type="checkbox"/> Perform an annual assessment of habitat health, implement changes identified, and monitor the results of any changes or improvements made.</li> <li><input type="checkbox"/> Conserve and/or plant pollinator attractants (e.g. flowers, bushes).</li> <li><input type="checkbox"/> Use Integrated Pest Management to decide when and how to control pests.</li> <li><input type="checkbox"/> Clean up spilled fruits, seeds, loose forage and other food sources which may attract wildlife.</li> <li><input type="checkbox"/> Use fencing to create a physical barrier between animals and crops.</li> <li><input type="checkbox"/> Ensure that bear-proof waste/recycling receptacles are present and are emptied and maintained on a regular basis.</li> </ul>
Soil and amendments	<p>Soil amendments include fertilizers, conditioners such as lime, soilless media constituents such as perlite, and organic sources of nutrients (manure, compost). It is expected that soil amendments will be used when establishing the raised beds and that organic sources of fertilizers (N, P, K) will be used. The following BMPs will help to minimize impacts on the environment.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Test pH and soil fertility on a regular (annually) basis to ensure the proper levels of lime and fertilizers are used.</li> <li><input type="checkbox"/> Match nutrient application to the developmental stage and rate of growth of the crop.</li> <li><input type="checkbox"/> Do not apply nutrients on excessively wet soils and soils which are cold, frozen or snow covered as these soils are less likely to absorb nutrients.</li> </ul>
Invasive plants and noxious weeds	<p>Noxious weeds are often minimized as a part of regular maintenance under hydro lines. However, they should be further prevented from becoming established and, if present, from spreading to neighbouring properties. Noxious weeds are listed in the <i>Weed Control Regulation</i>. Weeds reduce crop growth and affect the ability of crops to effectively use nutrients. Orange hawkweed, oxeye daisy, spotted and diffuse knapweed, and purple loosestrife are common invasive plants in Pemberton. To minimize the impact of weeds and invasive species, implement the following BMPs:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Prevent problem weeds from going to seed by removing them at early life stages.</li> <li><input type="checkbox"/> Learn to identify weeds, particularly at the seedling stage.</li> <li><input type="checkbox"/> Apply appropriate controls at the recommended stage of crop and weed development.</li> <li><input type="checkbox"/> Clean up persistent perennial weeds.</li> <li><input type="checkbox"/> Control weeds along pathways.</li> <li><input type="checkbox"/> Use plastic and organic mulches to control or suppress weeds, when appropriate.</li> <li><input type="checkbox"/> Invasive plants should be removed physically, using manual labour, whenever possible.</li> <li><input type="checkbox"/> Work with the Sea-to-Sky Invasive Species Council.</li> </ul>

Issues	Description of BMPs (continued)
Drainage	<p>Drainage on Lot 13 is poor in some areas, particularly to the south end of the parcel. To minimize the impacts of excess water, the following BMPs should be used:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Create shallow drainage ditches, or a bioswale, sloping slightly away from the growing areas, so that they remain in a free flowing state, but keeping grades shallow enough to reduce erosion.</li> <li><input type="checkbox"/> Note that any digging will require pre-communication with BC Hydro to determine if any safety issues exist for Lot 13.</li> <li><input type="checkbox"/> Connect drainage to existing infrastructure (culverts, larger ditches) in the immediate vicinity whenever possible.</li> </ul>
Irrigation	<p>Irrigation is necessary in the summer, regardless of the amount of total precipitation received over the course of the year. The dry summers are responsible for moisture deficiency during the most important plant growing months and will have a direct effect on yield. Use of efficient irrigation practices that combine proper system design, operation, maintenance, and scheduling is required. The following BMPs should be employed ideally before drought conditions are announced so that in the event of a drought the impacts on the system are less pronounced. Note that irrigation system design is limited for sites under hydro lines and that water storage tanks will not be possible.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> For raised beds, use hand-held watering techniques such as garden hoses, watering cans or use high-efficiency drip PVC drip lines connected to a timer and/or soil moisture sensor.</li> <li><input type="checkbox"/> Install electronic timing devices to automate the system and adjust the devices regularly to irrigate according to changing climate conditions over the irrigation season.</li> <li><input type="checkbox"/> When possible, irrigate during late night or early morning hours when evaporation and wind losses are generally lower.</li> <li><input type="checkbox"/> Check hoses and nozzles annually for wear.</li> <li><input type="checkbox"/> Check drip irrigation system emitters annually for signs of clogging: plugged piping/ emitters cause uneven water distribution.</li> </ul>

### 8.4) Recommended Governance and Key Partners

Site D (Lot 13) has a good opportunity to be managed as an Active Learning Farm. A learning farm, or learning garden, operates on the premise that practical learning and hands-on experience are necessary elements to creating sustainable communities. Learning farms are usually operated by a non-profit society and provide programming for various sectors of the public. Educational programming can be coordinated the local School District to meet curriculum requirements.

Examples of programs that may be appropriate include:

- Outdoor classroom experiences
- Gardening classes
- Kids Farm Camps (on Professional Development Days, spring break, and/or summer break)
- After-school group access
- Local food access programming
- Community gleaning
- Shaded areas to sit and rest

Local non-profit organization Stewardship Pemberton Society (SPS) is well-positioned to lead the management of site activities on this parcel. SPS currently runs similar education-based programs for children from the One Mile Lake Nature Centre in Pemberton. SPS also manages the Pemberton Creek Community Garden and associated food bank programs. Tiyata Properties Ltd. may purchase a parcel of

Example: The City of North Vancouver allows The North Shore Neighbourhood House Edible Garden Project, a local non-profit organization, to operate the Loutet Farm in Loutet Park. The Loutet Park Farm license is for five years with an offer to renew for two additional consecutive five year terms.

land adjacent to Lot 13 and is interested in expanding the Lot 13 uses land to the community garden site proposed as part of their development. Discussions regarding implementation will include the developers of the adjacent parcel with respect to trail access and water (drainage) management.

Key partners for Site D will include:

- Village of Pemberton;
- Stewardship Pemberton Society;
- BC Hydro;
- Signal Hill Elementary School;
- School District No. 48 (Sea to Sky);
- Tiyata Properties Ltd.; and
- Pemberton Valley Trails Association.

Due to the location of the site, BC Hydro will be required to approve final site designs. Furthermore, a Crown amendment is required to ensure that agriculture is listed as an acceptable use on the site. While these steps are not expected to be onerous, they are critical to ensuring the development of the site moves forward in a straightforward manner.

8.5) Proposed Site Design for Site D



Figure 18. Proposed design for Site D (Lot 13).





Figure 19. Proposed site design for Site D (aerial view).

## 9) Implementation Strategy

In order for the activities outlined in the Plan to become implemented on the ground, a strategy is required. The strategy, as outlined in the table below, will need to be led primarily by the Village of Pemberton, with support from other key stakeholders. The strategy will determine the priorities and preferred phasing of implementation of the various sites.

Table 10. Implementation actions, key and supporting players, and timeframe.

Implementation Phase	Implementation Step	Lead Players	Supporting Players	Timeframe
1) Adoption and endorsement	1.1 Present the Plan to the VoP Committee of the Whole for feedback & support.	VoP Staff	SPS, consultants	June 2016
	1.2 Present the Plan to VoP Council for adoption. Seek direction on Phasing / Implementation Priorities	VoP Staff	SPS, consultants	July 2016
	1.3 Present the Plan to SLRD Board for information/support.	VoP Staff / SPS		Summer 2016
	1.4 Present the Plan to other partners for support.	VoP Staff / SPS		Summer 2016
2) Finalize Site Plans	2.1 Amend crown lease agreement for Lot 13 to allow agriculture as a permitted use.	VoP Staff	BC Govt (MFLNR)	Summer 2016
	2.2 Receive approval from BC Hydro for Lot 13 site design.	VoP Staff	SPS, BC Govt, BC Hydro	Summer 2016
	2.3 Present final concept site plans with key partners in land development.	VoP Staff	PFI, BC Hydro, local developers, PVTA, others as required	Summer and Fall 2016
	2.4 Have site plans amended to reflect any final changes in details.	VoP Staff	Consultants, as required	Summer and Fall 2016
3) Formalize Governance Structures	3.1 Site A: Meet with Airport Users Group/representative and farmer(s) to review terms and sign lease agreement.	VoP Staff	SPS, Airport Users Group, farmer(s)	2016/2017
	3.2 Site B (Lot 8): Meet with non-profit society to review terms and sign lease agreement.	VoP Staff	SLRD, SPS, PVTA	2016/2017
	3.3 Site D (Lot 13): Meet with non-profit society, BC Hydro, and school to review terms and sign lease agreement.	VoP Staff	SPS, Signal Hill Elementary School, BC Hydro, Tiyata Development Ltd.	2016/2017
	3.4 Consider setting up a Board or other governance structure (“Governance Group”) to oversee management on all sites and others that may be added over time.	VoP Council, SPS	PVTA, Pemberton Farmers Institute, Airport Users Group, others	Summer / Fall 2016
4) Secure Implementation Funding	4.1 Determine site development priorities.	VoP Staff and Council		Spring / Summer 2016
	4.2 Identify possible sources of funding for development of the sites.	VoP Staff, SPS		Fall 2016 - ongoing
	4.3 Apply for funding and manage successful applications.	VoP, SPS	Governance group	Fall 2016 – ongoing

Implementation Phase	Implementation Step (continued)	Lead Players	Supporting Players	Timeframe
5) Facilitate Agricultural Development	5.1 Ensure policies and regulations remain supportive and conducive to food production.	VoP, SLRD		Ongoing
	5.2 Ensure annual local & regional funding (including in-kind) is allocated to provide a supervisory role to the ag activities.	VoP, SLRD		Ongoing
	5.3 Coordinate production of various crops between the sites.	VoP, SPS		Every Winter / Spring
	5.4 Host regular “Governance Group” meetings to discuss any issues that may arise.	Governance group		Ongoing, semi-monthly
	5.5 Develop a high-level business plan for each site. Include details around capital inputs, ongoing operational costs, gross revenues, and net revenues. Consider whether labour will be provided by a paid staff, volunteers, or a mixture of both.	Governance group	VoP, SPS	Fall / Winter 2016
6) Communicate	6.1 Ensure that the success of the Agricultural Parks Master Plan is communicated to funders and beyond.	VoP Staff, SPS, Governance Group		Ongoing
	6.2 Create a webpage or website for the initiatives.	VoP Staff, SPS, Governance Group		Fall / Winter 2016
	6.3 Develop marketing and branding tools to communicate the project and the products arising from the food production.	Governance Group		Winter / Spring 2017
7) Monitor and Evaluate	7.1 Develop a set of indicators, milestones, and aspirations to monitor the successes and challenges of the project.	Governance group		Fall / Winter 2016
	7.2 Collect data regarding food production.	Farmers, Governance group		Ongoing
	7.3 Collect information about community programming occurring on the sites.	Non-profit users, Governance group		Ongoing
	7.4 Collect information and metrics about the returns being made to the community (agricultural, educational, economic).	Non-profit users, Governance group		Ongoing
	7.5 Provide annual reporting to communicate the benefit of the Agricultural Parks initiative.	VoP Staff, Governance group		Ongoing

## 10) Conclusion

Pemberton is well-known for its historically active ranches and farms. However, many farms and farmers are struggling as markets change and the average age of farmers' increases. Furthermore, many members of the community live in multi-family developments or apartments/suites in urban and semi-urban neighbourhoods without direct access to space to grow food. The focus of the *Pemberton Agricultural Parks Master Plan*, which includes over 27.5 hectares (68 acres) of land both in and outside the ALR, is to bring underutilized public farmland into production for the benefit of the greater community. The Village of Pemberton, in partnership with Stewardship Pemberton Society, has prioritized the preparation of this Plan in order to highlight what is possible in terms of community agriculture. It is intended to be used as an example of what could be done in other communities, who may also be able access public lands that are characterized by agricultural underproduction.

Based on soil, water, and climate data, there is a wide diversity of what can be cultivated on these different sites. The findings of this report rank specific and allowable agricultural uses for each site, and combine these findings with a discussion on governance opportunities. The *Pemberton Agricultural Parks Master Plan* will include an Active Learning Farm, an Enhanced Community Garden & Orchard, and a Community Supported Agricultural program. The next step will involve concentrating efforts on implementing the Plan, as outlined in the implementation steps provided, which will require leadership from the Village alongside continued partnerships with local non-profit organizations such as Stewardship Pemberton Society, Pemberton Farmers Institute, and the Pemberton Valley Trails Association.

One of the best ways to protect the agricultural land base and promote investment is to use farmland for farming. An increase in food production for community benefit in the Village of Pemberton will support the fact that agriculture is a significant contributor to the local economy. It will also underscore that using farmland for agricultural production is an important tool in strengthening local food security and promoting access to and education around the food system.

## Appendix 1

### Summary of Public Consultation

#### I. Key Stakeholder Consultation Results

Key components of the stakeholder consultation included:

- Brainstorming session on August 26<sup>th</sup>, 2014
- Invitational meetings between the project advisory committee and key stakeholders (Local Farmers, Apiarists, SLRD Area C Agricultural Advisory Committee, Airport Users Group, Equestrian Community, and Pemberton Valley Trails Association [PVTA]) on December 9<sup>th</sup>, 2015.
- Second Meeting with PVTA at the Fraser Urdal Connector to view Lots 8&20 on December 9<sup>th</sup> and 14<sup>th</sup>, 2015.
- Second Meeting with Pemberton Equestrian Community at the Fraser Urdal Connector to view Lots 8&20 on December 16<sup>th</sup>, 2015.
- Meeting with SD48, Parents Advisory Committee, Pemberton Secondary School representatives
- Meeting with Lil'wat Nation Land and Resources Committee on March 23<sup>rd</sup>, 2016.
- Public Open House on April 26<sup>th</sup>, 2016.
- Second meeting with Airport Users Group on May 18, 2016.

#### Summary of engagement:

On August 26<sup>th</sup>, 2014, the Village held a brainstorming session with interested community members for ideas and direction related to community supported agricultural park planning. There were seven (7) adults and four (4) children attending, and despite the small numbers, meaningful input was provided. The results of this session were presented at the Committee of the Whole Meeting No. 120, held on September 2<sup>nd</sup>, 2014.

A series of invitational key stakeholder meetings were held in Pemberton, B.C. on December 9<sup>th</sup>, 2015 to provide an update on the Pemberton Agricultural Parks Plan and gather stakeholder feedback. Members of the Project Advisory Group, listed below, spearheaded the meetings.

#### Project Advisory Group

1. Consultant: Ione Smith, Upland Agricultural Consulting, Professional Agrologist
2. Lisa Pedrini, Planner, Village of Pemberton
3. Dawn Johnson, Executive Director, Stewardship Pemberton Society
4. Nikki Gilmore, CAO and/or Tim Harris, Manager of Operations & Development Services, Village of Pemberton

#### Key stakeholders were identified as the following:

1. Local area farmers
2. Pemberton Airport Users Group
3. Squamish-Lillooet Regional District (SLRD) and the Area C Agricultural Advisory Committee (AAC)
4. Pemberton Equestrian Community
5. Pemberton Valley Trails Association (PVTA)
6. Local Schools, Signal Hill Elementary Parent Advisory Council (SHE PAC) and School District 48
7. Lil'wat Nation

Several meetings were held. For efficiency, one meeting was held with Group 1 and Group 3 together. Upland Agricultural Consulting presented a series of slides and report outcomes at each of the meetings, tailored to provide information most relevant to each stakeholder group. For example, local area farmers, SLRD and AAC were asked to comment on all parcels of land, while the Airport User Group primarily focused on Site A and the equestrian stakeholders focused on Sites B&C. The meeting scope with the PVTA was to raise awareness regarding the project and open discussions on incorporating public trail access on sites B, C&D. The Village of Pemberton and Stewardship Pemberton Society answered questions and gathered feedback from the key stakeholders.

### **Meeting #1, December 9, 2015 - Local Area Farmers and SLRD Area C AAC,**

In attendance:

- Niki Vanker - Area C AAC
- Remi Charron - Camel's Back Harvest
- Simone MacIsaac - Root Down Farms
- Sarah MacMillan - Root Down Farms
- Trish Sturdy - North Arm Farms
- Delores Los - Pemberton Valley Beekeepers Association
- Roxy Kuurne - Area C AAC and Camel's Back Harvest
- Ian Holl - SLRD Planner, Area C AAC
- Samuel Casavant - Bathtub Gardens
- Ione Smith, Upland Consulting
- Dawn Johnson, Executive Director, SPS
- Lisa Pedrini, Village Planner
- Kim Slater - Village of Pemberton Communications & Grants Coordinator

### **Comments**

#### **Site A**

- Anecdotal information: This site is said to not flood from the Green River
- Abbotsford Airport: co-exists with blueberries and raspberries adjacent to their airport
- Airport site needs to limit the number of users due to security concerns, ideally 1-2 growers and less intensive crops
- This site may be suitable for bulb production
- Livestock and fencing is not an option on this site
- Lavender and garlic feasible for this site. Lavender likes sandy dry soil
- Hives for bees could be an option
- Pumpkins and squash not ideal as they attract bears and birds, and cannot have an electric fence on this site
- Grains are a possibility but it is a significant bear attractant. Food grade barley, oats and rye currently not produced locally but animal fodder grade is (Gilmore Farms, Kuurne Farms). Would require a combine harvester.
- Garlic, lavender, flowers, and grain production seem like viable options for Site A.
- Cooperative model is potentially suitable for this parcel but access makes it unsuitable due to access and security

#### **Sites B&C**

- River breach in 1980's explains soil structure (sandy, rocky)
- Flat, close to residential - possible that the Glen needs community garden space? Or this site could provide a "step up" from a traditional community garden space (e.g. include an orchard), or cooperative farm set up
- Suites, smaller housing lots and townhouses may require community garden spaces
- Would require irrigation, stone picking or else bring in soil amendments



- Could be ideal for berries and fruit trees behind electric fence (cherries, plums, apples, pears, perhaps nut trees). Fruit trees may be challenging to establish due to freeze thaw cycle in Pemberton. Long term investment. Fulfills a need within the community - many people actively cutting fruit trees down due to bear attractant or not growing fruit trees due to limited space.
- Honey bees could be viable behind chain link and electric fencing (flat deck trailer with chain link fence/electric fence around)
- Raised beds could be a good option here. Bees are facing increased challenges (mites and pesticide uses). Potentially high losses.
- Interpretive signage and walking trail through the rest of the site. Could showcase agricultural history and natural biodiversity.
- Current trail to Lillooet River should be sanctioned.
- Value in preserving wildlife and their habitat (specifically bird habitat)
- Electric fencing considerations: ideally 8 feet (deer) and needs to be trimmed at the bottom to prevent shorting out
- Edible forest
- Concerns brought up regarding people stealing food from community farmed spaces

#### Site D

- Partnerships with post-secondary could create opportunities for both parties
- Opportunities exist to tie Site D into current Pemberton High School program. Perhaps their summer students can farm our garden plots.
- Community gardens could be feasible here
- Tie Men's shed learning/projects into community garden/farm to school concept
- Butterfly and mason bees may be preferred over honey bees on this parcel

#### Governance Models

- Incubator farms a good idea but could set farmers up for false hopes once they leave the program as land prices locally are high
- Research possibilities for crop development seems like a good idea
- Generally this project appears to be well supported by local farmers, there were very few concerns raised over competitive uses - leasing to farmers for like uses using heavily subsidized lands.
- Urban community farming in public spaces

#### Meeting #2, December 9, 2015 - Airport User Group

##### In attendance:

- Peter Timms - Pemberton Flying Club
- Tracey Rozsypalek - Pemberton Airport User and Tenant
- Sheena Fraser - Village of Pemberton
- Nikki Gilmore - Village of Pemberton
- Ione Smith, Upland Consulting
- Dawn Johnson, Executive Director, SPS
- Lisa Pedrini, Village Planner

Several stakeholders were not in attendance. It was advised the group speak with:

- Steve Smith - regarding parachute landing
- Andy Meeker- Blackcomb Aviation

- Robin Brown - recreational aviator

#### **General concerns/comments**

- Bear attractant crops are not viable
- Cannot have any fencing (electric or non-electric)
- Airport security
- Other farmland in Pemberton better suited for this use
- Should focus on better hay production
- Feasibility of potatoes is questionable
- Could take irrigation off of current Anna Creek water license of the golf course (VOP owned)
- Suggested crops include potatoes, turnips, root vegetables, garlic, lavender, flowers, perennials
- Could try to grow higher quality hay – use fertilizers, soil amendments
- There are likely regulations surrounding impeding the surrounding airstrip. This may be an obstacle. Need to think about if an aircraft needs the space to land.
- Parachutes land in this field from time to time
- There is a Crown grant on this parcel - not a crown lease - that is specific to airport use and auxiliary uses. VOP to request amendment to grant to include agricultural uses
- Bee activity should focus off site - what about golf course?
- Restricting access is important - need to create protocols around access
- Issues concerning fire
- Access to the field through golf course is preferred
- The area is in a high wildlife use corridor (deer, bear, moose)
- Grains are a possibility but bears may be issue
- Low light in the winter is a challenge
- Winter operations could impact future uses (plowing, salt, sand)
- Long term leases to farmers preferable so that turnover of people is low

#### **Meeting #3 December 9, 2015 - Equestrian Group**

##### **In attendance:**

- Drew Meredith
- Lori Mitchel
- Barb Eslake
- Ian Kruger
- Corrine Stoltz Ohrava
- Brenda Williams
- Evelyn Coggins
- Angie Heilman
- Lena Martin
- Ione Smith
- Dawn Johnson
- Lisa Pedrini

##### **General comments/concerns:**

- Discussion with this group focused on Lots 8&20.
- Concerns brought up that the report outlined irrelevant and high costs for equestrian use. The report outcomes regarding equestrian use focused on horses grazed and boarded on the parcels, and considered fencing and barns/stables, etc.
- Equestrian group feels that a riding arena is more of what they would be after, similar to the arena that existed on the site off Poplar Street.

- Group would like to see equestrian trail access on lots 8&20 but there is a wetland that cuts across these parcels at a diagonal making it impassable without trespassing on private land along an existing driveway.
- Lot 13 riding arena was discussed but it is not ideal as it faces the same issues as the previous outdoor arena: under the power lines and surrounded by housing developments.
- It is estimated that a riding arena would need approx. 2 acres of land to support activities for stands, arena, parking, trailering.
- This riding arena would be primarily for community (personal) use and occasional events such as Equi-fest.
- The discussion arose regarding the former riding arena that the equestrian community was forced to dismantle due to the potential conflict under the power lines. It was stated that no promises were made by the equestrian group by the VOP to find parcels of land to relocate former riding arena (Drew Meredith).
- If a riding arena were to be located on Lot 8, the group feels they need access off the Fraser-Urdal connector so people are not riding through the Glen to get to the arena. As noted above, the wetland prohibits through access to the southern portion of the parcels.
- The group brainstormed a hunter jumper course, obstacle course, etc. and felt it could co-exist with agricultural activities such as fruit trees or community garden plots.
- Ideally they would like to see a grassy meadow maintained for parking and grazing, with an outdoor arena.
- It was decided that Lot 13 (Site D) does not require equestrian access as it does not connect to existing trail networks.
- The group decided to meet onsite with Dawn to look at a smaller section of Lot 8 adjacent to the Fraser-Urdal connector.

#### **Meeting #4 December 9, 2015 - Pemberton Valley Trails Association**

Members from the Project Advisory Group (Ione Smith, Lisa Pedrini, and Dawn Johnson) attended the PVTA regular meeting at the Pemberton Community Centre and presented to their group.

#### **General comments/concerns:**

- Connecting Harrow Rd to the Fraser-Urdal connector was identified as a priority project for members of the PVTA as it provides a low valley loop for local residents but as noted, the wetland location spanning the width of this parcel makes through-access difficult.
- Dawn to meet on site with Hugh Naylor to assess viability and alternative access points.
- Environmental conservation and restoration will remain a priority goal on Lots 8&20, along with public river access on Lot 20.
- Connector trail from SHE to OMLP and Creekside complex identified as a priority
- Define Eastern Boundary of Lots 8&20 as neighbours may be encroaching on parcels
- PVTA voted on and passed a motion in support of this project at their December 9th meeting

#### **On Site Meetings**

#### **Meeting #5 December 14th, 2015 - Fraser Urdal Connector to view Lots 8&20: Pemberton Valley Trails Association**

#### **In attendance:**

- Dawn Johnson Executive Director, SPS
- Hugh Naylor
- Jan Naylor

**Objective:** To walk two parcels of land to assess trail connectivity and garner feedback from a trails and community perspective.

Findings: The wetland appears to dissect Lot 8 diagonally and providing access from Harrow Road to the Fraser Urdal connector would likely entail a boardwalk and/or bridge.

**General Comments/Concerns:**

- Lot 20 public access to the Lillooet River should be sanctioned if not already.
- The arable Northern portion of Lot 8 could be considered for agricultural activities only if a really great idea comes around. Otherwise interpretive trails are a great option for this portion of land.
- Jan brought up human-bear conflict concerns for hives, fruit trees, etc.

**Action Items:** Dawn and Hugh to revisit the sight, taking bearings to roughly establish site lines for a potential trail.

**Meeting #6 December 16th, 2015 Fraser Urdal Connector to view Lots 8&20: Pemberton Equestrian Interested Parties**

**In attendance:**

- Dawn Johnson, Executive Director, SPS
- Drew Meredith
- Lena Martin
- Brenda Williams

**Objective:** To walk two parcels of land to consider the site as a potential location for a riding arena, and garner feedback from an equestrian community perspective.

**General Comments/Concerns:**

- Lot 20 public access to the Lillooet River should be sanctioned if not already.
- The arable Northern portion of Lot 8 could be considered for a riding arena if there is room, and if it is allowable with B.C. Hydro.
- Ideal access as community members can ride to this parcel from boarding locations.
- parking could happen along Urdal Road and Fraser Road if people have trailers.
- Water would be required for any equestrian activity.
- Power lines may be too low, site may be too small on the Northern portion of this site.
- The Southern portion of this site is also suitable, but parking could be an issue. The group noted that the site was wet - perhaps too boggy for their uses. Parking trailers on Harrow Road could be an issue. Local rider access through the Glen may prove challenging.
- Northern portion of Lot 8 needs to be mapped 30 meters from the high water mark to determine available area - or as advised by the SLRD.
- Lots 8&20 tie in well to existing equestrian trail networks.
- The group sees the constraints and opportunities on both sites - Southern and Northern. SLRD Ag Bylaws will likely guide direction, as well as the Riparian Area Regulation and B.C. Hydro constraints/opportunities.

**Action Items:** Lena to follow up with SLRD regarding mapping for the site to see if Northern portion of the parcel could support a riding arena. If viable, contact needs to be made to BC Hydro from the VOP to determine if this is acceptable under this parcel.

### **Meeting #7 with Pemberton Secondary High School Community Garden Rep on December 16th, 2015**

#### **In attendance:**

- Dawn Johnson, Executive Director, SPS
- James Moch, Pemberton Secondary School teacher, counsellor, and community garden representative.

Dawn met on behalf of SPS with James Moch to provide an update on the project as James was unable to attend stakeholder meetings. James was identified as a source of information and collaborative partner during the stakeholder meeting with local area farmers. James articulated full support for the project but is unable to contribute to the project at this time due to being short on hours at PSS with a full schedule. Dawn and James identified future partnership opportunities (for example, hiring PSS students at the SHE garden site to oversee the garden during the summer as part of a farm training/summer student program, and having PSS foods classes involved in the gardens/orchards once established). James would like to be kept informed of the progress of the project.

### **Meeting # 8 with Signal Hill Elementary Parents Advisory Council on February 3, 2016**

#### **In attendance:**

- Dawn Johnson, Executive Director, SPS
- PAC Executive and Members

Dawn gave an update on the Pemberton Agricultural Parks Project on behalf of Stewardship Pemberton. SPS let PAC know that SPS and VoP received funding to incorporate the 3 acres adjacent to school into the project of the Pemberton Agricultural Parks Master Plan. The project needs support and feedback from the community and the Signal Hill Elementary, including the PAC. The PAC was invited to the Open house. SPS requested PAC support, feedback and ideas with this initiative. No formal resolution was passed, SPS will come to PAC with more information once the Master Plan is complete.

### **Meeting # 9 with Lil'wat Nation Land and Resources Committee on March 23<sup>rd</sup>, 2016**

#### **In attendance:**

- Harriet Van Wart, Director, Land and Resources Department, Lil'wat Nation
- Carrie Lester, Referral Coordinator, Land and Resources Department, Lil'wat Nation
- Land and Resources Committee members
- Lisa Pedrini, Village Planner
- Dawn Johnson, Executive Director, SPS

Lisa and Dawn met with the Land and Resources Committee for Lil'wat Nation to give them more information about the Agricultural Parks Master Plan initiative and to ask for feedback and invite them to be involved, if desired.

### **Meeting # 10 with Airport Users Group on May 19, 2016**

#### **In attendance:**

- Nikki Gilmore, Village CAO
- Sheena Fraser, Village Airport Manager
- Tim Harris, Village Manager of Operations and Development Services
- Lisa Pedrini, Village Planner
- Tracy Roszypalek
- Peter Timm



- Andy Meeker
- Alan Sidorov

Regrets:

- Steve Smith
- Robin Brown

Lisa Pedrini provided an update on the Agricultural Parks Master Plan as a follow up to the presentation made at the December User Group Meeting and the Community Open House held in April. This presentation was arranged in order to gather final feedback from the Pemberton Airport User Group. In specific Pedrini focused on the area located adjacent (south side between the runway and The Meadows Golf Club) to the runway at the Pemberton Airport. Ms. Pedrini presented the results of the studies that had been carried out by an agrologist and provided an overview of the type of crops that would be suitable for this growing area which included hay, grains, lavender and other crops. As well, Pedrini reviewed comments received at the Agricultural Parks Master Plan Open House. Ms. Pedrini sought input and feedback from the group so that she could include the group's preferences as part of the public consultation component of the Agricultural Parks Masterplan. The group commented that they felt lavender was too expensive of a proposition and required irrigation, although it would be very beautiful and a tourist attraction if it happened. They really like the idea of better hay being grown there, as it's in demand in the Valley and by giving a single farmer a multi- year lease, it would make it worthwhile to improve the land for a higher quality yield. Overall, they did not want the agriculture activities becoming more important than airport uses and/or interfering with airport uses. Ms. Pedrini asked the group, which of the options, if any, they perceived as a viable usage of the land. The following conclusion was made:

AGREED:

THAT all parties were in favour of using the land for agricultural purposes; specifically to farm better quality hay.

In addition to the dedicated meetings noted above, Development Services staff also held informal consultation with the Pemberton Valley Seniors (Men's Shed) about their interest in Lot 13 as a potential site for the Men's Shed on August 24, 2015. On that date, Richard Megeny requested a meeting with Development Services staff to seek specific information on several potential sites identified by the PVSS for the Men's Shed. The list of possible locations included:

- The Art Barn location (at the corner of Prospect Street and Aster Street)
- A small piece of municipally owned property adjacent to Pioneer Park

Staff advised Mr. Megeny on the need for development permits and parking requirements if a downtown location was chosen, and suggested a few other locations for investigation including Lot 13, in collaboration with the Agricultural Parks Plan (outside Downtown DP Area). However, it was communicated to staff that the ideal location for the Men's Shed would be somewhere more central and easily accessible, and therefore this potential partnership was not pursued further.

## II. Public Open House Consultation Results

**Results of the Pemberton Community Agricultural Parks Master Plan - Open House held April 28, 2016 are shown below.** Approximately 35 people attended, 30 people signed in, 14 Evaluation Forms were obtained.

### Results from Evaluation Forms

<p><b>1. Overall, how would you rate this event?</b></p>	<p>Excellent: 7    Good: 7 Average: 0    Below Average: 0 Poor: 0</p>
<p><b>2. What do you think of the Agricultural Parks Master Plan concept overall?</b></p>	<p>Excellent: 7    Good: 6 Average: 1    Below Average: 0 Poor: 0</p>
<p><b>3. What do you think of the proposed activities at the Airport site (Site A)?</b></p>	<p>Excellent: 3    Good: 8 Average: 1    Below Average: 1 Poor: 1</p>
<p><b>4. What do you think of the proposed activities at the Harrow site (Site B &amp; C)?</b></p>	<p>Excellent: 8    Good: 3 Average: 1    Below Average: 0 Poor: 1    Did not answer: 1</p>
<p><b>5. What do you think of the proposed activities at the Signal Hill Site (Site D)?</b></p>	<p>Excellent: 8    Good: 6 Average: 0    Below Average: 0 Poor: 0</p>
<p><b>6. Will the Agricultural Parks Master Plan increase your ability to make more meaningful contributions to your community and its future</b></p>	<p>Yes: 10    No: 1 Don't Know: 1    Did not answer: 2</p>
<p><b>• How did you hear about this event?</b></p>	<p>Friend/Neighbour: 5    Email: 3 Poster: 0    Newspaper: 1 Facebook: 1    Village Website: 2 Roundabout Signage: 0 Other (Winds of Change Website): 1 Other (Staff): 1 Other (Seed Exchange): 1 Other (Backcountry Horsemen): 1 Did not answer: 2</p>

## Results from Community Comments re: Story Boards

The following Comments / Suggestions / Changes were noted by the public (via sticky notes on the story boards) during the Open House

### ***General Location Map Story-board***

- “Can residents outside the Village of Pemberton access these agricultural sites?”

### ***Best Agricultural Options for Airport (Site A)***

- “Is there any concern at this site for airplane fuel pollution?”
- “Like the idea of creating a social enterprise to fund other programs”
- “Concern over access”
- “Like the thought of increasing local hay production then moving into lavender and/or bulb flower production and potential for social venture from flower/lavender production”
- “Could this be a potential spot to grow hemp/hemp seeds?”
- “Birds? Bees? Potential for stings”
- “The Village airport is more properly referred to as an aerodrome”
- “Commercial lavender crop to fund the other parcels”

### ***Site Plan – Site A***

- No comments from the public

### ***Best Agricultural Options for Lots 8 & 20 (Site B & C)***

- “Love the community orchard & garden”
- “Like conceptual plan”
- “Love fruit trees, berries and bees ideas”
- “I love the fruit trees & bee opportunity. Also really like the trails idea”
- “Orchard, interpretive [signage] of wetland / historical Lillooet River channel/ trail would be awesome”
- “Blackberries are invasive”
- “Space for sheep & chickens”

### ***Site Plan – Site B & C***

- “Horse trail and walking trail with possible riding arena or grassy area for picnic spot & obstacle track for horses”
- “Seems small for a riding arena but [could] support horse friendly access & trails”
- “Could Site B be used for a Riding Ring, obstacle track & trail?”
- “Would love to see trail connectivity to Valley Loop through wetland”
- “Would like to Off-leash / wild area preserved”
- “Concerns about adding traffic to quiet road & neighbourhood – we live on this road”
- “Would a space for Parking be included? Where would people [visiting Lot 8] park?”
- “Ideal to be walk-in (Parking on Harrow or Urdal) w/ vehicle access for harvest, especially b/c of small size”
- “Opportunity to create Agricultural certification courses with Landscape Certification”

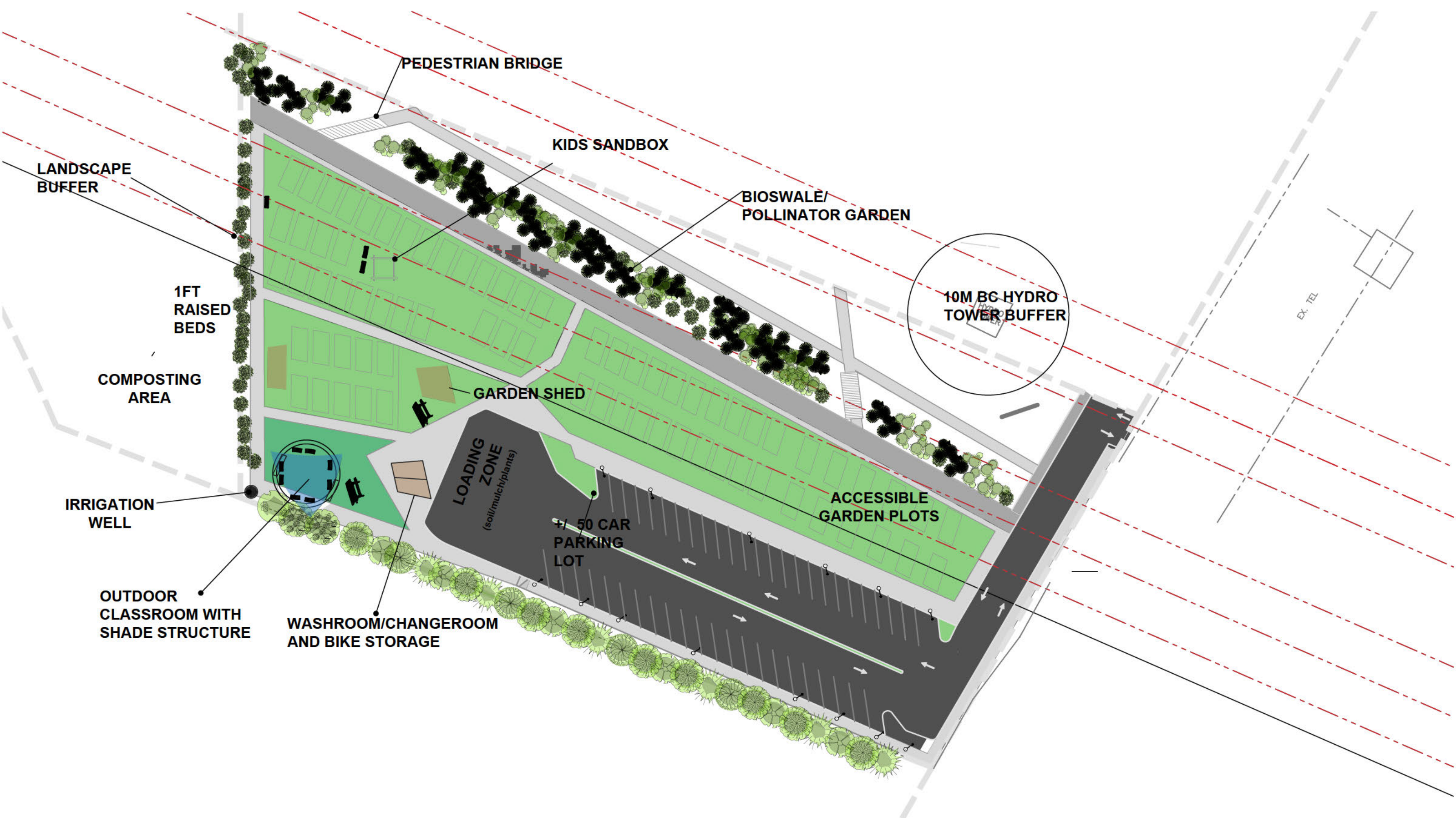
- “Bike parking”
- “Would be nice to have some seating / gathering area – eat lunch, etc.”
- “Shaded area to rest”

***Best Agricultural Options for Lot 13 (Site D)***

- No comments from the Public

***Site Plan – Site D***

- “The conceptual plan looks great. Good for enjoyment & education & food supply”
- “Great opportunity for community/school gardens to support school food programs”
- “Pollinator garden – super concept”  
“Support idea of creating programming within the school”
- “Gathering space is important for groups / events / educational”
- “Needs ‘pocket’ seating / resting areas – nowhere to sit except for at entry”
- “Shaded area? to sit and rest?”
- “Bike parking”
- “Bike access / pedestrian (and horse?) Access very important with connections to trails and neighbourhoods”
- “None of these areas should incorporate parking but entire parcel should be committed to Agriculture as there is nearby parking opportunities”
- “Some Parking available / possible here (connected to the end of future Tiyata roadway) but not too much (i.e., 8 spaces)”
- “Move future Trail through this parcel away from the Highway”





**Date:** Tuesday, September 20, 2022

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Vinka Hutchinson, Communications and Grant Coordinator

**Subject:** Community Emergency Preparedness Fund (CEPF) Disaster Risk Reduction-Climate Adaptation funding application - Mount Meager Slide Debris Revegetation Project

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### **PURPOSE**

The purpose of this report is to seek support to submit an application on behalf of the Pemberton Valley Diking District (PVDD) to the UBCM's Community Emergency Preparedness Fund (CEPF) Disaster Risk Reduction-Climate Adaptation funding stream for the Mount Meager Slide Debris Revegetation project.

### **BACKGROUND**

At the Regular Council Meeting No. 1539, held on Tuesday, June 1, 2021, Veronica Woodruff, Clear Course Consulting, and Troy Bikadi, Lil'wat Nation presented a report to Council on the Capricorn Creek Rehabilitation Project. The report summarized the planned rehabilitation work and work completed to date at Capricorn Creek, site of the 2010 Mt. Meager landslide. Debris from the slide has inundated the upper reaches of the Lillooet River. The objective of the project is to improve the outcomes for fish and wildlife and mitigate future flood risk through regenerative landscape processes, including the repair of ecosystem function by pocket planting, soil augmentation, and manipulation, and using bioengineering techniques to secure the damaged landscape.

At this meeting Council resolved to send a letter of support in principle for the Capricorn Creek Rehabilitation Project. The resolution is provided below:

*Moved/Seconded*

**THAT** Staff prepare a letter of support in principle for the Capricorn Creek Rehabilitation Project.

**CARRIED**

A letter of support was issued by Village of Pemberton on June 3, 2021. (**Appendix A**) Support letters for this project were also provided by Member of the Legislative Assembly (MLA) Jordan Sturdy on July 26, 2021 and the Squamish-Lillooet Regional District on August 11, 2021.

The Community Emergency Preparedness Fund (CEPF) is a suite of funding streams intended to enhance the resiliency of local governments, First Nations and communities in responding to emergencies. Funding is provided by the Province of BC and is administered by Union of BC Municipalities (UBCM).

The intent of the Disaster Risk Reduction - Climate Adaptation (DRR-CA) funding stream is to support eligible applicants to reduce risks from future disasters due to natural hazards and climate-related risks through the development and implementation of:

- Accurate foundational knowledge of the natural hazards they face and the risks associated with BC's changing climate
- Effective strategies to prepare for, mitigate, and adapt to those risks.

Village Staff are proposing to submit an application to the CEPF Disaster Risk Reduction-Climate Adaptation funding stream on behalf of the Pemberton Valley Dyking District (PVDD), with grant writing services to be provided by Clear Course Consulting, to fund the Mount Meager Slide Debris Revegetation project.

As per the Village's Grant Funding Management Agreement, the Mount Meager Slide Debris Revegetation project, as well as any reporting requirements related to the funding, will be managed by the Pemberton Valley Dyking District.

### **DISCUSSION & COMMENTS**

The cost estimate for the Mount Meager Slide Debris Revegetation project is \$2.3 million dollars.

This includes the following components of the application:

1. Category 1: Planning Activities (\$150,000). This includes engineering advice and design, planting plans by registered professional forester and biologists, and other professional guidance on the project.
2. Category 2: Non-structural Activities (\$150,000). This includes community outreach and purchase of long-term monitoring equipment.
3. Category 3: Small-scale Structural Projects (\$2 million). This includes construction and revegetation efforts on the slide debris.

If the funding application is successful, the entire \$2.3 million would be covered by the UBCM's Community Emergency Preparedness Fund (CEPF) Disaster Risk Reduction-Climate Adaptation funding stream.

The need for this project has been identified by Líl'wat Nation and the Pemberton Valley Dyking District as one of many components required to increase public safety related to the erosion and subsequent deposition of the slide debris through the populated areas of the region. This project also builds on knowledge acquired through professional engineers, academic institutions, and industry partners that have contributed data to the project. As such, the in-kind contribution associated with the project is currently being summarized, and it is anticipated to be within the realm of approximately \$750,000.

The deadline for the intake is Friday, September 30, 2022. At this time, Staff is seeking Council's endorsement of the application which is a requirement of the submission.

## **COMMUNICATIONS**

There are no communication considerations at this time. However, should the Village be successful in obtaining funding for the proposed project, the Village would be bound to the communications requirements as set out in the funding agreement. If required, the Communications and Grant Coordinator, in consultation with the PVDD, Lil'wat Nation and SLRD, will develop a communications plan identifying the objectives, audience, key messages, appropriate communications channels and timeline to ensure effective communication of this initiative to the public. In addition, public engagement about the project is included in the application.

## **LEGAL CONSIDERATIONS**

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

## **IMPACT ON BUDGET & STAFFING**

There are no budget considerations.

Some Staff time will be required to support the grant submission, reporting and project delivery; however, this is yet to be determined but will include resources from the Office of the CAO and Finance.

## **INTERDEPARTMENTAL IMPACT & APPROVAL**

If successful, the Finance Department would provide assistance in administrating grant funding and reviewing finance grant reports.

Interdepartmental Approval by:	Thomas Sikora, Manager of Finance
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## **COMMUNITY CLIMATE ACTION PLAN**

The Mount Meager slide debris revegetation project will be considered within the larger context of the Village's recently developed [Community Climate Action Plan](#) and consideration of multiple objectives will be given to ensure alignment.

The project is framed as a natural infrastructure, as this will be constructed in a manner to allow natural processes to continue along Meager Creek. For example, an exclusion berm will be constructed to restrict floodwater access from Meager Creek to a significant portion of the landslide debris, allowing successional revegetation processes to occur. The berm will be constructed with a significant set-back (>200-300m) from the wetted width to allow natural stream processes to continue without threatening the other areas of recovery. This will also limit the amount of sediment that can be mobilized in the long-term by stream morphology changes. This integration of natural processes is directly aligned with the Community Climate Action Plan. Other more direct impacts, such as emission reduction plans during construction, will also be incorporated into the planning process.

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

This project will have an impact on the entire Pemberton Valley including Squamish-Lillooet Regional District Area C, Lil'wat Nation and the PVDD as it will increase public safety by reducing erosion and subsequent deposition of the slide debris through populated areas of the Pemberton Valley.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **RECOMMENDATIONS**

**THAT** Council supports the Village of Pemberton's application on behalf of the Pemberton Valley Diking District (PVDD) to the UBCM Community Emergency Preparedness Fund (CEPF) Disaster Risk Reduction-Climate Adaptation funding stream up to an amount of \$2.3M, to fund the Mount Meager Slide Debris Revegetation project.

### **ATTACHMENTS:**

**Appendix A:** Letter of Support dated June 3, 2021

Prepared by:	Vinka Hutchinson, Communications and Grant Coordinator
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer





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June 3, 2021

**Re: Capricorn Creek Landslide Restoration Project**

To whom it may concern,

At Regular Council Meeting No. 1539, held Tuesday, June 1, 2021, Mayor and Council received a report from Veronica Woodruff, Clearcourse Consulting, and Troy Bikadi, Lílwat Nation, regarding the ongoing efforts of Lílwat Nation to implement an ambitious project to restore natural function to the Capricorn Creek Landslide debris.

The purpose of the Capricorn Creek Landslide Restoration Project is to create vegetated corridors across the landslide debris to aid in the natural successional processes for ecosystem recovery. This project will support habitat restoration for important species such as grizzly bear, moose, wolverine, deer, salmon, and trout. Successful restoration of this site will also alleviate the detrimental effects to downstream habitat as well as mitigate the increase in flood risk caused by the ongoing mobilization of the debris.

The Village of Pemberton supports Lílwat Nation in their efforts to lead this ambitious project. Although the Capricorn Creek landslide is outside the Village of Pemberton's boundaries, its ongoing effects continue to have implications for the safety of our community located within the unceded territory of the Lílwat Nation. Supporting this project aligns with the Village of Pemberton's role of fostering current and future economic, social, and environmental well-being of the Village and neighbouring communities.

Kind regards,  
**VILLAGE OF PEMBERTON**

Mike Richman  
Mayor





**Date:** Tuesday, September 20, 2022

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Sheena Fraser, Manager, Corporate & Legislative Services

**Subject:** Zoning Amendment Development Zone 6 (SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 – Public Hearing Notification Correction

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### **PURPOSE**

The purpose of this report is to provide an update to Council with respect to the Zoning Amendment Development Zone 6 (SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022, Public Hearing Notification and seek Council's support that it has considered the circumstances and considers that the actions taken by staff are reasonably equivalent to that which would be provided by a newspaper publication.

### **BACKGROUND**

At the Regular Council Meeting No. 1566, held August 30, 2022, Council gave First and Second Reading to Zoning Amendment Development Zone 6 (SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 and established that the public hearing for the Bylaw would be held on Monday, September 19, 2022, at 6:30pm in Council Chambers and electronically via ZOOM Webinar. In this regard the following resolution was passed:

*Moved/Seconded*

**THAT** Zoning Amendment (Comprehensive Development Zone 6 - SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 be given first and second readings.

**CARRIED**

*Moved/Seconded*

**THAT** Council sets Monday, September 19, 2022 at 6:30 p.m. as the date and time of the Public Hearing for Zoning Amendment (Comprehensive Development Zone 6 - SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 to be held in Village of Pemberton Council Chambers or in accordance with the Village's digital meeting policy.

**CARRIED**

On September 8, 2022, the first of two notifications advertising the public hearing was published in the Pique Newsmagazine. Further, notification was also provided on the Village's website calendar. As well, the same notification was sent out to property owners within 100m of the proposed development on Friday, September 2, 2022.

On Thursday, September 8, 2022, her Majesty Queen Elizabeth II passed away and protocol established a period of mourning that would take place between her death and the date of the funeral scheduled for Monday, September 19, 2022.

On Tuesday, September 13, 2022, the federal government announced that September 19<sup>th</sup>, 2022, would be a National Day of Mourning in Canada to mark the passing of Her Majesty Queen Elizabeth II, and all federal government offices would be closed. This day was selected to coincide with Her Majesty's funeral in London, England and would end the official period of mourning in Canada.

As it was anticipated that the provincial government may follow suit with the federal government and to which the Village would likely align, consideration was given as to whether it would be appropriate to postpone the public hearing scheduled for September 19, 2022, given provincial and local government offices might potentially be closed. As time was of the essence to meet the advertising deadlines for the local paper a decision was made to postpone the public hearing to Tuesday, September 27, 2022, at 6:30pm out of an abundance of caution. This decision was supported by the Mayor and Chief Administrative Officer.

The Village provided an updated public hearing notification to the Pique Newsmagazine which is attached as **Appendix A**. The notification noted the NEW DATE of September 27, 2022 and identified the advertisement as the First of Two Notices. The intent was for this notification to be published in the September 15, 2022, Pique Newsmagazine with the Second of Two Notices to be published in the September 22, 2022, Pique Newsmagazine. As well, the Village updated the Village website calendar noting that the September 19<sup>th</sup> public hearing had been postponed to September 27, 2022, and the notification with the new date was sent out on Wednesday, September 13, 2022, to all property owners within 100m of the proposed development. In addition, any person who had submitted correspondence to the Village regarding the proposed development was advised of the new date for the public hearing via email.

Unfortunately, on Thursday, September 15, 2022, it was discovered that the Pique Newsmagazine erroneously published the wrong notification which set out the date for the public hearing as September 19, 2022, and not the updated public hearing notification that established September 27, 2022, at 6:30pm as the new date for the public hearing. As a result, concern was raised that the Village had not met its section 94 *Community Charter* obligations to properly provide notice as it would not be possible to meet section 94.1 (1) (b) of the *Community Charter* which establishes that notice must be published as follows:

- 94.1 (1)** Unless a council has adopted a bylaw under section 94.2, and subject to subsection (3) of this section, a notice must be published
- (a) in a newspaper that is distributed at least weekly
    - (i) in the area affected by the subject matter of the notice, and
    - (ii) if the area affected is not in the municipality, also in the municipality, and
  - (b) unless this or another Act provides otherwise, once each week for 2 consecutive weeks.

## **DISCUSSION & COMMENTS**

As a result of the inconsistency in advertising staff raised concern as to whether the legislated requirements for notification had been met.

As noted above, section 94.1 of the *Community Charter* provides that:

- 94.1** (1) Unless a council has adopted a bylaw under section 94.2, and subject to subsection (3) of this section, a notice must be published
- (a) in a newspaper that is distributed at least weekly
    - (i) in the area affected by the subject matter of the notice, and
    - (ii) if the area affected is not in the municipality, also in the municipality, and
  - (b) unless this or another Act provides otherwise, once each week for 2 consecutive weeks.

- ...
- (3) If publication under subsection (1) is not practicable, the notice may be given in the areas by alternative means so long as the notice
- (a) is given within the same period as required for newspaper publication,
  - (b) is given with the same frequency as required for newspaper publication, and
  - (c) provides notice that the council considers is reasonably equivalent to that which would be provided by newspaper publication.

As the local newspaper publishes only once a week on Thursdays, it is not possible to address the matter of the incorrect notification by placing another advertisement in a subsequent edition of the paper. Given this fact, the notification published on September 15, 2022, in the Pique Newsmagazine cannot be considered as valid notice for the September 27, 2022 public hearing.

However, Section 94.1 (3) (shown above) does permit “*publication by alternative means*” if publication in a local paper is not possible. In this regard, staff considered whether pursuant to this section it would be possible to meet the intention of the requirements to provide public notice, despite the notice not being published in the local paper, which would enable the public hearing on September 27, 2022 to proceed as planned.

Specifically, section 94.1 (3) sets out that notice must be given in the same period and with the same frequency as required for newspaper publication and it must provide notice “*that the council considers*” is reasonably equivalent to the newspaper publication.

To meet the requirements as set out in section 94.1 (3) (a) and (b) staff requested that the Pique Newsmagazine issue a correction on their website that with the correct date for the public hearing and publish the correct notice in the September 22<sup>nd</sup> edition of the newspaper. The Pique Newsmagazine posted notification of the correction on Friday, September 16, 2022 which can be found here: <https://www.piquenewsmagazine.com/local-news/pembertons-harrow-road-public-hearing-rescheduled-to-sept-27-5831952> and will run until September 22, 2022. A screen shot of the correction is provided below:



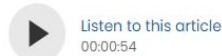
## Pemberton's Harrow Road public hearing rescheduled to Sept. 27

Residents invited to weigh in on affordable housing project

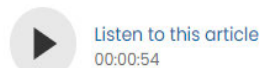
Pique staff  
about an hour ago



Artist rendering showing what the Harrow Road apartment complex will look like after completion. | Photo courtesy of Sea to Sky Community Services



A public hearing for Pemberton's controversial [Harrow Road housing project](#) is now set for Tuesday, Sept. 27.



A public hearing for Pemberton's controversial [Harrow Road housing project](#) is now set for Tuesday, Sept. 27.

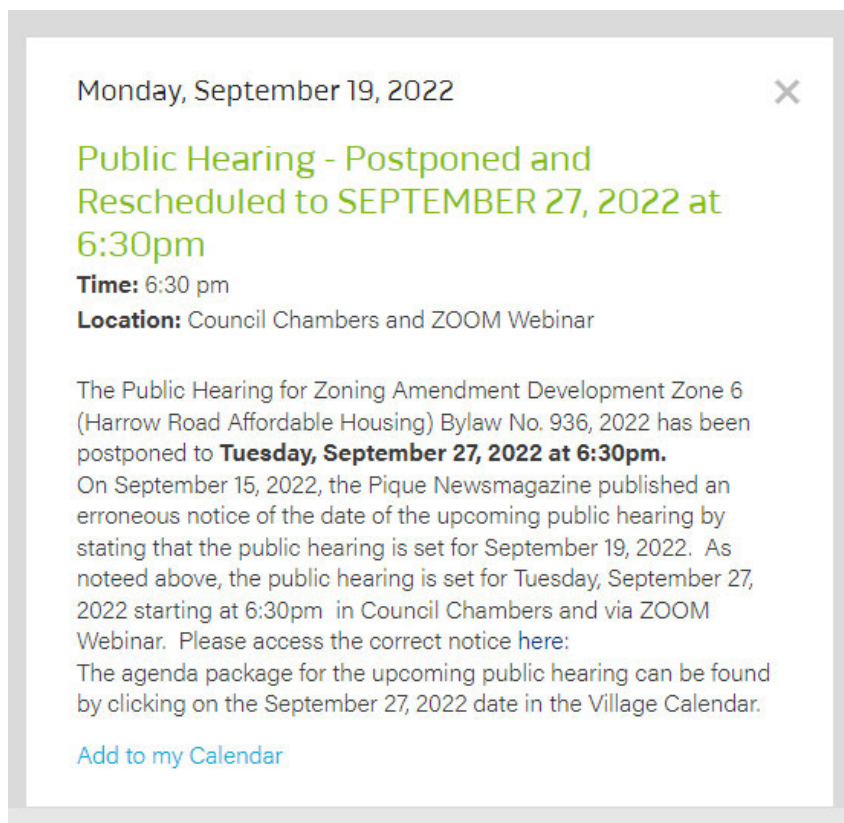
The public hearing was rescheduled from its original Sept. 19 date due to Canada's National Day of Mourning recognizing the passing of Queen Elizabeth II.

In an advertisement in its Sept. 15 print edition, *Pique* erroneously published a notice indicating that the public hearing would take place on September 19, 2022. The notice should have referenced a public hearing date of September 27, 2022.

The Sea to Sky Community Services [housing project](#), to be located at the corner of Harrow Road and Highway 99 in Pemberton, looks to bring 63 new affordable housing units to Pemberton in the form of a five-storey apartment complex with ground-floor office space for social services provided through SSCS.

As well, the updated notification (**Appendix A**) will appear in the Pique Newsmagazine on Thursday, September 22, 2022.

On Thursday, September 15, 2022, staff updated the Village’s website calendar noting under the September 19<sup>th</sup> date that the public hearing has been postponed to September 27, 2022. The notification includes a link to the updated notification. A screen shot of the calendar pop out is provided below:



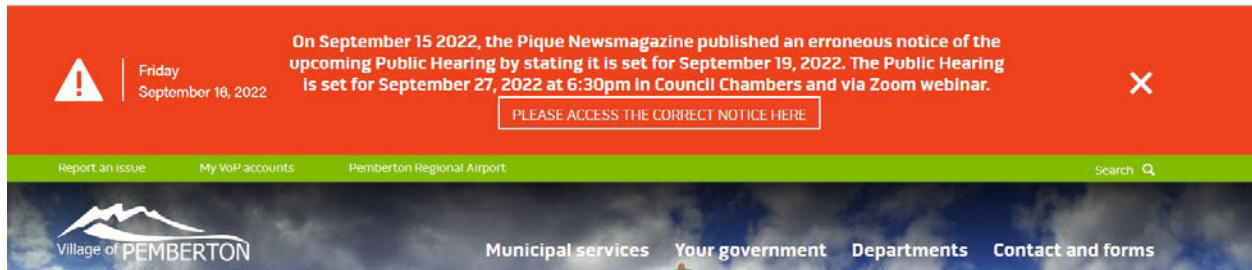
The new date for the public hearing was posted on the Village’s website calendar on Tuesday, September 13, 2022, and updated on September 15, 2022 to include a link to the public hearing notification. A screen shot of the calendar pop out date is below:





The public hearing agenda package will be uploaded to the September 27, 2022 calendar listing when it is ready for issuance on Friday, September 23, 2022.

On Friday, September 16, 2022, the Village's website home page was updated with a special notice banner providing notification of the correction and the public hearing notification was posted on the Village's Facebook Page. A screenshot of both postings is provided below:



As well, as noted above the notification with the new date for the public hearing was mailed out to all property owners within 100m of the proposed development on Wednesday, September 14, 2022.

Finally, section 94.1 (3) (c) requires Council to consider the adequacy of the alternative notice. This includes whether the actions taken above are enough to have adequately and reasonably provided notice of the new date of the public hearing given that only one notice will have been published in the local paper. If Council determines that the work staff has done to address this oversight and that the notification given is adequate, then it would be appropriate for Council to pass a resolution confirming that the notice(s) provided are reasonably equivalent. A sample draft resolution has been provided below and noted in the recommendation section of this report:

Having considered the staff report of September 20, 2022 setting out the steps that have been taken to correct the erroneous public hearing notice published in the printed edition of the Pique Newsmagazine on September 15, 2022, Council considered the alternative means of notice referenced in the report to be reasonably equivalent to notice of public hearing provided in a print edition of a local newspaper the week of September 12, 2022.

### **COMMUNICATIONS**

At this time, the Village has issued a notice advising of the new date for the public hearing to all property owners within 100m of the proposed development via Canada Post. This notice was mailed on Wednesday, September 14, 2022.

The Village website has been updated to reflect that the September 19, 2022, public hearing was postponed to September 27, 2022, as outlined above. The eNEWS and Village Facebook Page, issued on Friday, September 16, 2022, includes the updated notification.

### **LEGAL CONSIDERATIONS**

The notification process undertaken following the discovery of the publication of the incorrect advertisement meets with the requirements as set out in section 94.1 (3).

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

This report was prepared in-house.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

There are no interdepartmental impacts or approvals required.

### **COMMUNITY CLIMATE ACTION PLAN**

This matter is not applicable to the CCAP strategies.

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

There is no impact on other jurisdictions”.

**ALTERNATIVE OPTIONS**

Should Council consider that appropriate notification for the public hearing has not been met the alternative is to cancel the public hearing scheduled for September 27, 2022 and select a new date.

**RECOMMENDATIONS**

**THAT** having considered the staff report of September 20, 2022, setting out the steps that have been taken to correct the erroneous public hearing notice published in the printed edition of the Pique Newsmagazine on September 15, 2022, Council considered the alternative means of notice referenced in the report to be reasonably equivalent to notice of public hearing provided in a print edition of a local newspaper the week of September 12, 2022.

**ATTACHMENTS:**

**Appendix A: Public Hearing Notification – First of Two Notices**

Prepared by:	Sheena Fraser, Manager, Corporate & Legislative Services
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer

# Public Hearing Notice - New Date

Questions?  
We're  
Listening.



604.894.6135



admin@  
pemberton.ca



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## Zoning Amendment (Comprehensive Development Zone 6 – SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022

Tuesday September 27, 2022 at 6:30pm - ~~Monday, September 19, 2022, 6:30 pm~~, in-person at Council Chambers, 7400 Prospect Street, Pemberton, BC or Virtual via Zoom Webinar ID: 842 2635 5664, (<https://us02web.zoom.us/j/84226355664>)

### What is Zoning Amendment Comprehensive Development Zone 6 (SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 about?

The bylaw has been prepared to amend the Zoning Bylaw No. 832, 2018 to support the development of affordable housing project owned and operated by Sea to Sky Community Services. The amendment proposes the addition of a new definition for *Community Services, Non-Profit*, the creation of a new Comprehensive Development (CD) zone, CD-6: SSCS Harrow Road Affordable Housing, and amends the Zoning Map for the subject parcel from C-2 (Commercial, Tourism) to CD-6.

The proposed development consists of a five (5) storey mixed use building, with total building height of 19 metres. The first floor consists of 650 square metres of community services space and 185.8 square metres of neighbourhood commercial space. Floors 2 – 5 host 63 dwelling units ranging in size from 1 to 3 bedrooms. 30% of the units will be rented at market rates, 50% of the units will have rents linked to income, and 20% of units will be deep subsidy as defined by BC Housing. The proposed development provides 79 parking spaces.

### How do I get more information?

A copy of the proposed bylaws and relevant background documents may be inspected at the Village of Pemberton Office, 7400 Prospect Street from Tuesday, September 13, 2022 to Tuesday, September 27, 2022 during the office hours of 9:00am to 4:00pm (closed noon-1:00pm), Monday through Friday (statutory holidays excluded), and also online at <https://www.pemberton.ca/departments/development-services/sscs-affordable-housing>



### How do I provide feedback?

All persons, who believe their interest in the property is affected by the proposed Bylaw, shall be given a reasonable opportunity to be heard by Council at the Public Hearing. Written comments must be addressed to "Mayor and Council" and may be submitted at the Public Hearing or through one of the following methods prior to the Public Hearing (by noon on Tuesday September 27):

**Email:** admin@pemberton.ca

**Fax:** 604.894.6136

**Mail:** Corporate & Legislative Services, Village of Pemberton, P.O. Box 100, Pemberton, BC, V0N 2L0  
**In Person:** Corporate & Legislative Service Department, 7400 Prospect Street, Pemberton BC

Submissions received for the proposed Bylaw **before 12:00pm on Wednesday, September 21** will be included in the Public Hearing information package for Council's consideration. This information package will also be available on the Village website at [www.pemberton.ca](http://www.pemberton.ca). Submissions received after 12:00pm on Wednesday, September 21 will be presented to Council at the Public Hearing. At the conclusion of the Public Hearing, no further information on this topic can be considered by Council.

**Sheena Fraser, Corporate Officer**

Village of Pemberton **1st of 2 Notices**  
Regular Council Meeting No. 1567  
Tuesday, September 20, 2022





**Date:** Tuesday, September 20, 2022

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Sheena Fraser, Manager, Corporate & Legislative Services

**Subject:** Chief Election Officer Appointment

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### **PURPOSE**

The purpose of this report is to rescind the appointment of the chief election officer for the Village of Pemberton and seek Council's approval by resolution of the appointment of a new chief election officer for the 2022 general local election.

### **BACKGROUND**

The facilitation of the general local elections is the responsibility of the Corporate & Legislative Service Department.

Section 58 (1) of the *Local Government Act* establishes that, for the purposes of conducting a referendum or an election, a local government must appoint both a chief election officer and deputy chief election officer(s). These appointments must be made by resolution at an open meeting of Council. Other elections officials may be appointed by the CEO (s. 58 (2)).

### **DISCUSSION & COMMENTS**

At the Regular Council Meeting No. 1556, held March 8, 2022, Gwendolyn Kennedy, Legislative Assistant was appointed as the chief election officer for the Village. While this position is usually held by the Manager of Corporate and Legislative Services, due to adjustments to responsibilities as a result of staffing changes that occurred earlier this year Ms. Kennedy was appointed in her capacity as Acting Manager of Corporate and Legislative Services and remained chief election officer after the acting responsibilities ended to ensure consistency.

Unfortunately, Ms. Kennedy will be leaving the Village effective October 1<sup>st</sup> as such a new chief election officer must be appointed.

In this regard, Staff is requesting a resolution from Council to rescind the appointment of Ms. Kennedy as chief election officer and appoint Sheena Fraser, Manager of Corporate and Legislative Services as chief election officer effective September 20, 2022.

### **COMMUNICATIONS**

The appointment of elections officers does not require a communications element.



### **LEGAL CONSIDERATIONS**

The appointment of election officers meets with the requirements set out in section 58 (1) of the *Local Government Act*.

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

The election budget for 2022 has been established at \$30,000 and will cover the Village's share of costs associated with advertising, printing, staffing, room rental and other minor election expenses. The Village will share some costs related to election activities with the Squamish-Lillooet Regional District (SLRD) and School District No. 48 (Sea to Sky) (SD48).

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

There are no interdepartmental impacts associated with the appointment of a chief elections officer.

### **COMMUNITY CLIMATE ACTION PLAN**

This initiative has no impact on the Community Climate Action Plan strategies.

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

The appointment of a chief election officer has no impact on the region or neighbouring jurisdictions.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **RECOMMENDATIONS**

#### **Recommendation One:**

**THAT** the appointment of Gwendolyn Kennedy as chief election officer for the Village of Pemberton be rescinded effective September 20, 2022.

#### **Recommendation Two:**

**THAT** pursuant to sections 58 (1) and 58 (2) of the *Local Government Act*, Sheena Fraser be appointed chief election officer for conducting the 2022 general local elections with power to appoint other election officials as required for the administration and conduct of the 2022 general local elections effective September 20, 2022.

Prepared By:	Sheena Fraser, Manager, Corporate & Legislative Services
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer

**Date:** Tuesday, September 20, 2022

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Gwendolyn Kennedy, Legislative Assistant

**Subject:** Appeal of Business Licence Refusal

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### **PURPOSE**

The purpose of this report is to present to Council an appeal of a refusal by staff to issue a short-term vacation rental business.

### **BACKGROUND**

The issue of short-term vacation rentals came to Council's attention in 2017 as the popularity of the vacation rental platform, AirBnB, increased locally. Council discussed the possibility of permitting short-term vacation rentals at Committee of the Whole Meeting No. 181 held on September 4, 2018. At Regular Council Meeting No. 1456, held Tuesday, September 12, 2017, Council considered restrictions regarding short-term vacation rentals with the objective of reducing their impact on the stock of long-term rentals and minimizing negative impacts to neighbourhoods, and directed staff to incorporate short-term vacation rental regulations into Zoning Bylaw No. 832, 2018. Regulations that were not suited to a zoning bylaw were, at the direction of Council, included in Business Licence Bylaw No. 842, 2018. The bylaw, adopted on October 16, 2018, established the 5% cap on short-term vacation rental business licences that remains in effect. Bylaw No. 842, 2018 was subsequently repealed and replaced by Bylaw No. 855, 2019. No changes were made to the provisions regarding short-term vacation rental business licences.

Section 21.5 of [Business Licence Bylaw No. 855, 2019](#) limits the number of short-term vacation rental business licences that may be issued in each neighborhood in the Village to no more than 5% of the total number of single family dwelling units in the neighbourhood. The neighborhoods are identified on the map attached to the bylaw as Schedule B and attached to this report as **Appendix A**. There are 44 properties in The Ridge neighborhood, allowing a maximum of 2 short-term vacation rental business licences under the current 5% cap.

On May 31, 2022, staff received an application for a short-term vacation rental business licence from Jagoda Kozikowska for a new house located in The Ridge neighborhood. The application could not be processed at this time as the house had not yet received occupancy. Ms. Kozikowska was advised to contact staff once an occupancy permit had been received. At this time, one short-term vacation rental business licence remained available for The Ridge neighbourhood.

On August 22, 2022, Ms. Kozikowska sent an email to staff indicating that she was ready to proceed with the short-term vacation rental business licence application. Staff informed Ms. Kozikowska that no short-term vacation rental business licences remained available for The Ridge neighbourhood as a second licence had been issued in July and the cap of two (2) licences had been reached. Ms. Kozikowska's application was placed on the wait list, and she was advised that, pursuant to section 60 (5) of the *Community Charter*, a business licence applicant who is subject to a decision by a municipal officer or employee to grant, refuse, suspend, or cancel a licence is entitled to have council reconsider the matter.

### **DISCUSSION & COMMENTS**

This report presents Ms. Kozikowska's appeal of staff's refusal to grant the short-term vacation rental business licence (**Appendix B**). Ms. Kozikowska requests that Council make an exception to the neighbourhood allocation cap to allow her business licence application to proceed. This option is not available as the neighbourhood allocation cap is set out in Business Licence Bylaw No. 855, 2018. Should Council wish to grant the appeal, Council would need to direct staff to amend the bylaw to either remove the cap or increase it.

As noted above, the neighbourhood allocation cap was established to limit the number of short-term vacation rental businesses in a neighbourhood to reduce impacts such as noise, traffic, and parking issues associated with short-term rentals and to ensure that the stock of long-term rentals is not significantly reduced.

Under the current short-term vacation rental business licence system, once the cap has been reached in a neighbourhood, a business licence applicant may wait years for a licence to become available. The cap has been reached in all neighbourhoods except for Sunstone and the Benchlands, where one licence remains available for each. There are currently nine applications on the wait list for the other neighbourhoods.

Ms. Kozikowska's appeal is founded on the fact that The Ridge is a low-density neighbourhood. Lots are large and houses are typically large and set back from the road. Ms. Kozikowska contends that increasing the cap in this neighbourhood would not negatively impact the neighbourhood due to the large lots and low density. Ms. Kozikowska also notes that as she is unable to offer her suite for long-term rental, short-term rental of the suite will have no impact on the stock of long-term rentals available in the neighbourhood.

Should Council agree with Ms. Kozikowska's assessment and determine to reconsider the neighbourhood allocation cap, staff recommends that Council request staff to review the neighbourhood allocation cap system, research alternatives, and present a report summarizing the findings at a future meeting of Council or of the Committee of the Whole.

### **COMMUNICATIONS**

Reconsideration of a business licence decision does not include a communications element. Should Council direct staff to review the current cap system and explore alternatives, staff will seek input from the community before bringing a report to Council.

### **LEGAL CONSIDERATIONS**

Pursuant to section 60 (5) of the *Community Charter*, a business licence applicant who is subject to a decision by a municipal officer or employee to grant, refuse, suspend, or cancel a licence is entitled to have council reconsider the matter.

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

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

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

Reconsideration of a business licence decision has no impact on other departments. However, should Council direct staff to consider a change to the current neighbourhood allocation cap system, staff will consult with Development Services to ensure that proposed alternatives align with the both the Village's zoning and official community plan bylaws. It should be noted that given the current workplans for Corporate & Legislative Services and Development Services this matter would be deferred to the 2023 workplan.

### **COMMUNITY CLIMATE ACTION PLAN**

Reconsideration of a business licence decision has no impact on the Community Climate Action Plan strategies.

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

Reconsideration of a business licence decision has no impact on other jurisdictions.

### **ALTERNATIVE OPTIONS**

Alternative options for consideration are as follows:

**Option One:** **THAT** Council denies the appeal.

**Option Two:** **THAT** Council defers a decision on the appeal;

**AND THAT** Council directs staff to review the current neighbourhood allocation cap system for short-term vacation rental business licences and present a report at a future meeting of Council or of the Committee of the Whole.

### **RECOMMENDATIONS**

Staff recommend **Option Two:**

**THAT** Council defers a decision on the appeal;

**AND THAT** Council directs staff to review the current neighbourhood allocation cap system for short-term vacation rental business licences and present a report at a future meeting of Council or of the Committee of the Whole.

**ATTACHMENTS:**

**Appendix A:** Neighborhood Allocation Cap Map (Schedule B of Business Licence Bylaw No. 855, 2019)

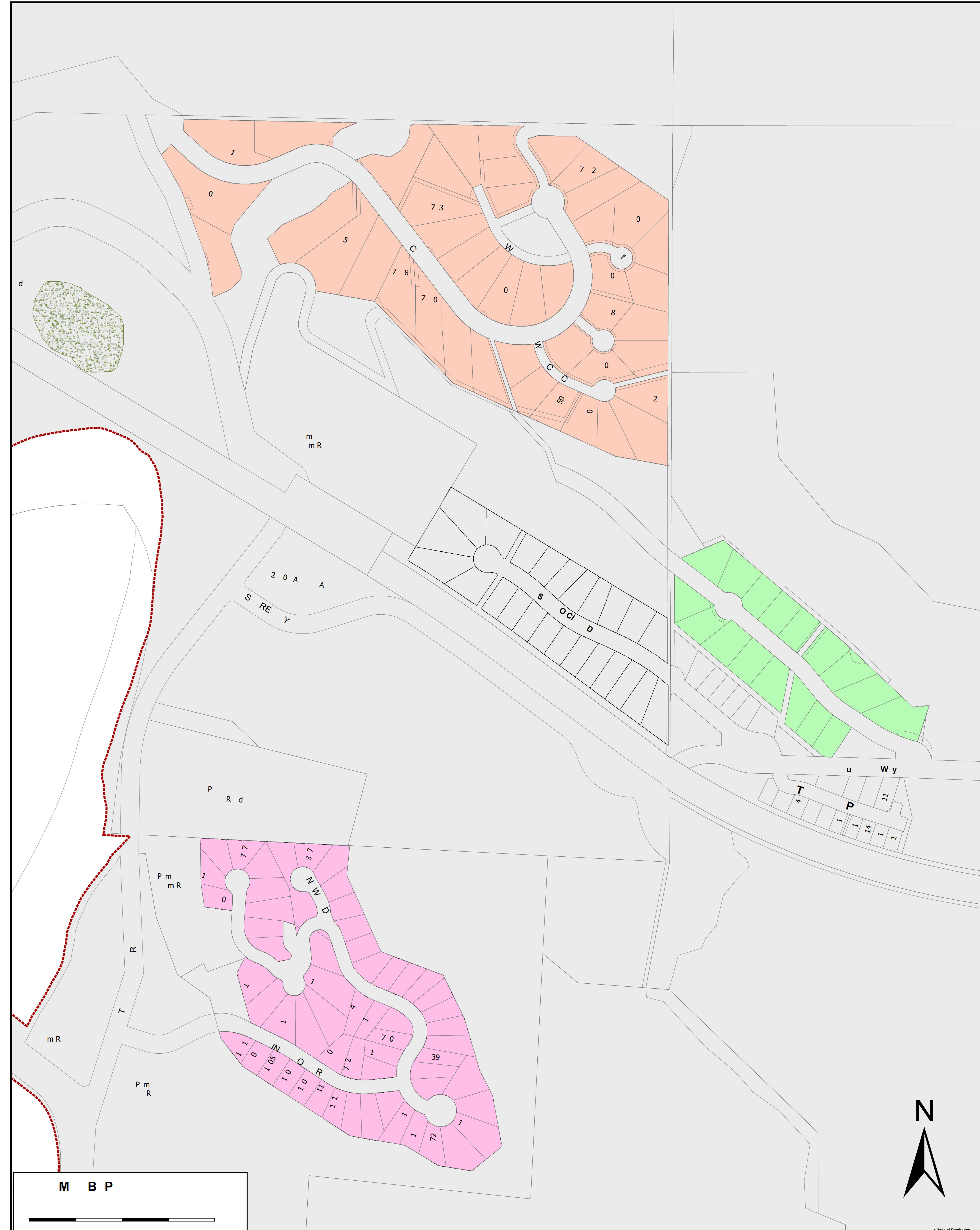
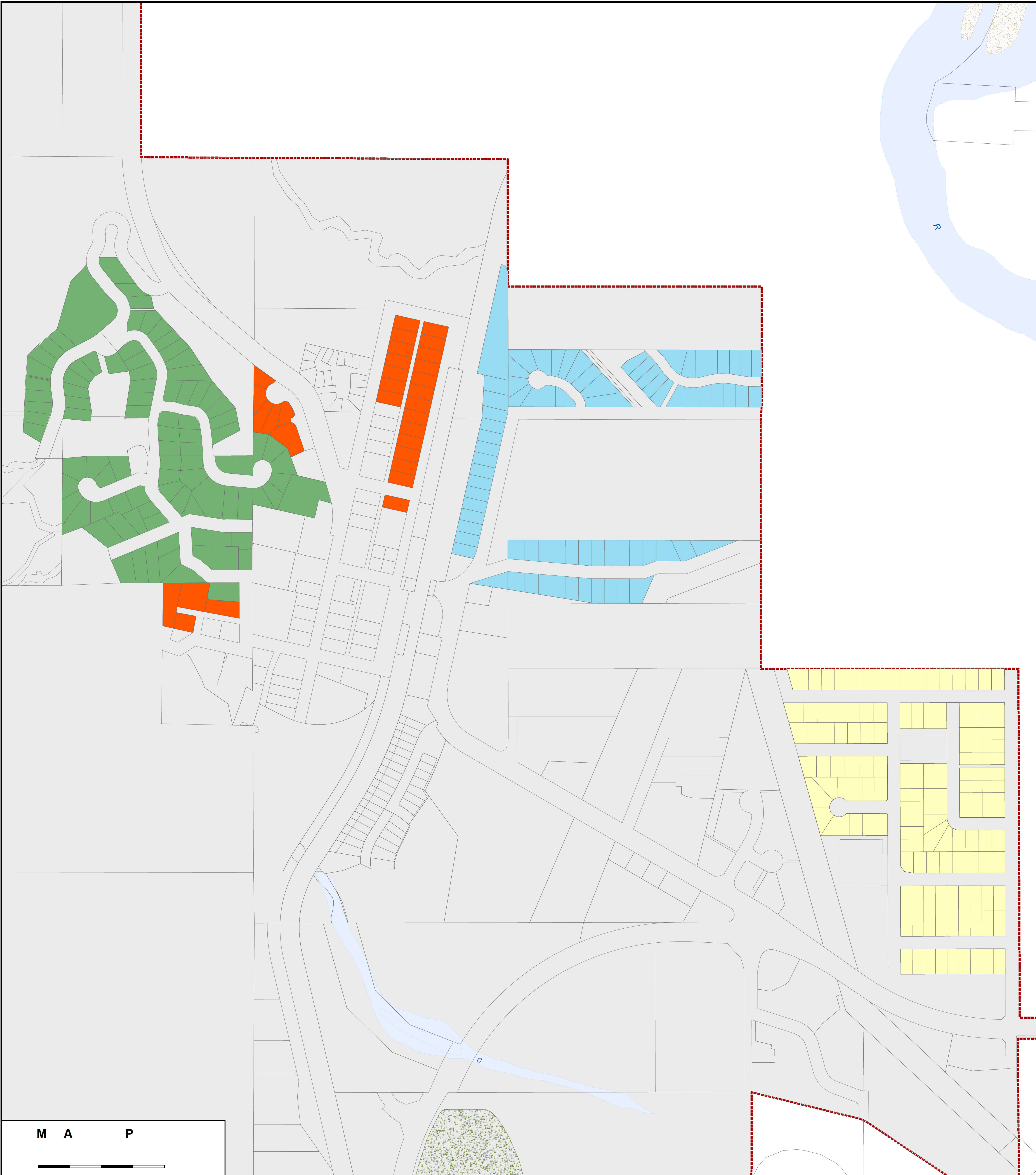
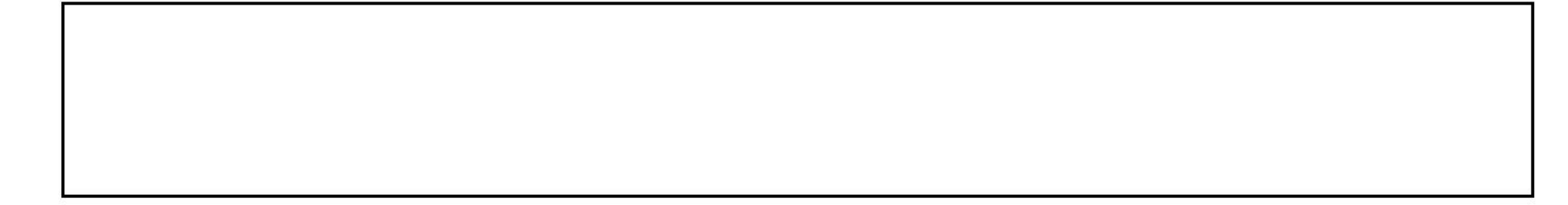
**Appendix B:** Appeal of Business Licence Refusal submitted by Jagoda Kozikowska

Prepared by:	Gwendolyn Kennedy
Manager Approval:	Sheena Fraser, Manager, Corporate & Legislative Services
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer



# Schedule B Business License Bylaw No 855 2019 Neighbourhood Allocation Cap Map

- Aspen elds
- embe ton
- ateau
- he G en
- own Cente
- Benchlands
- Suns one
- he R dge





Dear VOP Mayor and Council

I would like to thank you for this opportunity to present my letter. The intent of this letter is to ask the Council to allow an exception to the 5% rule, stated in Bylaw No.855, for The Ridge neighborhood and allow a maximum of 3 short-term licenses on The Ridge. Currently, the bylaw allows two licenses in the neighborhood based on the percentage of lots in the neighborhood area. But The Ridge is unique to the VOP as the lots are considered “estate lots” and are much larger and more spread out when compared to the other neighborhoods on the chart in Bylaw No.855. The large area of the entire neighborhood as well as the large size of the estate lots should also be taken into consideration when applying the 5% rule; Therefore, I believe that an exception to the 5% rule would be fair and should be applied to The Ridge neighborhood due to the very large lots sizes that are spread out over a larger area, unlike any other neighborhood in the VOP. The justification for my request is that when comparing The Ridge neighborhood to The Plateau neighborhood, which allows 3 licenses, the area where The Ridge lots are situated is much larger and the lots are 3-4 times larger. The Plateau is a highly densified neighborhood with much smaller lots situated within a much smaller area. We have lived in the plateau for 5 years with long term tenants and are very familiar with the neighborhood and its challenges due to density. The Ridge neighborhood has some of the biggest neighborhood lot sizes in the VOP, creating a much less dense neighborhood that is very spread out with much more space and street parking available.

I understand if density isn't the only factor that determines the license numbers as the community has its struggles with housing. The trouble is sometimes homeowners cannot commit to having full time tenants. For personal reasons, I currently must primarily work from home and relied on having a short-term license for income to supplement our very expensive building cost. One of the main reasons we decided to build our house on The Ridge is that it allowed short-term rentals and that was the reason we decided to build our suite. We currently cannot have full time tenants as we have our family members visiting from overseas throughout the year that need to stay in the suite. The other short term license holders in the neighborhood do not rent their suites full-time and intent to hold on to their licenses long term only to have the option to rent out their suites when they wish.

Due to the large size of the lots in The Ridge, homeowners also pay some of the larger property taxes in the VOP,. This should also be taken into consideration when looking at different neighborhoods within the VOP and applying the 5% rule across all neighborhoods with taking other factors such as land size, property taxes and lots sizes into consideration.

Bringing more short-term visitors to Pemberton has so many economic benefits for the community and the tourism industry. Pemberton is growing rapidly in popularity and more and more people wish to come visit and stay and simply have no accommodation. The wedding industry is booming, bringing in so many visitors and I am always hearing that they struggle to find accommodation in Pemberton.

I truly hope you can reconsider this Bylaw and change the allowable short-term licenses to 3 to better reflect the size and density of the Ridge neighborhood when compared to other neighborhoods in Pemberton.

Regards

Jagoda Kozikowska



**Date:** Tuesday, September 20, 2022

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Colin Brown, Planner II

**Subject:** Letter of Concurrence, Rogers Tower, 1939 Carpenter Road

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### **PURPOSE**

The purpose of this report is to obtain Council's support in issuing a Letter of Concurrence for the proposed telecommunication tower at 1939 Carpenter Road in the Pemberton Industrial Park.

### **BACKGROUND**

Cypress Land Services, agent for Rogers Communications inc. (Rogers), has proposed the installation of a new telecommunications tower to be located at 1939 Carpenter Road (PID: 025-737-520) in the Pemberton Industrial Park. The intention is that the new tower will improve wireless services in the area. The proposed installation would include a 30.6-metre tripole tower, with a fenced compound for equipment on the ground.

Telecommunication tower sites are regulated and licensed by Innovation, Science, and Economic Development Canada (ISED), formerly known as Industry Canada. ISED requires proponents of new tower sites to conduct public consultation with public notices sent to properties located within three (3) times the height of the proposed tower and placing advertisement in the local newspaper. The conclusion of this process requires the proponent to send a Request for Concurrence to the Village of Pemberton, complete with the package containing summary of public consultation efforts and any comments and responses that come in from the public. The full Request for Concurrence package is provided as **Appendix A**.

### **DISCUSSION & COMMENTS**

Pemberton's Official Community Plan policies include the promotion of the establishment of a modern communications network for phone and internet. It is recognized that communications infrastructure is important for ongoing economic growth in the community and that installations should be consistent with Pemberton's small-town character.

In June of 2014 the Village approved the Antenna System Siting Protocol Policy DEC-007, attached as **Appendix B**. This policy outlines the general requirements for a telecommunication tower to receive a Letter of Concurrence and contains a number of guidelines.

### **Design Guidelines**

Preferences are that antenna systems should be designed to respect the immediate surroundings and minimize visual impacts. Considerations should be made for buffering and screening, style and colour, structure, height, yards or setbacks, parking and access, ground equipment, Lighting and Signage.

After review, staff recommend that the screening and colour of the proposed tower could be revised to reduce the visual impact in the area. Ground-level landscaping is recommended, and the colour should blend with the natural landscape.

### **Public Consultation**

The proponents first contacted Village Staff in Spring 2022 regarding the proposed tower. After initial review, Village staff approved the public notification package, including a process to mail notices to neighbours and to advertise in the Pique Newsmagazine.

The proponent received two responses to their information packages, both opposing the proposed project. One notes that a commercial antenna is not a permitted use in the M-1 Zone and that maximum building height is 10.5m and that this proposed tower is over height at 30.6m. Both responses are opposed with concerns for the residential uses in the Industrial Park. Comments are included in the Request for Concurrence package in **Appendix A**.

The proponent responded to both comments, as required in the ISED process. It is noted that telecommunications towers are under federal jurisdiction and therefore are not subject to local zoning regulations. The response states that tower placement needs to be near the end users as opposed to being located away from busy populated areas. The proponent goes further to explain that the proposed location was chosen due to the already existing TELUS tower, and the industrial and services uses in the Industrial Park are most compatible for a tower. There was also concern over health and safety of the proposed tower. Rogers explained that they are required to follow Safety Code 6, established by Health Canada, for radio frequency energy. It was noted that the proposed tower would be significantly lower than the maximum level allowed under Safety Code 6 (see **Appendix A** for more information on Safety Code 6).

### **Staff Comments**

The notification package was circulated to Village departments requesting comments. No concerns were identified. However, it was suggested that it would be beneficial if the proposed tower could house a radio receiver for Village Operations or Fire Department.

With respect to the proposed location of the new telecommunications tower, the proposed location in the Industrial Park fits with the direction in the OCP and compatible with the intent of the Industrial Park. While Pemberton's land use bylaws allow for residential units in the area, the Industrial Park primary purpose is to accommodate industrial, and service uses. There are several uses permitted that are not suitable for typical residential areas.

### **Letter of Concurrence**

A Letter of Concurrence has been drafted for Council's review and is attached as **Appendix C**.

### **COMMUNICATIONS**

The proponent was responsible for all communication for this project. Communication included a notification package mailed to neighbouring properties and ads in the local newspapers.



### **LEGAL CONSIDERATIONS**

Innovation, Science, and Economic Development Canada is the approving body for telecommunication towers.

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

The staff costs related to processing this application are minimal and are covered in the approved municipal operating budget.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

The notification package that was supplied by the proponent was circulated for staff comments prior to this report. No further impact is expected for other departments.

### **COMMUNITY CLIMATE ACTION PLAN**

There are no specific implications for a new telecommunications tower in the list of actions in the Community Climate Action Plan. It is possible that improved telecommunications capacity could lead to more work from home opportunities that may result in fewer commuters and reduced use of fossil fuels for transportation.

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

The construction of this telecommunications tower will improve wireless services within Village boundaries and beyond.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **RECOMMENDATION**

**THAT** Council directs staff to issue a Letter of Concurrence for the proposed telecommunications tower located at 1939 Carpenter Road, as presented.

### **ATTACHMENTS:**

- Appendix A:** Requestion for Concurrence Package
- Appendix B:** Antenna System Siting Protocol Policy DEC-007
- Appendix C:** Draft Letter of Concurrence

Prepared or Submitted by:	Colin Brown MCP, Planner II
Manager Approval:	Scott McRae, Manager of Development Services
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer



Cypress Land Services Inc.  
Suite 1051 – 409 Granville Street  
Vancouver, BC V6C 1T2

Telephone: 604.620.0877  
Facsimile: 604.620.0876  
Website : [www.cypresslandservices.com](http://www.cypresslandservices.com)

September 8, 2022

VIA: [cbrown@pemberton.ca](mailto:cbrown@pemberton.ca)

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

Dear Colin Brown,

<b>Subject:</b>	<b>Request for Concurrence for a Rogers Telecommunications Tower</b>
<b>Address:</b>	<b>1939 Carpenter Road, Mount Currie BC</b>
<b>PID:</b>	<b>025-737-520</b>
<b>Coordinates:</b>	<b>N 50.31205404, W 122.72793999</b>
<b>Rogers Site:</b>	<b>W6389</b>

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Please be advised that following Innovation, Science and Economic Development Canada (ISEDs) consultation process commonly referred to as the CPC, Rogers has completed the public consultation process and is respectfully requesting concurrence for the proposal to build a 31-metre tripole tower and equipment installation. The Village of Pemberton has a telecommunications policy, but confirmation was received from Pemberton staff to follow ISEDs default consultation process. Enclosed please find evidence of the following efforts regarding this public notification process:

- On, June 16<sup>th</sup>, 2022, an Information Package was submitted to the Village of Pemberton, formalizing the initiation of the consultation process for the proposed tower location. Please see **Appendix 1: Information Package**.
- On August 8<sup>th</sup>, 2022, 53 Notification Packages were issued to property owners, occupants and other recipients that fell within three (3) times the tower height (93m) of the proposed location. Please see **Appendix 2: Affidavit of Notification**.
- On August 11<sup>th</sup>, 2022, notice of proposed tower proposal was placed in the Pique Newspaper. Please see **Appendix 3: Newspaper Notices**.
- On September 10<sup>th</sup>, 2022, the 30-day consultation period concluded. During the consultation period, two (2) property owners provided written comments in opposition of the proposed tower. They expressed concerns over the location and the height as they feel it does not "comply" with the zoning regulations. We identified that communications towers are not contemplated in the bylaw for particular zones and that most municipalities consider Industrial zones an appropriate location for communications towers. Please see **Appendix 4: Comments Received During Consultation**.

If Council concurs with the proposed tower project, please find in **Appendix 5: Resolution Example**, a sample resolution which may be used.

Rogers is committed to working with the community to find an acceptable location and infrastructure design. Should you require any additional information, please do not hesitate to contact us at 604-620-0877 or by e-mail at [kristina@cypresslandservices.com](mailto:kristina@cypresslandservices.com).

Kristina Bell  
Land Use Planner



Cypress Land Services  
Agents for Rogers

## **Appendix 1: Information Package**





Cypress Land Services Inc.  
Suite 1051 – 409 Granville Street  
Vancouver, BC V6C 1T2

Telephone: 604.259.8809  
Facsimile: 604.620.0876  
Website: [www.cypresslandservices.com](http://www.cypresslandservices.com)

June 16<sup>th</sup>, 2022

Via Email: [cbrown@pemberton.ca](mailto:cbrown@pemberton.ca)

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

**Subject: ROGERS Telecommunications Facility Proposal Information Package**  
**Location: 1939 Carpenter Road, Mount Currie, BC V0N 2K0**  
**PID: 025-737-520**  
**Coordinates: 50.31205404, - 122.72793999**  
**ROGERS Site: W6389 – Pemberton Industrial**

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## Overview

Cypress Land Services Inc., in our capacity as agents to Rogers Communications Inc. (Rogers), is submitting this information package (Information Package) to initiate the consultation process related to the installation and operation of a telecommunications facility in the Village of Pemberton. The new facility will improve wireless services in the Mount Currie area. This Information Package is intended to formalize the consultation process.

## Proposed Site

The proposed site is location is identified as **PID: 025-737-520**, located in the Industrial Park in the Mount Currie area (**Schedule A: Tower Site Location**). The property is currently privately owned, and Rogers has entered into a lease agreement with the property owner.

## Rationale for Site Selection

Rogers seeks to maintain and improve high quality, dependable network services to Canadians. In order to improve network performance, Rogers is seeking to add the proposed communications tower.

The proposed site is a result of many considerations. Existing structures, including towers and rooftops, were initially reviewed during the site selection process. After careful examination, it has been determined that there are no viable existing structures in the area that would be suitable for the operations of Rogers' network equipment. Please see **Schedule B: Map of Existing Towers**.

## **Tower Proposal Details**

Rogers is proposing to install a 30.6-metre tri-pole with an equipment shelter at the base, enclosed by a chain-link fence compound area, occupying an area of 8m by 8m. Rogers has completed preliminary design plans in **Schedule C: Preliminary Plans** and a **Photo-simulation, Schedule D**. The tower may have adequate space for third party equipment.

## **Consultation Process**

Innovation, Science, and Economic Development Canada (ISED), formerly Industry Canada, requires all proponents to consult with the local land use authority and public, notwithstanding that ISED has exclusive jurisdiction in the licensing of telecommunication sites, such as the proposed tower. Following ISED's requirements, Rogers would like to initiate ISED's Default Public Consultation Process (as described in the CPC-2-0-0-03 – Radiocommunication and Broadcasting Antenna Systems, commonly referred to as the "CPC").

Information on the "CPC" consultation process developed by ISED may be found online at:

[CPC-2-0-03 — Radiocommunication and Broadcasting Antenna Systems - Spectrum management and telecommunications](#)

In order to obtain comments, concerns or questions in regards to the proposed tower site, the CPC requires Rogers to send out notification packages to all properties located within three (3) times the height of the proposed tower. A notice in the local paper is also required in order to allow for public comment on the proposed site. This comment period is minimum of 30 days. We expect the notification package to be sent by June 23, 2022.

At the conclusion of the consultation process, Rogers will prepare a summary of comments received from the community as well as the replies provided by Rogers. Rogers is requesting that, subsequent to the completed consultation process and report to Council, a letter or resolution of concurrence is issued by the Village of Pemberton.

## **Health and Safety**

Health Canada's Safety Code 6 regulations are applicable to this, and all, telecommunications sites. Safety Code 6 seeks to limit the public's exposure to radiofrequency electromagnetic fields and ensures public safety. Additional information on health and safety may be found on-line at:

Health Canada:

[http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio\\_guide-lignes\\_direct-eng.php](http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php)

## **Concurrence Requirements**

In order to complete the consultation process, Rogers will be requesting concurrence from the Village of Pemberton in a form acceptable by ISED.

ROGERS Site: W6389

## Conclusion

Please consider this Information Package as the official commencement of the consultation process for this site. Rogers is committed to working with the Village of Pemberton and the community throughout the consultation process.

We look forward to working together during this process. Please do not hesitate to contact us by phone at 604-259-8809 or by email at [kristina@cypresslandservices.com](mailto:kristina@cypresslandservices.com).

Thank you in advance for your assistance and consideration.

Sincerely,

**CYPRESS LAND SERVICES**  
Agents for ROGERS



Kristina Bell  
Land Use Planner

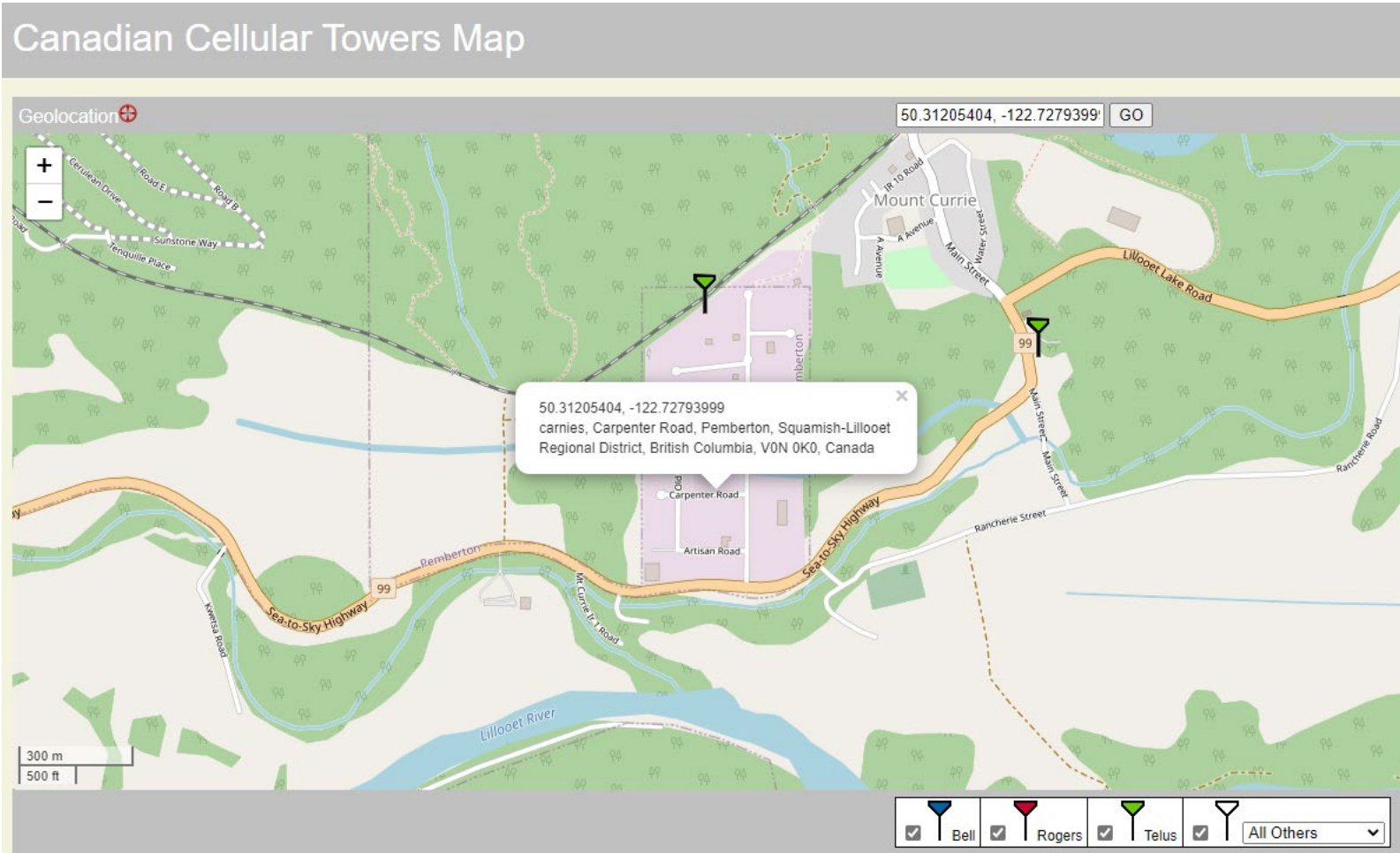
cc: Mike August, Rogers Telecommunications Inc

SCHEDULE A  
ROGERS TOWER LOCATION

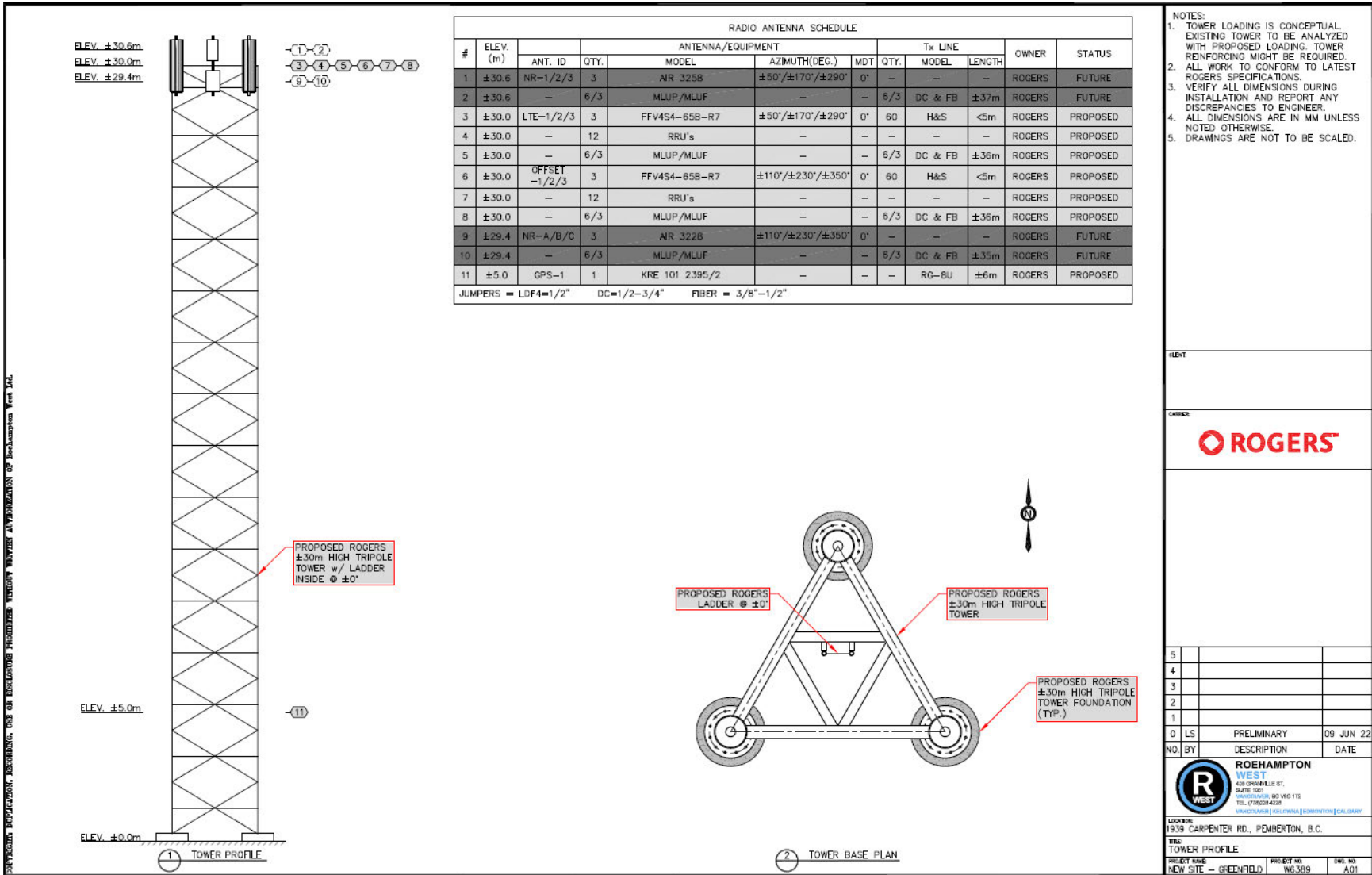




**SCHEDULE B  
MAP OF EXISTING SITES**



## SCHEDULE C PRELIMINARY DESIGN PLANS – TOWER PROFILE



- NOTES:**
1. TOWER LOADING IS CONCEPTUAL. EXISTING TOWER TO BE ANALYZED WITH PROPOSED LOADING. TOWER REINFORCING MIGHT BE REQUIRED.
  2. ALL WORK TO CONFORM TO LATEST ROGERS SPECIFICATIONS.
  3. VERIFY ALL DIMENSIONS DURING INSTALLATION AND REPORT ANY DISCREPANCIES TO ENGINEER.
  4. ALL DIMENSIONS ARE IN MM UNLESS NOTED OTHERWISE.
  5. DRAWINGS ARE NOT TO BE SCALED.

## SCHEDULE C PRELIMINARY DESIGN PLANS – SITE ACCESS PLAN



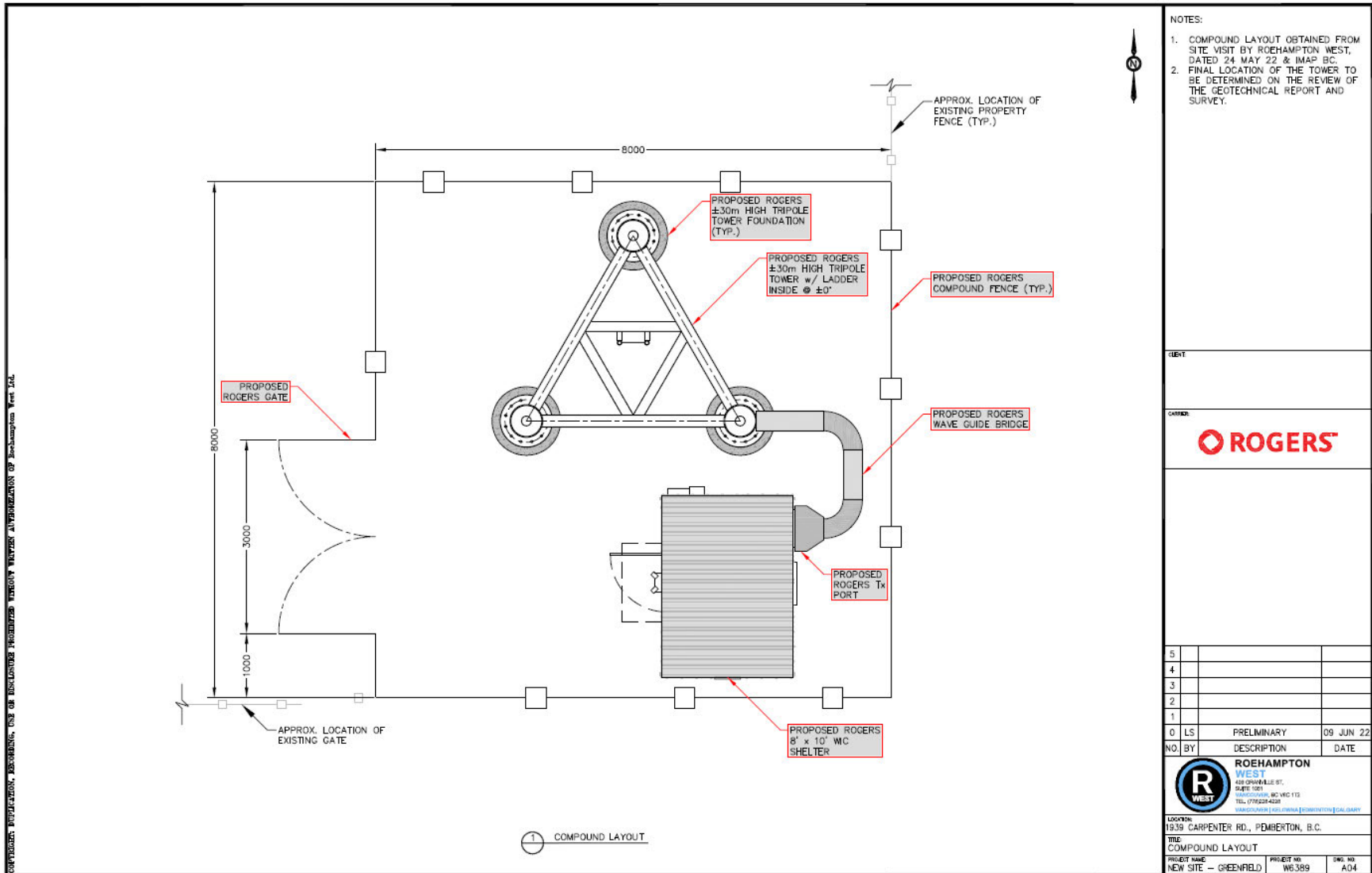


## SCHEDULE C PRELIMINARY DESIGN PLANS – SITE PLAN





## SCHEDULE C PRELIMINARY DESIGN PLANS - COMPOUND PLAN



- NOTES:
1. COMPOUND LAYOUT OBTAINED FROM SITE VISIT BY ROEHAMPTON WEST, DATED 24 MAY 22 & IMAP BC.
  2. FINAL LOCATION OF THE TOWER TO BE DETERMINED ON THE REVIEW OF THE GEOTECHNICAL REPORT AND SURVEY.

CLIENT:



5			
4			
3			
2			
1			
0	LS	PRELIMINARY	09 JUN 22
NO.	BY	DESCRIPTION	DATE

**ROEHAMPTON WEST**  
 408 GRANVILLE ST.  
 SUITE 101  
 VANCOUVER, BC V6C 1T5  
 TEL: 604-271-4528  
 WWW.ROEHAMPTONWEST.COM

LOCATION:  
 1939 CARPENTER RD., PDMBERTON, B.C.

TITLE:  
 COMPOUND LAYOUT

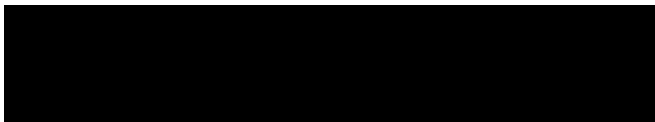
PROJECT NAME NEW SITE - GREENFIELD	PROJECT NO. W6389	DWG. NO. A04
---------------------------------------	----------------------	-----------------

**Appendix 2: Affidavit of Notification Package**

## Affidavit of Cypress Land Services

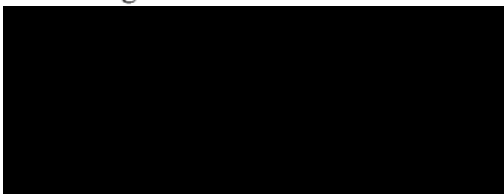
I, Kristina Bell, Land Use Planner, in the City of Vancouver in the Province of B.C., make an Oath and say:

1. THAT I caused to be sent by regular mail, a notification letter, as included in Appendix A, to property owners, occupants and other recipients, as listed in Appendix B, on August 8<sup>th</sup>, 2022.



Kristina Bell – Land Use Planner  
Cypress Land Services Inc.

Sworn/Affirmed/Declared before me at the City of Vancouver, in the Province of B.C., this 8<sup>th</sup> day of August 2022.



(Commissioner's Signature)

A Commissioner for Taking Affidavits for the Province of B.C.

Oliver Szenowicz  
A Commissioner for Taking Affidavits for British Columbia  
Cypress Land Services  
1051-409 Granville Street Vancouver BC  
Tel: 778-829-8518 Expires Apr.30 2025

(Commissioner's stamp or printed name and expiry date)

Appendix A: Notification Letter





**Public Consultation Package – Telecommunications**

**Installation Proposal**

**Municipal Address: 1939 Carpenter Road, Mount Currie BC**

**Legal: 025-737-520**

**Coordinates: N 50.31205404, W 122.72793999**

**ROGERS Site ID: W6389**

Contact

Rogers Communications Inc.  
c/o Cypress Land Services, Attn: Kristina Bell  
Agents to Rogers Communications Inc.  
Suite 1051 - 409 Granville Street  
Vancouver, BC V6C 1T2  
Telephone: 604.259.8809  
Fax: 604-620-0876  
Email: [publicconsultation@cypresslandservices.com](mailto:publicconsultation@cypresslandservices.com)

August 8<sup>th</sup>, 2022





Suite 1051 – 409 Granville Street, Vancouver, BC V6C 1T2 Village of Pemberton  
Toll Free: 604.259.8809 Fax: (604) 620-0879 Regular Council Meeting No. 1567  
Tuesday, September 20, 2022

## Purpose of the Notice

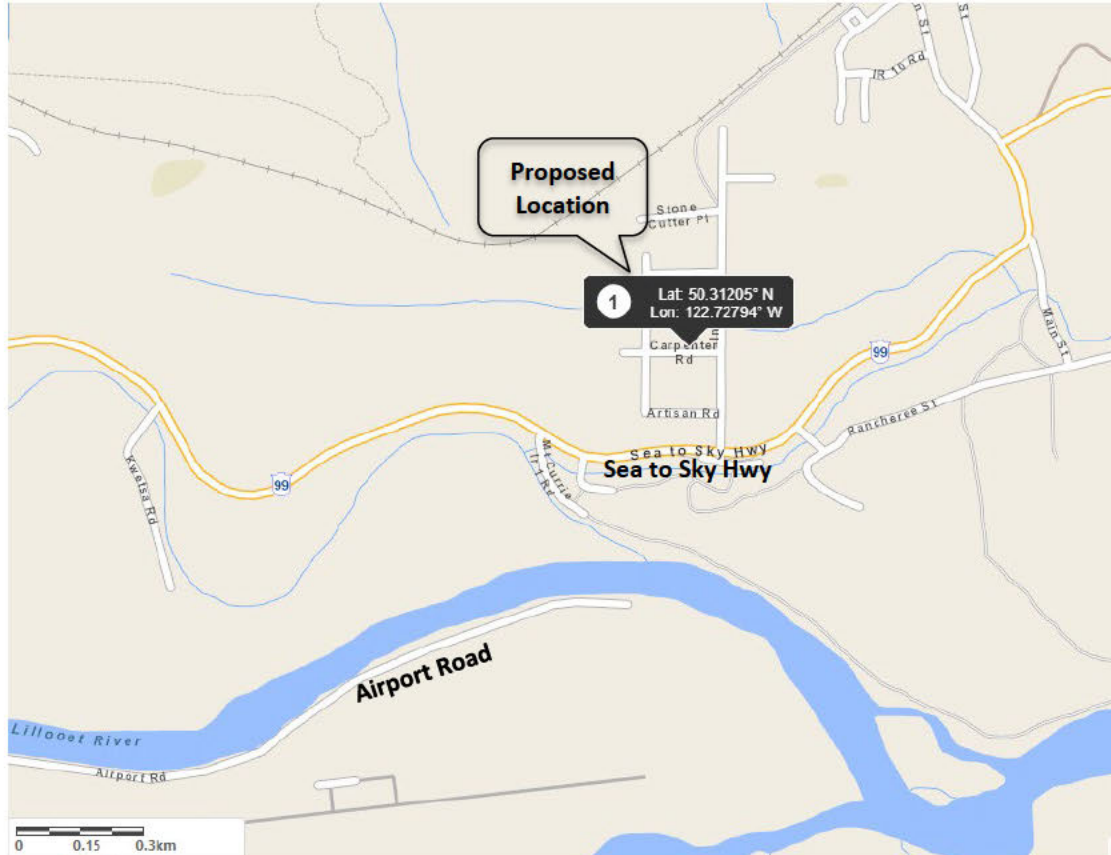
This notification package is an invitation to the public to provide comments regarding a proposed telecommunications tower to be located at 1939 Carpenter Road, Mount Currie (PID: 025-737-520) at the coordinates: 50.31205404, - 122.72793999.

## Introduction

Rogers Communications Inc. (“Rogers”) strives to improve coverage and network quality to remain the leading wireless provider in Canada. Rogers has become aware of the need to improve/provide services in this area of Mount Currie and the industrial park. Rogers is proposing an installation which consists of a 31-meter tripole tower, with a fenced equipment compound.

Innovation, Science, and Economic Development Canada (ISED), formerly Industry Canada, has exclusive jurisdiction in the licensing of telecommunications sites and is responsible for the approval of these antenna systems and towers, requiring Rogers to consult with the nearby public and local municipality. The Village of Pemberton has a telecommunications policy but has confirmed that ISED’s default consultation process (CPC-2-0-03) is to be followed for this proposed tower. As part of the public notification process, it is expected that notices shall be mailed or delivered to all owners and tenants located within a radius of 3 times the tower height (93m). After reviewing this proposal, the Village of Pemberton will make its recommendation to ISED and Rogers.

The antenna system is proposed to be located here:



## Antennas in the Vicinity

Rogers investigated the area for collocation options on nearby tower sites, buildings, and other structures. After careful examination, it has been determined there are no viable existing structures in the area that would be suitable for the operations of Rogers' network equipment. There is an existing, small (approximately 20-meter) TELUS tower approximately 500 meters north that is not tall enough to accommodate Rogers' equipment. As such, Rogers is proposing to install a new communications facility in the area in order to properly service their network requirements. The proposed tower may have adequate space to add third party equipment in the future.

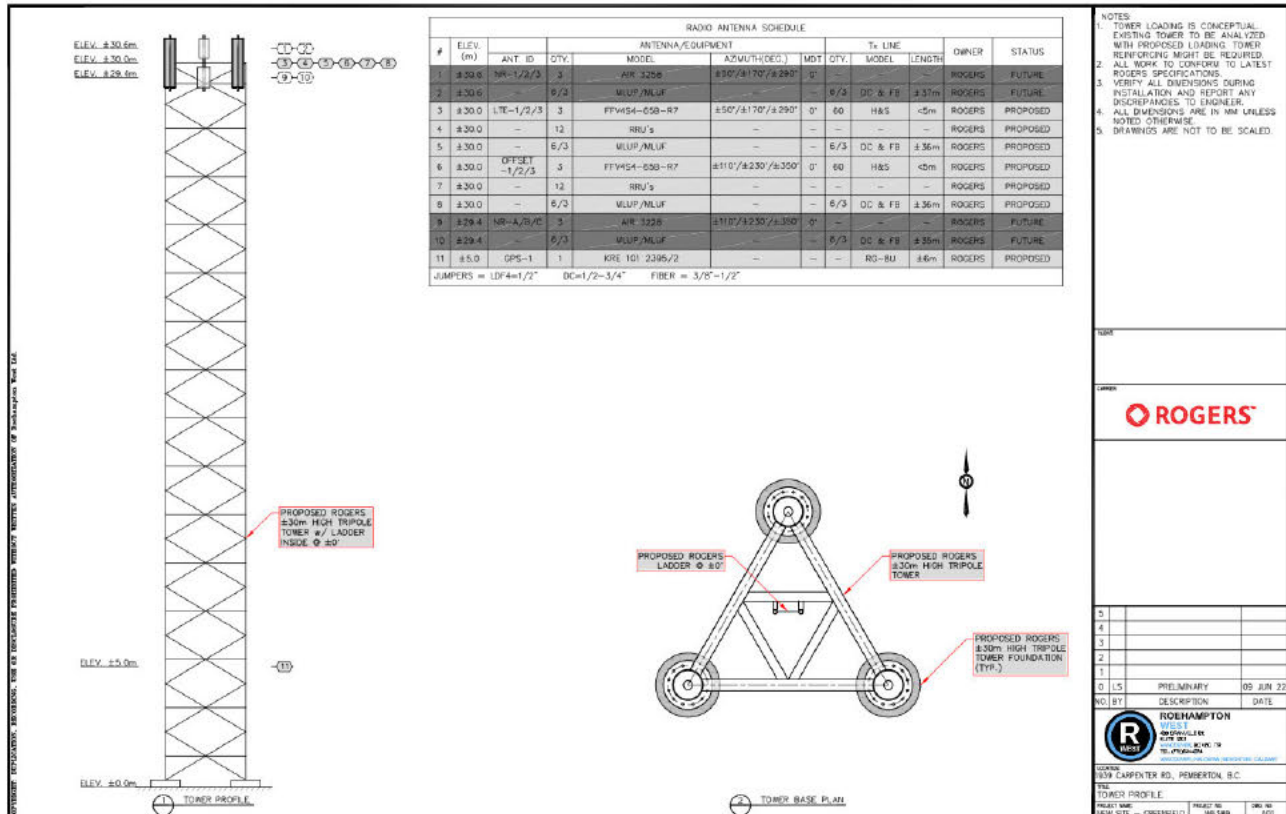
## Network Requirements and Site Selection

Rogers has determined that this area has unreliable high-speed internet and wireless services. As a result, the requirement for a new wireless antenna site in this area was acknowledged. An in-depth survey of the surrounding area identified a potential site at this location. The site was chosen because it is situated on industrial land within an industrial park.

## Details of the Proposed Installation

Rogers has completed preliminary design plans and a photo-simulation. These preliminary design plans are subject to final engineered design, land survey and approval of Transport Canada. The tower will include six (6) antennas and one (1) microwave. The Photo-Simulation is a close representation and is for conceptual purposes only. Applications to both Nav Canada and Transport Canada have been submitted; comments are pending.

### TOWER PROFILE

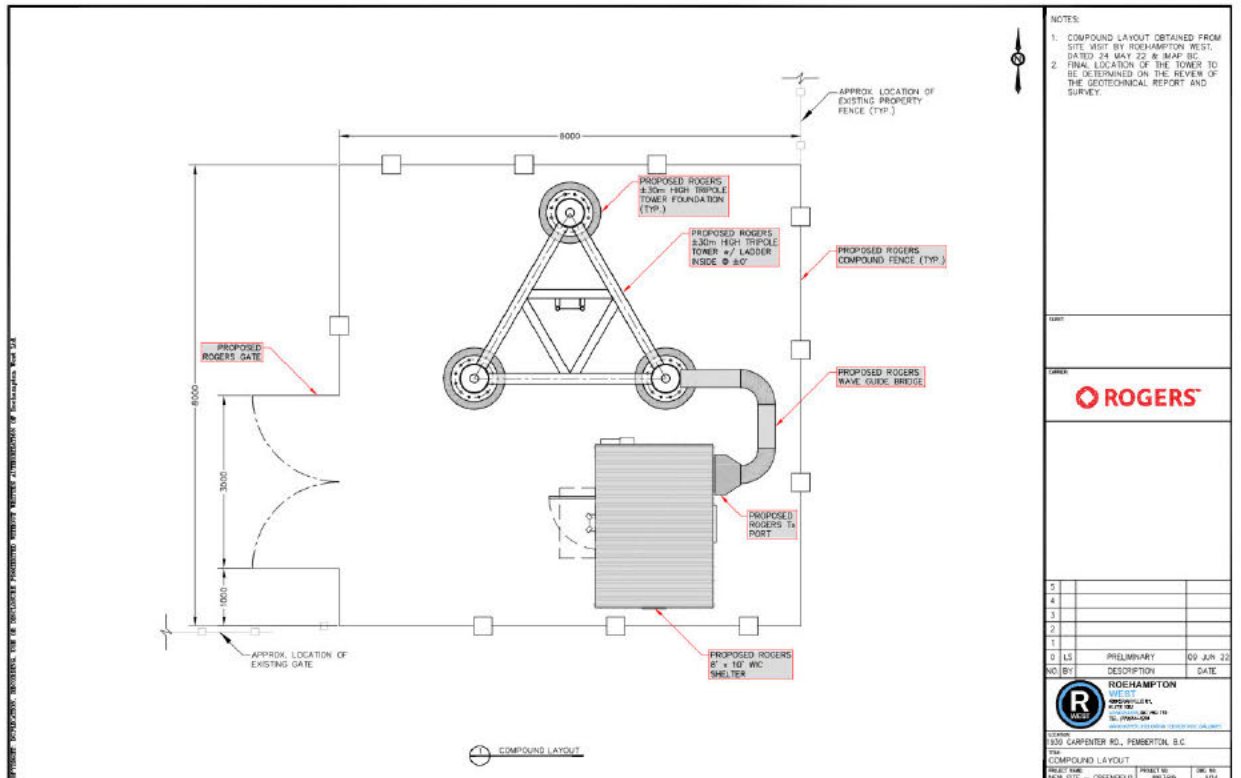




# SITE PLAN



# COMPOUND PLAN



# PHOTO-SIMULATION

**BEFORE**



**AFTER**



**View: Looking north east from intersection of Old Mill Rd & Carpenter Rd**

*Photo Simulation is a close representation and is for conceptual purposes only – not to scale.  
Proposed design is subject to change based on final engineer plans*

## **Health Canada's Safety Code 6 Compliance**

Health Canada is responsible for research and investigation to determine and promulgate the health protection guidelines/limits for exposure to electromagnetic energy. Accordingly, Health Canada has developed a guideline entitled "Limits of Human Exposure to Radiofrequency Electromagnetic Field in the Frequency Range from 3kHz to 300 GHz – Safety Code 6". Canada's exposure limits are among the most stringent guidelines that are based on established effects.

ISED, under its authority, has adopted Safety Code 6 for the protection of the general public. As such, ISED requires all proponents and operators to ensure that their installations comply with the Safety Code 6 at all times.

Rogers attests that the radio antenna system described in this notification package will, at all times, comply with Health Canada's Safety Code 6 limits, as may be amended from time to time, for the protection of the general public including any combined effects of additional carrier co-locations and nearby installations within the local radio environment. More information in the area of radiofrequency exposure and health is available at the following web site: <https://www.canada.ca/en/health-canada/services/health-risks-safety/radiation/occupational-exposure-regulations/safety-code-6-radiofrequency-exposure-guidelines.html>

## **Transport Canada's Aeronautical Obstruction Marking Requirements**

Rogers attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements. Rogers will make all necessary applications to Transport Canada and NAV Canada.

For additional detailed information, please consult Transport Canada at: <https://tc.canada.ca/en/aviation/general-operating-flight-rules/marking-lighting-obstacles-air-navigation>

## **Canadian Environmental Assessment Act**

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation, including the Canadian Environmental Assessment Act. Rogers attests the installation proposed will comply with the Environmental Assessment Act requirements.

## **Engineering Practices**

Rogers attests that the radio antenna system described in this notification package will be constructed in compliance with the National Building Code of Canada and comply with good engineering practices including structural adequacy.

## **Rogers and Public Comment Submission**

In order to obtain comments, concerns or questions in regard to the proposed tower site, ISED requires Rogers to send out notification packages to all properties located within three times the height of the proposed tower and place a newspaper advertisement. The closing period for comments to be received by Rogers is September 10<sup>th</sup>, 2022.

## ISED's Spectrum Management

Please be advised that the approval of this site and its design is under the exclusive jurisdiction of the Government of Canada through ISED. For more information on ISED's public consultation guidelines including CPC-2-0-03 contact (<http://www.ic.gc.ca/towers>) or the local ISED office at:

Lower Mainland Office  
13401 – 108 Avenue, Suite 1700  
Surrey BC V3T 5V6  
Telephone: 1-800-667-3780 or 604-586-2521  
Fax: 604-586-2528  
Email: [ic.spectrumsurrey-surreyspectre.ic@canada.ca](mailto:ic.spectrumsurrey-surreyspectre.ic@canada.ca)

## Closing Date for Submission of Written Public Comments

ISED's rules contain requirements for timely response to your questions, comments or concerns. We will acknowledge receipt of your communication within **14 days** and will provide a formal response to the Municipality and those members of the public who communicated to Rogers, within **60 days**. The members of the public who communicated with Rogers will then have **21 days** to review and reply to Rogers a final response.

## Proponent's Contact Information

Rogers c/o Cypress Land Services, Attn: Kristina Bell  
Agents to Rogers  
Suite 1051, 409 Granville Street  
Vancouver, BC V6C 1T2  
Telephone: 604-259-8809  
Fax: 604-620-0876  
Email: [publicconsultation@cypresslandservices.com](mailto:publicconsultation@cypresslandservices.com)

## Local Government Contact Information:

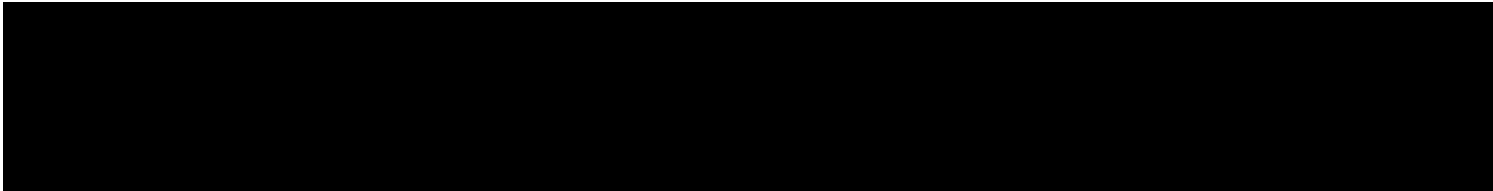
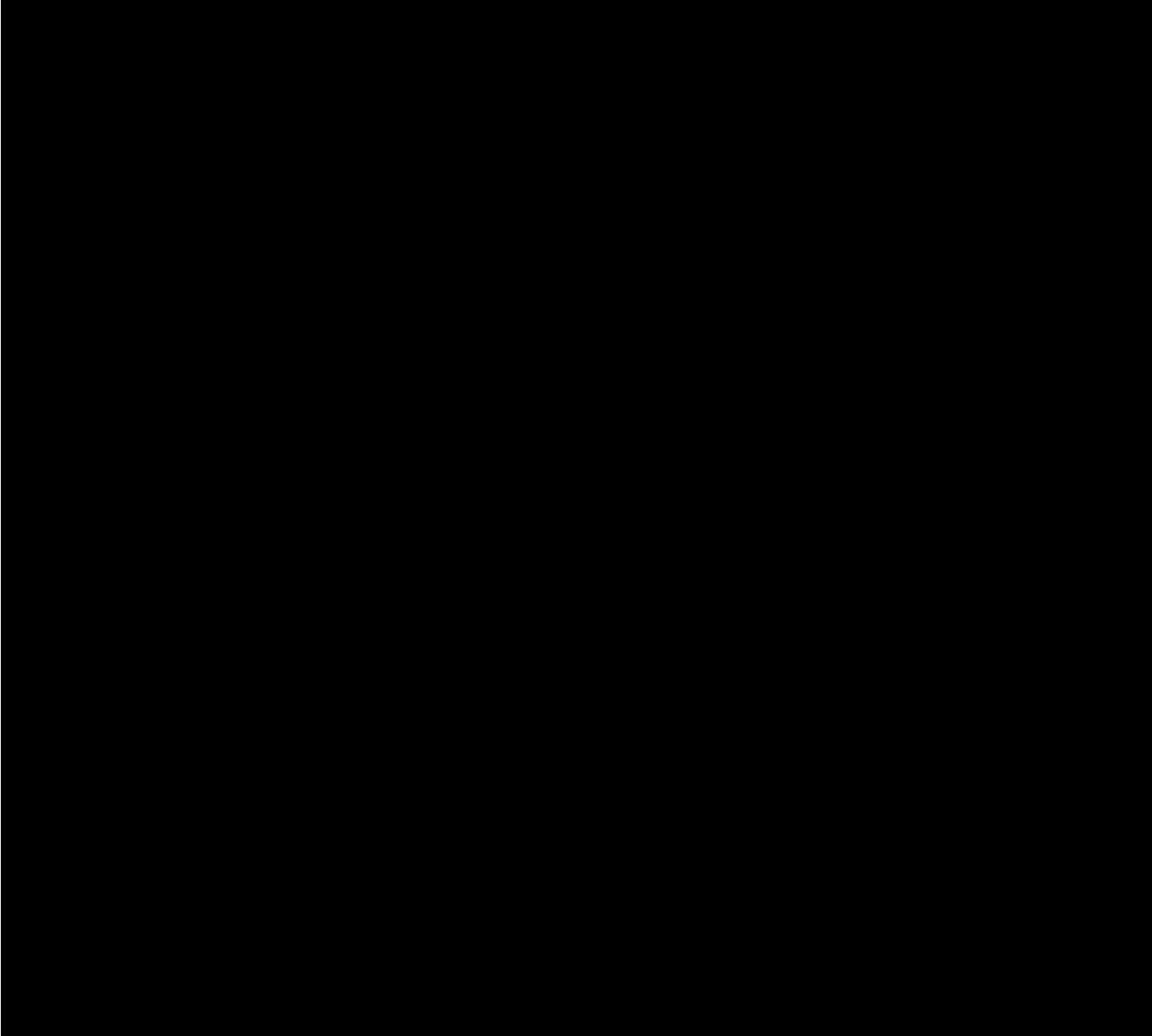
Colin Brown  
Planner  
Email: [cbrown@pemberton.ca](mailto:cbrown@pemberton.ca)  
The Village of Pemberton  
Box100, 7400 Prospect Street  
Pemberton BC  
V0N 2L0





Appendix B: List of Property Owners, Occupants and Other Recipients





**IMPORTANT INFORMATION ENCLOSED  
REGARDING A PROPOSED  
TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 98 METRES OF A PROPERTY  
YOU HAVE AN INTEREST IN**

**IMPORTANT INFORMATION ENCLOSED  
REGARDING A PROPOSED  
TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 98 METRES OF A PROPERTY  
YOU HAVE AN INTEREST IN**

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**IMPORTANT INFORMATION ENCLOSED  
REGARDING A PROPOSED  
TELECOMMUNICATIONS FACILITY WITHIN  
APPROX. 98 METRES OF A PROPERTY  
YOU HAVE AN INTEREST IN**











c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



c/o Cypress Land Services  
Suite 1051, 409 Granville St.  
Vancouver, BC V6C 1T2



## **Appendix 3: Newspaper Notice**

## Hometown hero Jesse Melamed wins Enduro World Series Whistler

SETH SHERLOCK TAKES U21 WIN, WHILE FELLOW SQUAMISH RIDER REMI GAUVIN LANDS FIRST PODIUM OF THE SEASON

BY HARRISON BROOKS

AFTER SPENDING hours on their bikes, battling gnarly terrain and 30-degree heat on Whistler and Blackcomb Mountains, crossing the finish line in Whistler Village became a storybook ending for multiple local riders competing in the Whistler stop of the Enduro World Series (EWS).

Whistler's own Jesse Melamed and Squamish local Seth Sherlock were both able to secure the win in the Elite and U21 Men's categories, respectively, to the delight of the hundreds of fans crowded around the finish line on Sunday afternoon, Aug. 7.

"Just having the crowds out there was really special," said Melamed.

The rider said he didn't feel pressure to finish on top of the podium, since he had already won in Whistler in 2019, but couldn't help but feed off the crowd's energy all day.

"I didn't feel like I had to win, I just felt like I had to give them a show. They were just so stoked and so amped and even when I came down and flatted, they were still stoked," Melamed said. "We have fans all over the world, and it's amazing, but here you can hear the emotion in their voice when they yell, 'Jesse,' and it's more like I just need to pedal harder and push as far as I can. They really lifted me up after the flat. I just had hype mea everywhere all day."

But despite the win and the energy he was feeling from the crowd, the best moment of the day, according to Melamed, was standing on the podium with his Rocky Mountain Race Race teammate and fellow Sea to Sky local Remi Gauvin.

Although he did land in the top three in 2019, this was Gauvin's first time actually standing on a podium since his last podium finish came as a result of a post-race disqualification. To do it with good friend Melamed, in front of the home crowd, was nothing short of a "dream come true" for the Squamish-based rider.

"It was a dream, man. So many of my friends are in the crowd and my sponsors, everyone's so supportive. So many people yelling my name on the tracks and it really fired me up, so yeah, I'm really happy," said Gauvin.

"Even to be in the top 10 for me this year would be amazing, so to get a podium here is unreal."

Melamed got off to a hot start, winning the Pro Stage on Saturday and the first two stages on Sunday, before hitting a snag in Stage 3 with a flat tire, resulting in a ninth-place finish on that section.

Gauvin's day went pretty much the opposite.

After starting "a bit tight" in the first two stages on Sunday, with a 16th- and ninth-place finish, Gauvin knew he needed



**HOMETOWN HERO** Jesse Melamed won the EWS Whistler race for the second time in his career on Sunday.

PHOTO BY HARRISON BROOKS

to really push it in the afternoon if he wanted to have a chance.

"I had to ride hard, which I did. Couldn't make any mistakes, which I didn't, so I'm stoked," he said about the final three stages, where he hit fifth, eighth and fourth to claim the last spot on the podium.

Sherlock, meanwhile, was in the same boat as Melamed, leading for the entire day. But that didn't mean it was all smooth sailing for the young rider, who was neck-and-neck with fellow Canadian Emmett Hancock for most of the day.

"I lost like 15 seconds to [Hancock] on the last stage, but still got the win. So I'm pretty stoked," he said.

Canadians dominated the U21 field, with Leif Rogers, Coffey Pringle and Whistler's Marcus Goggin going three, four and five, respectively, after Sherlock and Hancock.

On the women's side, after being neck-and-neck with eventual winner Harriet Harnden through four stages, Squamish local Andreanne Larriere Nadeau had a run to forget in Stage 5. She finished 14th overall, falling out of the top three and sending into fifth place in the pro stage.

But it wasn't all bad news for local riders, with Chilean-born Florencia Espinera Herrera—who now calls Whistler home—finding her way on to the podium. She capped off her extremely consistent day with a second-place finish in the last stage to snag the last podium spot.

The third-place finish in Whistler marks the third podium of the season for Espinera Herrera, who managed to pick up a pair of second-place results in France and Slovakia earlier in the season.

Next up on the EWS tour, riders will be heading to Burke, Vt. on Aug. 13 before travelling up the road to Sugarloaf, Maine a week later. ■

## PHYSIOTHERAPY

Specialized Sports Physiotherapists  
Advanced Manual Therapy • IMS and Dry Needling  
Concussion Treatment and Rehabilitation • Osteopathy  
Custom Orthotics • Custom Splinting  
Certified Hand Therapy

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www.backinactionphysiotherapy.com

**Back in Action**  
physiotherapy & massage whistler  
'we keep you playing'



Roland's Pub is open for brunch every Saturday & Sunday from 11am-2pm.

Avoid the village crowds!  
Free parking and WIFI!  
Children are welcome until 10pm every night.



### Notice of Proposed Rogers Communication Inc. Telecommunications Facility

**Description:** As part of the public consultation process required by Innovation, Science Economic Development Canada (ISED), formerly Industry Canada, Rogers Communication inviting the public to comment on a proposed telecommunications facility consisting of metre tripod tower and equipment compound in order to provide dependable wireless data voice communication services.

**Location:** 1939 Carpenter Road, Mount Currie, BC V0N 2P0 (PDS: 025-737-520)  
**Coordinates:** N 50.31205404, W 122.7279399

#### For More Information:

Contact Rogers Communications Inc. at: Kristine Bell c/o Cypress Land Services Agents to Rogers Communications Inc. Suite 1051, 409 Granville Street Vancouver, BC V6C 1T2 Tel: 604.259.8809 Email: publicconsultation@cypresslandservices.com

#### Location Map



The public is welcome to comment on the proposal by the end of the business day on September 10th, 2022, with respect to this matter. Rogers File: W6389

Village of Pemberton

Regular Council Meeting No. 1567

Tuesday, September 20, 2022

127 of 156

**Appendix 4: Comments Received During Consultation**

W6389

Name of Resident	Address	Phone	Email	Email, Letter, Comment Sheet or Voice Message	Date	Comment or Question	Support / non-support / neutral	Response to Comment or Question	Date Response Sent
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Email	Sept.6	<p>Dear K stina and to whom this may concern,</p> <p>My name is [REDACTED] I am the property owner of [REDACTED] the site is one of the direct neighbours adjacent to the proposed new tower site. I have been operating a cab network business since 1981. The Cab network is located at the Pemberton Industrial Park site 2001, you chased the land and [REDACTED] 2015 and completed a building on this site in 2018. The building is currently occupied by a commercial tenant and my operating business "A's &amp; G's - The Cab network".</p> <p>This letter is to express my DISAPPROVAL of the proposed new tower site.</p> <p>The VOP (Village of Pemberton) consent M2 zoning for the site does not include "commercial antennae".</p> <p>The already existing antennae site at the north end of the Industrial Park. This would lend itself to the construction of an "antennae farm", rather than a cluster of antennas throughout the park to suit the need of competing telecommunications. Other telecommunications may still plan as a matter of fact in the future, this should be dealt with collectively and within one dedicated site at the outskirts of "The Park".</p> <p>The consent zoning of "The Park" allows for "a structure", which de-facto is an "essential" component within the primarily industrial site of "The Park". To give that early would be a disservice to many of the landowners who already invested into legal suites with all the cost associated with it (permit, fees, etc). Road tower is a not suitable for proximity to residential occupation.</p> <p>The consent zoning allows for a maximum building height of 10.5 metres, the new proposed tower would be 30 metres.</p> <p>Bookings at the proposed site, the "Shelby" seems to indicate with current equipment setbacks (7.5m front line, 3m sides and back).</p> <p>In summary, I see the proposed site INCOMPATIBLE with the current urban planning for the Industrial Park and OPPOSE the development in this location.</p> <p>I appreciate your time to read this letter, please feel free to reach out to me with any concerns or questions.</p> <p>Best Regards, Clemens Machler President</p>	non-support	<p>Dear [REDACTED]</p> <p>Thank you for your email expressing your concerns with W6389. We have offered some comments below.</p> <p>Regarding the current zoning regulations, many municipal zoning bylaws do not contemplate cell towers because it is technically out of the jurisdiction to regulate. Innovation, Science, and Economic Development (ISED) (Federal) has jurisdiction over the land use and approval of these antenna systems but does not request that carriers such as Rogers consult local governments throughout the consultation process.</p> <p>Pemberton does not have its own telecommunications policy guidelines, Rogers identified that an existing would be the most suitable place for the tower. The tower must be sited very close to the user site and also must be tall enough to effectively provide the wanted coverage. In regard to safety and proximity to other uses such as residential uses, Rogers always follows Safety Code 6 for every project.</p> <p>Regarding the tower placement, Rogers looked at the existing tower that you mentioned. It is owned by a different carrier - TELUS. This TELUS tower is too short to accommodate Rogers equipment and the tower must be taller than the existing tower. The proposed Rogers tower may have space should another carrier wish to collocate the equipment on top, in fact, the addition of another tower would be a constant in the future. The placement of the proposed tower also depends on land availability in regard to land division as well as the tower's impact on the property.</p> <p>Your comments and suggestions will be added to our records.</p> <p>Thank you, K stina Bell</p>	Sept.7
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Email	Sept. 8	<p>We are firmly against the proposal to install telecommunications towers in the middle of a commercial and residential area.</p> <p>The Industrial Park of Pemberton is an up and coming busy hub for business and residential living in our small town. We do not believe putting a cell tower in the centre of a busy area is wise on any level. Not to mention we would have to look at the safety of the tower in the centre of the park, could potentially bring property values down and deal with the unknown health risks and consequences this could have on our community.</p> <p><a href="https://ehc.vst.ca/g/cell-towers-and-cell-antennae/comp-lat-on-off-esea-ch-stud-es-on-cell-tower-ad-at-on-and-health/">https://ehc.vst.ca/g/cell-towers-and-cell-antennae/comp-lat-on-off-esea-ch-stud-es-on-cell-tower-ad-at-on-and-health/</a></p> <p>Thank You</p>	non-support	<p>Dear [REDACTED]</p> <p>Thank you for your email. Your comments and opposition will be added to our records and shared with the Village of Pemberton. We have also added some responses to your concerns below.</p> <p>Rogers identified that as a need for service improvement, and these towers must be located in close proximity to the end user. As Pemberton has this industrial area which is currently zoned as M1 (Industrial Park) for a range of industrial and service uses, Rogers identified it as the most appropriate location for the cell tower. The location was also chosen because it is an existing TELUS installation on the Industrial Park already. As this area becomes more populated and busier, the need for these Rogers towers (and services) will only increase. Antenna installations are commonly installed on commercial properties, apartment buildings, universities, and hospitals safely, in order to serve the surrounding community. The antennas are typically located where people live and work to ensure service wherever possible.</p> <p>Rogers is required to follow Safety Code 6 requirements for every project. Safety Code 6 was updated in 2015 by Health Canada based on a review of the credible science in the field. In regard to the tower, the addition of frequency energy will be hundreds of times lower than the maximum level allowed by Safety Code 6. For any questions regarding the issue with Safety Code 6, we encourage you to contact Health Canada at cc-pb-pc@hc-sc.gc.ca.</p> <p>Best, K stina Bell (she/he), MCP</p>	Sept.8

non-support 2  
support 0  
neutral 0  
2

## **Appendix 5: Sample Resolution**



## **Resolution**

Whereas Rogers Communications Inc. (“Rogers”) proposes to erect a wireless telecommunication tower and accessory structure on certain lands more particularly described as PID: 025-737-520 with the civic address of, 1939 Carpenter Road Mount Currie;

AND WHEREAS proponents of telecommunication towers are regulated by ISED on behalf of the Government of Canada and as part of their approval, ISED requires proponents to consult with land use authorities as provided for in CPC-2-0-03;

AND WHEREAS Rogers has consulted with the Village of Pemberton and the Village of Pemberton has no objection to the proposed telecommunications tower;

AND WHEREAS Rogers has consulted with the public by notifying all property owners and occupants within three (3) times the tower height and has provided 30 days for written public comment;

AND WHEREAS there are no significant land use issues identified by the consultation;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Clerk be instructed to advise Rogers that:
  - a) Rogers has satisfactorily completed its consultation with the Village of Pemberton;
  - b) The Village of Pemberton is satisfied with Rogers’ public consultation process and does not require any further consultation with the public; and
  - c) The Village of Pemberton concurs with Rogers’ proposal to construct a wireless telecommunications facility provided it is constructed substantially in accordance with the plans submitted to it and described as W6389.

# Antenna System Siting Protocol Policy

Department:	Development Services	Policy No.:	DEV-007
Sub-department:		Created By:	Caroline Lamont
Approved By:	Council	Amended By:	
Approved Date:	17 June 2014	Amendment:	
Meeting No.:	1366	Meeting No.:	

## POLICY PURPOSE

The *Antenna System Siting Protocol Policy* identifies the requirements for the installation of antenna systems in the Village of Pemberton. In particular, the protocol includes the Village's jurisdiction, objectives, definitions, and policy together with the approval procedures.

## JURISDICTION

The jurisdiction and roles of the regulatory authorities and the Proponent in the review and approval of antenna systems are generally described as follows:

**Industry Canada** - In accordance with the *Radiocommunication Act*, the Minister of Industry has sole jurisdiction over inter-provincial and international communication facilities. The final decision to approve and license the location of antenna systems is made only by Industry Canada. In June 2007, Industry Canada issued an update to its *Radiocommunication and Broadcasting Antenna Systems Client Procedures Circular* (CPC-2-0-03) which outlines the process that must be followed by Proponents seeking to install or modify antenna systems, effective January 1, 2008.

Industry Canada also requires that Proponents intending to install or modify an antenna system notify and consult with the affected municipality, and the local community within a prescribed distance from the proposed structure. Industry Canada also published a *Guide to Assist Land-use Authorities in Developing Antenna Siting Protocols* (January 2008) stating that it "considers that the Municipality's and local residents' questions, comments and concerns are important elements to be considered by a Proponent seeking to install, or make modifications to, an antenna system." The Client Procedures Circular also establishes a dispute resolution process to be used where the Proponent and a municipality have reached an impasse.

**Village of Pemberton** - The role of the municipality is to issue a statement of concurrence or non-concurrence (acceptance or non-acceptance) to the Proponent and to Industry Canada. The statement considers the land use compatibility of the antenna system, the responses of the affected residents and the Proponent's adherence to this Protocol. The municipality also guides and facilitates the siting process by:

- communicating to Proponents the particular amenities, sensitivities, planning priorities and other relevant characteristics of the area;
- developing the design guidelines for antenna systems contained in this Protocol; and
- establishing a community consultation process, where warranted.

By working with Proponents throughout the siting process, beginning with preliminary notification and the site investigation meeting, the Village seeks to facilitate antenna system installations that are sensitive to the needs of the local community. The Village has developed this protocol which has been adopted as Council Policy, consistent with the roles set forth by Industry Canada.

**Proponents** - The Proponents for the antenna installations need to strategically locate the antennae to satisfy technical criteria and operational requirements in response to public demand. Throughout the siting process, Proponents must adhere to the antenna siting guidelines including:

- Investigating sharing or using existing infrastructure before proposing new antenna-supporting structures (consistent with CPC-2-0-17 *Conditions of License for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements*) ;
- Contacting the municipality to determine local requirements regarding Antenna Systems; and
- Undertaking public notification and addressing relevant concerns as is required and appropriate.

**Other Federal Legislation** - Proponents additionally must comply with the following federal legislation and/or regulations, where warranted:

- Health Canada's Safety Code 6 - Limits of Human Exposure to Radiofrequency Electromagnetic Fields in the Frequency Range from 3 KHZ to 300 GHZ - Safety Code 6 (2009);
- The Canadian Environmental Assessment Act; and
- NAV Canada and Transport Canada's painting and lighting requirements for aeronautical safety.

## OBJECTIVES

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1. Support the provision of a full range of high quality telecommunication for the local community, visitors and businesses, while minimizing costs and potential social and environmental impacts that may result from infrastructure installations.
2. Encourage choice in telecommunications for residents and visitors to the community, provided that the number of service providers and the impacts of their infrastructure do not compromise the livability experience or increase costs to the Village.
3. Recover costs from telecommunications providers, taking into consideration any actual and ongoing costs to the Village, to ensure that telecommunication providers install, maintain, operate and renew their infrastructure when situated on public lands.
4. Establish an objective process, criteria and guidelines that are transparent, consistent and certain for the evaluation of antenna system siting proposals that:
  - Minimize the number of new antenna sites by encouraging co-location;
  - Encourage designs that integrate with the surrounding land use and;
  - Indicate when public consultation is required;

5. Allow Industry Canada and the communications industry to identify and resolve any potential land use, siting or design concerns with the Village at an early stage in the process.
6. Adopt the Village's land use consultation framework that ensures that the Village and members of the public contribute local knowledge related to the siting, location, development and design (including aesthetics) of antenna systems within Village boundaries.
7. To facilitate the coordinated and respectful development of antenna systems in Pemberton.

## DEFINITIONS

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**antenna systems** is an exterior transmitting device or group of devices used to receive and/or transmit radio-frequency (RF) signals, microwave signals or other federally-licensed communications energy transmitted from, or to be received by, other antennas. Antenna systems include the antenna, and may include a supporting tower, mast or other supporting structure, and an equipment shelter. This protocol most commonly refers to the following two types of antenna systems:

- *freestanding antenna system*: a structure (e.g. tower) built from the ground for the expressed purpose of hosting an antenna system or antenna systems;
- *building/structure-mounted antenna system* mounted on an existing structure, which could include a building wall or rooftop, a light standard, water tower, utility pole or other.

**co-location**: the placement of antennas and equipment operated by one or more Proponents on a telecommunication antenna system operated by a different Proponent, thereby creating a shared facility.

**community sensitive locations**: land on which the siting of new antenna systems is discouraged, or requested to be subject to greater consultation than otherwise dictated by the standard protocol.

**prescribed distance**: A distance measured horizontally from the subject property of the proposed freestanding or building/structure-mounted antenna system for notification.

**Proponent**: a company or organization proposing to site an antenna system (including contractors undertaking work for telecommunications carriers) for the purpose of providing commercial or private telecommunications services, exclusive of personal or household users.

## POLICY

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### Village Approvals

- a) The Village will provide a letter of concurrence (**acceptance**) to Industry Canada (copying the Proponent) where the proposal addresses, to the satisfaction of the Village, the requirements as set out within this Council Policy and the Village's technical requirements, and will include conditions of concurrence, if required.
- b) The Village will provide a letter of non-concurrence (**non-acceptance**) to Industry Canada (copying the Proponent) if the proposal does not conform to the Village requirements as set out within this Council Policy. The Village will also forward to Industry Canada any comments on outstanding issues, including those raised during the public consultation process.
- c) The Village may rescind its concurrence if following the issuance of a concurrence, it is determined by the Village that the proposal contains a misrepresentation or a failure to disclose all the pertinent information regarding the proposal, or the plans and conditions upon which the concurrence was issued in writing have not been complied with, and a resolution cannot be reached to correct the issue. In such cases, the Village will provide notification in writing to the Proponent and to Industry Canada and will include the reason(s) for the rescinding of its concurrence.
- d) A concurrence remains in effect for a maximum period of three years from the date it was issued by the Village. If construction has not commenced within this time period the concurrence expires and a new submission and review process, including public consultation as applicable, is necessary prior to any construction occurring. In addition, if construction has not commenced after two (2) years from the date the concurrence was issued, the Village requests that the Proponent send a written notification of an intent to construct to the Development Services Department, once the work to erect the structure is about to start. This notification should be sent sixty (60) days prior to any construction commencing. No further consultation or notification by the Proponent is required.
- e) Once concurrence has been issued, that concurrence may be transferred from the original Proponent to another Proponent (the current Proponent) without the need for further consultation provided that:
  - All information gathered by the original Proponent in support of obtaining the concurrence from the Village is transferred to the current Proponent;
  - The structure for which concurrence was issued to the original Proponent is what the current Proponent builds; and
  - Construction of the structure is commenced within the duration of concurrence period.
- f) Consultation with the Village is to be completed within ninety (90) days of the proposal being accepted as complete by the Village as explained in this policy. Where public consultation is required, consultation with the Village and the community are both to be



completed within one hundred and eighty (180) days of the proposal being accepted as complete by the Village. The Village or Proponent may request an extension to the consultation process timeline. This extension must be mutually agreed on by both parties.

- g) In the event that the consultation process is not completed in two hundred and seventy (270) days, the Proponent will be responsible for receiving an extension from the Village or reinitiating the consultation process to the extent requested by the Village.
- h) The proponent may be required, if requested by the Village, to provide a Letter of Undertaking, which may include the following requirements:
  - The posting of a security for the construction of any proposed fencing, screening, and landscaping;
  - A commitment to accommodate other communication providers on the Antenna, where feasible, subject to the usual commercial terms and Industry Canada Conditions of Licence for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements (Client Procedures Circular-2-0-17); and
  - All conditions identified in the letter of concurrence.
- i) The Village can issue a request to network operators to clarify that a specific antenna system is still required to support communication network activity. The network operator will respond within thirty (30) days of receiving the request, and will provide any available information on the future status or decommissioning of the antenna system.
- j) Applicants should update their wireless communication facility technology in a timely manner if improvements are made in relation to health concerns and/or advancements are made that require fewer installations in the Village.
- k) Where the network operators concur that an antenna system is redundant, the network operator and Village will mutually agree on a timeframe to remove the systems and all associated buildings and equipment from the site. Removal will occur no later than one (1) year from when the antenna system was deemed redundant.

## Village Development Guidelines

Antenna systems should be sited and designed to respect local sensitivities and preferences identified by the Village. Wireless carriers are expected to disclose their short- and mid-term needs for antenna sites, and to collaborate with other carriers in order to find sites in common and minimize the overall number of unique antenna sites required. The Village has set out a number of guidelines under the following criteria for the selection of sites and/or construction of new antenna systems specific to location (including co-location; and development and design preferences.

The proponent is encouraged to discuss the guidelines fully with the Village at the site investigation meeting because the preferences may be location or site-specific. As part of the application submitted for consideration, the applicant must describe in detail how the proposal is addressing these Development Guidelines, with supporting documentation.

## Location

**Co-location** - Before submitting a proposal for an antenna system on a new site, the Proponent must explore the following options:

- Consider sharing an existing antenna system, modifying or replacing a structure, if necessary;
- Locate, analyze and attempt to use any feasible existing infrastructure, including (but not limited to) rooftops, water towers, utility poles or light standards.
- Co-location with other wireless carriers at new and existing antenna sites is expected and preference will be given to upgrading or replacing existing sites to accommodate additional carriers rather than creating additional unique antenna sites. It is assumed that these common sites may not be the perfect site (from a radio-frequency perspective) for any single wireless carrier.

**Preferred Locations** - When new antenna systems must be constructed, where technically feasible, the following locations are preferred:

- Existing building and/or structure-mounted antenna systems are the preferred location for antenna systems.
- Areas that can access fiber optic networks to allow for backhauling into the fiber optic network.
- All applicants for free-standing antenna systems of any height shall, as a priority, pursue opportunities to use existing structures for locating their devices, such as BC Hydro infrastructure and existing antenna systems, where feasible.
- Areas that maximize the distance of antenna systems from residences, Unsurveyed Crown Land, BC Hydro Transmission Towers, and Industrial areas
- Mounted on buildings or existing structures
- Areas that respect and do not significantly compromise public view corridors and vistas of valued natural or manmade features
- Institutional uses where appropriate, including but not limited to, those institutions that require telecommunications technology: emergency services, hospitals, colleges and universities
- Multiple locations of smaller scale installations are preferred over larger scale installations (towers) as aesthetic impacts can more readily be mitigated.

**Discouraged Locations** - New antenna systems should avoid the following areas:

- New freestanding installations are discouraged
- Community Sensitive Locations: Residential areas, scenic vistas, ridgelines, Highway 99 and Portage Road corridor
- Locations directly in front of doors, windows, balconies or residential frontages
- Ecologically significant natural lands
- Parks and wetlands
- Sites of topographical and geographic prominence

- Established residential neighbourhoods and local roads, schools, daycares, playgrounds and similar facilities.

## Development and Design Preferences

Antenna systems should be designed in terms of appearance and aesthetics to respect their immediate surroundings (e.g. residential, downtown, parks) including being unobtrusive and inconspicuous, minimizing visual impact, avoiding disturbance to natural features, and reduce the need for future facilities in the same area. The Village’s preferred design and development preferences are described below.

### *Buffering and Screening* - Antenna systems and associated equipment shelters:

- Attractively designed or screened and concealed from ground level or other public views to mitigate visual impacts. Screening could include using existing vegetation, landscaping, fencing or other means in order to blend with the built and natural environments.
- Provide a mix of deciduous and coniferous trees is preferred to provide year-round buffering.
- Where adjacent to a principal building, equipment shelters should be constructed of a material similar in appearance to at least one of the materials used in the facades of the principal building and one of the same colours used in the principal building

### *Style and Colour* - Consider the following in the design of the antenna system:

- Mitigate negative visual impacts through the use of appropriate landscaping, screening, camouflaging design techniques.
- Designed or combined as a landmark features to resemble features found in the area, such as a flagpole or clock tower, where appropriate, subject to any zoning approvals required for the landmark feature.
- Generally be unobtrusive and consistent with applicable Design Guidelines.
- Towers and communication equipment should have a non-reflective surface
- Cable trays should generally not be run up the exterior faces of buildings
- Antennas that extend above the top of a supporting utility pole or light standard should appear (e.g. in colour, shape and size) to be a natural extension of the pole

### *Structure:*

- New structures in residential or high-traffic areas should consider multi-use design (street lighting, electric vehicle charging, parking payment terminals, signage, Wi-Fi etc.)
- Facilities located on rooftops should not be visible (to the extent possible) from the street.
- Individual wall-mounted antennas should be fixed as close to the wall as possible and should not project above the height of the wall face they are mounted on, in order to avoid visual clutter, and should be painted to match the wall colour for stealth.
- The appropriate type of telecommunication antenna structure for each situation should be selected based upon the goal of making best efforts to

blend with the nearby surrounds and minimize the visual aesthetic impacts of the telecommunication antenna structure on the community.

- Pinwheel telecommunication antennas are discouraged.
- The use of guy wires and cables to steady, support or reinforce a tower is discouraged.

### *Height:*

- The Village prefers that freestanding antenna systems height be minimized to blend into the surrounding area.
- Smaller freestanding antenna systems are preferred to larger freestanding antenna systems unless there are minimal negative community impacts.
- Height for a freestanding antenna system must be measured from grade to the highest point on the structure, including lighting and supporting structures.
- Where building/structure-mounted antenna systems will exceed twenty-five (25) percent of the height of the existing building, the Village prefers that the height not exceed three (3) metres measured from the top of the roof or 3 metres above the highest point of the elevator penthouse, whichever is higher. The building/structure-mounted antenna systems should be screened and not be visible from the street.

### *Yards, Parking, Access:*

- Adequate yards, to be determined on a site-by-site basis, should separate antenna systems from adjacent development without unduly affecting the development potential of the lot over the lease period
- Parking spaces, where provided at each new antenna system site, should have direct access to a public right of way that does not unduly interfere with traffic flow or create safety hazards

### *Equipment cabinets in public spaces:*

- designed in a manner which integrates them into their surroundings
- dimensions shall be as minimal as possible
- ancillary cables and wires must be concealed or covered

### *Signage and Lighting:*

- Small signs may be permitted to address any safety concerns and to discourage public access to the site
- No advertising sign or logo is permitted
- Unless specifically required by Transport Canada and/or NAV Canada, the display of any lighting, flashing lights or markings is discouraged
- Where Transport Canada and/or NAV Canada requires a structure to be lit, the lighting should be limited to the minimum number of lights and the lowest illumination allowable, and any required strobe lighting should be set to the maximum strobe interval allowed by Transport Canada
- The lighting of antenna systems and associated equipment shelters for security purposes is supportable provided it is shielded from adjacent residential properties, is kept to a minimum number of lights and illumination intensity, where possible, is provided by a motion detector or similar system.

## *Rooftop Equipment*

- Equipment shelters located on the roof of a building should be set back from the roof edge to the greatest extent possible, and painted to match the building.

## **PROCEDURE**

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**Exemptions from Antenna System Siting Proposal Review and Public Consultation** - Industry Canada's Radiocommunications and Broadcasting Antenna Systems (CPC-2-0-03) identifies exclusions from the requirement to consult with local governments and the public. The link to this regulation is [https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapj/cpc2003-issue4e.pdf/\\$FILE/cpc2003-issue4e.pdf](https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapj/cpc2003-issue4e.pdf/$FILE/cpc2003-issue4e.pdf).

Regardless, since individual circumstances vary with each antennae system, the exclusion should be applied to the local circumstances. Industry Canada further indicates that it may be prudent for the Proponents to consult with the local government and the public even though the proposal may be exempt, and recognize possible impacts related to:

- The physical dimensions, including the antenna, mast and tower compared with local surroundings;
- The location of the proposed antenna system on the property and its proximity to existing and future neighbouring residents
- The likelihood of an area being a community-sensitive location; and
- Transport Canada marking and lighting requirements for the proposed structure.

**Notification and Village Review of Exempt Antenna Systems** - Notwithstanding Industry Canada's exemption criteria for certain antenna systems, the Village requires that before antenna system and structures are designed the Proponent that they be informed of all installations within their boundaries to:

- Be prepared to respond to public inquiries once construction/installation has begun;
- Be aware of site co-location within the Village;
- Maintain records in the event of future modifications and additions; and
- Engage in meaningful dialogue with the Proponent with respect to the appearance of the antenna system and structure.

**Site Investigation Meeting with Village** - Prior to submitting an antenna system siting proposal, the proponent will initiate a site investigation meeting with the Village's Development Services Department to:

- Identify preliminary issues of concern;
- Identify requirements of public consultation (public information sign, delivery of public notices, newspaper advertisements and public information session as required);
- Guide the content of the proposal submission; and
- Identify the need for discussions with the Development Services Department and other agencies as deems necessary.



Where the Village has an initial concern with the proposed siting of the proposal they will make known to the proponent alternative locations within the Proponents search area for consideration. The proponent will bring the following information to the site investigation meeting:

- The proposed location.
- Potential alternative locations.
- The type and height of the proposed antenna system and alternatives considered/requested.
- Preliminary drawings and visual rendering of the proposed antenna system and alternatives superimposed to scale.
- Documentation regarding the investigation of co-location potentials on existing or proposed antenna systems within five hundred (500) metres of the subject proposal.
- Multiple antenna system siting proposals should be reviewed at a site investigation meeting with the proponent and the Village.

**Proposal Submission Requirements** - Following the site investigation meeting, Village staff will provide the proponent with an information package that includes this protocol with specific reference to submission requirements, public consultation, guidelines regarding site selection, co-location, installation, design and landscaping and a list of plans and studies that may be required.

The Proponent will submit to the Village an antenna system siting proposal application and the applicable processing fee for a proposed antenna system, except in cases in which consultation is not required as per Section 4.1. in accordance with the Development Procedures Bylaw as amended from time to time.

The Proponent must include the following information when submitting an antenna system siting proposal:

- a) A letter or report from the Proponent indicating the need for the installation, the proposed site, the rationale for site selection, coverage and capacity of existing antenna systems in the general area and a summary of opportunities for co-location potentials on existing or proposed antenna systems within 500 metres of the subject proposal. This must describe in detail how the proposal addresses the Village's Official Community Plan Development Guidelines (Section 7.0);
- b) For installations in the Commercial and Residential Zones (Zoning Bylaw 466, 2011) visual rendering(s) of the proposed antenna system superimposed to scale;
- c) A site plan showing the proposed development situated on the site;
- d) A map showing the horizontal distance between the property boundary of the proposed site and the nearest property in residential use;
- e) For antenna systems requiring public consultation, a map showing all properties locations within the prescribed distance from the proposed subject property;
- f) Confirmation of legal ownership of the lands subject to the proposal, or a signed letter of authorization from the registered property owner of the land, their agent or other person(s) having legal or equitable interest in the land;
- g) An attestation that the antenna system will respect Health Canada's Safety Code 6 which sets safe radiofrequency emission levels for these devices including the cumulative effects of multiple antenna systems at the location and in the immediate area; and

- h) Any other documentation as identified by the Village following the site investigation meeting.

**Fees** - The Proponent must pay the applicable application fees to the Village in accordance with the Village's Development Procedures Bylaw, as amended from time to time. No fees will be charged for any exemptions.

**Public Consultation Process** - If the proposed antenna system is not exempt from the public consultation process, the Proponent will initiate the public consultation process, including issuing notice, undertaking written consultation, hosting a public information session where required and reviewing the consultation results with the Village. The expense to complete the notification is the expense of the Proponent.

**Public Consultation Exemption** - Notwithstanding the following types of antenna systems are exempt from the public consultation requirement by the Village:

- New antenna systems which will be located further than one hundred and fifty (150) metres from the nearest residence or residential zone. Notwithstanding, the Village may, on a case-by-case basis, exempt a Proponent from all or part of the consultation requirements whereby the impacts are mitigated by existing conditions such as separation from a residential area or structure by an arterial road, and/or is buffered by substantial tree cover, topography or buildings.

**Notice Recipients** - After the proponent has submitted an antenna systems siting proposal, the proponent will give notice to:

- All affected residential properties within one hundred and fifty (150) metres of proposed subject property;
- The Development Services Department
- The Industry Canada regional office
- The Village will assist the Proponent in compiling a mailing list of addresses of the affected residences within the prescribed distance from the proposed antenna system. The Village may charge a fee for this service.

**Notice Requirements** - The notice will be sent by regular mail or hand delivered, a minimum of ten (10) days before the public information session (where a public information session is required), and include:

- a) Information on the located, height, type, design and colour of the proposed antenna system;
- b) The rationale, including height and location requirements, of the proposed antenna system;
- c) The name and contact information of a contact person for the Proponent;
- d) The name and contact information of the Development Services contact person;
- e) An attestation that the antenna system will respect Health Canada's Safety Code 6 which sets safe radiofrequency emission levels for these devices;
- f) The date, time and location of the public information session where required; and
- g) The deadline date for receipt by the proponent of public responses to the proposal.
- h) Where a public information session is not required, the deadline date must be at least ten (10) days after the notices are mailed.

- i) The notification shall be sent in an envelope addressed to the “Occupant” and/or “Tenants” and shall clearly show in bold type on the face of the envelope the statement:

“NOTICE FOR RESIDENTS WITHIN ONE HUNDRED AND FIFTY (150) METRES OF A NEW PROPOSED CELL TOWER INFORMATION IS ENCLOSED.”

The Village will require publication of the notice in two (2) editions of the local newspaper not less than three (3) and not more than ten (10) days before the Public Information Session.

**Written Consultation Process** - Following the delivery of the notification, the proponent will allow the public to submit written comments or concerns about the proposal. The Proponent will:

- Respond to all questions, comments and concerns in a timely manner (no more than sixty (60) days from the date of receipt);
- Keep a record of all correspondence that occurred during the written consultation process. This includes records of any agreements that may have been reached and/or any concerns that remain outstanding.
- Provide a copy of all written correspondence to the Village and the regional Industry Canada office.

**Public Information Session** - The Village may request the proponent chair a public information session in cases where there is significant public interest in the proposed antenna system. The type of public meeting to be conducted is to be determined in consultation with the Village (open house, drop-in or town hall or public hearing format) and must address:

- An appropriate date, time and location for the public information session will be determined in consultation with the Development Services Department.
- The Proponent will make available at the public information session an appropriate visual display of the proposal, including a copy of the site plan submitted with the application and aerial photograph of the proposed site.
- The public will be provided an opportunity to provide further comments. Additional comments from the public should be provided fourteen (14) days following the public meeting.
- The Proponent will provide the Village with a package summarizing the results of the public information session containing at a minimum, the following: list of attendees, including names, address, and phone numbers (where provided voluntarily); copies of all letters and other written communications received; and a letter of response from the proponent outlining how all the concerns and issues raised by the public were addressed.

**Post Consultation Review** - The Village and the Proponent will communicate following completion of the public consultation process (and arrange a meeting at the Proponent’s request) to discuss the results and next steps in the process.



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**SENT VIA EMAIL**

September 20, 2022

Rogers Communications inc. (Rogers)  
C/o Kristina Bell, Cypress Land Services  
[kristina@cypresslandservices.com](mailto:kristina@cypresslandservices.com)

**RE: Letter of Concurrence for Proposed Rogers Telecommunications Tower**

Dear Ms. Bell,

The Village of Pemberton was first consulted in May of 2022, with regard to a proposed new Rogers Telecommunication Tower at 1939 Carpenter Road, with a proposed height of 30.6 meters.

The Village acknowledges that the approval and regulation of telecommunication infrastructure is the purview of the federal government through Innovation, Science, and Economic Development Canada (ISED), however, requires that proponents consult with local land use authorities. As such, the proponent followed both ISED's requirements and those set out by the Village of Pemberton's Antenna System Siting Protocol Policy DEV- 007.

As per those requirements, the Village also acknowledges that notices were placed in the Pique Newsmagazine on August 11, 2022, and in addition, mailed notifications to properties within a distance of three (3) times the height of the Tower. Two (2) comments were received and responded to within the prescribed timelines.

The Village of Pemberton is satisfied that:

- a. Rogers has satisfactorily completed its consultation with the Village of Pemberton;
- b. The Village of Pemberton is satisfied with Rogers' public consultation process; and
- c. The Village of Pemberton concurs with Rogers' proposal to construct a wireless telecommunications facility provided it is constructed in accordance with the plans submitted to and described as 1939 Carpenter Road, with conditions that screening and design to be reviewed and updated to reduce visual impact on the surrounding area to the satisfaction of the Development Services Manager.

If you have any questions regarding this file, please do not hesitate to contact the undersigned.

Yours Truly,  
**VILLAGE OF PEMBERTON**

Elizabeth Tracy  
Chief Administrative Officer

Cc: Scott McRae, Development Services Manager

**Date:** Tuesday, September 20, 2022

**To:** Elizabeth Tracy, Chief Administrative Officer

**From:** Nikki Segovia, Building and Planning Clerk

**Subject:** Blasting Regulation Bylaw No.714, 2012 Amendment (Permit Duration) Bylaw 937, 2022.

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### **PURPOSE**

The purpose of this report is to present to Council for First, Second and Third Readings, Village of Pemberton Blasting Regulation Bylaw No. 714, 2012, Amendment (Permit Duration) Bylaw No. 937, 2022, that makes Village initiated amendments to accommodate a longer permit duration, update the notification of blast requirements, and adjust the permit fees to reflect contemporary administrative costs.

### **BACKGROUND**

At Regular Council Meeting No. 1320, held November 20, 2012, Council adopted Blasting Regulation Bylaw No. 714, 2012. With the increase in development in hillside areas over the last two years, Development Services has seen an increase in blasting permit applications for subdivisions and single-family dwellings.

Staff have received feedback from developers and builders that the current limit of fourteen (14) business days for a permit does not provide a long enough window for blasting, particularly when significant development is occurring. Staff have also received feedback from residents who were not informed in advance that a blast was to take place.

Further in response to the above noted feedback, staff have reviewed the administrative time required to process and issue blasting permits and renewals and have found that the fees currently proscribed in Fees and Charges Bylaw No. 905, 2021 are not aligned with costs associated with staff time.

As such, staff are recommending amendments to the bylaw to improve administrative efficiency by increasing the duration of permit issuance, enhancing the notification requirements, and updating the fees to better reflect the costs to administer the bylaw.



## **DISCUSSION & COMMENTS**

The proposed amendment bylaw, attached as **Appendix A**, extends the permit duration from fourteen (14) days to ninety (90) days or longer as determined by staff and requires the applicant to provide notice of the blast in writing at least 48 hours in advance of the work. Staff propose these changes to alleviate the administrative burden of processing the same permit every two weeks as has been necessary for larger projects and to improve communication about upcoming blasting by requiring more advance notice and requiring that the Building Official also receive all blast notifications.

As well, the Blasting Permit fees are being adjusted to reflect the changes noted above as follows:

Permit or Service	Current Permit Fee	Proposed Permit Fee
BLASTING PERMIT, SINGLE FAMILY RESIDENTIAL LOT, FOR THE CREATION OF A DRIVEWAY OR FOUNDATION ONLY	\$50.00	\$150.00
ALL OTHER BLASTING PERMITS	\$150.00	\$250.00
PERMIT RENEWAL	\$50.00	\$100.00

The Fees and Charges Bylaw No. 905, 2021 will be amended concurrently by replacing the current blasting fees, which are noted in Schedule D of the Fees and Charges Bylaw, with a new schedule which is attached as **Appendix B**. The Fees and Charges amendment bylaw will be presented to Council at the same meeting but under a different report.

## **COMMUNICATIONS**

Upon adoption of the bylaw the Village website will be updated and information shared with blasters, developers, and builders to ensure they are made aware of the new regulations.

## **LEGAL CONSIDERATIONS**

There are no legal, legislative, or regulatory considerations.

## **IMPACT ON BUDGET & STAFFING**

There are no impacts to the budget or staff hours for consideration. Blasting permit administration time has been reviewed and adjustments are proposed to the associated fees to bring them in line with actual processing costs.

## **INTERDEPARTMENTAL IMPACT & APPROVAL**

Invoicing and fee collection is facilitated by the Department of Finance.

## **COMMUNITY CLIMATE ACTION PLAN**

Amendment of Blasting Bylaw No. 714, 2012 has no impact on the Community Climate Action Plan strategies.

**IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

This initiative has no impact on other jurisdictions.

**ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

**RECOMMENDATIONS**

**THAT** Council gives first, second, and third readings to Blasting Regulation Bylaw No. 714, 2012, Amendment (Permit Duration) Bylaw No. 937, 2022.

**ATTACHMENTS:**

**Appendix A:** Blasting Regulation Bylaw No.714, 2012 Amendment (Permit Duration) Bylaw No. 937, 2022

**Appendix B:** Schedule D, Fees and Charges Bylaw No. 905, 2021

Prepared by:	Nikki Segovia, Building and Planning Clerk
Manager Approval:	Scott McRae, Manager of Development Services
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer

**VILLAGE OF PEMBERTON  
BYLAW No. 937**

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**A bylaw to amend Village of Pemberton Blasting Regulation Bylaw No. 714, 2012.**

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

**CITATION**

1. This Bylaw may be cited for all purposes as “Village of Pemberton Blasting Regulation Bylaw No 714, 2012, Amendment (Permit Duration) Bylaw No. 937, 2022.”

**APPLICATION**

2. Village of Pemberton Blasting Regulation Bylaw No. 714, 2012 is amended by:

- 2(1) Inserting the following new definition in section 2 (1) in alphabetical order:

“**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.

- 2(2) Striking out section 4.4 and inserting in its place the following:

A blasting permit shall be valid for a period of ninety (90) calendar days or longer as determined by the Building Official.

- 2(3) Inserting a new section 4 (7) as follows:

A blasting permit may be renewed for a period determined by the Building Official, upon application to the Building Official and payment of the renewal fee.

- 2(4) Adding the following statements to section 5:

- (h) Written notice referred to in 5 (e) must be provided a minimum of 48 hours prior to the scheduled blasting period;
    - (i) A copy of the written notice referred to in 5 (e) must be provided to the Building Official a minimum of 48 hours prior to the scheduled blasting period.

**READ A FIRST TIME** this 20<sup>th</sup> day of September, 2022.

**READ A SECOND TIME** this 20<sup>th</sup> day of September, 2022.

**READ A THIRD TIME** this 20<sup>th</sup> day of September, 2022.

**ADOPTED** this XXX day of XXX, 2022.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

**SCHEDULE D – BLASTING**

1. The following fees apply to blasting permits:

<b>PERMIT OR SERVICE</b>	<b>PERMIT FEE</b>
BLASTING PERMIT, SINGLE FAMILY RESIDENTIAL LOT, FOR THE CREATION OF A DRIVEWAY OR FOUNDATION ONLY	\$150.00
ALL OTHER BLASTING PERMITS	\$250.00
PERMIT RENEWAL	\$100.00



**Date: Tuesday, September 20, 2022**

**To: Elizabeth Tracy, Chief Administrative Officer**

**From: Gwendolyn Kennedy, Legislative Assistant**

**Subject: Fees and Charges Amendment (Blasting) Bylaw No. 938, 2022**

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### **PURPOSE**

The purpose of this report is to present to Council for first, second, and third readings, an amendment to Fees and Charges Bylaw No. 905, 2021, that updates Schedule D, Blasting.

### **BACKGROUND**

On July 27, 2021, Council adopted Fees and Charges Bylaw No. 905, 2021, that consolidated into a single bylaw, fees that had been disbursed over many source bylaws. Since then, as new fees are established or existing fees updated, Bylaw No. 905 is amended.

### **DISCUSSION & COMMENTS**

This bylaw updates the fee schedule for blasting permits to reflect changes set out in Blasting Regulation Amendment Bylaw No. 937, 2022, presented to Council for first, second, and third readings earlier at this meeting. The updated blasting permit fees are set out in a new Schedule D that forms part of Fees and Charges Amendment (Blasting) Bylaw No. 938, 2022, attached as **Appendix A**.

### **COMMUNICATIONS**

There are no legislated communications requirements associated with an amendment to a fees and charges bylaw. The new bylaw and updated consolidation will be posted on the Village website once adopted.

### **LEGAL CONSIDERATIONS**

There are no legal, legislative, or regulatory considerations.

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

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

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

No interdepartmental approvals are required. Corporate & Legislative Services will inform the Finance department when the new fees come into effect.

### **COMMUNITY CLIMATE ACTION PLAN**

Amendment of Fees and Charges Bylaw No. 905 has no impact on the Community Climate Action Plan strategies.

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

This bylaw amendment has no impact on other jurisdictions.

### **ALTERNATIVE OPTIONS**

There are no alternative options for consideration.

### **RECOMMENDATIONS**

**THAT** Council gives first, second, and third readings to Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Blasting) Bylaw No. 938, 2022.

### **ATTACHMENTS:**

**Appendix A:** Fees and Charges Bylaw No. 905, 2021, Amendment (Blasting) Bylaw No. 938, 2022

Submitted by:	Gwendolyn Kennedy, Legislative Assistant
Manager Approval:	Sheena Fraser, Manager, Corporate & Legislative Services
CAO Approval by:	Elizabeth Tracy, Chief Administrative Officer

**VILLAGE OF PEMBERTON  
BYLAW No. 938, 2022**

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**A bylaw to amend Village of Pemberton Fees and Charges Bylaw No. 905, 2021**

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

**CITATION**

1. This Bylaw may be cited for all purposes as “Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Blasting) Bylaw No. 938, 2022.”

**APPLICATION**

2. Village of Pemberton Fees and Charges Bylaw No. 905, 2021, is amended by:  
**2(1)** Replacing Schedule D, Blasting, with a new Schedule D.

**SCHEDULE**

3. Schedule D is attached to and forms part of this Bylaw.

**READ A FIRST TIME** this 20<sup>h</sup> day of September, 2022.

**READ A SECOND TIME** this 20<sup>h</sup> day of September, 2022.

**READ A THIRD TIME** this 20<sup>h</sup> day of September, 2022.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2022.

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Mike Richman  
Mayor

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Sheena Fraser  
Corporate Officer

## SCHEDULE D – BLASTING

1. The following fees apply to blasting permits:

<b>PERMIT OR SERVICE</b>	<b>PERMIT FEE</b>
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ALL OTHER BLASTING PERMITS	\$250.00
PERMIT RENEWAL	\$100.00



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

*Patrick Weiler*

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

September 6, 2022

Dear Friends & Neighbours,

Today, the Minister of Employment, Workforce Development and Disability Inclusion, Carla Qualtrough, announced a call for proposals under Stream 1: Investments in Training Equipment of the Union Training and Innovation Program (UTIP). Up to \$10 million in 2022–2023 is being invested by the Government of Canada for projects that provide unions with up to 50% of the cost of new training equipment and materials.

Selected projects will help unions across Canada improve the quality of training in Red Seal trades that registered apprentices and pre-apprentices (non-registered apprentices) receive. These projects will also support the development of environmental skills for Canada’s transition to a clean economy.

This UTIP call for proposals supports the new Canadian Apprenticeship Strategy, announced in Budget 2019. This strategy builds on the success of existing programs, like the UTIP, to strengthen apprenticeship supports for Canadians and allows the Government to be more flexible and responsive to the needs of apprentices and those looking to work in the skilled trades.

The Government of Canada invests nearly \$1 billion annually in apprenticeships supports through grants, loans, tax credits, Employment Insurance benefits during in-school training, project funding and support for the Red Seal program. The Government is also working with the provinces and territories to harmonize apprenticeship training requirements in targeted Red Seal trades. According to the Canadian Apprenticeship Forum, to meet the demand for skilled journeypersons in Red Seal Trades, an average of 75,000 new apprentices will need to be hired each year for the next five years. Skilled trades most at risk of not meeting the demand include welder, industrial mechanic (millwright), bricklayer, boilermaker, cook and hairstylist.

For more information and to apply, [please visit this webpage](#). The application deadline is October 12, 2022 at 12:00pm PT. As always, if you have any questions, please do not hesitate to reach out to our office.

Sincerely,



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

*Constituency Ottawa*

6367 Bruce Street Suite 282, Confederation Building  
West Vancouver 229 Wellington Street, Ottawa Village of Pemberton  
British Columbia V7W 2G5 Ontario K1A 0A6 Regular Council Meeting No. 1567  
Tel.: 604-913-2660 | Fax.: 604-913-2664 Tel.: 613-947-4617 | Fax.: 613-847-4620 Tuesday, September 20, 2022  
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## OPEN QUESTION PERIOD POLICY

**THAT** the following guidelines for the Open Question Period held at the conclusion of the Regular Council Meetings:

- 1) The Open Question Period will commence after the adjournment of the Regular Council Meeting;
- 2) A maximum of 15 minutes for the questions from the Press and Public will be permitted, subject to curtailment at the discretion of the Chair if other business necessitates;
- 3) Only questions directly related to business discussed during the Council Meeting are allowed;
- 4) Questions may be asked of any Council Member;
- 5) Questions must be truly questions and not statements of opinions or policy by the questioner;
- 6) Not more than two (2) separate subjects per questioner will be allowed;
- 7) Questions from each member of the attending Press will be allowed preference prior to proceeding to the public;
- 8) The Chair will recognize the questioner and will direct questions to the Councillor whom he/she feels is best able to reply;
- 9) More than one Councillor may reply if he/she feels there is something to contribute.

*Approved by Council at Meeting No. 920  
Held November 2, 1999*

*Amended by Council at Meeting No. 1405  
Held September 15, 2015*