



-REGULAR COUNCIL MEETING AGENDA-

Meeting #: 1589
 Date: Tuesday, October 31, 2023, 9:00 am
 Location: Council Chambers
 7400 Prospect Street

"This meeting is being recorded as authorized by the Video Recording & Broadcasting of Open Meetings Policy.

Pages

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.
2. **ADOPTION OF AGENDA**
Recommendation:
THAT the agenda be adopted as presented.
3. **IN CAMERA (9:00am)**
Recommendation:
THAT the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (e) disposition of lands and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.
4. **RISE WITH REPORT FROM IN CAMERA**
5. **APPROVAL OF MINUTES**
 - 5.1 **Regular Council Meeting No. 1588, Tuesday October 17, 2023** 4
Recommendation:
THAT the minutes from the Regular Council meeting No. 1588, held on October 17, 2023, be adopted as circulated.
6. **BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING**
7. **BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE**
8. **COMMITTEE MINUTES - FOR INFORMATION**
9. **DELEGATION**
10. **STAFF REPORTS**
 - 10.1 **Office of the CAO**
 - a. Chief Administrative Officer Verbal Report
Recommendation:
THAT the CAO verbal report be received for information.
 - b. 2023 - 2026 Village of Pemberton Strategic Plan 12
Recommendation:
THAT the CAO's report be received;

AND THAT Council approves and endorses the 2023-26 Village of Pemberton Strategic Plan.
 - 10.2 **Corporate and Legislative Services**
 - a. Village of Pemberton 2024 Council Calendar 30
Recommendation:
THAT Council provide direction with respect to the 2024 Regular Council Meeting schedule.

| | | |
|------|--|----|
| 10.3 | Development Services | |
| | a. Notice on Title - 2045 Tiyata Boulevard | 36 |
| | Recommendation: | |
| | THAT the Corporate Officer be directed to file a Notice in the Land Title Office stating that: | |
| | a. A resolution relating to the land has been made under <i>Section 57</i> of the Community Charter; and | |
| | b. Further information respecting the resolution maybe inspected at the Village of Pemberton Municipal Hall. | |
| 10.4 | Finance | |
| | a. 2022 Statement of Financial Information | 42 |
| | Recommendation: | |
| | THAT Council approve the 2022 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing under the <i>Financial Information Act</i> . | |
| 10.5 | Operations | |
| 10.6 | Recreation | |
| 10.7 | Pemberton Fire Rescue | |
| 11. | BYLAWS | |
| 11.1 | Zoning Amendment (Comprehensive Development Zone 7 - Prospect Apartments) Bylaw No. 948, 2023 | 79 |
| | Recommendation: | |
| | THAT Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023, be given Third Reading. | |
| 11.2 | Village of Pemberton Building Bylaw No. 912, 2021, Amendment (950 Housekeeping) Bylaw No. 950, 2023 | 91 |
| | Recommendation: | |
| | THAT Village of Pemberton Building Bylaw No. 912, 2021, Amendment (950 Housekeeping) Bylaw No. 950, 2023 be adopted. | |
| 11.3 | Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Construction Activities) Bylaw No. 951, 2023 | 93 |
| | Recommendation: | |
| | THAT Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Construction Activities) Bylaw No. 951, 2023 be adopted. | |
| 11.4 | Village of Pemberton Parking and Traffic Control Bylaw No. 840, 2018, Amendment (Housekeeping) Bylaw No. 952, 2023 | 97 |
| | Recommendation: | |
| | THAT Village of Pemberton Parking and Traffic Control Bylaw No. 840, 2018, Amendment (Housekeeping) Bylaw No. 952, 2023 be adopted. | |
| 11.5 | Village of Pemberton Permissive Tax Exemption (Sea to Sky Community Services - Harrow Road Affordable Housing Project) Bylaw No. 953, 2023 | 98 |
| | Recommendation: | |
| | THAT the Village of Pemberton Permissive Tax Exemption (Sea to Sky Community Services - Harrow Road Affordable Housing Project) Bylaw No. 953, 2023 be adopted. | |
| 12. | MAYOR'S Report | |
| 13. | COUNCILLORS' Reports | |
| 14. | CORRESPONDENCE | |

14.1 Correspondence for Action

14.2 Correspondence for Information

- a. Anna Warwick Sears, Executive Director, Okanagan Basin Water Board, dated October 18, 2023, requesting immediate action to prevent introduction of invasive mussels into B.C. 99
- b. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated October 20, 2023, regarding call for proposals under the Youth Employment Skills Strategy 118
- c. Brenda Locke, Mayor, Surrey, British Columbia, dated October 20, 2023, concerning proposed changes to the Police Act. 119
- d. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated October 20, 2023, regarding call for proposals under the Enabling Accessibility Fund's 121
- e. Fire Underwriters Survey, received October 23, 2023, petitioning support of Bill C-310's amendments to Income Tax Act 122

Recommendation:

THAT the Correspondence Information 15.2 (a) through (e) be received for information.

15. DECISION ON LATE BUSINESS

16. LATE BUSINESS

17. NOTICE OF MOTION

18. QUESTION PERIOD

125

19. IN CAMERA, CONTINUED

Recommendation:

THAT the meeting is closed to the public in accordance with the *Community Charter* section 90 (1) (e) disposition of lands and related discussions that in the view of Council could reasonably expect to harm the interest of the municipality if they were held in public.

20. RISE WITH REPORT

21. ADJOURNMENT OF REGULAR COUNCIL MEETING

Recommendation:

THAT the meeting be adjourned.

VILLAGE OF PEMBERTON

-REGULAR COUNCIL MEETING MINUTES-

Meeting #: 1588
Date: Tuesday, October 17, 2023, 5:30 pm
Location: Council Chambers
7400 Prospect Street

COUNCILLORS: Mayor Mike Richman
Councillor Ted Craddock
Councillor Jennie Helmer
Councillor Katrina Nightingale
Councillor Laura Ramsden

STAFF: Elizabeth Tracy, Chief Administrative Officer
Ethan Fredeen, Acting Manager of Corporate & Legislative Services
Scott McRae, Manager Development Services*
Thomas Sikora, Manager of Finance*
Tom Csimá, Manager of Operations*
Christine Burns, Manager of Recreation*
Cam Adams, Fire Chief*
Sheena Fraser, Corporate & Legislative Advisor*

PUBLIC: 7

MEDIA: 1

*Denotes Partial Attendance

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

1. CALL TO ORDER (3:30pm)

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

At 3:30pm Mayor Richman called the meeting to order.

2. IN CAMERA

At 3:30pm Council moved to In Camera.

Moved/Seconded

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

CARRIED

At 5:24pm Council rose without report and recessed the Regular Meeting.

3. RECESS REGULAR MEETING

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4. RECONVENE REGULAR MEETING (5:30pm)

At 5:30pm the Regular Meeting was reconvened.

5. ADOPTION OF AGENDA

Moved/Seconded

THAT the agenda be adopted as amended to include "Village of Pemberton Housing Agreement (Harrow Road Project) Bylaw No. 949, 2023", under section 14.1 and to include the letter dated September 14th, from Lisa Power under late Business as item 19.1.

CARRIED

6. PUBLIC INFORMATION SESSION: 2022 ANNUAL REPORT

Mayor Richman called for public comment in regard to the 2022 Annual Report. There was no comment from the public.

Moved/Seconded

THAT Council receives the 2022 Annual Report for information.

CARRIED

7. APPROVAL OF MINUTES

7.1 Regular Council Meeting No. 1587, Tuesday September 12, 2023

Moved/Seconded

THAT the minutes from the Regular Council Meeting No. 1587, held on September 12, 2023, be adopted as circulated.

CARRIED

8. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

9. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE

10. COMMITTEE MINUTES - FOR INFORMATION

11. DELEGATION

12. STAFF REPORTS

12.1 Office of the CAO

a. Office of the CAO 2023 Second and Third Quarter Operational Priorities Update

Moved/Seconded

THAT the Office of the CAO 2023 Second and Third Quarter Operational Priorities and Update be received for information.

CARRIED

12.2 Corporate and Legislative Services

a. Corporate and Legislative Services 2023 Second and Third Quarter Updates

Moved/Seconded

THAT the Corporate and Legislative Services 2023 Second and Third Quarter Administrative Report be received for information.

CARRIED

b. Council Correspondence Policy COU-013

Council discussed the policy under consideration for adoption and raised concerns about the possibility of separating the correspondence associated with an open development application when presented to Council to enhance its visibility, or whether it needs be included as an appendix on a staff report. Staff confirmed that the correspondence could be detached from the relevant staff report as long as it is presented at the same meeting the staff report is being presented.

Moved/Seconded

THAT the Council Correspondence Policy COU-013 be adopted as presented.

CARRIED

12.3 Development Services

a. Development Services 2023 Second and Third Quarter Update

Moved/Seconded

THAT the Development Services 2023 Second and Third Quarter Report be received for information.

CARRIED

12.4 Finance

a. 2024-2028 Five Year Financial Plan Schedule

Staff noted that the approval of the Five-Year Financial Plan Schedule would allow for initiation of earlier engagement with Council on budget and some flexibility to accommodate the Council meeting schedule that will be presented to Council during the October 31 Council meeting.

Moved/Seconded

THAT Council approve the 2024-2028 Five Year Financial Plan schedule as presented.

CARRIED

12.5 Operations

a. Operation Services 2023 Second and Third Quarter Report

Moved/Seconded

THAT the Operations 2023 Second and Third Quarter Report be received for information.

CARRIED

12.6 Recreation

a. Recreation Services 2023 Second and Third Quarter Update

Moved/Seconded

THAT Council receive the Recreation Services 2023 Second and Third Quarter Report for information.

CARRIED

12.7 Pemberton Fire Rescue

a. Pemberton Fire Rescue 2023 Second and Third Quarter Update

Moved/Seconded

THAT the Pemberton Fire Rescue 2023 Second and Third Quarter Report be received for information.

CARRIED

b. Community Emergency Preparedness Fund: Volunteer & Composite Fire Departments Equipment & Training Grant Funding Opportunity

Moved/Seconded

THAT the Village of Pemberton's application to the UBCM Community Emergency Preparedness Fund, for funding up to \$30,000, towards improving the Village's Fire Fighter training facility be supported.

CARRIED

13. BYLAWS

13.1 Village of Pemberton Housing Agreement (Harrow Road Project) Bylaw No. 949, 2023

Moved/Seconded

THAT Village of Pemberton Housing Agreement (Harrow Road Project) Bylaw No. 949, 2023 be adopted as presented.

CARRIED

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

Moved/Seconded

THAT Zoning Amendment Comprehensive Development Zone 6 (SSCS Harrow Road Affordable Housing) Bylaw No. 936, 2022 be given Fourth Reading and Adopted.

CARRIED

13.3 Zoning Amendment (Comprehensive Development Zone 7 - Prospect Apartments) Bylaw No. 948, 2023

Council deliberated over the discussion points brought forward during the Public Hearing that was held on September 12, 2023. There were three (3) members of the public that spoke about parking concerns and whether the parking variance will pose serious concerns to new residents. Council indicated that it may start the moving away from personal vehicles and creating a higher reliance on public transport.

Additionally, Council discussed the Community Amenity Contribution (CAC) and suggested the potential of receiving the CAC by cash in kind. Council expressed concern over the relevancy of the priorities in the current CAC policy and the need to review in the present tense. This would ensure that the policy reflects the Village of Pemberton's current values when staff negotiate CAC's with developers.

Moved/Seconded

THAT Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023, be referred back to staff;

AND THAT Staff be permitted to return to the proponent to request if the Community Amenity Contribution could be offered in the form of cash in kind.

CARRIED

Moved/Seconded

THAT the Public Hearing meeting minutes be received.

CARRIED

13.4 Amending Bylaws 950, 951, 952, Building, Fees and Charges, and Parking

- a. **Village of Pemberton Building Bylaw No. 912, 2021, Amendment Bylaw 950, 2023**

Moved/Seconded

THAT Village of Pemberton Building Bylaw No. 912, 2021, Amendment (Construction Management) Amendment Bylaw No. 950, 2023 be given first, second and third readings.

CARRIED

- b. **Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment Bylaw No. 951, 2023**

Moved/Seconded

THAT Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment Bylaw No. 951, 2023 be given, first, second, and third readings.

CARRIED

- c. **Parking and Traffic Control Bylaw No. 840, 2018, Amendment Bylaw No. 952, 2023**

Moved/Seconded

THAT Parking and Traffic Control Bylaw No. 840, 2018, Amendment (Housekeeping) Bylaw No. 952, 2023 be given first, second and third readings.

CARRIED

13.5 Village of Pemberton Permissive Tax Exemption (SSCS - Harrow Road Affordable Housing Project) Bylaw No. 953, 2023

Moved/Seconded

THAT Village of Pemberton Permissive Tax Exemption (Sea to Sky Community Services - Harrow Rd Affordable Housing Project) Bylaw No. 953, 2023 receive first, second and third readings.

CARRIED

14. MAYOR'S Report

Mayor Richman commented on the productive week at the Union of BC Municipalities held during the week of September 18.

Mayor Richman reported on the following meetings:

- Mayor of the Resort Municipality of Whistler;
- Minister of Health;
- Representatives from CN Rail;
- Minister of Municipal Affairs;
- BC Hydro; and
- Squamish-Lillooet Regional District Board Meeting.

15. COUNCILLORS' Reports

Councillor Nightingale attended and reported on the following meetings:

- 2023 UBCM Convention;
- Library Board Meeting; and
- Spelkúmtn Community Forest Board Meeting

Councillor Craddock attended and reported on the following meetings:

- Fire Department Open House; and
- 2023 UBCM Convention

Councillor Ramsden attended and reported on the following meetings:

- 2023 UBCM Convention

16. CORRESPONDENCE

16.1 Correspondence for Action

- a. **Karen Tomlinson, President, Pemberton Rotary Club, dated October 6, 2023, regarding October 24, 2023 World Polio Day Proclamation**

Moved/Seconded

THAT the Village of Pemberton Council hereby proclaim that October 24th, 2023 is International Polio Day.

CARRIED

- b. **Ambrose Yung, Registrar, Youth Parliament of B.C Alumni Society, dated September 14, 2023, regarding Youth Parliament, 95th Parliamentary Session opportunity**

Moved/Seconded

THAT the correspondence be referred to Pemberton Secondary School for information.

CARRIED

16.2 Correspondence for Information

- a. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated September 20, 2023, regarding funding opportunities through the Climate Resilient Coastal Communities Program
- b. Whitney Dean, Stakeholder Engagement Advisor, BC Hydro, dated September 22, 2023, regarding the Pemberton Substation Rebuild Project
- c. Mitzi Dean, Minister of Children and Family Development, dated September 26, 2023, regarding Foster Family Month
- d. Cathy Peters, BC Anti Human Trafficking Educator, dated September 27, 2023, regarding the UBCM Anti Human Trafficking Initiative booth
- e. Patrick Weiler, MP, West Vancouver-Sunshine Coast-Sea to Sky Country, dated October 4, 2023, regarding the Employment and Social Development Canada funding opportunities

Moved/Seconded

THAT the Correspondence for Information items 17.2 (a) through (f) be received for information.

CARRIED

17. DECISION ON LATE BUSINESS

18. LATE BUSINESS

19.1 Lisa Power, Resident, Collins Road, regarding the Pause of the Official Community Plan

Moved/Seconded

THAT the correspondence be referred to staff for response.

CARRIED

19. NOTICE OF MOTION

20. QUESTION PERIOD

Niki Vanker, Village of Pemberton

Ms. Vanker expressed her concerns in regards to the Council Correspondence Policy COU-013 and the perceived risk of correspondence from the public not making it on a Council agenda. Staff informed that all correspondence received addressing Mayor & Council will be responded to and informed as to when it would be appearing before Council.

21. IN CAMERA, CONTINUED

At 8:03pm Council moved to In Camera

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

22. RISE WITH REPORT

At 8:30pm Council rose with report from the In Camera Meeting No. 1588, held Tuesday October 17, 2023 on the following:

23.1 Den Duyf Park Amenity Building Civil Works Tender Award

The Village of Pemberton has awarded the Civil Works Tender contract for the Amenity Building at Den Duyf Park to Coast Mountain Excavations Ltd.

23. ADJOURNMENT OF REGULAR COUNCIL MEETING

At 8:32 the meeting was adjourned.

Moved/Seconded

THAT the meeting be adjourned.

CARRIED

Mike Richman, Mayor

Ethan Fredeen, Deputy Corporate Officer

DRAFT

Date: Tuesday, October 31, 2023

To: Council

From: Elizabeth Tracy, Chief Administrative Officer

Subject: 2023-26 Village of Pemberton Strategic Plan

PURPOSE

The purpose of this report is to present to Council the final report from the strategic planning sessions held June 27 and September 5, 2023.

BACKGROUND

The journey to the 2023-26 Village of Pemberton Strategic Plan began in Mount Currie at the Ts'zil Learning Centre on December 8, 2022 with a priority setting session with Gord McIntosh. This collaborative session with Senior Staff and Council helped establish project priorities for the budget year 2023 while apprising Council of current and backlogged Staff projects along with projects for future consideration. Through this process there emerged four overarching themes which included smart growth, reconciliation, emergency preparedness, environmental stewardship and organizational health.

On June 13, 2023 Council along with the Village's senior team began foundational work toward developing and defining these themes, specifically reconciliation, through Realizing UNDRIP work with facilitator Bob Purdy. The June workshop was followed by a collaborative Council and Staff session on June 27 dedicated to defining the themes as strategic priorities with facilitator Jen Campbell. On September 5th 2023 Council and CAO completed the process by finalizing the strategic priorities, honing the vision and defining Council's values to establish how the group will work to achieve their vision.

DISCUSSION & COMMENTS

The report and the accompanying presentation sets out the 2023-26 Vision, Guiding Values and Strategic Priorities as determined by Council through this strategic planning process and documents the method by which those priorities were identified.

COMMUNICATIONS

Following Council's approval, details of this important guiding document will be provided to the media via a press release along with posting of a virtual and PDF versions of the new plan on the Village of Pemberton's website. Further visibility to the public includes presentation to Village Staff, the Village eNEWS, Facebook page and incorporation within the Annual Report framework which is issued each year in June.

LEGAL CONSIDERATIONS

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

IMPACT ON BUDGET & STAFFING

The Strategic Priorities Plan will inform the upcoming budget deliberations and staff will be preparing work plans based on the established priorities.

INTERDEPARTMENTAL IMPACT & APPROVAL

The Strategic Priorities Plan will be incorporated into the day to day operations of all Departments and will inform budget and work plans for the 2023-26 work years.

COMMUNITY CLIMATE ACTION PLAN

The Strategic Plan aligns with the Community Climate action plan through Council's priority to Protect Our Environment.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

The Strategic Plan will have an impact on the region is likely to impact relationships with neighbouring Indigenous Nations within Council's priority to *Cultivate Trust and collaborate with Indigenous peoples to build strong relationships and shared decision making.*

RECOMMENDATIONS

THAT the CAO's report be received.

AND THAT Council approves and endorses the 2023-26 Village of Pemberton Strategic Plan.

ATTACHMENTS:

Appendix A: 2023-26 Strategic Plan Presentation

| | |
|------------------|---|
| CAO Approval by: | Elizabeth Tracy, Chief Administrative Officer |
|------------------|---|



STRATEGIC PLAN

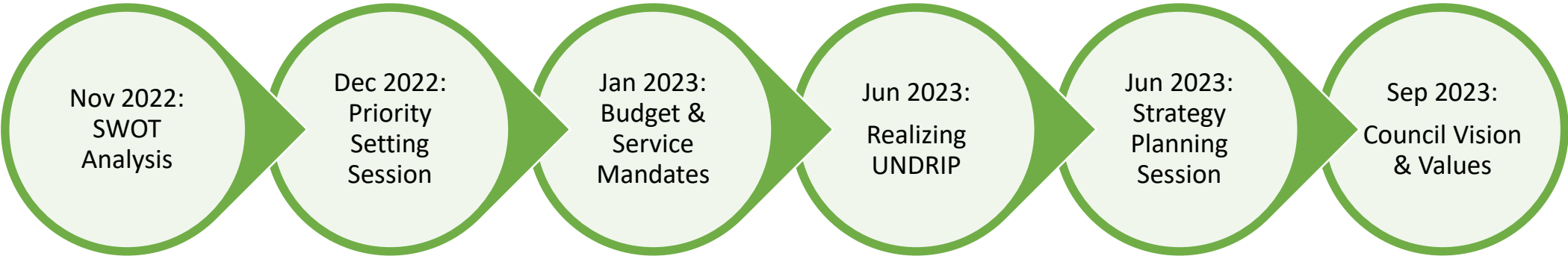


The Village of Pemberton is located within the unceded territory of Lil'wat Nation and honours the language, culture and history of the Lil'wat7ul.

The Purpose of a Strategic Plan

- Guides **decision-making**
- Sets **direction** for the organization and promotes **clarity**
- Validates services and project goals by ensuring **alignment** with a vision and priorities
- Creates a common language that speaks to **why** we are doing what we are doing
- Provides a framework for **accountability**
- Defines what **success** looks like
- **Prioritizes** limited resources

The Process



Roles & Responsibilities

Staff:

Deliver service to the community

Council:

Provides governance



Strategic Plan

- Vision Statement
- Council Guiding Values
- Staff Team Agreements
- Strategic Priorities



Vision Statement

Pemberton is a healthy, inclusive, and safe community. A place where the land and people are honoured, its unique culture thrives, and the community flourishes.



Council's Guiding Values

- We come with open minds, ask questions first, listen to understand, and engage in respectful and informed dialogue
- We encourage new ideas and innovative problem-solving
- We are forward thinking, considering the issues of the day and looking toward to the future
- We are fiscally responsible and efficient with our resources
- We are attuned to the local community and to external forces

Staff Team Agreements

We are guided by our community and those that represent it in everything that we do

We create a safe and fun environment that celebrates diversity, fosters collaboration and idea generation

We trust one another, we listen to one another, and we acknowledge the expertise in the room

We are honest and respectful during times of healthy conflict and achieve resolve

We empower each other to value finite resources and eliminate wasteful practices

We set clear expectations and define efficiencies through formal and informal processes

We see priorities through to completion and strive to deliver quality

We celebrate our wins, learn and grow from our mistakes and strive for progress

Strategic Priorities



PLAN & MANAGE GROWTH

Create a community where residents thrive and businesses prosper

1. Support diversity of housing development that meets with housing needs
2. Create a community-based vision through the completion of the Official Community Plan
3. Support initiatives that increase food security
4. Establish a viable maintenance plan for infrastructure, assets, and amenities to meet community needs
5. Enhance (or expand) local arts, culture, and recreation opportunities



Strategic Priorities



BE PREPARED

Improve the safety of the community through disaster mitigation and recovery support

1. Increase community safety to keep pace with growth and climate change impacts
2. Develop regional emergency and post-disaster recovery plans
3. Begin planning for RCMP integration and funding



Strategic Priorities



PROTECT OUR ENVIRONMENT

Focus on sustainable practices and forward-thinking environmental protection

1. Increase transportation alternatives to support options beyond the car
2. Preserve and enhance natural assets
3. Deliver on water conservation plan
4. Reduce corporate emissions



Strategic Priorities



CULTIVATE TRUST

Collaborate with Indigenous peoples to build strong relationships and shared decision making

1. Engage with Indigenous peoples to strengthen relationships
2. Create stronger community engagement
3. Complete the new Protocol Agreement



Strategic Priorities



OPERATE WITH EXCELLENCE

Establish a resilient, adaptable, and talented organization capable of responding to the changing community

1. Attract, retain, and develop qualified and creative staff members
2. Develop upgrade plan for municipal hall offices and infrastructure (e.g., technology)
3. Improve operational efficiency and effectiveness to enhance service delivery



Next Steps

- Community Engagement
- Implementation Internally
- Budget 2024

In Close

Questions & Thanks

Date: Tuesday, October 31, 2023

To: Elizabeth Tracy, Chief Administrative Officer

From: Ethan Fredeen, Acting Manager of Corporate & Legislative Services

Subject: 2024 Council Meeting Schedule

PURPOSE

The purpose of this report is to provide Council background on the requirements to establish the Regular Council Meeting schedule each year and present a proposed meeting schedule for 2024.

BACKGROUND

In accordance with Section 127 (1) (b) of the *Community Charter* and Section 6 (b) of the *Village of Pemberton Procedure Bylaw No. 788, 2015*, the Village of Pemberton must make available prior to January 1st the Council meeting schedule for the upcoming year and “give notice of the availability of the schedule in accordance with Section 94 (public notice) at least once a year.”

Section 94 of the *Community Charter* sets out the requirements for giving public notice and specifies that notice must be published in a newspaper that is distributed weekly and that at least two (2) notices must be published.

The Village of Pemberton Council Procedure Bylaw No. 788, 2015 Section 6 (b) (i) states that Regular Council meetings must “be held on Tuesdays of each month the dates and times shall be established by Council resolution before December 15th of each year for the subsequent year”. Section 6 (b) (iii) establishes that “there shall not be a meeting during the month of August unless Council resolves otherwise”.

As such, the Council meeting schedule for 2024 must be determined by resolution and Notice must be issued in time to meet the January 1st deadline as established by the *Community Charter*.

DISCUSSION & COMMENTS

As Council meetings are established to be held on Tuesday’s, Council is requested to keep Tuesdays free or open for council business scheduled or not. If there is a need to hold a special meeting or to establish a schedule for other activities such as committees, workshops or budget deliberations, staff endeavor to schedule them for Tuesdays.

With respect to the Regular Meeting schedule, the Council Procedure Bylaw provides flexibility to consider each year which Tuesday of the month the Regular Council meeting should take place, evaluate the meeting times, or consider holding only one meeting a month as determined by Council.

This flexibility has resulted in the meeting schedule being adjusted to be more responsive to other Council obligations such as the Lower Mainland Local Government Association (LMLGA) in May, the Union of British Columbia Municipalities Conference (UBCM) held in September and the budget meeting schedule that has been approved as of October 17, 2023. It also considered other activities that result in a busy time for both Council and staff from an operational perspective and the timing of statutory holidays (office closures) or vacation periods (Christmas and March Break). In some cases, Council has determined that during those busy times it was appropriate to hold only one meeting a month.

Meeting Times:

In 2017 Council established the first meeting of the month will be held at 5:30pm and the second meeting of the month will be held at 9:00am. These meeting times remained the same for 2023 and are suggested for 2024.

Budget Schedule:

During the October 17, 2023 Regular Council meeting Council approved the 2024 -2028 Five Year Financial schedule as presented. The schedule has incorporated the approved schedule in the proposed calendar as attached as Appendix A. There are a number of meetings that are requested to be held as Committee of the Whole's and Council has the ability to schedule those meetings when they see fit. Those meetings have been captured and will be booked and invites will be sent out upon adoption of the Council calendar. The budget meetings are as follows:

| Date | Description |
|-------------------------|--|
| Tuesday, Jan 23, 2024 | Committee of the Whole Meeting Budgeting Session #1– 2024 Operating Budgets, Capital and Project Budgets 1 st Draft |
| *Tuesday, Feb 13, 2024 | Committee of the Whole Meeting <ul style="list-style-type: none"> • Budgeting Session #2– 2024 Revised Operating, Approved Capital and Project Budgets |
| Tuesday, March 5, 2024 | Committee of the Whole Meeting <ul style="list-style-type: none"> • Preliminary Tax Implications of 2024 Revised Draft Budget |
| Tuesday March 5, 2024 | <ul style="list-style-type: none"> • Public Budget Information Session 2024 review (prior to Council) |
| Tuesday, April 23, 2024 | Committee of the Whole Meeting <ul style="list-style-type: none"> • Budgeting Session #3 – 2024 Final Budget with Tax Implications and 5 Year Financial Plan review prior to Bylaws coming forward for adoption. |
| Tuesday, April 30, 2024 | Regular Council Meeting (Light Agenda intended for the 2024 - 2028 Five Year Financial Plan Bylaw 1 st , 2 nd and 3 rd readings (S.165 <i>Community Charter (CC)</i>) |
| Tuesday, May 7, 2024 | Regular Council Meeting Light Agenda intended for the following: <ul style="list-style-type: none"> • 2024 - 2028 Five Year Financial Plan Bylaw 4th & |

| | |
|------------------------------|--|
| | Final <ul style="list-style-type: none"> 2024 Tax Rates Bylaw 1st, 2nd and 3rd readings |
| Tuesday, May 14, 2024 | Regular Council Meeting <ul style="list-style-type: none"> 2024 Tax Rates Bylaw 4th & Final (S.197 CC) |

In Appendix A the only meetings that are reflected and indicate a budget meeting discussion are those meetings that require a Council meeting and not a Committee of the Whole as the Village of Pemberton does not typically include Committee of the Whole as part of the Council Calendar.

2024 Meeting Calendar: Appendix A

In preparing the Council meeting schedule for 2024, staff takes into consideration statutory holidays to avoid holding meetings on a Tuesday following a Statutory Holiday whenever possible. It also considers the Christmas and March Break period and other Council obligations such as LGLA, LMLGA and UBCM and obligations that may impact operational planning.

In 2024 the proposed schedule also considers budget deliberation period which takes place between late January to the beginning of May.

| Meetings | Month | Time |
|------------------------|--|----------------|
| One Meeting a Month | January, June, September, November, and December | 5:30pm |
| Two Meetings a Month | February, March, October, July | 5:30pm and 9am |
| Three Meetings a Month | April, May | 5:30pm and 9am |
| No Meetings | August | |

The Village has traditionally not held a meeting during the month of August as this month is set aside for summer break. Council will note that two meetings have been scheduled for the month of July. Council has expressed in the past the desire to have more meetings in the summer months.

As per the Procedure Bylaw, if a matter of urgency must be addressed, Council does have the ability to call a Special Council meeting at any time and may do so by providing 24 hours' notice or if a meeting is called last minute, by resolution waiving the notice requirement.

Committee of the Whole and In Camera Meetings:

There is no requirement to establish the meeting schedule for the Committee of the Whole and In Camera meetings.

The Village's current practice is to hold Committee of the Whole and In Camera meetings either in the afternoon prior to the first Regular meeting of the month (5:30pm), or immediately following the second Regular meeting of the month (9:00am), with Committee of the Whole usually being held in the afternoon (1:00pm).

At the request of previous Councils staff has adjusted the start time of the Committee of the Whole from 1pm to later in the afternoon on days the Regular Meeting is scheduled at 5:30pm. This will depend on the number of items for consideration. If Council is agreeable, this practice would continue in 2024.

COMMUNICATIONS

As per Section 94 of the *Community Charter*, once the regular meeting schedule has been approved by resolution of Council, a Public Notice will be issued in the local newspapers in November/December and before January 1, 2024.

Notice will also be provided on the Website, in the eNEWS and via posting on the Village's Facebook Page and Blog and posted on the Village Notice Boards located at the Post Office and at the Village Office.

LEGAL CONSIDERATIONS

Establishing the 2024 meeting schedule and undertaking the required notification meets with the legislation as established in the *Community Charter* and the Village of Pemberton Council Procedure Bylaw No. 788, 2015. There is no requirement for legal review.

IMPACT ON BUDGET & STAFFING

The preparation of this report was done in-house and is included as part of the regular work plan for Corporate & Legislative Services.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required as the holding of Council meetings is part of the regular business of the Village.

COMMUNITY CLIMATE ACTION PLAN

The establishment of the meeting schedule is not applicable to the CCAP strategies.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

Depending on which Tuesday each month that Council determines the meeting will be held, there could be some impact on other jurisdictions if their Council/Board or Committee meetings are held the same day.

In this regard, the Library Board holds their Board meetings on the first Thursday of each month at 7PM except for July and August. As well, the Regional District Board meetings are traditionally held on the third Wednesday/Thursday of each month. At this time the 2024 Board Meeting Calendar has not been set, however, prior to doing so, they require the meeting dates from the member municipalities.

ALTERNATIVE OPTIONS

There are no alternative options presented at this time.

RECOMMENDATIONS

THAT Council provide direction with respect to the 2024 Regular Council Meeting schedule.

ATTACHMENTS:

Appendix A: Proposed 2024 Council Meeting Schedule

| | |
|------------------|---|
| Prepared by: | Ethan Fredeen, Acting Manager of Corporate & Legislative Services |
| CAO Approval by: | Elizabeth Tracy, Chief Administrative Officer |

2024 Council Meeting Schedule January – December

Council Meetings are held in Council Chambers located at 7400 Prospect Street (Village Office) unless otherwise posted.

| | | | |
|---|---|---|---|
| COUNCIL January 23, 2024 5:30 pm | COUNCIL February 13, 2024 5:30 pm | COUNCIL March 5, 2024 5:30 pm | COUNCIL April 9, 2024 5:30 pm |
| | COUNCIL February 27, 2024 9:00 am | COUNCIL March 19, 2024 9:00 am | COUNCIL April 23, 2024 9:00 am |
| | | | COUNCIL April 30, 2024 9:00 am [Budget] |
| | | | |
| COUNCIL May 7, 2024 5:30 pm [Budget] | COUNCIL June 18, 2024 5:30 pm | COUNCIL July 9, 2024 5:30 pm | August 2024 Summer Break |
| COUNCIL May 14, 2024 9:00 am [Budget] | | COUNCIL July 23, 2024 9:00 am | |
| COUNCIL May 28, 2024 9:00 am | | | |
| | | | |
| COUNCIL September 10, 2024 5:30 pm | COUNCIL October 8, 2024 5:30 pm | COUNCIL November 19, 2024 5:30 pm | COUNCIL December 3, 2024 5:30 pm |
| | COUNCIL October 22, 2024 9:00 am | | |

Please note: Committee of the Whole and In Camera meetings will be scheduled as required.

Date: Tuesday, October 31, 2023

To: Elizabeth Tracy, Chief Administrative Officer

From: Nikki Segovia, Building and Planning Coordinator

Subject: Notice on Title – 2045 Tiyata Boulevard - STRATA LOT 40 DISTRICT
LOT 203 LILLOOET DISTRICT STRATA PLAN EPS4543

PURPOSE

The purpose of this report is to recommend filing Notice on Title under *Section 57 of the Local Government Act* on the property at 2045 Tiyata Boulevard, Pemberton, BC legally described as Strata Lot 40, District Lot 203, Lillooet Land District, Plan EPS4543.

BACKGROUND

Section 57 of the Community Charter enables local governments to register a notice, via the Land Title Office registrar, on the title of a property where there is or has been a building code or bylaw infraction, including where a permit is not held in good standing. The filing of a notice of contravention is not intended to be a punitive action; rather, it is an efficient way to secure compliance to the BC Building Code and Village bylaws and serves as a disclosure mechanism protecting future owners and other parties with an interest in the property.

If a property owner, having received a Notice on their Title, corrects the contravention to the satisfaction of the Village, they may apply to have the Notice removed, at their own expense. The application of Notice on Title is governed by a statutory process and the property owner must be provided an opportunity to appear before Council to respond to the Village's position. Placing a Notice on Title may not move forward until that opportunity has been provided.

In August of 2020, the Village received a building permit application for a single-family home to be constructed at 2045 Tiyata Boulevard. The application was submitted by the owner and builder Jaswinder Bhandal and was accompanied by a valid Home Owner warranty (HPO) License registered under the Company name "Golden Gate Construction Ltd." As per section 18.2 of the Village of Pemberton Building Bylaw No 912, 2021, if an application includes a *residential occupancy* the *building official* will not issue a building permit unless the *owner* provides evidence pursuant to section 30 (1) of the *Homeowner Protection Act* that:

- (a) the proposed *building* is covered by home warranty insurance, and
- (b) the *constructor* is a licensed residential builder

In February of 2022, BC Housing informed the Village the HPO license for 2045 Tiyata Boulevard was no longer valid. On February 24, 2022 the former building official issued a Stop Work Order on the property as the owner was in contravention to Section 18.2 (a) and (b) of the Village of Pemberton Building Bylaw No. 912, 2021. In April of 2022, a new license was provided under the name "KBD Construction" and the stop work order was lifted.

In May of 2023, the Village received an inquiry from the Tiyata Strata Council regarding the status of this permit. The Village informed the strata council that the permit has since expired as there hasn't been an inspection since June 10th, 2021. The Village received notification from BC Housing that the HPO licensing for "KBD construction" had been de-enrolled and was no longer valid.

On May 23, 2023 the Village attempted to contact the owners of the property informing them they would need to pay for a permit extension and provide a new HPO license in order for construction to continue. Correspondence was sent both by email and registered mail, attached as **Appendix A**. On June 13, 2023 the owners came to the Village office to pay for the permit extension. They were informed that the permit extension would not be valid until the new HPO licensing was also received. The Village was informed that the owners were speaking with BC Housing regarding this matter. On September 5, 2023 BC Housing informed the Village that the HPO license has been closed and KBD Construction must reapply for a license.

An inspection report from the Building Inspector is attached as **Appendix B** recommending a Stop Work Order. As there has been no progress on this matter, the Village issued another Stop Work Order on October 4, 2023 and has decided to proceed with registering a Notice on Title for this outstanding matter.

DISCUSSION & COMMENTS

Section 57 of the *Community Charter* provides Council with a tool to protect future purchases of any property deemed to be in contravention of Village bylaws, particularly as the relate to building and liability matters.

The homeowner has been provided ample time to obtain a new HPO license from BC Housing. Since this is the second offense of the same nature, staff believe it is in the Village's best interests to register a Notice on Title and uphold the Stop Work Order until a new valid HPO license has been provided to our office. Staff feel this serves as the best disclosure mechanism protecting future owners and other parties with an interest in the property.

COMMUNICATIONS

Notification to the property owner of the intent to place a *Section 57* Notice on Title respecting the licensing requirement was provided by email and registered mail on Tuesday, May 23, 2023, and subsequently on Wednesday September 27, 2023 by email. As per the section 57 (3) of the *Community Charter*, the property owner has been advised that an opportunity to be heard will be provided at a Council Meeting at which the matter is being considered.

LEGAL CONSIDERATIONS

Section 57 of the *Community Charter* sets out the process by which a local government may consider placing a Notice on Title in which the Building Inspector observes a condition that is contravention of a bylaw. Previous case law related to this matter has found municipalities at fault when they neglected to register a notice on title regarding bylaw infractions.

IMPACT ON BUDGET & STAFFING

The establishment of a *Section 57* Notice on Title has been facilitated in-house; however, there will be some costs associated with the registration of the Notice on Title at the Land Title Office.

These costs can be recuperated under Schedule T of the Fees and Charges bylaw. If a valid HPO license is provided, discharge of the covenant is also billable under the Village of Pemberton Fees and Charges Bylaw.

COMMUNITY CLIMATE ACTION PLAN

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

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

This initiative/item/project has no impact on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

Recommendation One:

THAT the Corporate Officer be directed to file a Notice in the Land Title Office stating that:

- (a) A resolution relating to the land has been made under *Section 57* of the Community Charter; and
- (b) Further information respecting the resolution maybe inspected at the Village of Pemberton Municipal Hall.

ATTACHMENTS:

Appendix A: Correspondence to Homeowners dated May 23, 2023

Appendix B: Building Inspection Report, Stop Work Order

| | |
|---------------------------|--|
| Prepared or submitted by: | Nikki Segovia, Building and Planning Coordinator |
| Manager Approval: | Scott McRae, Manager of Development Services |
| CAO Approval by: | Elizabeth Tracy, Chief Administrative Officer |



PO Box 100 7400 Prospect Street
 Pemberton BC V0N 2L0
 Phone: 604-894-6135 Fax: 604-894-5708
 Email: admin@pemberton.ca
 Website: www.pemberton.ca

BUILDING INSPECTION REPORT

DATE: September 21, 2023

PERMIT NO: 1970

ADDRESS: 2045 Tiyata Blvd

| | | | | | | | | | |
|--|---------------------------------|-------------------------------------|--|-------------------------------------|--|---------------------------------------|---|--|-----------------------------------|
| FTG <input type="checkbox"/> | END <input type="checkbox"/> | DAMP/DT <input type="checkbox"/> | PRE-SLAB <input type="checkbox"/> | FRAMING <input type="checkbox"/> | INSUL/VB <input type="checkbox"/> | SPRINKLER <input type="checkbox"/> | WOOD/PELLET STOVE <input type="checkbox"/> | OTHER <input checked="" type="checkbox"/> | FINAL <input type="checkbox"/> |
| SEWER/WATER & INSTALLATION <input type="checkbox"/> | U/G <input type="checkbox"/> | R/I <input type="checkbox"/> | TUBS & SHOWERS <input type="checkbox"/> | OTHER <input type="checkbox"/> | PLUMBING FINAL <input type="checkbox"/> | | | | <input type="checkbox"/> |

~~Progress Building Permit has expired. Home Owner Protection coverage has been cancelled. Building is incomplete and not occupied~~

No further work shall occur until Home Owner Protection has been re-instated and a Building Permit extension has been applied for and approved.

COMPLETED NOT COMPLETED REJECTED RECALL REQUIRED STOP WORK
 CONTACT OFFICE

INSPECTOR: Zara Rockwell 

DO NOT COVER OR REMOVE OR DESTROY THIS CARD



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7400 Prospect St.
Pemberton
British Columbia
CANADA
V0N2L0

P. 604.894.6135
F. 604.894.6136

www.pemberton.ca

May 23, 2023

BHANDAL, JASWINDER S
[REDACTED]
[REDACTED]

Via Registered Mail

Re: 2045 Tiyata Blvd – Permit Expired

Dear Mr. Bhandal,

Village of Pemberton staff have tried to contact you on several occasions by email [REDACTED] and phone [REDACTED] regarding 2045 Tiyata Boulevard, legally described as STRATA LOT 40 DISTRICT LOT 203 LILLOOET DISTRICT STRATA PLAN EPS4543. Building Permit 1970 expired on October, 1 of 2022 and no permit extension has been obtained.

The house is currently sitting unfinished. An incomplete building may be subject to issues such as weather damage. Furthermore, the Village office received notification from BC Housing that your Builder's License has been de-enrolled. As Per Section 18.2 of the Village of Pemberton Building Bylaw No 912, 2021, the bylaw states **(b) the constructor should be a licensed residential builder**. As the HPO has expired, no further inspections will take place until proof of a valid license is provided to our offices.

As your permit has expired, you must apply for an extension with the accompanying \$100.00 fee and provide proof of your HPO enrollment within 30 days of receiving this letter. Should you fail to provide payment and documentation within this time frame, the Village may proceed with the process to register a *Section 57 Notice on Title*. A bulletin has been attached to this letter explaining Notices on Title.

Please let us know if you have any further questions. Thank you for your attention regarding this matter. I can be reached at smcrae@pemberton.ca

Sincerely,

VILLAGE OF PEMBERTON



Scott McRae
Manager Development Services

cc: Nikki Segovia, Building and Planning Clerk
Johannes Oving, Contract Building Official
Zara Rockwell, Contract Building Official

Date: Tuesday, October 31, 2023

To: Elizabeth Tracy, Chief Administrative Officer

From: Thomas Sikora, CPA, CMA, Manager of Finance

Subject: 2022 Statement of Financial Information

PURPOSE

To provide Council the 2022 Statement of Financial Information for review and approval.

BACKGROUND

The *Financial Information Act* (FIA) requires local governments to prepare a Statement of Financial Information (SOFI) to be filed with the Ministry of Municipal Affairs and Housing following receipt of the audited Financial Statements. The 2022 SOFI has been prepared as prescribed by the Lieutenant Governor-in-Council and has been approved by the Manager of Finance as required by legislation.

The SOFI contains the following:

- 2022 Audited Annual Consolidated Financial Statements.
- Schedule of Payment to Suppliers of Goods and Services – amounts paid to suppliers with payments over \$25,000.
- Schedule of Remuneration and Expenses – amounts paid to Council members and employees earning over \$75,000.
 - Remuneration includes any form of salary, wages, bonuses, gratuities, taxable benefits, payment into trust or any form of income deferral paid by the corporation to the employee or on behalf of the employee during the fiscal year being reported upon, including overtime and vacation payouts, whether or not such remuneration is reported under the Income Tax Act (Canada), but “does not include anything payable under a severance agreement.”
 - Expenses include travel and training expenses, memberships, tuition, relocation, vehicle leases, extraordinary hiring expenses, registration fees and similar amounts paid directly to an employee, or to a third party on behalf of the employee, and which has not been included in 'remuneration', **and is not limited to expenses that are generally perceived as perquisites**, or bestowing personal benefit, **and may include expenditures required for employees to perform their job functions**, and excludes benefits of a general nature applicable to all employees pursuant to an agreement such as medical, dental, counselling, insurance and similar plans.”

The SOFI has been prepared from the financial records of the Village in accordance with the Financial Information Act (FIA) and regulations. The FIA regulations require the SOFI to be presented to Council for approval and be made available for examination by the public for three (3) years after the year reported on. Approval and filing of the 2022 SOFI will satisfy and complete our legislative obligations under the Financial Information Act.

DISCUSSION & COMMENTS

The report is being presented for consideration by Council for approval before being filed with the Ministry of Municipal Affairs and Housing as legislated.

COMMUNICATIONS

Regulations set out in the *Financial Information Act* require the Statement of Financial Information be made available to the public for three (3) years after the year reported on. The SOFI will be posted on the Village website for viewing and in printed format upon request.

LEGAL CONSIDERATIONS

The presentation and approval of the 2022 Statement of Financial Information (SOFI) meets with the Village's legislated obligation as set out in the *Financial Information Act* (FIA), there is no requirement for legal review.

IMPACT ON BUDGET & STAFFING

There are no incremental impacts to the Budget or Staff hours for considerations at this time, as the preparation of this report is a function of the Finance Department and was incorporated into the annual work plan.

INTERDEPARTMENTAL IMPACT & APPROVAL

There are no interdepartmental impacts or approvals required.

COMMUNITY CLIMATE ACTION PLAN

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

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

This initiative/item/project has no impact on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options for consideration.

RECOMMENDATIONS

THAT Council approve the 2022 Statement of Financial Information for filing with the Ministry of Municipal Affairs and Housing under the *Financial Information Act*.

ATTACHMENTS:

Appendix A: 2022 Statement of Financial Information (SOFI)

Appendix B: 2022 Financial Statements

| | |
|------------------|---|
| Prepared by: | Thomas Sikora, CPA, CMA, Manager of Finance |
| CAO Approval by: | Elizabeth Tracy, Chief Administrative Officer |



Statement of Financial Information – SOFI

Approved by Council

For the Fiscal Year Ended December 31, 2022

Pursuant to the *Financial Information Act*

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Village of Pemberton

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

"This organization has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation."

Prepared under the Financial Information Regulation, Schedule 1, subsection 5 (4)

| Schedule Showing the Remuneration Paid to or on Behalf of Each Employee 2022 | | | |
|--|------------------------------|------------------|------------------|
| 1 Elected Officials, Employees appointed by Cabinet and Members of the Board Of Directors | | | |
| Name | Position | Remuneration | Expenses |
| Michal Richman | Mayor | 31,344 | 3,893 |
| Ted Craddock | Councillor | 15,529 | 2,886 |
| Amica Antonelli | Councillor | 13,138 | 1,092 |
| Leah Noble | Councillor | 13,138 | 1,692 |
| Ryan Zant | Councillor | 13,138 | 110 |
| Jennie Helmer | Councillor | 2,391 | 1,514 |
| Katrina Nightingale | Councillor | 2,391 | 1,514 |
| Laura Ramsden | | 2,391 | 1,514 |
| Total | | 93,459 | 14,214 |
| 2 Other Employees > 75,000 | | | |
| Name | | Remuneration | Expenses |
| Cameron Adams | Fire Chief | 102,610 | 1,571 |
| Christine Burns | Recreation Manager | 104,605 | 2,719 |
| Ali Chapple | Assistant Operations Manager | 90,795 | 2,006 |
| Tom Csima | Operations Manager | 115,808 | 1,960 |
| Jeanette Einarson | Senior Accountant | 79,392 | 442 |
| Sheena Fraser | Legislative Manager | 133,655 | 1,770 |
| Martin Klufftinger | Sewer Plant Operator | 92,832 | 0 |
| Adam Malpus | Deputy Fire Chief | 89,162 | 5,645 |
| Scott McRae | Dev. Services Manager | 100,812 | 1,194 |
| Thomas Sikora | Finance Manager | 100,589 | 3,883 |
| Elizabeth Tracy | CAO | 91,538 | 1,623 |
| Sarah Toews | Emergency Program Officer | 78,305 | 840 |
| Jeff Westlake | Water Operator | 94,172 | 923 |
| Emily White | HR Advisor | 80,450 | 718 |
| 3 Total > 75,000 | | 1,354,726 | 25,293 |
| Consolidated Total of other Employees with remuneration and expenses of <75,000 | | 1,954,115 | 46,742 |
| Total Employees | | 3,308,842 | 72,036 |
| Reconciliation | | | |
| Total remuneration - elected officials | | | 107,674 |
| Total remuneration - other employees | | | 3,380,877 |
| Subtotal | | | 3,488,551 |
| Reconciling Items | | | 678,339 |
| Total per Statement of Revenue and Expenditure (Segmented) | | | 4,166,890 |
| Variance | | | 0 |
| Reconciling Items: | | | |
| Item | Amount | Comments | |
| Municipal Pension | 457,906 | | |
| WCB, EI, CPP | 285,416 | | |
| Other Benefits | (64,983) | | |

Prepared under the Financial Information Regulation, Schedule 1, section 6 (2), (3), (4), (5) and (6).

Village of Pemberton

STATEMENT OF SEVERANCE AGREEMENTS

There were 0 severance agreements made between the Village of Pemberton and its non-unionized employees during the fiscal year 2022.

* "Compensation" agreements were based on salary and benefits.

Prepared under the Financial Information Regulation, Schedule 1, subsection 6 (7)

| 2022 SCHEDULE SHOWING PAYMENT MADE FOR THE PROVISION OF GOODS OR SERVICES | |
|--|-----------------------------------|
| 1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000 | |
| Supplier name | Aggregate amount paid to supplier |
| 580049 BC. LTD | 97,308 |
| AC Petroleum | 88,296 |
| Alpine Paving (1978) Ltd. | 171,431 |
| Associated Fire Safety | 53,256 |
| Bandit Farms Property Services Ltd. | 43,240 |
| BC Assessment Authority | 64,046 |
| BC Hydro | 183,253 |
| BC Hydro | 45,801 |
| BC Hydro CAD - 130160 | 53,996 |
| BCT Fencing Ltd | 48,952 |
| BC Transit | 339,214 |
| Cabin Resource Management Ltd. | 120,139 |
| CATA Management Ltd. | 70,866 |
| Cameron Chalmers Consulting Inc | 178,319 |
| Cleartech Industries Inc. | 56,391 |
| Coast Mountain Cleaning | 59,706 |
| Exceed Electrical Engineering Ltd. | 41,246 |
| Flow Irrigation Sales & Service | 31,553 |
| GFL Environmental Inc. | 77,681 |
| Greg Gardner Motors Ltd. | 71,260 |
| Insurance Corporation of British Columbia | 31,790 |
| ISL Engineering & Land Services Ltd. | 140,707 |
| JT Heavy Equipment Repair Ltd. | 38,865 |
| Kerr Wood Leidal | 84,958 |
| Leaders International Executive Search | 48,713 |
| LEGGETT Angela | 32,205 |
| Lidstone & Company | 107,633 |
| Lifestyle Equipment (2002) Ltd. | 28,128 |
| Lindsay Equipment Ltd. | 41,382 |
| McElhanney Associates Land Surveying Ltd. | 137,193 |
| MNP LLP | 46,305 |
| Minister of Finance - School Taxes | 1,419,582 |
| Mount Currie Band Council | 51,198 |
| Municipal Finance Authority of BC | 194,807 |
| Municipal Insurance Association of British | 30,423 |
| Municipal Pension Plan | 457,906 |
| Pacific Blue Cross | 170,220 |
| Provincial Health Services Authority in BC | 96,192 |
| Receiver General for Canada | 950,057 |
| School District No. 48 | 33,284 |
| Sea to Sky Soils and Composting Inc. | 41,748 |
| Sea to Sky Fire Prevention | 25,048 |
| Sea to Sky Network Solutions | 189,828 |
| Siu Donna | 142,510 |
| SQUAMISH-LILLOOET (REGIONAL DISTRICT) | 1,743,556 |
| SUNSTONE RIDGE DEVELOPMENTS LTD | 979,388 |
| TD Business Cash Back Visa | 81,698 |
| Urban Systems Ltd. | 27,569 |
| CentralSquare Canada Software Inc. | 66,075 |
| Velosolutions Canada West Ltd. | 767,517 |
| WASP Manufacturing Ltd. | 205,408 |
| Western Compensation & Benefits Consultants | 32,729 |
| WMA Cleaning Services | 27,389 |
| WorkSafeBC | 78,965 |
| Your City Solutions Inc. | 27,458 |
| | |
| | |
| Total aggregate amount paid to suppliers | 10,474,384 |
| | |
| 2. Consolidated paid to suppliers who received aggregate pmts of < or = \$25,000 | 1,698,963 |
| | |
| Consolidated total of grants paid exceeding \$25,000 | 0 |
| Consolidated total of contributions paid exceeding \$25,000 | 0 |
| Consolidated total of all grants and contributions exceeding \$25,000 | 0 |
| 3. Total payments to suppliers for grants and contributions exceeding \$25,000 | 0 |
| | |
| Total aggregate payments exceeding \$25,000 paid to suppliers | 10,474,384 |
| Consolidated total of payments of \$25,000 or less paid to suppliers | 1,698,963 |
| Consolidated total of all grants and contributions exceeding \$25,000 | 0 |
| Subtotal | 12,173,347 |

| | | |
|---|--|------------------|
| Total Expenses per Consolidated Statement of Operations and Accumulated Surplus | | 9,612,022 |
| Difference | | 2,561,325 |
| 4. Reconciliation | | |
| Employee and Council Wages expensed not included in payments to suppliers | | (3,409,686) |
| Deposits/Holdbacks returned to suppliers and not expensed | | 804,205 |
| Employee and Council portion of Dues, Tax, CPP And EI paid to supplier and not expensed | | 753,801 |
| Employee portion of Benefits paid to supplier and not expensed | | 36,818 |
| Transfers to Other Governments included in payments to suppliers and not expensed | | 3,021,991 |
| New Capital Additions, not expensed, moved to TCA | | 2,553,326 |
| WIP included in payments to suppliers and not expensed | | 0 |
| Add Capital Additions donated in kind | | 0 |
| Less: Capital Disposals and WIP Transfers | | (12,830) |
| Less: Amortization - not a Cash transaction | | (1,308,163) |
| Debt Principal Payments Paid and not expensed | | 371,251 |
| Variance* | | (249,389) |
| *Variance occurs due to the Financial Statements prepared on an accrual basis and this report on a cash basis | | |

Prepared under the Financial Information Regulation, Schedule 1, section 7 and the *Financial Information Act*, section 2.

Village of Pemberton

STATEMENT OF FINANCIAL INFORMATION APPROVAL

The undersigned, s authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements included in this Statement of Financial Information, produced under the *Financial Information Act*.

Mike Richman, Mayor

Thomas Sikora, Chief Financial Officer

Date: _____

Date: _____

Prepared under the Financial Information Regulation, Schedule 1, subsection 9



Management Report

PO Box 100
7400 Prospect St.
Pemberton

British Columbia

CANADA

V0N2L0

P. 604.894.6135

F. 604.894.6136

To Mayor and Council of the Village of Pemberton,

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

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

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

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

In accordance with the *Community Charter*, the 2022 Audited Consolidated Financial Statements were presented and approved by Council on October 31, 2023; the Statement of Financial Information (SOFI) was presented to Council for approval on October 31, 2023.

Elizabeth Tracy
Chief Administrative Officer

Date

Village of Pemberton
Financial Statements
December 31, 2022

Village of Pemberton

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For the year ended December 31, 2022

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Management's Responsibility

To the Mayor and Council of the Village of Pemberton,

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

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

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

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

September 12, 2023



Chief Administrative Officer

Independent Auditor's Report

To the Mayor and Council of the Village of Pemberton,

Opinion

We have audited the financial statements of the Village of Pemberton (the "Village"), which comprise the statement of financial position as at December 31, 2022, and the statements of operations and accumulated surplus, changes in net financial assets, cash flows for the year then ended, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Village as at December 31, 2022, and the results of its operations, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

Other Information

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

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

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

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

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

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

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

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

Independent Auditor's Report

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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

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

Kelowna, British Columbia

September 12, 2023

MNP LLP

Chartered Professional Accountants

Village of Pemberton
Statement of Financial Position
As at December 31, 2022

| | 2022 | 2021 |
|---|-------------------|-------------------|
| Financial assets | | |
| Cash and cash equivalents <i>(Note 2)</i> | 12,025,406 | 11,796,515 |
| Accounts receivable <i>(Note 3)</i> | 1,986,495 | 1,651,639 |
| Investments in government business partnerships <i>(Note 4)</i> | 888,664 | 245,217 |
| Municipal Finance Authority debt reserve | 101,320 | 101,320 |
| | 15,001,885 | 13,794,691 |
| Financial liabilities | | |
| Accounts payable and accrued liabilities <i>(Note 5)</i> | 1,630,352 | 1,250,905 |
| Deferred revenue <i>(Note 6)</i> | 4,712,469 | 4,209,011 |
| Deposits and permits | 1,921,459 | 2,274,052 |
| Long-term debt <i>(Note 7)</i> | 3,564,936 | 4,083,682 |
| | 11,829,216 | 11,817,650 |
| Net financial assets | 3,172,669 | 1,977,041 |
| Non-financial assets | | |
| Prepaid expenses | 92,847 | 168,698 |
| Tangible capital assets <i>(Schedule 1)</i> | 33,026,179 | 31,793,846 |
| | 33,119,026 | 31,962,544 |
| Accumulated surplus <i>(Note 8)</i> | 36,291,695 | 33,939,585 |

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Statement of Operations and Accumulated Surplus
For the year ended December 31, 2022

| | Budget (Note 13) | 2022 | 2021 |
|--|---------------------|-------------------|------------|
| Revenue | | | |
| Taxation (Note 10) | 2,538,877 | 2,431,435 | 2,349,257 |
| Water and sewer user rates | 2,109,544 | 2,345,686 | 2,237,148 |
| Government transfers (Note 9) | | | |
| Federal and provincial | 5,630,313 | 1,839,425 | 2,006,983 |
| Other local governments | 1,729,388 | 1,182,566 | 1,473,239 |
| Other | 418,749 | 1,262,967 | 1,560,612 |
| User charges | 2,913,066 | 749,512 | 1,129,930 |
| Contributions | - | 167,028 | 504,307 |
| Earnings from government business partnership (Note 4) | - | 643,447 | 245,217 |
| Penalties and interest income | 32,500 | 100,294 | 66,802 |
| Investment income | 27,860 | 154,602 | 22,819 |
| Gain on disposal of tangible capital assets | - | 1,087,170 | - |
| | 15,400,297 | 11,964,132 | 11,596,314 |
| Expenses | | | |
| General government | 3,956,440 | 2,586,913 | 2,508,269 |
| Fire protection services | 896,856 | 1,106,745 | 975,529 |
| Development and planning services | 815,722 | 883,188 | 617,569 |
| Public works and parks | 1,337,626 | 1,350,716 | 1,167,307 |
| Recreation services | 1,181,982 | 1,259,380 | 1,030,129 |
| Water utility | 1,213,357 | 1,105,087 | 1,080,271 |
| Sewer utility | 1,286,189 | 1,195,141 | 1,162,719 |
| Airport services | 97,148 | 124,852 | 112,552 |
| | 10,785,320 | 9,612,022 | 8,654,345 |
| Annual surplus | 4,614,977 | 2,352,110 | 2,941,969 |
| Accumulated surplus, beginning of year | 33,939,585 | 33,939,585 | 30,997,616 |
| Accumulated surplus (Note 8) | 38,554,562 | 36,291,695 | 33,939,585 |

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Statement of Changes in Net Financial Assets
For the year ended December 31, 2022

| | Budget (Note 13) | 2022 | 2021 |
|---|---------------------|--------------------|-------------|
| Annual surplus | 4,614,977 | 2,352,110 | 2,941,969 |
| Acquisition of tangible capital assets | (7,268,709) | (2,553,326) | (2,330,994) |
| Disposal of tangible capital assets | - | 12,830 | - |
| Amortization of tangible capital assets | 1,234,067 | 1,308,163 | 1,191,743 |
| | (6,034,642) | (1,232,333) | (1,139,251) |
| Change in prepaid expenses | - | 75,851 | 77,160 |
| Increase (decrease) in net financial assets | (1,419,665) | 1,195,628 | 1,879,878 |
| Net financial assets, beginning of year | 1,977,041 | 1,977,041 | 97,163 |
| Net financial assets, end of year | 557,376 | 3,172,669 | 1,977,041 |

Village of Pemberton
Statement of Cash Flows

For the year ended December 31, 2022

| | 2022 | 2021 |
|---|--------------------|--------------------|
| Cash provided by (used for) the following activities | | |
| Operating Activities | | |
| Annual surplus | 2,352,110 | 2,941,969 |
| Items not involving cash included in annual surplus: | | |
| Amortization of tangible capital assets | 1,308,163 | 1,191,743 |
| Income from government business partnerships | (643,447) | (245,217) |
| Actuarial reduction of debt | (121,426) | (110,775) |
| Gain on disposal of tangible capital assets | (1,087,170) | - |
| Change in financial assets and liabilities: | | |
| Accounts receivable | (334,856) | 711,112 |
| Municipal Finance Authority debt reserve | - | (1,695) |
| Accounts payable and accrued liabilities | 379,447 | (623,820) |
| Deferred revenue | 503,458 | 1,574,851 |
| Deposits and permits | (352,593) | 505,258 |
| Change in non-financial assets: | | |
| Prepaid expenses | 75,851 | 77,160 |
| | 2,079,537 | 6,020,586 |
| Capital Activities | | |
| Acquisition of tangible capital assets | (1,793,326) | (2,330,994) |
| Cash proceeds on disposition of tangible capital assets | 340,000 | - |
| | (1,453,326) | (2,330,994) |
| Financing Activities | | |
| Principal repayments of long-term debt | (397,320) | (393,917) |
| Advances of long-term debt | - | 329,611 |
| | (397,320) | (64,306) |
| Increase in cash and cash equivalents | 228,891 | 3,625,286 |
| Cash and cash equivalents, beginning of year | 11,796,515 | 8,171,229 |
| Cash and cash equivalents, end of year | 12,025,406 | 11,796,515 |

The accompanying notes are an integral part of these financial statements

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

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

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

Impact on operations of COVID-19

In early March 2020 the impact of the global outbreak of COVID-19 began to have a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders.

Due to the on-going COVID-19 pandemic the Village experienced interruption to regular business, however the negative impact to service levels and operations were minimized in the year and mitigated through use of the COVID Restart Fund.

At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Village as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus. While the extent of the impact is unknown, we anticipate this outbreak may cause supply chain disruptions, staff shortages, and increased government regulations, all of which may negatively impact the Village's business and financial condition.

1. Significant accounting policies

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

(a) Reporting entity

The financial statements of the Village reflect the combination of all assets, liabilities, revenues, expenses and accumulated surplus of the Village. Inter-departmental balances and transactions have been eliminated.

The Village's government business partnership, the Speikúmtn Community Forest Limited Partnership, which is 50% owned and controlled by the Village and not dependent on the Village for their continuing operations, are included in the financial statements using the modified equity method.

The modified equity method of accounting is modified only to the extent that the business entity accounting principles are not adjusted to confirm to those of the Village. Thus, the Village's investment in these entities is recorded at acquisition cost and is increased for the proportionate share of post-acquisition earnings and decreased by post-acquisition losses and distributions received.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

1. Significant accounting policies (continued)

(b) Basis of accounting

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

(c) Property tax and other revenues

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

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

(d) Government transfers

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

(e) Deferred revenue

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

(f) Investment income

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

(g) Reserves

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

(h) Cash and cash equivalents

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

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

1. Significant accounting policies (continued)

(i) Long-term debt

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

(j) Liability for contaminated sites

A liability for remediation of a contaminated site is recognized at the best estimate of the amount required to remediate the contaminated site when contamination exceeding an environmental standard exists, the Village is either directly responsible or accepts responsibility, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount is determinable. The best estimate of the liability includes all costs directly attributable to remediation activities and is reduced by expected net recoveries based on information available at December 31, 2022. No liability has been recorded at December 31, 2022 as no contaminated sites existed.

(k) Non-financial assets

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

(i) Tangible capital assets

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

| Asset | Useful life - years |
|-------------------------------------|---------------------|
| Buildings and building improvements | 5 - 50 |
| Engineering structures | 10 - 40 |
| Machinery, equipment, and vehicles | 4 - 25 |
| Water systems | 5 - 50 |
| Sewer systems | 10 - 50 |

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

Non-monetary transfers of tangible capital assets are recognized at the valuation of the asset received at the date of transfer.

(ii) Contributions of tangible capital assets

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

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

1. Significant accounting policies (continued)

(k) Non-financial assets (continued)

(iii) Natural resources

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

(iv) Works of art and cultural and historic assets

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

(v) Interest capitalization

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

(l) Use of estimates

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

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

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

(m) Employee future benefits

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

(n) Expenses

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

(o) Prepaid expenses

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

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

2. Cash and cash equivalents

| | 2022 | 2021 |
|--|-------------------|-------------------|
| Restricted cash and cash equivalents | | |
| Development cost charges | 1,932,605 | 1,773,116 |
| Unrestricted cash and cash equivalents | 10,092,801 | 10,023,399 |
| | 12,025,406 | 11,796,515 |

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

Supplemental cash flow information

During the year, land was disposed of for total proceeds of \$1,100,000, of which included \$340,000 of cash transferred and \$760,000 of land transferred in lieu of cash.

3. Accounts receivable

| | 2022 | 2021 |
|-----------------------------------|------------------|------------------|
| Trade receivables | 1,369,559 | 1,052,674 |
| Taxes receivable | 356,766 | 333,492 |
| Goods and Services Tax receivable | 111,314 | 144,039 |
| Utilities receivable | 148,856 | 121,434 |
| | 1,986,495 | 1,651,639 |

4. Investments in government business partnerships

The Village has an investment in the following entity:

| | 2021 total investment | Share of earnings | Withdrawals | 2022 total Investment |
|---|--------------------------|----------------------|-------------|--------------------------|
| Government business partnerships: | | | | |
| Speikúmtm Community Forest Limited Partnership (50% ownership) | 245,217 | 643,447 | - | 888,664 |
| | | | | |
| | 2020 total investment | Share of earnings | Withdrawals | 2021 total Investment |
| Government business partnerships: | | | | |
| Speikúmtm Community Forest Limited Partnership (50% ownership) | - | 245,217 | - | 245,217 |

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

4. Investments in government business partnerships (continued)

Summary audited financial information for the Village's government business partnership, accounted for using the modified equity method, for the respective year-end is as follows:

| | Speikúmtn Community Forest LP as at December 31, 2022 |
|----------------------------------|--|
| Assets | |
| Cash | 656,974 |
| Accounts receivable | 659,395 |
| Inventory | 593,495 |
| Prepaid expenses | 3,170 |
| Deferred logging and engineering | 51,408 |
| Related party balances | 21 |
| Community forest agreement | 52,435 |
| | 2,016,898 |
| Liabilities | |
| Accounts payable and accruals | 118,948 |
| Reforestation obligation | 67,989 |
| | 186,937 |
| Partners' Capital | 1,829,961 |
| Total revenues | 2,991,641 |
| Total expenses | 1,704,619 |
| Net income | 1,287,022 |

5. Accounts payable and accrued liabilities

| | 2022 | 2021 |
|--|------------------|------------------|
| Trade payables and accrued liabilities | 1,144,399 | 907,641 |
| Wages payable | 280,283 | 231,276 |
| Government remittances | 205,670 | 111,988 |
| | 1,630,352 | 1,250,905 |

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

6. Deferred revenue

| | 2021 | Collections | Transfers | 2022 |
|---------------------------------|------------------|------------------|--------------------|------------------|
| Development cost charges | | | | |
| General | 497,713 | 60,660 | (29,521) | 528,852 |
| Water utility | 126,966 | 25,395 | - | 152,361 |
| Sewer utility | 766,002 | 64,622 | (1,582) | 829,042 |
| Parks | 342,896 | 7,936 | 29,521 | 380,353 |
| Drainage | 39,538 | 876 | 1,582 | 41,996 |
| | 1,773,115 | 159,489 | - | 1,932,604 |
| Deferred revenue | | | | |
| General | - | 1,137,010 | 234,144 | 1,371,154 |
| Canada Community-Building Fund | 1,014,318 | 174,616 | (9,295) | 1,179,639 |
| Deferred grants | 1,222,139 | - | (1,208,402) | 13,737 |
| Future local improvements | 110,953 | - | - | 110,953 |
| Prepaid utilities and taxes | 88,486 | 104,382 | (88,486) | 104,382 |
| | 2,435,896 | 1,416,008 | (1,072,039) | 2,779,865 |
| | 4,209,011 | 1,575,497 | (1,072,039) | 4,712,469 |

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

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

7. Long-term debt

| | 2022 | 2021 |
|-------------------------------------|------------------|-----------|
| Outstanding debt, beginning of year | 4,083,682 | 4,258,763 |
| Issues of debt | - | 329,611 |
| Repayment of debt | (397,320) | (393,917) |
| Actuarial reduction of debt | (121,426) | (110,775) |
| | 3,564,936 | 4,083,682 |

| Bylaw | Year Maturing | % Rate | Cash Payments | | Balance Outstanding | |
|-------|---------------|----------|---------------|-----------|---------------------|-----------|
| | | | Interest | Principal | 2022 | 2021 |
| 427 | 2022 | 3.05 | 2,411 | 19,658 | - | 49,674 |
| 515 | 2025 | 1.80 | 19,110 | 85,572 | 420,253 | 552,257 |
| 580 | 2036 | 3.00 | 30,838 | 35,939 | 1,231,271 | 1,295,995 |
| 756 | 2024 | 3.00 | 8,100 | 22,489 | 63,922 | 92,378 |
| 776 | 2040 | 2.75 | 33,000 | 30,809 | 960,327 | 998,199 |
| 795 | 2036 | 2.10 | 11,204 | 19,856 | 405,099 | 428,118 |
| N/A | 2027 | Variable | 3,815 | 34,760 | 172,890 | 207,650 |
| N/A | 2023 | Variable | 128 | 6,232 | 3,424 | 9,656 |
| N/A | 2023 | Variable | 128 | 6,232 | 3,424 | 9,656 |
| N/A | 2023 | Variable | 51 | 2,493 | 1,368 | 3,861 |
| N/A | 2023 | Variable | 80 | 3,552 | 2,296 | 5,848 |
| N/A | 2023 | Variable | 256 | 12,465 | 6,844 | 19,309 |
| N/A | 2023 | Variable | 727 | 35,316 | 19,391 | 54,707 |
| N/A | 2024 | Variable | 320 | 7,072 | 12,559 | 19,631 |
| N/A | 2024 | Variable | 276 | 6,106 | 10,838 | 16,944 |
| N/A | 2023 | Variable | 193 | 6,776 | 6,368 | 13,144 |
| N/A | 2026 | Variable | 727 | 8,488 | 32,110 | 40,598 |
| N/A | 2026 | Variable | 4,788 | 53,505 | 212,552 | 266,057 |
| | | | 116,152 | 397,320 | 3,564,936 | 4,083,682 |

The variable interest rate on the debt is equal to the equipment financing monthly variable rate as published by the Municipal Finance Authority of BC ("MFA"). The MFA variable rate at December 31, 2022 was 4.51%.

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

| | |
|------|---------|
| 2023 | 353,249 |
| 2024 | 307,676 |
| 2025 | 276,628 |
| 2026 | 173,409 |
| 2027 | 107,812 |

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

8. Accumulated surplus

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

| | 2022 | 2021 |
|--|-------------------|-------------------|
| Surplus (deficit) | | |
| Invested in tangible capital assets | 29,461,243 | 27,710,164 |
| Invested in government business partnerships | 888,664 | 245,217 |
| Unrestricted | (690,602) | 442,988 |
| | 29,659,305 | 28,398,369 |
| Non-statutory reserves | | |
| General reserve | 172,551 | 180,844 |
| Reserves set aside by Council | | |
| Centennial building | 7,161 | 7,161 |
| Capital | 895,967 | 511,361 |
| CAC Reserve | 720,537 | 720,537 |
| Recreation | 1,180,883 | 917,338 |
| Parkland | 340,000 | - |
| Fire department | 458,106 | 803,000 |
| Water – general | 1,670,554 | 1,310,939 |
| Sewer – general | 607,859 | 277,403 |
| Transit | 148,919 | 118,596 |
| COVID Restart (Note 15) | 429,853 | 694,037 |
| | 6,459,839 | 5,360,372 |
| | 36,291,695 | 33,939,585 |

9. Government transfers

The government transfers reported on the statement of operations are:

| | 2022 | 2021 |
|---|------------------|------------------|
| Federal and provincial grants | | |
| Social assistance and community development | 525,578 | 413,384 |
| Miscellaneous | 297,348 | 103,382 |
| Capital improvements | 1,016,499 | 1,484,918 |
| Gas tax | - | 5,299 |
| | 1,839,425 | 2,006,983 |
| Other municipalities and regional districts | | |
| Recreation services | 722,526 | 1,010,988 |
| Fire protection | 285,876 | 307,233 |
| Rescue services | 96,361 | 89,018 |
| Other | 77,803 | 66,000 |
| | 1,182,566 | 1,473,239 |
| Total government transfer revenues | 3,021,991 | 3,480,222 |

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

10. Taxation

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

| | 2022 | 2021 |
|--|------------------|------------------|
| Municipal and school property taxes levied | 6,372,724 | 5,638,567 |
| Payments in-lieu of taxes | 70,680 | 70,589 |
| | 6,443,404 | 5,709,156 |
| Less transfers to other governments | | |
| Province of B.C. – School taxes | 1,855,146 | 1,732,861 |
| Squamish-Lillooet Regional District | 1,339,156 | 1,251,555 |
| Policing costs | 289,271 | 272,388 |
| B.C. Assessment Authority | 63,864 | 60,164 |
| Sea to Sky Regional Hospital District | 52,504 | 42,670 |
| Municipal Finance Authority | 319 | 261 |
| | 3,600,260 | 3,359,899 |
| Net taxation revenue available for municipal purposes | 2,843,144 | 2,349,257 |

11. Commitments and contingencies

- (a) The Village of Pemberton debt is, under the provisions of the Local Government Act, a direct, joint and several liability of the Squamish-Lillooet Regional District and each member municipality within the Regional District, including the Village of Pemberton. The loan agreements with the Regional District and the Municipal Finance Authority provide that if any time the scheduled payments provided for in the agreements are not sufficient to meet the Authority's obligations in respect to such borrowings, the resulting deficiency becomes a liability of the Village.
- (b) The Village and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2021, the plan has about 227,000 active members and approximately 118,000 retired members. Active members include approximately 42,000 contributors from local governments.

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

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2021, indicated a \$3,761 million funding surplus for basic pension benefits on a going concern basis.

The Village of Pemberton paid \$241,770 (2021 - \$225,825) for employer contributions to the plan in fiscal 2022. The next valuation will be as at December 31, 2024, with results available in 2025.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

11. Commitments and contingencies (*continued*)

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

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

12. Segmented information

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

(i) General government

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

(ii) Fire protection services

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

(iii) Development and planning services

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

(iv) Recreation services

Recreation services include various recreational programs, facilities and parks operations.

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

12. Segmented information (continued)

(v) Public works and parks

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

(vi) Water and sewer utilities

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

(vii) Airport services

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

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

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

13. Budget data

The budget data presented in these financial statements is based upon the 2022 operating and capital budgets adopted by Council on May 19, 2022. The following table reconciles the approved budget to the budget figures reported in these financial statements.

| | Budget amount |
|--|----------------------|
| Surplus – Statement of Operations | 4,614,977 |
| Adjust for budgeted non-cash items included in statement of operations | |
| Amortization of tangible capital assets | 1,234,067 |
| Adjust for budgeted cash items not included in statement of operations | |
| Capital expenditures | (7,268,709) |
| Loan proceeds | 345,000 |
| Reduction in long-term debt | (229,848) |
| Capital equipment loans repayments | (210,466) |
| Transfers from Statutory Reserves | 539,540 |
| Transfers to Non-Statutory Reserves | (1,110,949) |
| Transfers from Non-Statutory Reserves | 1,203,552 |
| Transfers to Unrestricted Surplus | (39,198) |
| Transfers from Unrestricted Surplus | 922,029 |
| Total adjustments | (4,614,977) |
| Financial plan balance | - |

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

14. Recent Accounting Pronouncements

PS 3280 *Asset Retirement Obligations*, issued August 2018, establishes standards for recognition, measurement, presentation and disclosure of legal obligations associated with the retirement of tangible capital assets and is effective for the Town as of January 1, 2023. A liability will be recognized when, as at the financial reporting date:

- (a) There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- (b) The past transaction or event giving rise to the liability has occurred;
- (c) It is expected that future economic benefits will be given up; and
- (d) A reasonable estimate of the amount can be made.

Liabilities are recognized for statutory, contractual or legal obligations associated with the retirement of tangible capital assets when those obligations result from the acquisition, construction, development or normal operation of the assets. The obligations are measured initially at fair value, determined using present value methodology, and the resulting costs capitalized into the carrying amount of the related tangible capital asset. In subsequent periods, the liability is adjusted for accretion and any changes in the amount or timing of the underlying future cash flows. The capitalized asset retirement cost is amortized on the same basis as the related asset and accretion expense is included in the Statement of Operations.

Management is in the process of assessing the impact of adopting this standard on the Town's financial results.

15. Schedule of COVID Restart Fund Revenues and Disbursements

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

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

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

Village of Pemberton
Notes to the Financial Statements
For the year ended December 31, 2022

15. Schedule of COVID Restart Fund Revenues and Disbursements (continued)

| | 2022 | 2021 |
|--|----------------|----------------|
| COVID Restart Fund, beginning of year | 694,037 | 883,540 |
| COVID Restart Fund Revenues | - | - |
| Interest earned on COVID Restart Funds | 11,682 | 7,051 |
| Eligible expenses incurred: | | |
| Revenue losses | 130,000 | - |
| Administrative Salaries | 68,409 | 14,567 |
| Technology and communication expenses | 70,824 | 58,600 |
| Cleaning Supplies | 6,633 | 3,800 |
| Capital Expenditures | - | 102,865 |
| Repairs and Maintenance | - | 16,722 |
| Total eligible expenses incurred | 275,866 | 203,605 |
| COVID Restart Fund, end of year | 429,853 | 694,037 |

Village of Pemberton
Schedule 1 - Tangible Capital Assets

For the year ended December 31, 2022

| 2022 | Land | Buildings | Engineering Structures | Machinery, Equipment, and Vehicles | Water Systems | Sewer Systems | Assets Under Construction | Total |
|------------------------------------|------------------|------------------|-------------------------------|---|----------------------|----------------------|----------------------------------|-------------------|
| Cost | | | | | | | | |
| Balance, beginning of year | 1,996,062 | 2,264,130 | 17,441,641 | 5,026,399 | 7,383,566 | 13,884,762 | 464,848 | 48,461,408 |
| Disposals and transfers | (12,830) | - | - | - | - | - | - | (12,830) |
| Additions | 760,000 | 43,561 | 1,112,669 | 322,190 | 68,467 | 58,813 | 187,626 | 2,553,326 |
| Balance, end of year | 2,743,232 | 2,307,691 | 18,554,310 | 5,348,589 | 7,452,033 | 13,943,575 | 652,474 | 51,001,904 |
| Accumulated amortization | | | | | | | | |
| Balance, beginning of year | - | 796,927 | 4,631,969 | 3,744,179 | 2,068,350 | 5,426,137 | - | 16,667,562 |
| Amortization Expense | - | 72,034 | 442,296 | 305,728 | 187,296 | 300,809 | - | 1,308,163 |
| Balance, end of year | - | 868,961 | 5,074,265 | 4,049,907 | 2,255,646 | 5,726,946 | - | 17,975,725 |
| Net book value, end of year | 2,743,232 | 1,438,730 | 13,480,045 | 1,298,682 | 5,196,387 | 8,216,629 | 652,474 | 33,026,179 |

| 2021 | Land | Buildings | Engineering Structures | Machinery, Equipment, and Vehicles | Water Systems | Sewer Systems | Assets Under Construction | Total |
|------------------------------------|------------------|------------------|-------------------------------|---|----------------------|----------------------|----------------------------------|-------------------|
| Cost | | | | | | | | |
| Balance, beginning of year | 1,996,062 | 2,221,160 | 15,897,299 | 4,657,475 | 7,074,152 | 13,847,032 | 437,234 | 46,130,414 |
| Disposals and transfers | - | - | - | - | - | - | - | - |
| Additions | - | 42,970 | 1,544,342 | 368,924 | 309,414 | 37,730 | 27,614 | 2,330,994 |
| Balance, end of year | 1,996,062 | 2,264,130 | 17,441,641 | 5,026,399 | 7,383,566 | 13,884,762 | 464,848 | 48,461,408 |
| Accumulated amortization | | | | | | | | |
| Balance, beginning of year | - | 729,248 | 4,251,171 | 3,472,262 | 1,890,848 | 5,132,290 | - | 15,475,819 |
| Amortization Expense | - | 67,679 | 380,798 | 271,917 | 177,502 | 293,847 | - | 1,191,743 |
| Balance, end of year | - | 796,927 | 4,631,969 | 3,744,179 | 2,068,350 | 5,426,137 | - | 16,667,562 |
| Net book value, end of year | 1,996,062 | 1,467,203 | 12,809,672 | 1,282,220 | 5,315,216 | 8,458,625 | 464,848 | 31,793,846 |

Included in tangible capital assets are fully depreciated assets with cost and accumulated amortization of \$2,097,142 (2021 - \$1,556,945)

Village of Pemberton
 Schedule 2 - Segmented Information
 For the year ended December 31, 2022

| 2022 | General Government | Fire Protection Services | Development and Planning Service | Public Works and Parks | Recreation | Water Utility | Sewer Utility | Airport Services | Total |
|--|--------------------|--------------------------|----------------------------------|------------------------|------------------|------------------|------------------|------------------|-------------------|
| Revenues | | | | | | | | | |
| Taxation | 847,224 | 494,344 | 290,929 | 444,936 | - | 99,985 | 212,064 | 41,953 | 2,431,435 |
| Water and sewer user rates | - | - | - | - | - | 1,240,884 | 1,104,802 | - | 2,345,686 |
| Government transfers | 610,881 | 672,085 | - | 1,016,499 | 722,526 | - | - | - | 3,021,991 |
| Other | 355,483 | 21,013 | 202,481 | 48,932 | 512,080 | 43,066 | 75,340 | 4,572 | 1,262,967 |
| User charges | 283,725 | - | 404,240 | - | - | - | 24,542 | 37,005 | 749,512 |
| Contributions | 167,028 | - | - | - | - | - | - | - | 167,028 |
| Earnings from government business partnerships | 643,447 | - | - | - | - | - | - | - | 643,447 |
| Penalties and interest | 100,294 | - | - | - | - | - | - | - | 100,294 |
| Investment income | 129,367 | - | - | - | 25,235 | - | - | - | 154,602 |
| Gain on sale of asset | - | - | - | 1,087,170 | - | - | - | - | 1,087,170 |
| Balance, end of year | 3,137,449 | 1,187,442 | 897,650 | 2,597,537 | 1,259,841 | 1,383,935 | 1,416,748 | 83,530 | 11,964,132 |
| Expenses | | | | | | | | | |
| Wages, salaries | 483,588 | 564,821 | 397,157 | 828,253 | 680,582 | 579,633 | 571,216 | 61,640 | 4,166,890 |
| Materials, supplies and contracted services | 1,300,037 | 530,463 | 485,899 | 516,673 | 578,285 | 295,884 | 272,229 | 41,347 | 4,020,817 |
| Debt servicing | 5,095 | 11,461 | 132 | 5,790 | 513 | 42,274 | 50,887 | - | 116,152 |
| Amortization | 798,193 | - | - | - | - | 187,296 | 300,809 | 21,865 | 1,308,163 |
| | 2,586,913 | 1,106,745 | 883,188 | 1,350,716 | 1,259,380 | 1,105,087 | 1,195,141 | 124,852 | 9,612,022 |
| Annual surplus (deficit) | 550,536 | 80,697 | 14,462 | 1,246,821 | 461 | 278,848 | 221,607 | (41,322) | 2,352,110 |

Village of Pemberton
 Schedule 2 - Segmented Information
 For the year ended December 31, 2022

| 2021 | General Government | Fire Protection Services | Development and Planning Service | Public Works and Parks | Recreation | Water Utility | Sewer Utility | Airport Services | Total |
|--|--------------------|--------------------------|----------------------------------|------------------------|------------------|------------------|------------------|------------------|-------------------|
| Revenues | | | | | | | | | |
| Taxation | 981,926 | 335,531 | 241,682 | 454,399 | - | 99,985 | 212,064 | 23,670 | 2,349,257 |
| Water and sewer user rates | - | - | - | - | - | 1,207,579 | 1,029,569 | - | 2,237,148 |
| Government transfers | 513,409 | 468,757 | - | 1,484,918 | 1,013,138 | - | - | - | 3,480,222 |
| Other | 510,338 | 382,783 | 136,198 | 7,811 | 408,090 | 39,109 | 69,511 | 6,772 | 1,560,612 |
| User charges | 383,834 | - | 704,258 | - | - | - | - | 41,838 | 1,129,930 |
| Contributions | 139,816 | 67,971 | - | 296,520 | - | - | - | - | 504,307 |
| Earnings from government business partnerships | 245,217 | - | - | - | - | - | - | - | 245,217 |
| Penalties and interest | 66,802 | - | - | - | - | - | - | - | 66,802 |
| Investment income | 15,457 | - | - | - | 5,767 | 547 | 1,048 | - | 22,819 |
| Balance, end of year | 2,856,799 | 1,255,042 | 1,082,138 | 2,243,648 | 1,426,995 | 1,347,220 | 1,312,192 | 72,280 | 11,596,314 |
| Expenses | | | | | | | | | |
| Wages, salaries | 391,051 | 598,134 | 383,959 | 750,010 | 530,425 | 511,335 | 511,999 | 55,079 | 3,731,992 |
| Materials, supplies and contracted services | 1,415,969 | 363,277 | 233,610 | 415,343 | 499,324 | 333,737 | 290,768 | 35,608 | 3,587,636 |
| Debt servicing | 2,719 | 14,118 | - | 1,954 | 380 | 57,698 | 66,105 | - | 142,974 |
| Amortization | 698,530 | - | - | - | - | 177,501 | 293,847 | 21,865 | 1,191,743 |
| | 2,508,269 | 975,529 | 617,569 | 1,167,307 | 1,030,129 | 1,080,271 | 1,162,719 | 112,552 | 8,654,345 |
| Annual surplus (deficit) | 348,530 | 279,513 | 464,569 | 1,076,341 | 396,866 | 266,949 | 149,473 | (40,272) | 2,941,969 |

Date: Tuesday, October 31, 2023

To: Elizabeth Tracy, Chief Administrative Officer

From: Scott McRae, Manager of Development Services

Subject: Zoning Amendment (Comprehensive Development Zone 7 - Prospect Apartments) Bylaw No. 948, 2023 – Consideration of Third Reading

PURPOSE

The purpose of this report is to seek Council’s consideration of Third Reading Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023, from Zoning Bylaw No. 832, 2018 and.

The amending bylaw has been prepared for Council’s consideration in response to an application submitted by STARK, Agent for the landowner 1268913 BC Ltd. (Fitzgerald Building Co.). The application proposes to change the zoning of the subject lands from Commercial, Town Centre (C-1) to Comprehensive Development Zone 7 (Prospect Apartments).

BACKGROUND



Figure 1: Context Plan

In March 2023, the Village of Pemberton received an application for a Zoning Bylaw amendment (OR138) from STARK, Agent for the landowner 1268913 BC Ltd. (Fitzgerald Building Co.). The application proposes to change the zoning of the subject lands from Commercial, Town Centre (C-1) to Comprehensive Development Zone 7 (Prospect Apartments).

If approved, the proposed amendment would be site specific to the subject lands. The subject lands are Lot 1 District Lot 203 Lillooet District Plan EPP124721 (PID: 031-847-226).

At a Regular Council Meeting No. 1585, held Tuesday July 18, 2023, Council considered First and Second Readings of Zoning Bylaw Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023, and passed the following resolutions:

***THAT** Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023 be given first and second reading;*

***AND THAT** Council sets Tuesday, September 12, 2023 at 5:30 p.m. as the date and time of the Public Hearing for Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023 to be held in Village of Pemberton Council Chambers and/or in accordance with the Village’s digital meeting policy subject to the following condition:*

- i. That the Applicant completes a developer-led public information meeting prior to the Public Hearing.*

***AND THAT** Final adoption only be considered upon completion of a development agreement between the Applicant and the Village of Pemberton.*

At the Public Hearing held on Tuesday September 12, 2023, Council received a report from Staff summarizing the application. To view the public hearing agenda package that includes the Staff report click on the following link: <https://www.pemberton.ca/public/download/files/235318>

DISCUSSION & COMMENTS

CONSIDERATION OF 3rd READING

Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023 is being presented to Council for consideration of Third Reading and is attached as **Appendix A**.

COMMUNITY AMENITY CONTRIBUTIONS

Staff have conducted negotiations with the applicant on the topic of Community Amenity Contributions in accordance with the Village of Pemberton Community Amenity Contribution Policy DEV-009, attached as **Appendix B**. The negotiation process has been ongoing since the application was received.

As detailed in the Community Amenity Contribution Policy, the basis for amenity contributions is the increase in land value that would result from the increase in density contemplated in the Zoning amendment. The current C-1 ‘Commercial, Town Centre’ zoning of the project site allows for buildings up to 10.5m, or 3 stories. The proposed CD-7 ‘Prospect Apartments’ zoning will enable a 4 story building. The increase in land value between the current and proposed

zoning is equal to the value created by adding one additional floor, which is tied to the market value of the additional floor space minus the total costs to build it.

The project presents several community benefits that have been considered in accordance with the Community Amenity Contribution Policy as part of the negotiations. The primary benefit can be summarized as greater commercial vitality in the downtown core, which enables a more vibrant, walkable, and complete community. The project will also provide more attainable housing located in close proximity to primary services, and more commercial floor space for local entrepreneurs and business owners to grow and expand in the downtown. Maintaining the downtown as the dominant commercial node, as well as a cultural and social focal point for the Pemberton area is identified in the Official Community Plan (OCP) Growth Policies 5.1.1. The OCP also identifies a Downtown Enhancement Strategy providing a mix of land uses at increased densities in the downtown as a principle that forms a key component of the success of the community.

The proponent has provided a Community Amenity Contribution offer which is attached to this report as **Appendix C**. After review of the offer in accordance with the Community Amenity Contribution Policy, staff consider it an ample offer and are recommending the amenity contribution offer be accepted and secured via a development agreement prior to adoption of the Zoning Amendment.

COMMUNICATIONS

A public hearing was scheduled and held on Tuesday, September 12, 2023, at 5:30pm to receive public input.

LEGAL CONSIDERATIONS

The processing of a Zoning Amendment application is regulated by various sections contained in the Local Government Act – Part 26 and by the Village's Development Procedures Bylaw 725, 2013, as amended from time to time.

IMPACT ON BUDGET & STAFFING

Staff time is covered by the application fees and recoverable from the applicant in accordance with the Village of Pemberton's Fees and Charges Bylaw 905, 2021. Consulting fees are cost recoverable in accordance with the same bylaw.

INTERDEPARTMENTAL IMPACT & APPROVAL

No interdepartmental impact or approvals required respecting the processing of this application as it is a function of the Development Services Department.

COMMUNITY CLIMATE ACTION PLAN

This zoning bylaw amendment will have a positive impact on the CCAP strategies.

- *Shift Beyond the Car*

- The proposed development enables car-free living in more attainable housing in the middle of Pemberton's downtown core and includes storage for at least 2 bikes per new unit.
- *Electrify Transportation*
 - The proposed development includes 10 secure underground parking stalls with electric vehicle charging connections and 44 secure electric vehicle (EV) ready underground parking stalls.

IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS

This item is not anticipated to have a substantial impact on neighbouring jurisdictions.

ALTERNATIVE OPTIONS

Alternative options for consideration are as follows:

Option One:

THAT Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023, be given Third Reading.

Option Two:

THAT Council request more information regarding Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023 and refer the application to staff for further processing to address the following concerns:

- {to be provided by council}
- ...

Option Three:

THAT Zoning Amendment (Comprehensive Zone 7 – Prospect Apartments) Bylaw No. 948, 2023, be refused.

RECOMMENDATIONS

THAT Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments) Bylaw No. 948, 2023, be given Third Reading.

ATTACHMENTS:

Appendix A: Zoning Amendment Comprehensive Development Zone 7 (Prospect Apartments) Bylaw 948, 2023

Appendix B: Village of Pemberton Community Amenity Contribution Policy DEV-009

Appendix C: Voluntary Community Amenity Contribution Offer Letter, dated October 23, 2023

| | |
|------------------|---|
| Prepared by: | Scott McRae, Manager of Development Services |
| CAO Approval by: | Elizabeth Tracy, Chief Administrative Officer |

**THE VILLAGE OF PEMBERTON
BYLAW NO. 948, 2023**

A bylaw to amend the Village of Pemberton Zoning Bylaw No. 832, 2018

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 “Zoning Amendment (Comprehensive Development Zone 7 – Prospect Apartments). Bylaw No. 948, 2023.”

APPLICATION

- 2(1)** Amending Schedule “A” Zoning Map by rezoning the lands identified in Schedule “A” of this amending bylaw from Commercial, Town Center (C-1) to Comprehensive Development Zone 7 (CD-7).
- 2(2)** Adding the following Comprehensive Development Zone as section 18.7 Comprehensive Development Zone 7 (Prospect Apartments):

18.7 Comprehensive Development Zone 7 (CD-7) (Prospect Apartments)

The intent of this zone is to accommodate mixed use development in the Pemberton downtown with the development of apartments and compact commercial spaces, suitable for local businesses, with a small walking radius of downtown amenities and services.

18.7.1. Permitted Principal Uses

- (a) *Uses Permitted in the Commercial, Town Center (C-1) Zone*

18.7.2. Permitted Accessory Uses

- (a) *Accessory Retail*
- (b) *Accessory Residential Dwelling*
- (c) *Home Occupation*

18.7.3 Density Regulations

| | |
|---------------------|---------|
| a) Maximum Density: | 2.5 FAR |
|---------------------|---------|

18.7.4. Lot Regulations

| | |
|------------------------------|--------------------|
| a) Minimum <i>Lot Size</i> : | 220 m ² |
|------------------------------|--------------------|

18.7.5. Building Regulations

| | |
|---|-------|
| a) Maximum <i>Lot Coverage</i> : | 100% |
| b) Minimum <i>Front Setback</i> : | 0 m |
| c) Minimum <i>Rear Setback</i> : | 4.5 m |
| d) Minimum <i>Interior Side Setback</i> : | 0 m |
| e) Minimum <i>Exterior Side Setback</i> : | 0 m |
| f) Principal Building Height | 18 m |
| g) Accessory Building Height | 4.6 m |

18.7.7. Off-Street Parking and Loading

- (a) Off-street parking and loading shall be provided in accordance with the requirements of Part 8 of the Village of Pemberton Zoning Bylaw No. 832, 2018 this Bylaw
- (b) Notwithstanding the above, alternative off-street parking stall dimensions are permitted as per below:

| Stall Type | Width of Stall (Feet) | Min Length of Stall (Feet) | Min Aisle width (Feet) | Access Aisle (Accessible Only) (Feet) |
|------------|---------------------------------|----------------------------|------------------------|---------------------------------------|
| Regular | 9' | 20' | 22' | - |
| Small Car | 9' | 14' – 10" | | - |
| Accessible | 13' 4" (including access aisle) | 20' | | 4' – 11" (1500mm) |

- (c) Notwithstanding the parking requirements in Part 8 of the Zoning Bylaw the off-street parking requirements for the *Residential* use in the CD-7 zone shall provided as follows:

| Stall type | Required |
|--------------------------------|---|
| Standard Parking Stalls | 1 stall per studio dwelling unit 1 stall per 1 bed dwelling unit 1.5 stalls per 2 bed dwelling unit |

| | |
|--|---|
| | 2 stalls per 3 bed dwelling unit 1 electric vehicle stall for every 10 stalls required |
| Visitor Parking Stalls | 6 stalls per building |
| Neighbourhood Commercial Use Parking Stalls | 6 stalls off street (shared with visitor parking) |
| Disability Parking Stalls | 3 stalls per building |
| Bicycle Parking | Minimum 2 class a per dwelling unit |

READ A FIRST TIME this 18th day of July 2023.

READ A SECOND TIME this 18th day of July 2023.

NOTICE OF PUBLIC HEARING was advertised utilizing reasonably equivalent alternatives as set out in section 94.1 (3) of the *Community Charter* on September 1st and September 8th, 2023.

PUBLIC HEARING HELD this 12th day of September 2023.

READ A THIRD TIME this _____ day of _____, 2023.

ADOPTED this _____ day of _____, 2023.

Mike Richman
Mayor

Elizabeth Tracy
Corporate Officer

Community Amenity Contribution Policy

| | | | |
|-----------------|-----------------------------|--------------|-----------------------------|
| Department: | <u>Development Services</u> | Policy No.: | <u>DEV-009</u> |
| Sub-department: | <u>Planning</u> | Created By: | <u>Development Services</u> |
| Approved By: | <u>Council</u> | Amended By: | <u></u> |
| Approved Date: | <u>1 September 2020</u> | Amendment: | <u></u> |
| Meeting No.: | <u>1521</u> | Meeting No.: | <u></u> |

INTENT

Village Council has established a Community Amenity Policy (Policy) in order for Village to capitalize on the opportunity to gain public facilities, services and amenities through voluntary contributions from proponents in the rezoning process. This policy is intended as a framework for how the Village of Pemberton will define community amenities, and a framework for establishing and securing Community Amenity Contributions through the rezoning process.

DEFINITIONS

Community Amenity Contribution: means a voluntary contribution made by a proponent of a residential or mixed-use rezoning application to provide land, improvements to land, or funds provided in lieu of land or improvements for a public or community benefit. Community Amenity Contributions are over and above any land dedications, works or services required under provincial legislation or municipal policy to service the development. Examples of Community Amenities include, but are not limited to, affordable housing, recreation land and facilities development, public buildings or attractions, public art, and other improvements deemed by the Village to provide broad public benefit over and above what is required to service the development, as determined by the Village of Pemberton.

Community Benefit Contribution: means lands, improvements to land for a public benefit, or other contributions towards the community which are a required component of a development project, but provide broader public benefits. Examples of Community Benefits include, but are not limited to, on-site trail connections, excess usable park dedication, significant park and playground improvements on public park-land, off-site utility services that improve existing public infrastructure, or other improvements made by the proponent that are deemed to add benefit to the public beyond what is required to service the development as determined by the Village of Pemberton.

Required Service: means any land, improvement to land, or other contribution required to service an individual development in accordance with provincial and municipal regulations, or generally accepted engineering practices. Examples may include, but not be limited to, park dedications under provincial legislation, road dedications and improvements, habitat setback areas, utilities and infrastructure. Required Services also include excess or extended works and services, or other works or services subject to a Latecomer's Agreement, Development Cost Charge Bylaw offsets, or any other means of cost recovery.

INTRODUCTION

Land development in the Village of Pemberton provides an opportunity to realize the vision for the community contained in the Village of Pemberton Official Community Plan (OCP). The OCP describes a community of diverse people living in a community rich with opportunity and amenity. Often the physical amenities that help form a community are delivered through voluntary contributions from developers through rezoning processes that add value to their land.

In recent years, the *Local Government Act* has given increasing authority to municipalities to negotiate community amenity contributions through the rezoning process. Specifically, there is a legislated ability to secure community amenities in specific amenity zones, and the range of tools available to municipalities to secure affordable housing contributions continues to grow.

This Policy describes how the Village of Pemberton will define, negotiate, and secure community amenity contributions through the residential and mixed-use rezoning process. It is intended to acknowledge that community amenities are an important component of the rezoning process, while also recognizing that land development in small communities often involves the potential for different costs and different market responses than in large cities. The goal is to ensure the Village of Pemberton has a predictable process for assessing community amenities on a case-by-case basis that ensures a balance between the *Community Amenity Contribution negotiations* and the financial capability of each project to contribute.

PURPOSE

The purpose of this policy is to serve as a framework for negotiating voluntary *Community Amenity Contributions* with developers of residential and mixed-use development projects applying for rezoning. It establishes definitions around which contributions will qualify as community amenities, a framework for how the amenities will be negotiated and expectations for how the Community Amenity Contributions will be secured in advance of the rezoning process.

The intent of this policy is to provide greater certainty and a fair and equitable approach for community amenity negotiations to provide clarity to Council, the community, and the development industry.

APPLICABILITY

1. This Policy applies to all rezoning applications for residential or mixed-use development that propose an increase in density, development opportunity, or any other zoning change that will increase the land value of land subject to the application.
2. This Policy is companion to other municipal policies and bylaws that may impose development requirements or suggest amenities, such as any Affordable Housing policies, recreation and trails plans and policies.
3. This Policy does not apply to rezoning applications to facilitate affordable housing, seniors housing, or other non-market housing projects as determined by the Village of Pemberton.
4. This Policy supersedes any and all previous *Community Amenity Contribution* policies.

ROLES AND RESPONSIBILITIES

5. Council of the Village of Pemberton is responsible for the formal acceptance of *Community Amenity Contributions* through the rezoning process.

6. The Manager of Development Services and/or Chief Administrative Officer is responsible for leading the *Community Amenity Contribution* negotiations in the context of other *Community Benefits* and project *Servicing Requirements*, and making recommendations to Council on the nature and type of amenities offered and the recommended means of securing them contemporaneously with the rezoning process.

PROCESS FOR NEGOTIATING COMMUNITY AMENITY CONTRIBUTIONS

7. Potential *Community Amenity Contributions* will form part of the pre-application process for rezoning applications, and Staff shall make prospective applicants aware of Council's *Community Amenity Contribution* Policy and initiate discussion of potential amenity options to be considered in the application.
8. Upon acceptance of an eligible rezoning application, Staff shall commence negotiations on possible *Community Amenity Contributions*, with particular regard to bylaws and policies of the Village that may direct consideration of affordable housing, recreation amenities, or any other policy guidance regarding potential amenities for each application.
9. *Community Amenity Contributions* will be analyzed for each application in the context of project *Servicing Requirements* and *Community Benefits* that emerge through the application review process to establish a reasonable opportunity for *Community Amenity Contributions*.
10. *Community Amenity Contributions* will utilize a cost-based approach in which the estimated cost of each *Servicing Requirement*, *Community Benefit*, and *Community Amenity Contribution* will be analyzed in determining *Community Amenity Contributions*.
11. For large rezoning applications, Staff may request or prepare an estimate of the increase in land value proposed in the rezoning to assess reasonable levels of *Community Amenity Contribution* in relation to the land-value increase expected through the rezoning process.
12. In considering *Community Benefits* in the context of a *Community Amenity Contribution* negotiation, Staff shall estimate the proportionate cost of benefit allocated to the project and the proportionate providing benefit to the broader community.
13. In considering *Community Benefits* and *Community Amenity Contributions*, Staff shall assess the long-term and lifecycle cost burdens imposed on the Village by receiving and maintaining the amenity.
14. At the conclusion of the *Community Amenity Contribution* negotiations, Staff shall seek formal agreement in the form a *Community Amenity Contribution* offer letter or other summary from the Applicant clearly stating the proposed *Community Amenity Contributions* offered through the rezoning process.

PROCESS FOR DETERMINING COMMUNITY AMENITIES

15. At consideration of First Reading of an eligible rezoning bylaw, Staff shall provide Council with a summary of the *Community Amenity Contribution* negotiation, identifying all relevant *Servicing Requirements*, *Community Benefits*, and *Community Amenity Contributions* associated with the project used to determine the *Community Amenity Contribution* offer.

16. At consideration of First Reading, Staff are encouraged to provide Council a *Community Amenity Contribution* offer summary from the Applicant wherever appropriate.
17. At consideration of First Reading, Staff will advise Council of the means by which the *Community Amenity Contributions* will be secured, and the estimated time to delivery of each amenity.
18. If necessary, Staff may seek a resolution of Council establishing any pre-requisites to zoning bylaw adoption necessary to secure and implement a *Community Amenity Contribution*.
19. A summary of proposed *Community Benefits* and *Community Amenity Contributions*, including the nature and type of contribution and the means to deliver or secure, shall be made available to the public in advance of Public Hearing to any eligible rezoning bylaw.
20. The *Community Amenity Contribution* negotiation shall be deemed complete upon Third Reading to the proposed rezoning bylaw.

SECURING DELIVERY OF COMMUNITY AMENITY CONTRIBUTIONS

21. At any point before granting Third Reading to a proposed eligible rezoning bylaw, Council may establish pre-requisites to zoning bylaw adoption to direct the security of the *Community Amenity Contributions* by way of delivery, or agreement to deliver *Community Amenity Contributions* through the development.
22. Any necessary agreements in relation to *Community Benefit* and *Community Amenity Contribution* negotiations shall be executed by the proponents and delivered to the Village in a registerable form in advance of consideration of zoning bylaw adoption.

TRANSFER OF COMMUNITY AMENITY CONTRIBUTIONS

23. Unless otherwise secured through a zoning bylaw amendment, servicing agreement, land development agreement or other agreement acceptable to the Village of Pemberton, all *Community Amenity Contributions* shall be provided prior to adoption of the eligible rezoning bylaw.
24. Any funds received by the Village in satisfaction of the *Community Amenity Contributions* of any rezoning application shall be deposited in the appropriate reserve account as determined by the Village prior to adoption of the rezoning bylaw. Should the rezoning bylaw not be adopted, the funds be to returned in full.

COUNCIL DISCRETION

25. Nothing in this policy is intended to impair or fetter the discretion of Council with respect to adopting any bylaw or amendment thereof.



7432 Prospect st - Unit C, Pemberton
fitzgeraldinc.ca
admin@fitzgeraldinc.ca

23/10/2023

Voluntary Community Amenity Contribution - Prospect Apartments

With additional residential units in the community's downtown core creates numerous benefits which are valid considerations to weigh as described in the Village's Community Amenity Contribution Policy. Greater demand for local businesses, more attainable housing located near grocery stores and other services, and more commercial floor space for local entrepreneurs will all add to the vibrancy of Pemberton's downtown. An active, lively, and interesting downtown is an amenity for any community.

Additionally to this, we propose a further CAC with a "Cash in lieu" contribution.

The intent of this cash contribution is to help support amenity projects planned or future amenity projects only, this dose not consider infrastructure upgrades, maintenance or anything considered part of the general operations of the Village of Pemberton.

Cash in Lieu amount - **\$80 000.00**

Tom Fitzgerald
President

**VILLAGE OF PEMBERTON
BYLAW No. 950, 2023**

A bylaw to amend Village of Pemberton Building Bylaw No. 912, 2021

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

PART 1: CITATION

1.1 This bylaw may be cited for all purposes as the “Village of Pemberton Building Bylaw No. 912, 2021, Amendment (950 Housekeeping) Bylaw No. 950, 2023”.

PART 9: OBLIGATIONS OF THE OWNER’S CONSTRUCTOR

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

- a) in Part 9, by inserting sections 9.4, 9.5, and 9.6 as follows:
 - 9.4. Apply for a permit to hoard a sidewalk, multi-use pathway or any portion of a road;
 - 9.5. Apply for a right-of-way use permit for storage of materials related to construction, or temporary encroachment into a Village right-of-way;
 - 9.6 The *Manager of Development Services* or *Manager of Operations* may impose, as a condition of a permit described in 9.4 and 9.5, terms, restrictions and requirements for safety and security of persons and property, indemnity and insurance, and to ensure compliance with this and other applicable bylaws; and may rescind, revoke, amend or vary orders made under this bylaw if they determine that the permit holder has contravened the permit or a provision of this or another bylaw or a provincial or federal enactment;

PART 13: APPLICATIONS FOR STANDARD BUILDINGS

- b) By striking out Part 13 (d) and replacing it with the following:
 - d) elevations of all sides of the *building* or *structure* showing finishing details, roof slopes, windows, doors, finished *grade*, and spatial separation calculations as per *Building Code* sections 9.10.14, and 9.10.15.

PART 17: FEES, CHARGES AND SECURITIES

- c) by inserting the following points to section 17.12:
 - d) For Temporary occupancy of a mobile home or recreational vehicle by an owner of a lot during construction as permitted by section 6.3 (x) of the Village of Pemberton Zoning Bylaw No. 832, 2018;
 - e) For use of a Village Right of Way if it is determined by the *Manager of Operations, Manager of Development Services*, that the duration of temporary use warrants a fee;
 - f) For hoarding private or public lands in relation to a valid building permit.

PART 32: NOTICES

- d) by inserting the following section to Part 32:
 - 32.7. If the permit has expired and no new application has been submitted or an extension granted, the *Building Official* may initiate the process of a notice in the Land Title Office under section 57 of the *Community Charter* that the scope of work of the permit was not completed;

READ A FIRST TIME this 17th day of October 2023.

READ A SECOND TIME this 17th day of October 2023.

READ A THIRD TIME this 17th day of October 2023.

ADOPTED this 31st day of October, 2023.

Mike Richman
Mayor

Elizabeth Tracy
Corporate Officer

**VILLAGE OF PEMBERTON
BYLAW No. 951, 2023**

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

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 the “Village of Pemberton Fees and Charges Bylaw No. 905, 2021, Amendment (Construction Activities) Bylaw No. 951, 2023”.

APPLICATION

2. Village of Pemberton Fees and Charges Bylaw No. 905, 2021, is amended as follows:

2(1) By inserting the following fees to **SCHEDULE T – BUILDING:**

| Fee Type | Fee | Unit |
|--|---|--------------------------|
| Right of Way Use Permit | \$75 per permit, with an additional \$35/week if the duration exceeds 60 days | permit |
| Hoarding Permit | \$8 per sq.m of land hoarded | Square meter |
| Temporary Placement of a Trailer During Construction | \$150 fee with a \$2500 refundable security deposit | Permit; security deposit |

SCHEDULE

3. The amended Schedule T is attached to and forms part of this Bylaw.

READ A FIRST TIME this 17th day of October 2023.

READ A SECOND TIME this 17th day of October 2023.

READ A THIRD TIME this 17th day of October 2023.

ADOPTED this 31st day of October 2023.

Mike Richman
Mayor

Elizabeth Tracy
Corporate Officer

SCHEDULE T – BUILDING

1. The following fees, charges, and deposits apply to services that are or may be provided under Building Bylaw No. 912, 2021:

| Fee Type | Fee | Unit |
|---|-------------------|--|
| Building Permit Fees | | |
| Building permit; pool permit; pond permit* | \$10.00 | / \$1,000 of cost of construction or fraction thereof up to \$100,000 |
| | \$7.00 | / \$1,000 of cost of construction or fraction thereof in excess of \$100,000 |
| | \$100 | minimum fee per permit |
| Penalty if Work Without Permit or Stop Work notice issued prior to issuance of permit | \$1,000 | permit |
| Other Permit Fees | | |
| Excavation permit | \$250 | building or structure |
| Foundation permit | \$250 | building or structure |
| Demolition permit | \$160 | building or structure |
| Relocation permit (plus cost of capping off Village services) | \$160 | building or structure |
| Solid fuel burning appliance permit | \$75 | appliance |
| Fire suppression system permit | \$3 | sprinkler head |
| | \$75 | minimum fee per system |
| Fire detection and alarm system permit | \$75 | system |
| Plumbing permit | \$15 | fixture |
| | \$90 | minimum fee per permit |
| Masonry permit | \$75 | flue |
| Plan Processing Fee** | | |
| Standard building | \$300 | permit |
| Complex building | 25% of permit fee | permit |

| Fee Type | Fee | Unit |
|---|---|---|
| Farm building | \$150 | permit |
| Tenant improvement or building permit if cost of construction of proposed work is less than \$30,000 | \$75 | permit |
| INSPECTION FEES | | |
| Re-inspection and special inspection | \$100 | inspection |
| ADMINISTRATIVE AND MISCELLANEOUS FEES | | |
| Professional design fee reduction if all aspects of the building or structure are certified in compliance with the Building Code and final Schedule Cs for all disciplines are submitted prior to occupancy | -5% of permit fee to a maximum of \$500 | permit |
| Preparation and registration of covenants and other legal documents | \$100 + costs + 10% | document |
| Building Regulation Notice Against Title (Land Title and Survey Authority) Notice application/removal and administrative and registration fees | Greater of \$500 or cost + 10% | notice |
| Review of proposed alternative solution, in-house | \$100 + applicable taxes | hour; minimum 1 hour |
| Review of proposed alternative solution by third party | \$100 + costs + 10% | review |
| Miscellaneous services not otherwise listed | \$100 + applicable taxes | hour; minimum ¼ hour |
| Provisional occupancy permit | \$150 | permit |
| Transfer of a permit to another person | \$100 | permit |
| Building permit extension | \$100 | permit |
| Plan revision after submission of building permit application | \$100 + applicable taxes | hour; minimum ¼ hour |
| Right of Way Use Permit | \$75 and \$35 | Per permit; per week if the duration of use exceeds 60 days |
| Hoarding Permit | \$8 | per square metre |
| Temporary Placement of a Trailer during construction | \$150 | permit |
| SECURITY DEPOSITS | | |
| Security deposit for site services as-built drawings | \$1,000 | building permit |
| Security deposit for foundation permit | \$1,000 | permit |

| Fee Type | Fee | Unit |
|---|--------------------------------|--------|
| Security deposit for work proposed on lands within 10 metres of Village works, detached or duplex | \$2,500 | permit |
| Security deposit for work proposed on lands within 10 metres of Village works, multi-family residential | \$1,000 | unit |
| Security deposit for work proposed on lands within 10 metres of Village works, other than residential | \$5,000 | permit |
| Security deposit for temporary placement of a Trailer During Construction | \$2,500 | permit |
| Repair to damaged Village works | Costs + 10% + applicable taxes | |

*See definition of *cost of construction*, Building Bylaw No. 912, 2021

** Non-refundable fee due at time of application.

2 (1) Council may by resolution, waive, reduce, or refund any Schedule T fees and charges when the applicant seeks approval for:

- (a) not-for-profit or affordable rental housing, including supportive living housing;
- (b) not-for-profit or affordable equity/fee simple housing, provided that the affordability is maintained over time;
- (c) for-profit affordable rental housing; or
- (d) development for use by a not-for-profit society, provided that the use by the not-for-profit society is maintained over time.

2 (2) Council may, by resolution, establish the conditions or requirements that must be met to obtain a waiver, reduction, or refund of fees.

**VILLAGE OF PEMBERTON
BYLAW No. 952, 2023**

A bylaw to amend Village of Pemberton Parking and Traffic Control Bylaw No. 840, 2018

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 the “Village of Pemberton Parking and Traffic Control Bylaw No. 840, 2018, Amendment (Housekeeping) Bylaw No. 952, 2023”.

PART 13: AUTHORITY OF THE MANAGER

Village of Pemberton Parking and Traffic Control Bylaw 840, 2018, is amended as follows:

- (a) in Part 13.1 by striking out section q) and inserting in its place the following:
 - q) the Manager may issue time-limited permits for the occupation and use of a highway, boulevard, sidewalk, or other property owned or controlled by the Village for any of the following purposes:
 - i. Special Event;
 - ii. Filming

READ A FIRST TIME this 17th day of September, 2023.

READ A SECOND TIME this 17th day of September, 2023.

READ A THIRD TIME this 17th day of September, 2023.

ADOPTED this 31st day of October, 2023.

Mike Richman
Mayor

Elizabeth Tracy
Corporate Officer

VILLAGE OF PEMBERTON

BYLAW No. 953, 2023

Permissive Tax Exemption for Sea to Sky Community Services

A Bylaw to Provide for a Permissive Tax Exemption for the Sea to Sky Community Services – Harrow Road Affordable Housing Project

WHEREAS pursuant to Section 224 (2) (a) of the *Community Charter*, the Council may, by bylaw exempt certain land, improvements or both from taxation;

AND WHEREAS it is deemed advisable to enact a new bylaw granting exemption to Sea to Sky Community Services;

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

1. The land hereinafter described and the improvements thereon which are set apart and in use for not-for-profit activities, are hereby exempt from taxation under Section 224 (2) (a) of the *Community Charter* for a two (2) year period from 2024 – 2025:

(a) Lot 2, KAP 56650, District Lot 203, Lillooet Land District
PID 023-384-018

2. This Bylaw may be cited for all purposes as the “Village of Pemberton Permissive Tax Exemption (Sea to Sky Community Services – Harrow Road Affordable Housing Project) Bylaw No. 953, 2023.”

NOTICE OF INTENTION TO PROVIDE a Permissive Tax Exemption to Sea to Sky Community Services was **PUBLISHED IN** the Pique Newsmagazine on October 6, 2023, and October 13, 2023.

READ A FIRST TIME this 17th day of October, 2023

READ A SECOND TIME this 17th day of October, 2023.

READ A THIRD TIME this 17th day of October, 2023.

ADOPTED this 31st day of October, 2023.

Mike Richman
Mayor

Elizabeth Tracy
Corporate Officer

Local Governments in British Columbia

Oct 18, 2023

Re: CALL FOR IMMEDIATE ACTION TO PREVENT INVASIVE MUSSEL INTRODUCTION TO B.C.

Dear B.C. Local Government Boards and Councils,

We are writing to request your support; calling on senior governments for immediate action to prevent the introduction of invasive mussels into B.C. If senior governments fail to act, local governments and First Nations in B.C. will bear the brunt of managing and paying for the costs of invasive mussel mitigation.

On September 18th, the State of Idaho announced that invasive quagga mussels had been found in the Snake River, a tributary to the Columbia. The location of the discovery at Twin Falls is less than an 11-hour drive from the B.C. border.

Based on water chemistry analysis, every major population centre in B.C. is at moderate to high risk from invasive mussels. These rapidly spreading species are expected to cost the province more than \$129 million annually, based on costs for infrastructure, maintenance for boats and marinas, lost profits and provincial revenue and loss in residential property values and lost property taxes. These costs do not include the devastating effects on fish – especially Pacific salmon, and aquatic ecosystems in general. Invasive mussels can create toxic algae blooms, litter beaches with razor-sharp shells, clog water intakes and boat motors, and corrode concrete and metal in the water. In the Great Lakes region, invasive mussels have cost more than \$500 million per year just to manage the effects.

In response to the mussel detection in Idaho, state officials released more than 116,000 litres – almost four large tanker-trucks – of a copper-based pesticide into a 26 km stretch of the Snake River, killing invertebrates, algae, plants, and fish, including 2-meter-long sturgeon. This will be followed up with another chemical treatment and a biocontrol treatment. This was considered a better option than allowing the mussels to take hold, but there is still no guarantee that it will have the desired affect. It is possible that mussels have already escaped the containment area, and if so, they will spread through the Columbia Basin over the next several years.

Chemical treatments in most large lakes in B.C. are unlikely to be effective. We do not wish to have such treatments as a public-relations exercise.

The OBWB has provided a detailed memorandum to the Province of B.C. and will provide a letter to both levels of government this week summarizing our Calls to Action (attached). We ask that local government boards and councils provide a letter or resolution of support for these calls to action and send them to the Ministers listed below. We have also prepared a short video presentation outlining the threat of invasive mussels, the current situation in Idaho, and the reasons behind the calls to action. You can view this video on our YouTube channel here: <https://youtu.be/j255iBHtzLg>

Actions to be taken immediately by the Province of B.C.:

1. Introduce a temporary moratorium on out-of-province watercraft entering B.C., until the full status of the infestation in the Columbia Basin is assessed, and until the effectiveness of the chemical and biocontrol treatments in Idaho is known.
2. Introduce “pull-the-plug” legislation to be in effect prior to the 2024 boating season, and before the moratorium is lifted, requiring all watercraft owners to remove drain plugs prior to vessels being transported on public roads.
3. Ask Canada’s Minister for Public Safety to issue direction for all watercraft entering Canada at all border crossings, from Saskatchewan to B.C., to be inspected prior to allowing entry.
4. Commit funding to the Invasive Mussel Defence Program of no less than \$4 million per year (all sources), indexed to inflation for at least 10 years going forward.

Following these immediate actions, we call on the province to fill the following gaps in the current inspection and prevention system, and in planning for response and long-term mitigation:

5. Enhance funding to recruit and retain B.C. Conservation Officers, Auxiliary Conservation Officers, and other Invasive Mussel Defence Program staff as needed to 2019 levels (64 inspectors).
6. Update the provincial Early Detection, Rapid Response plan, including a round of consultation with partner organizations prior to finalization.
7. Lead a planning process to create long-term response, containment, and control plans in regions at high risk of introduction and vulnerable to infestation, including the Okanagan, Shuswap, and Kootenay Regions.
8. Promote vulnerability assessments by utilities, local jurisdictions, and private entities.

Finally, we call on the province to reconsider our previous call to action to require inspection for all watercraft entering B.C., both at federal and provincial borders.

Actions to be taken immediately by the Government of Canada:

1. We ask that the Minister of Public Safety issue immediate direction to all Canada Border Service Agency locations between Saskatchewan and the Pacific that all watercraft entering Canada in that region be inspected for invasive mussels following provincial protocols.
2. We have asked the Government of B.C. to issue a temporary moratorium on out-of-province boats until the full extent of the infestation is known, and until the success of chemical treatments in Idaho is determined. And so, we also ask that the federal government use its authority to support any such temporary moratorium.

Since 2012, the Okanagan Basin Water Board has run the Don’t Move A Mussel public awareness campaign, including the message to boaters to Clean, Drain, Dry their watercraft before launching in B.C. waters. We are also developing a guide for vulnerability assessments for in-water infrastructure which will allow all facility operators to assess the vulnerability of their source waters and understand specific risks to infrastructure

components, how to mitigate those risks, and will allow for advanced capital planning for changes or retrofits as needed. The guide should be ready by the end of this year and will be freely available for all users.

We appreciate your consideration and support protecting the waters of B.C.

Yours truly,



Anna Warwick Sears, Ph.D. — Executive Director
Okanagan Basin Water Board
1450 KLO Road, Kelowna, B.C. V1W 3Z4
Email : anna.warwick.sears@obwb.ca
Office: 250.469.6251

Addressees for Letters of Support:

Honourable Dominic LeBlanc
Minister of Public Safety, Democratic Institutions and Intergovernmental Affairs
269 Laurier Avenue West
Ottawa, Ontario K1A 0P8
iga.minister-ministre.aig@pco-bcp.gc.ca

Honourable Diane Lebouthillier
Minister of Fisheries, Oceans and the Canadian Coast Guard
200 Kent St Station 15N100
Ottawa, Ontario K1A 0E6
DFO.Minister-Ministre.MPO@dfo-mpo.gc.ca

Honourable Nathan Cullen
Minister of Water, Land and Resource Stewardship
PO Box 9012 Stn Prov. Govt.
Victoria, BC V8M 9L6
WLRS.Minister@gov.bc.ca

Honourable George Heyman
Minister of Environment and Climate Change Strategy
PO Box 9047 Stn Prov Gov
Victoria, BC V8W 9E2
ENV.Minister@gov.bc.ca



CC:

- Okanagan MLAs: Harwinder Sandhu, Norm Letnick, Renee Merrifield, Ben Stewart, Dan Ashton, Roly Russell
- Okanagan MPs: Mel Arnold, Tracy Gray, Dan Albas, Richard Cannings
- Okanagan Nation Alliance, Chiefs Executive Council
- Pacific NorthWest Economic Region: Matt Morrison, Chief Executive Officer
- Invasive Species Council of B.C.: Gail Wallin, Executive Director
- Okanagan Chambers of Commerce
- Thompson Okanagan Tourism Association
- Union of BC Municipalities
- Shuswap Watershed Council
- Okanagan and Similkameen Invasive Species Society

Attachments:

- Letter to Province: Call for Immediate Action to Prevent Invasive Mussel Introduction to B.C.
- Letter to Federal Govt: Call for Immediate Action to Prevent Invasive Mussel Introduction to B.C.
- Memorandum to Deputy Minister: Recommendations for Invasive Mussel Prevention

Honourable Nathan Cullen
Minister of Water, Land and Resource Stewardship
PO Box 9012 Stn Prov. Govt.
Victoria, BC V8M 9L6
WLRs.Minister@gov.bc.ca

Oct 18, 2023

Honourable George Heyman
Minister of Environment and Climate Change Strategy
PO Box 9047 Stn Prov Gov
Victoria, BC V8W 9E2
ENV.Minister@gov.bc.ca

Re: CALL FOR IMMEDIATE ACTION TO PREVENT INVASIVE MUSSEL INTRODUCTION TO B.C.

Dear Ministers,

We are writing to again express our extreme concern over the threats posed by invasive mussels to B.C. waters, recognizing the September 18th announcement that invasive quagga mussels have been found in Idaho in the Snake River. On September 25th, following meetings with Minister Cullen at UBCM, we provided a memorandum with specific recommendations and details to mitigate, prepare for, and respond to this threat (attached). The calls to action here are a summary of that memorandum.

We are writing to ask for the following actions to be taken immediately by the province of B.C.

1. Introduce a temporary moratorium on out of province watercraft entering B.C. until the full status of the infestation in the Columbia basin is assessed, and until the effectiveness of the chemical and biocontrol treatments in Idaho is known.
2. Introduce “pull-the-plug” legislation to be in effect prior to the 2024 boating season, and before the moratorium is lifted, requiring all watercraft owners to remove the drain plug prior top vessels being transported on public roads.
3. Ask Canada’s Minister for Public Safety to issue direction for all watercraft entering Canada at all border crossing from Saskatchewan to B.C. to be inspected prior to allowing entry.
4. Commit funding to the Invasive Mussel Defence Program of no less than \$4 million per year (all sources), indexed to inflation for at least 10 years.

Following these immediate actions, we ask you to fill the following gaps in the current inspection and prevention system, and in planning for response and long-term mitigation:

5. Enhance funding to recruit and retain B.C. Conservation Officers, Auxiliary Conservation Officers, and other IMDP staff as needed to 2019 levels (64 inspectors).
6. Update the provincial Early Detection, Rapid Response plan (EDRR), including a round of consultation with partner organizations prior to finalization.

7. Lead a planning process to create long-term response, containment, and control plans in regions at high risk of introduction and vulnerable to infestation, including the Okanagan, Shuswap, and Kootenay Regions.
8. Promote vulnerability assessments by utilities, local jurisdictions, and private entities.

Finally, we ask you to reconsider our previous call to action to require inspection for all watercraft entering B.C., both at federal and provincial borders. Again, the attached memorandum provides details for how this can be accomplished.

In response to the mussel detection in Idaho, state officials released more than 116,000 litres – almost four large tanker-trucks - of a copper-based pesticide into a 26 km stretch of the Snake River, killing invertebrates, algae, plants, and fish, including 2-meter-long sturgeon. This will be followed up with another chemical treatment and a biocontrol treatment. This was considered a better option than allowing the mussels to take hold, but there is still no guarantee that it will have the desired affect. It is possible that mussels have already escaped the containment area, and if so, they will spread throughout the Columbia Basin over the next several years.

Chemical treatments in most large lakes in B.C. are unlikely to have the desired effect, and the Province must take strong immediate action to close the obvious gaps in inspections and legislation to prevent invasive mussels in the first place.

We will also be writing to federal ministers to call for their support in your efforts, especially enhanced inspections at federal border crossings. We will also continue our own efforts in public awareness and education, providing a vulnerability assessment guide to prepare infrastructure, and working with local governments and First Nations to promote these calls to action, and the Clean, Drain, Dry message for boat owners.

The critical time to act is now.

Yours truly,



Anna Warwick Sears, Ph.D. – Executive Director
Okanagan Basin Water Board
1450 KLO Road, Kelowna, B.C. V1W 3Z4
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Office: 250.469.6251



CC:

- Okanagan MLAs: Harwinder Sandhu, Norm Letnick, Renee Merrifield, Ben Stewart, Dan Ashton, Roly Russell
- Okanagan Nation Alliance, Chiefs Executive Council
- Okanagan Local Government Chairs and Mayors
- Okanagan MPs: Mel Arnold, Tracy Gray, Dan Albas, Richard Cannings
- Pacific NorthWest Economic Region: Matt Morrison, Chief Executive Officer
- Invasive Species Council of B.C.: Gail Wallin, Executive Director
- Okanagan Chambers of Commerce
- Thompson Okanagan Tourism Association
- Union of BC Municipalities
- Shuswap Watershed Council
- Okanagan and Similkameen Invasive Species Society

Honourable Dominic LeBlanc
Minister of Public Safety, Democratic Institutions and Intergovernmental Affairs
269 Laurier Avenue West
Ottawa, Ontario K1A 0P8
iga.minister-ministre.aig@pco-bcp.gc.ca

Oct 18, 2023

Honourable Diane Lebouthillier
Minister of Fisheries, Oceans and the Canadian Coast Guard
200 Kent St Station 15N100
Ottawa, Ontario K1A 0E6
DFO.Minister-Ministre.MPO@dfo-mpo.gc.ca

Re: CALL FOR IMMEDIATE ACTION TO PREVENT INVASIVE MUSSEL INTRODUCTION TO B.C.

Dear Ministers,

We are again writing to express our extreme concern over the threats posed by invasive mussels to B.C. waters, recognizing the September 18th announcement that invasive quagga mussels were found in Idaho in the Snake River, a tributary to the Columbia River. A May 2023 report by the Province of B.C., *Potential Economic Impact of Zebra and Quagga Mussels in B.C.*, shows that both the Fraser River and Columbia River watersheds are at moderate to high risk of a mussel infestation based on water chemistry. In order to protect Pacific salmon habitat in both of these major river systems, and protect the economy of the west, the Government of Canada must act now.

1. We ask that you issue immediate direction to all Canada Border Service Agency locations between Saskatchewan and the Pacific that all watercraft entering Canada in that region be inspected for invasive mussels following provincial protocols.
2. We have asked the Government of B.C. to issue a temporary moratorium on out-of-province boats until the full extent of the infestation is known, and until the success of chemical treatments in Idaho is determined. We ask you to use your authority to support any such temporary moratorium.

In response to the mussel detection in Idaho, state officials released more than 116,000 litres – almost four large tanker-trucks - of a copper-based pesticide into a 26 km stretch of the Snake River, killing invertebrates, algae, plants, and fish, including 2-meter-long hatchery sturgeon. This will be followed up with another chemical treatment and a biocontrol treatment. This was considered a better option than allowing the mussels to take hold, but there is still no guarantee that it will have the desired affect. It is possible that mussels have already escaped the containment area, and if so, they will spread throughout the Columbia Basin over the next several years.

Chemical treatments in most large lakes in B.C. are unlikely to be effective. Instead, we need senior governments to take strong immediate action to close the obvious gaps in inspections and legislation to prevent invasive mussels in the first place.

The Okanagan Basin Water Board will continue our own efforts in public awareness and education, providing a vulnerability assessment guide to prepare infrastructure, and working with local governments and First Nations to promote these calls to action, and the Clean, Drain, Dry message for boat owners.

The critical time to act is now.

Yours truly,



Anna Warwick Sears, Ph.D. — Executive Director
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- Shuswap Watershed Council
- Okanagan and Similkameen Invasive Species Society

MEMORANDUM

To: Deputy Minister Lori Halls
From: Anna Warwick Sears, OBWB Executive Director
Date: September 25, 2023
Subject: **Recommendations for Invasive Mussel Prevention**

Background

This report is a follow-up to our September 21, 2023 meeting with Minister Nathan Cullen and Parliamentary Secretary Kelly Greene, regarding our recommendations on how to prevent zebra and quagga mussels from invading B.C. waters. We discussed the news that there had been positive tests for quagga mussel veligers in Twin Falls, Idaho on the Snake River, a tributary to the Columbia River.

According to the Idaho news media, there were multiple ‘positive samples’ along a 6 km stretch of the Snake River, in the vicinity of Centennial Park, in Twin Falls. The river in this reach is moving at greater than 15.5 m³/s, and this is not likely to be a candidate for applications of potash or other pesticides to control mussels – so there is little hope for eradication.

At the meeting, we discussed the importance of taking a ‘disaster management’ approach, including the four pillars of **mitigation, preparation, response** and **recovery**. We have updated our recommendations specific to each of these categories. The minister specifically requested that we send you more information on ‘pull-the-plug’ legislation, and inspection sticker programs. Our analysis of these is given below (pages 5 – 10).

OBWB Recommendations for WLRS

Mitigation:

1. Ask the Canada Minister of Public Safety to have the CBSA stop and inspect ALL watercraft coming to B.C. from the U.S., consistently at ALL border crossings from Saskatchewan to B.C.

In the past, we have noted that some border crossings take this duty more seriously than others.

2. B.C. should consider a temporary moratorium on out-of-province boats until the full status of the infestation of the Columbia Basin is assessed.
As the boating season is close to ending for the season, this would have limited economic impact.
3. Commit funding to the IMDP of no less than \$4 million per year (all sources), indexed to inflation for at least 10 years.

The 2019 budget for the IMDP, the year the program conducted the most inspections, was \$3.5 million, equivalent to \$4.04 million today. This is the minimum level of funding the program should receive. In 2023, the IMDP ran only six inspection stations, with a reduced staff of 43 inspectors, (down from 12 stations and 64 staff in 2019).

4. Enhance funding to recruit and retain B.C. Conservation Officers, Auxiliary Conservation Officers, and other IMDP staff as needed to 2019 levels (64 inspectors).

Do whatever is necessary to recruit and retain seasonal staff for the IMDP. This may require increasing pay levels to attract qualified candidates. It is also important to meet the housing needs of staff who are sometimes deployed to remote locations during the height of tourist and fire-fighting seasons, when competition for accommodations is highest.

5. Introduce “pull-the-plug” legislation to be in effect prior to the 2024 boating season.

Since July 2019, we have called for “pull the plug” legislation, requiring all watercraft owners to remove the drain plug prior to transporting vessels on public roads, to ensure that vessels have been cleaned, drained, and dried before launching in B.C. waters. All other Western Canadian provinces have put this legislation in place, with B.C. as the only exception.

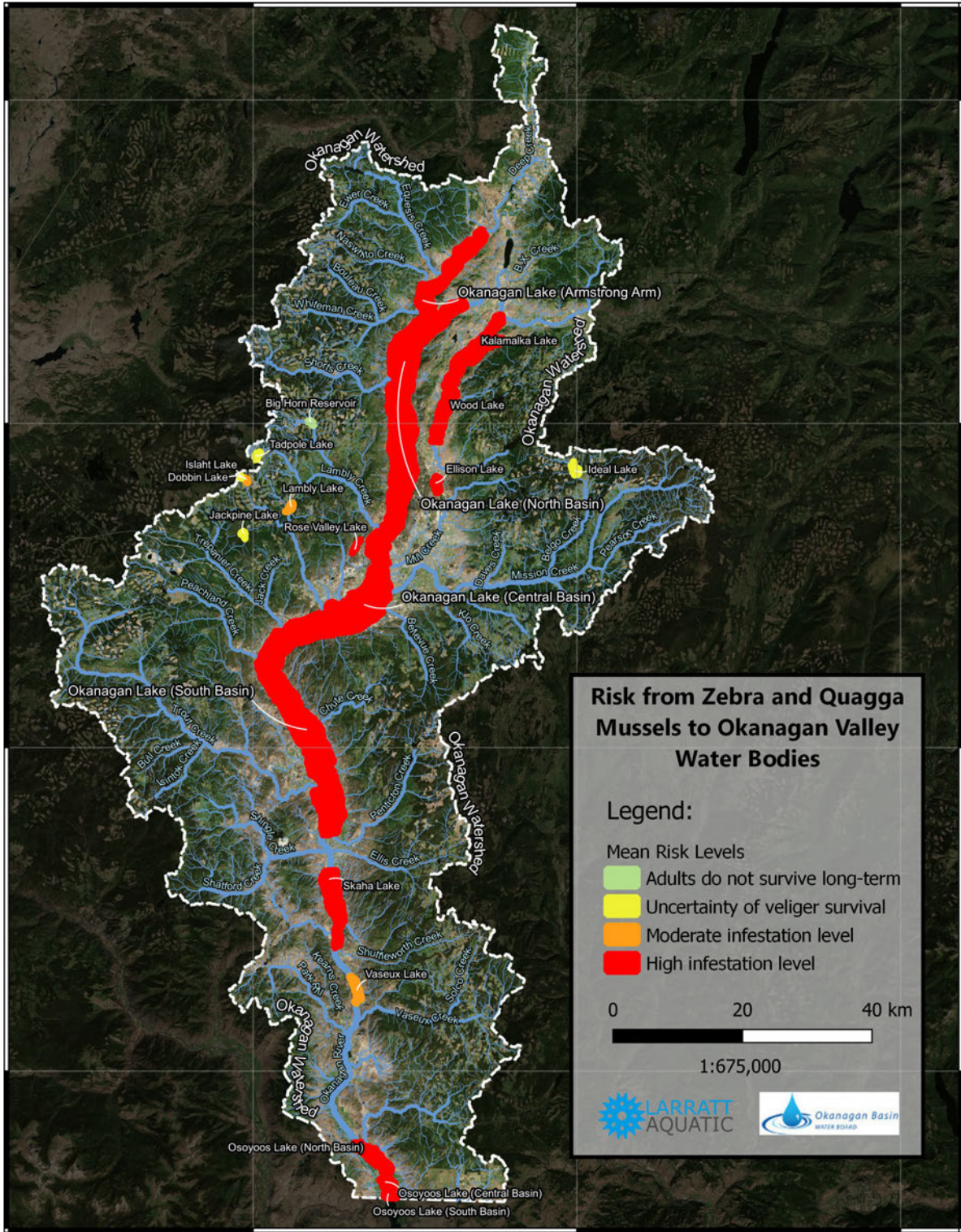
Preparation:

6. Promote vulnerability assessments by utilities, local jurisdictions, and private entities.

The OBWB has been working with PNWER and other partners to develop a Vulnerability Assessment Guide for freshwater infrastructure, including dams, wastewater and drinking water treatment plants, bridges, docks, intakes, etc. This guide is based on one developed by the U.S. Army Corps of Engineers and is currently under technical review. It contains information on how to assess the vulnerability of a waterbody to infestation, based on water chemistry, and vulnerability of specific forms of infrastructure, as well as proactive mitigation measures such as coatings or cleaning procedures. The guide is expected to be completed by January 1, 2023.

OBWB hired Larratt Aquatic Consultants to analyze the Okanagan water quality database against the Vulnerability Assessment Guide’s criteria for determining levels of infestation by invasive mussels. Larratt produced the map on the following page, showing the expected level of infestation by water body where water chemistry data was available. A similar map could be produced for anywhere in B.C., showing the expected infestation level for specific streams, and by sections of lakes, since not every site is expected to have the same level of infestation throughout a given lake.

This analysis shows that the Okanagan's large valley-bottom lakes are generally expected to experience a more severe infestation than higher mountain lakes and reservoirs.



Response:

7. Update the provincial Early Detection, Rapid Response plan (EDRR), including a round of consultation with partner organizations prior to finalization.

The current EDRR was published in 2015. Since then, B.C. has gathered significant information on watercraft travel patterns, at-risk lakes, and economic factors. B.C. has also had to respond to several near misses with contaminated vessels. The new EDRR should incorporate all lessons learned and look to longer-term options for ongoing regional containment, quarantine, and control methods.

8. Lead a planning process to create long-term response, containment, and control plans in regions at high risk of introduction and vulnerable to infestation, including the Okanagan, Shuswap, and Kootenay Regions.

With new information on watercraft travel patterns and water chemistry, we know which regions are at most risk of introduction due to the high number of watercraft travelling there, and which water bodies are at greatest risk due to water chemistry. With this information, it is possible to create plans which could reduce the time for containment of a lake from days to hours and reduce the time for attempted eradication from weeks to days. This planning process could also help to identify regional gaps in prevention, prepare infrastructure, solicit public engagement and feedback, and identify resources for long-term control.

Recovery

9. In our more than ten years tracking this issue, we have not heard of any jurisdiction that has 'recovered' from invasive mussels, once they have taken hold. At best, local jurisdictions have had to absorb costs, and learn to live with the societal and environmental damage. Many (but not all) of these costs are given in the WLRS's report from May 2023: [Potential Economic Impact of Zebra and Quagga Mussels in B.C.](#)

Aquatic Invasive Species – Pull the plug legislation

British Columbia is the last remaining Western province without pull-the-plug legislation in place. Most Northwestern States also require drain plugs pulled prior to transport on roadways. Here is the relevant legislation/regulation for each Western province.

[Alberta Fisheries Act Regulation 220/1997 \(2016\)](#)

[Transportation of watercraft 6.1](#)

A person shall not transport an item of watercraft on a highway by means of a conveyance if the watercraft has a drainage hole in the lower hull or bilge that is blocked with a plug. AR 45/2016 s8

<https://www.canlii.org/en/ab/laws/regu/alta-reg-220-1997/latest/alta-reg-220-1997.html#sec6.1>

[Saskatchewan The Fisheries Regulations 88.6 \(2018\)](#)

[Transportation of watercraft](#)

No person shall transport a watercraft on a highway by means of a conveyance if the watercraft has a drainage hole in the lower hull or bilge and that drainage hole is blocked with a plug. 6 Apr 2018 SR 22/2018 s12.

<https://pubsaskdev.blob.core.windows.net/pubsask-prod/1869/F16-1r1.pdf>

[Manitoba The Water Protection Act AIS Regulation \(2015\)](#)

3(3) When transporting a watercraft on land, a person must (a) ensure that the drain plug and all valves or other devices used to drain water from the watercraft are removed or left open, other than plugs used in kitchen or washroom facilities on the watercraft; and (b) ensure that the motor vehicle and any trailer transporting the watercraft are free of aquatic invasive species and aquatic plants.

https://web2.gov.mb.ca/laws/regs/current/_pdf-regs.php?reg=173/2015

Inspection/Sticker Program Summary

Overall, stopping at an open inspection station is mandatory in all cases. Oregon, Idaho and Montana require boaters to be inspected and pay certain fees when coming from out of state. These fees are used to pay for inspection programs and monitoring. Out of state boaters pay more than resident boaters.

[Alberta](#)

No passport or sticker system all boats must stop every time they come to an inspection station. No special rules depending on where you live.

Fees

- Seems to be a free service.

Requirements

- **Watercraft inspections are now mandatory.** All passing watercraft, including non-motorized, commercially hauled and privately-hauled watercraft, **must stop every time, regardless of where you are coming from or going to**
- When highway signage indicates that a watercraft inspection station is open, it is mandatory.
 - Bypassing an inspection station results in a \$324 fine
 - Failing to pull the plug leads to a \$180 fine
- When arriving at a station, boaters are required by law to answer a few simple questions to help establish the risk factor.

Relevant legislation

- Bill 13: Fisheries (Alberta) Amendment Act, 2015
- Ministerial Order 30/2015
- Section 32 (14) of Fisheries (Alberta) Act

Inspection

- An inspection of your watercraft and trailer will be conducted and sometimes these inspections are supported by trained K-9 inspectors. All areas of boat inspected and you will be asked to show hold is dry.

Miscellaneous

- [K9 teams search shorelines and boats](#)
- [Inspection webpage](#)
- [2017 Report](#)

Saskatchewan

We could not find an in-depth provincial plan for boat inspections. Inspections are stated to be mandatory in the province. There was a lot more documentation of the clean drain dry program.

The only references we could find were as follows:

- **Watercraft inspection is mandatory in Saskatchewan** - even if you are just passing through. They work with neighbouring provinces, states and the Canada Border Services Agency to coordinate inspection efforts. So far, Saskatchewan has been successful in preventing the introduction and establishment of AIS.
- Provincial regulations allow **conservation officers to inspect, quarantine and decontaminate watercraft known or suspected to contain invasive species.**
- The province works with other agencies and jurisdictions to coordinate inspection and other prevention measures.
- The ministry will take a risk-based approach to watercraft inspection, focusing on high-risk pathways and targeted enforcement of violations related to aquatic invasive species.

Washington

There are different requirements for residence and non-residence. A Washington resident pays a \$2 fee and gets a sticker. A non-resident pays a \$24 fee and must obtain a permit.

Requirements

- Out-of-state boat owners- must get a permit before going to Washington
 - Watercraft operators **not registered in Washington State**, seaplanes, and commercial transporters of specified vessel types **must purchase aquatic invasive species (AIS) prevention permits** to help prevent the spread of AIS in Washington.
 - Permits are valid for one year.
 - It can be purchased online.
 - Each watercraft is given a **registration number** to prove it has been legally registered and is generally **displayed on both sides of the boat's bow**.

Fees

- **Non-resident \$24 fee** (\$20 permit plus transaction and dealer fees) support the department's efforts to keep Washington's waters free of AIS.
 - AIS prevention permit sales are expected to generate about \$412,000 annually by 2023.
- **Washington residents pay a \$2** annual fee to support the department's AIS program when registering boats.
 - **A valid registration sticker is proof of payment, and an AIS prevention permit is not required.**

Relevant legislation

- [SB 5303 - 2017-18](#)
- [Aquatic invasive species prevention permit—Operators of vessels and aquatic conveyances.](#)

Inspection

- Inspections seem to be mandatory but there was no clear documentation.
- [General information](#)
- Exemptions from needing a permit.
 - Residence with a sticker
 - Small watercraft from out of state e.g. canoes
 - Federal and military vessels or watercraft registered as “tenders”

Miscellaneous

- To access some waters, you need a vehicle access pass – related to hunting regulations.
- [Aquatic Invasive Species Funding Advisory Committee Report and Recommendations](#) – has historical AIS budgets for states and provinces.
- [Link to the permit website](#)

Oregon

There are two different permits and inspections are mandatory. A waterways access permit is required for everyone and a special permit for out-of-state boatowners; this permit funds the inspection program. Within the state, boatowners must comply with mandatory inspection.

Requirements

- **Any operator** of a boat or paddle craft 10ft or longer need a **Waterway Access Permit**
 - The Waterway Access Permit is transferrable to another non-motorized watercraft.
 - The 10ft watercraft includes kayaks, canoes, rafts and other inflatables, stand-up paddle boards, et.
- Out-of-state boat owners must get a **Aquatic Invasive Species Prevention Permit**
 - Anyone traveling through Oregon and not launching watercraft in state waters DOES NOT need a permit.
 - Children 13 and younger do not need a permit.
- Oregon motorized boaters must have valid registration decals displayed on their motorboats

| Type of Boat | Requirements |
|--|--|
| Out-of-state motorized boat | Out-of-state Aquatic Invasive Species Permit |
| Oregon and out-of-state non-motorized watercraft 10 feet or longer | Waterway Access Permit |
| Out-of-state sailboats 12 feet or longer | Out-of-state Aquatic Invasive Species Permit |
| Oregon sailboats 10 feet to 11 feet 11 inches long | Waterway Access Permit |
| Oregon sailboats 12 feet or longer | Oregon sailboat title and registration |

- **Mandatory inspection**
 - **All vehicles towing watercraft into Oregon must stop at an inspection station.**
 - There are 6 stations.
 - All boaters must stop if a station is open.
 - Inspection teams are made up of specially trained personnel employed with the Oregon Department of Fish and Wildlife.
 - After the inspection boaters are given an inspection report that is the proof of compliance. – if the boat is contaminated it will be decontaminated on site.

Relevant legislation

- SECTION 1. ORS 570.855

Fees

- **The AIS Prevention Permit** costs **\$20** and failure to have one results in a \$50 fine.
 - **The permit costs fund the inspection stations.**
- **Waterway Access Permit:** price depends on permit which are all based on the number of days you want access. Failure to show the Waterways Access Permit to law enforcement can lead to a \$115 fine.

Miscellaneous

- [2022 report of inspection program](#)

- During the 2022 fiscal year, revenue collected from permit sales totaled **\$768,435** . Oregon motorized permit revenue from boater registrations was \$254,975; non-motorized watercraft \$377,905; out-of-state motorized \$128,940; liveries and guides \$6,615.
 - **The program provided full or partial funding for seven full-time positions, and ten seasonal or part-time positions.**
 - We received additional funding from the US Army Corps of Engineers as part of the Water Resources Reform and Development Act (WRRDA) for \$572,277; these monies help fund additional inspectors and hours of operation at the inspection stations.
- In 2022 the program completed 14,462 watercraft inspections.
- [Webpage for general information](#)
- [Waterways Access Permit](#)
- [AIS Permit](#)

Idaho

In Idaho there is a mandatory sticker program that funds the inspection stations. It is mandatory to stop at inspection stations.

Requirements

- **Mandatory to stop at inspection stations.**
- Idaho law requires the owner of any boat and any non-motorized vessel to **buy and display an Idaho Invasive Species Fund sticker** to legally launch and operate the boat in Idaho.
 - This includes nonmotorized boats, rafts, canoes, etc. .
 - Does not include inflatable, non-motorized vessels less than 10 feet long
 - Stickers can be bought online
 - Work with law enforcement to make sure of compliance

Fees

- The sticker program funds the inspection stations.
 - A one-year sticker is **\$12.0** or a two year sticker is **\$22.50**.

Inspections

- In 2022, the program performed over 100,000 watercraft inspections and **intercepted 36** mussel-fouled watercrafts. Throughout the history of the program Idaho stations have performed over one million inspections intercepting 413 mussel-fouled watercrafts prior to launching.
- Idaho's inspection stations are placed on major highways at or near the Idaho state line

Montana

It is mandatory to stop at inspections stations and out of state owners or people crossing the continental divide must get an inspection before launching. There are passes that must be purchased if you are from out of state.

Requirements

- It is **mandatory to stop at an inspection station**. Motorized and nonmotorized watercraft.
 - Out-of-state boats must be inspected before launching in Montana.

- Must carry a **proof on inspection.**
- Must stop at all inspection stations you encounter.
- If you cross a Continental Divide, you must have your boat inspected before launch.
- **Purchase a AIS Prevention Pass**
 - **Non-resident** watercraft launching in Montana must purchase.
 - Motorized watercraft fee is \$30.
 - Nonmotorized watercraft fee is \$10.
 - Not transferable between vessels

Fees

- The fee for a permit is \$10 to \$30 deepening on boat type.

Inspection

- [2022 AIS report](#) – very good report
 - Over 119,000 watercraft inspections
 - **53 zebra and quagga mussel fouled vessels intercepted.**
 - Stations placed on major highways near state borders.

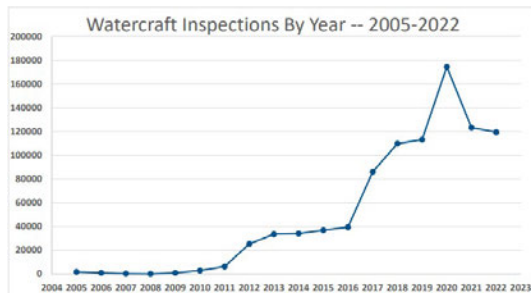


Figure 3. Number of watercraft inspections by year.

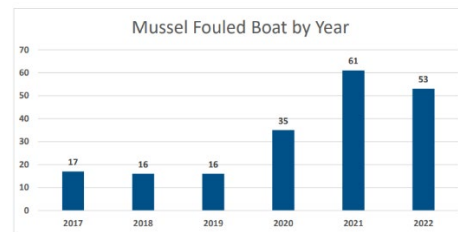


Figure 8. Number of mussel fouled boats intercepted by year.

- Inspections are done by the Ministry of Fish, Wildlife, and Parks as well as other partner groups.

Miscellaneous

- [Inspection information](#)
- [Traveling to Montana](#)
- [Summary of Laws and regulations.](#)



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Patrick Weiler

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

October 20, 2023

Dear Friends & Neighbours,

Earlier this month, the Government of Canada launched a call for proposals under the Youth Employment and Skills Strategy (YESS) Program of Employment and Social Development Canada (ESDC).

Projects funded through this call for proposals will help improve labour market outcomes for up to 20,000 youth facing barriers to employment. ESDC will provide eligible organizations with up to \$5 million per year for up to four years (starting in 2024–25). The YESS Program will fund organizations to deliver a broad range of activities that help young people (aged 15 to 30). For example, funded projects might include activities aimed at providing mentoring, skills development and training, paid work experiences, or wraparound supports such as dependent care support or mental health counselling.

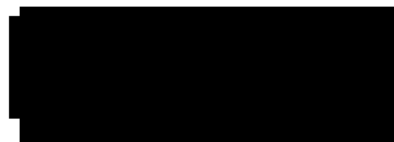
New to this funding cycle is an emphasis on supporting projects that target youth with disabilities and youth furthest from employment, such as those facing multiple and compounding barriers. Other priority groups include Indigenous youth, 2SLGBTQI+ youth, Black and other racialized youth, and youth in official language minority communities.

Organizations are invited to apply for funding from now until 12:59 p.m. PST on November 22, 2023. [Click here for details on how to apply for funding.](#)

Additional funding opportunities will be available this fall for organizations that provide volunteer and summer job opportunities for youth through the Canada Service Corps and Canada Summer Jobs.

If you have any questions, please reach out to our office. We are happy to support your application in any way that we can.

Sincerely,



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

Constituency Ottawa

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British Columbia V7W 2G5 Ontario K1A 0A6
Tel.: 604-913-2660 | Fax.: 604-913-2664 Tel.: 613-947-4617 | Fax.: 613-847-4620

CITY OF SURREY

OFFICE OF THE MAYOR

October 20, 2023

Dear colleagues,

I am writing to you about the Surrey police transition, and the growing impacts on all communities in the region as a result of the Provincial Government's approach. Instead of working with the City of Surrey to unwind this poorly planned transition, the Province is trying to take power over policing away from local governments. The Province will be spending significant provincial tax dollars for no added public safety benefit in Surrey, and creating an environment for policing instability in the region.

Sweeping new powers over local policing

As you likely know, the Province recently introduced unprecedented revisions to the *Police Act* to cover up a mess they created. The Province approved the original transition in 2019 despite prescient warnings about the overwhelming cost impacts to Surrey taxpayers, as well as significant challenges to recruiting frontline officers to the Surrey Police Service (SPS).

The proposed changes to the *Police Act* should concern all local governments and elected officials. Effectively, the Solicitor General is taking the ultimate power of choosing the model of policing away from local governments, clearly motivated by papering over a decision he should not have made in the first place.

As elected officials, it is our job to represent the voters and work earnestly to enact the mandate upon which we were elected. The Province's job should continue to be to ensure that local governments have an appropriate policing plan in place, supported by voters. It is not their role to step-in and make important decisions about local policing models based on their own political motivations.

Significant new costs for Surrey and regional taxpayers

If forced to move ahead, this transition will cost Surrey taxpayers hundreds of millions of dollars. I continue to oppose the Province's plan, and do not believe that it is in the best interest of Surrey, or the region. It is not the best use of provincial tax dollars to fund a police transition that Surrey does not want and that will provide no added public safety benefit.

The Province has already committed \$150 million toward support with additional transition costs, but the ongoing gap between the RCMP contract model and a new municipal force is estimated at no less than \$462 million over the next 10 years. We are looking at our options to continue to fight this transition, but make no mistake, if the Province has the ability to force this transition ahead with this unprecedented legislation, I will be seeking hundreds of millions more from the Province to protect Surrey taxpayers.



BRENDA LOCKE
MAYOR

MAYOR@SURREY.CA



Furthermore, if Surrey does not maintain the RCMP, our City's share of the Division Administrative costs are in excess of \$32M per year, based on our full strength of members. Once the RCMP ceases to police Surrey, these costs will need to be absorbed by all other Municipalities across BC that continue to have RCMP provide Policing services.

But, again, this is not the best use of Provincial tax dollars. As a region, we have significant challenges in front of us requiring urgent Provincial attention including housing, hospitals, schools, and transit. We should all be encouraging the Province to stand down and focus scarce provincial funds on more urgent priorities.

Recruitment woes creating a destabilizing effect on local policing

Finally, if the Province is able to force this transition ahead, it will have a significant destabilizing effect on policing throughout the region. The Province was warned by many experts that the original transition plan had a gaping hole in it, and those warnings about SPS recruitment issues have come true. Today, 75% of the police in Surrey are still with the RCMP. In recent weeks and months, the SPS has even lost recruits. As it stands, the SPS is nowhere near the number of frontline officers they need to become the police of jurisdiction.

And since Surrey RCMP officers are not transferring to the SPS, which the Province was very clearly warned about, the SPS is actively recruiting from municipal police forces in Vancouver, Delta, Abbotsford, New Westminster, Port Moody, and West Vancouver. This has become a serious policing problem not just in Surrey, but in other communities now as well. Again, this issue is a direct result of the Province's mismanagement of this transition from the beginning.

Sending the Province a message

As the Mayor of Surrey, it is my job to stand up for public safety and taxpayers in Surrey. But as this issue continues to drag on, the impacts for the rest of the region are also growing. Instead of doing their job and properly scrutinizing the proposed transition from the start, the Province is now taking policing powers from local governments, spending scarce tax dollars on a transition Surrey does not want, and creating real instability in policing throughout the region.

I hope that you will join me in raising these concerns with the Premier and the Solicitor General. They need to know that the region's Mayors are not prepared to accept the growing list of impacts as a result of their mismanagement of this important file.

Sincerely,



Brenda Locke,
Mayor





HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Patrick Weiler

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

October 20, 2023

Dear Friends & Neighbours,

All Canadians should have equal access to programs, services and supports. That is why the Government of Canada continues to invest in programs that help remove barriers to accessibility, increase inclusion, and empower persons with disabilities to fully engage in their communities.

This week, the Government of Canada **launched a new call for proposals (CFP) under the Enabling Accessibility Fund's (EAF) mid-sized projects component**. Up to \$3 million per project is available under this CFP to support larger new construction, renovation and/or retrofit projects. Proposed projects can take place in workplaces, respite centers, sport centers, and community centers, and aimed at increasing access to programs and services targeted to persons with disabilities who are on active waitlists.

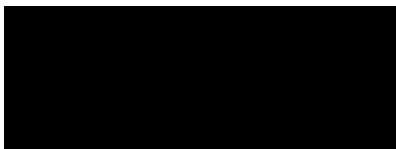
To be eligible for this funding, the facility must be used by an organization that either exclusively serves persons with disabilities or offers more than one program, service and/or support targeted to persons with disabilities. An example would be the expansion of a respite center to help accommodate more participants in day programs and thereby reduce an existing waitlist of persons with disabilities seeking access to these programs.

Eligible organizations are invited to submit their funding application(s) by December 13, 2023 (TBC) at 2:00 p.m. PST online. Online information sessions will be offered to support organizations through the application process. More information on the application and on those information sessions are [available on the Enabling Accessibility Fund funding page link](#).

This funding supports the development of accessible and inclusive communities, aligning with the Government's Disability Inclusion Action Plan, which strive to build a truly inclusive Canada, free of physical, societal, and attitudinal barriers.

If you have any questions, please reach out to our office. We are happy to support your application in any way that we can.

Sincerely,



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

Constituency *Ottawa*

6367 Bruce Street Suite 282, Confederation Building
West Vancouver 229 Wellington Street, Ottawa

British Columbia V7W 2G5 Ontario K1A 0A6

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

Petition in support of Bill C 310 Pétition en appui au projet de loi C 310 Le SIAI FUS (BC)

FUS Emler [REDACTED]

Mon 2023-10-23 2:03 PM

📎 1 attachments (3 MB)

Petition in support of Bill C-310_Pétition en appui au projet de loi C-310 - Le SIAI_FUS.pdf;

Dear CAO,

Fire Underwriters Survey supports Canada's volunteer firefighters, our first responders. To continue protecting lives and property and ensuring a minimum level of public fire safety in Canada, we strongly invite you to add your voices to this wake-up call initiative of the Canadian Association of Fire Chiefs.

Thank you,

Fire Underwriters Survey

À l'attention du directeur général,

Le Service d'inspection des assureurs incendie appuie les pompiers à temps partiel, nos premiers répondants Pour continuer à assurer une sécurité incendie publique minimale au pays et protéger nos vies et nos biens, nous vous invitons ardemment à joindre vos voix à ce cri d'alarme, en appuyant cette initiative de l'Association canadienne des chefs de pompiers.

Merci.

Le Service d'inspection des assureurs incendie

This email is intended solely for the recipient. It may contain privileged, proprietary or confidential information or material. If you are not the intended recipient, please delete this email and any attachments and notify the sender of the error.

Fire Underwriters Survey supports Canada's volunteer firefighters, our first responders

To continue protecting lives and property and ensuring a minimum level of public fire safety in Canada, we strongly invite you to add your voices to this wake-up call initiative of the Canadian Association of Fire Chiefs

71% of firefighters in the Country are part-time, that's more than 90,000 firefighters. This essential profession no longer attracts these valiant workers we desperately need, because of their low pay, if any. It is only their passion that motivates them: **Protecting our communities**. But that's no longer enough in today's inflationary world. Their remuneration often consists of an annual tax credit of \$3,000 when they fight a minimum of 200 hours per year. And when they exceed that threshold, the tax credit decreases!!

Please take a minute to sign this petition proposed by the Canadian Association of Fire Chiefs to the Government of Canada <https://cafc.ca/page/Bill-C310-Petition> to support Bill C-310's amendments to the Income Tax Act to increase the amount of the tax credit from \$3,000 to \$10,000.

Petition in Support of Volunteer Firefighters and Search and Rescue personnel

Advocacy » National Issues for the Fire Service » Petition in Support of Bill C-310



Petition in Support of Bill C-310:
An Act to Amend the Income Tax Act
(Volunteer Firefighting and
Search and Rescue Volunteer Tax Credit)

Pétition à l'appui du projet de loi C-310 :
Loi modifiant la Loi de l'impôt sur le revenu
(services de pompier volontaire et
de volontaire en recherche et sauvetage)

Click here to view and sign the e-petition

Pour la version en français, veuillez [appuyer ici](#)



CANADIAN ASSOCIATION
OF FIRE CHIEFS

ASSOCIATION CANADIENNE
DES CHEFS DE POMPIERS

<https://www.cbc.ca/news/canada/new-brunswick/volunteer-firefighter-shortage-new-brunswick-1.6865721>

<https://globalnews.ca/news/9754788/canada-firefighter-shortage-recruitment/#:~:text=But%20the%20number%20of%20volunteers,census%20report%20for%202022%20showed>

Le Service d'inspection des assureurs incendie appuie les pompiers à temps partiel, nos premiers répondants

Pour continuer à assurer une sécurité incendie publique minimale au pays et protéger nos vies et nos biens, nous vous invitons ardemment à joindre vos voix à ce cri d'alarme, en appuyant cette initiative de l'Association canadienne des chefs de pompiers

71% des pompiers au pays sont à temps partiel, ce sont plus de 90 000 pompiers. Ce métier essentiel n'attire plus ces valeureux intervenants à cause de leur faible rémunération, quand ils en obtiennent une. C'est uniquement leur passion qui les motive : **protéger nos communautés**. Mais ce n'est plus suffisant dans le contexte inflationniste d'aujourd'hui. Leur rémunération bien souvent consiste à obtenir un crédit d'impôt annuel de 3 000 \$ lorsqu'ils combattent un minimum de 200 heures par année. Et quand ils les dépassent, le crédit diminue !!!

Nous vous invitons à prendre une minute pour signer cette pétition proposée par l'Association canadienne des chefs de pompiers à l'intention du Gouvernement du Canada <https://cafc.ca/page/Loi-C310-Petition> afin qu'il appuie le projet de loi C-310 proposant une modification de la Loi de l'impôt sur le revenu afin d'augmenter le montant du crédit d'impôt de 3 000 \$ à 10 000 \$.

Pétition à l'appui des pompiers volontaires et du personnel de recherche et de sauvetage



Petition in Support of Bill C-310:
An Act to Amend the Income Tax Act
(Volunteer Firefighting and
Search and Rescue Volunteer Tax Credit)

Pétition à l'appui du projet de loi C-310 :
Loi modifiant la Loi de l'impôt sur le revenu
(services de pompier volontaire et
de volontaire en recherche et sauvetage)

Click here to view and sign the e-petition

For the english version, please [click here](#)



CANADIAN ASSOCIATION
OF FIRE CHIEFS

ASSOCIATION CANADIENNE
DES CHEFS DE POMPIERS

Étude 2023 de l'Association des gestionnaires en sécurité incendie et civile du Québec (AGSICQ) sur Les enjeux de relève chez les pompiers : <https://www.newswire.ca/fr/news-releases/l-agsicq-publie-un-portrait-des-impacts-de-la-penurie-de-main-d-oeuvre-chez-les-pompiers-859614744.html>

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*