

Village Of Pemberton  
Routinely Available Records

The records listed are available to the public without an FOI request. The list may be amended from time to time. If you have any questions, please contact Operations & Legislative Services.

SUBJECT HEADING	DEPARTMENT
<b>A</b>	
Accounts Payable - General Information	Finance
Accounts Receivable - General Information	Finance
Organization Charts	Operations
Advertising - Statutory Notices for Public Hearings, DVP, etc.	Operations
Advertising - Other	Operations
Agendas - Advisory Committees, Boards and Commissions of Council	Operations
Agendas - Council, Special Committees, etc. - Open Meetings	Operations
Assessment Roll/Information – The public is to contact BC Assessment directly	Finance
<b>B</b>	
Board of Variance - Minutes and Agendas	Development Services
Budgets - General Information	Finance
Budgets – Annual	Finance
Budgets – Capital	Finance
Budgets - Operating – Final	Finance
Budgets - Yearly Financial Report	Finance
Building Permits (including Plumbing, Heating & Electrical, Occupancy) - General Information	Building
Building Regulations and General Information	Building
Burning Permits	Fire
Operations - General Information	Operations
Bylaws	Operations
<b>C</b>	
Circulars, Directives, Orders	Operations
Claims - General Information	Legal
Collective Agreements - Final	Human Resources
Committees, Commissions, Boards - Agendas/Minutes (ADRC/ALUC/Board of Variance)	Operations
Council - Financial Disclosure Forms	Operations
Council - Indemnities/Remuneration	Operations
Council Meetings - Minutes/Agendas/Reports - Open Meetings	Operations
Council Resolutions - Open Meetings	Operations
Court of Revision - Elections - Agendas/Minutes	Operations
Court of Revision - Frontage Tax - Agendas/Minutes	Operations

SUBJECT HEADING	DEPARTMENT
<b>D</b>	
Demographic Data	Development Services
Design Guidelines	Development Services
Development - Individual Area Plans	Development Services
Development Cost Charges	Development Services
Development Guidelines	Development Services
Development Permits & Development Variance Permits	Development Services
<b>E</b>	
Easements/Rights of Way/Encroachments/Restrictive Covenants	Operations
Elections - Campaign Financing Disclosure Forms	Operations
Elections - Nomination Papers	Operations
Elections - Results	Operations
Electrical Permits/Certificates - see Building Permits	Building
Employee Classification	Human Resources
Expense Accounts - Council/Staff	Finance
Expense Claims - Council/Staff	Finance
<b>F</b>	
Filming Permits	
Financial Disclosure Forms - Council	Operations
Financial Statements	Finance
Fire Inspection Reports	Fire
<b>G</b>	
Garbage Collection/Recycling Calendar	Operations
Geographic Information System (GIS) - Database and Mapping Information	Operations
Grants from the City - General Information	Operations
Grants to the City - General Information	Operations
<b>H</b>	
Heritage Inventory	Development Services
Heritage Revitalization Agreements	Development Services
<b>I</b>	
Inventories - Heritage	Development Services
<b>J</b>	
Job Descriptions	Human Resources
<b>K</b>	
<b>L</b>	
Licenses - General Information	Operations
Liquor Licenses	Operations
<b>M</b>	
Minutes - Advisory Committees, Boards and Commission of Council	Operations
Minutes - Council, Special Committees, etc., - Open Meetings	Operations
Mission Statement	Operations

SUBJECT HEADING	DEPARTMENT
<b>N</b>	Operations
News/Media Releases	Operations
Newsletter - City	Operations
Nomination Papers - Elections	Operations
<b>O</b>	
Occupancy Permits - See Building Permits	Building
Official Community Plan (OCP)	Development Services
Operating Budgets - see Budgets	Finance
Organization Reviews/Audits	Human Resources
<b>P</b>	
Parade and Banner Permits	Operations
Parking Permits	Operations
Permits - All Types	Corporate
Pesticide Use Permits	Operations
Proclamations	Operations
Property Taxes	Finance
Public Hearings - Minutes/Agendas/Notices	Development Services
<b>Q</b>	
<b>R</b>	
Recreation Programs - General Information	Recreation
Remuneration - Council	Operations
Remuneration - Staff	Human Resources
Reports - Annual	Operations
Reports - Financial	Finance
Reports and Statistics	Operations
Reports to Council - Open Meetings	Operations
Rezoning - General Information	Development Services
Rezoning - Individual Case Files	Development Services
Rezoning - Notifications	Development Services
Rights of Way, Easements	Operations
<b>S</b>	
Salaries - Employees	Human Resources
Sign Permits	Development Services
Signing Authorities - List	Finance
Signs - Inspections	Development Services
Special Events/Occasion Permits	Operations
Speeches	Operations
Staff Reports - Open Meeting	Corporate
Street Use Permits	Operations
Street Vendor Permits	Operations
Survey Certificates	Operations
<b>T</b>	
Tax Exemptions	Finance

SUBJECT HEADING	DEPARTMENT
Taxation Assessments - General	Finance
Taxes Paid	Finance
Tenders	Finance
Training and Development - General Information	Human Resources
Travel Allowances and Expenses	Human Resources
Tree Cutting Permits	Development Services
<b>U</b>	
<b>V</b>	
Variance Permits - see Development and Development Variance Permits	Development Services
<b>W</b>	
Wages - Staff	Human Resources
Works and Services Agreement	Operations
<b>X, Y, Z</b>	
Zoning and Rezoning - General Information & Regulations	Development Services
Zoning and Rezoning - Public Hearing Notices/ Agendas/Notes/Reports to council/Letters of Support or Objections	Development Services