

**VILLAGE OF PEMBERTON
-COMMITTEE OF THE WHOLE MEETING AGENDA-**

Agenda for the **Committee of the Whole** of Council of the Village of Pemberton to be held Tuesday, June 25, 2019 at 1:00 p.m. in Council Chambers, 7400 Prospect Street. This is Meeting No. 193.

"This meeting is being recorded on audio tape for minute-taking purposes as authorized by the Village of Pemberton Audio recording of Meetings Policy dated September 14, 2010."

Item of Business	Page No.
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. APPROVAL OF AGENDA	1
Recommendation: THAT the Agenda be approved as presented.	
3. ADOPTION OF MINUTES	
a) Committee of the Whole Meeting No. 192, Tuesday, June 11, 2019	2
Recommendation: THAT the minutes of the Committee of the Whole Meeting No. 192, held Tuesday, June 11, 2019, be adopted as circulated.	
4. DELEGATIONS	
a) Class C Cost Estimate for Site Servicing at One Mile Lake Nature Centre – Veronica Woodruff, Chair, Stewardship Pemberton Society	5
5. ADJOURNMENT	

**VILLAGE OF PEMBERTON
-COMMITTEE OF THE WHOLE MEETING MINUTES-**

Minutes for the **Committee of the Whole** of Council of the Village of Pemberton held Tuesday, June 11, 2019 at 1:00 p.m. in Council Chamber, 7400 Prospect Street. This is Meeting No. 192.

ATTENDING: Mayor Mike Richman
Councillor Ryan Zant
Councillor Ted Craddock
Councillor Leah Noble

ABSENT: Councillor Amica Antonelli

STAFF: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Joanna Rees, Planner
Matt Rempel, GIS/Planning Technician
Gwendolyn Kennedy, Building & Planning Clerk
Elysia Harvey, Legislative Assistant

PUBLIC: 4

1. CALL TO ORDER

At 12:58 p.m. Mayor Richman called the June 11, 2019 Committee of Whole meeting to order.

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

2. APPROVAL OF AGENDA

Moved/Seconded

THAT the agenda be approved as circulated.

CARRIED

3. ADOPTION OF MINUTES

a) Committee of the Whole Meeting No. 191, Tuesday, May 28, 2019

Moved/Seconded

THAT the minutes of Committee of the Whole Meeting No. 191, held Tuesday, May 28, 2019, be adopted as circulated.

CARRIED

4. DELEGATIONS

a) Pemberton Wildlife Association – Allen McEwan, President, Greg Ferguson, Project Coordinator, and Sue Maxwell, waste management specialist

i. Wildlife and Habitat Projects Update

Greg Ferguson, Project Coordinator for the Pemberton Wildlife Association (PWA), provided an update on the wildlife and habitat projects the PWA is currently working on in the Pemberton area, including bat conservation, conserving bird species at risk, and environmental stewardship initiatives. Mr. Ferguson indicated habitat conservation is imperative in protecting biodiversity and species at risk, and listed some of the ways this could be accomplished including retaining large trees and native plant species, maintaining habitat connectivity, and protecting riparian areas.

Discussion took place respecting ways that the Village of Pemberton might be able to assist in establishing protection and supports including the following:

- Consideration of a Tree Cutting Bylaw to manage the retention of trees and retain old trees as may be possible
- Managing light (night skies)
- Managing pests such as rats and cats as they are predators
- Supporting continued data collection of species
- Ensuring consultants undertake effective inventories and that the data collection is done at the right time of year depending on the research being done
- Managing connectivity within the Village through the Official Community Plan
- Managing riparian areas and ensuring protection put in place are better and work toward restoring other areas where possible
- Encourage landowners to retain or restore habitats
- Retain or plant native species when undertaking landscaping projects
- Consider taking a habitat based approach

ii. Illegal Dumping

Allen McEwan, President, PWA, and Sue Maxwell, Principal at Ecoinspire Consulting, addressed the expanding issue of illegal dumping in the Pemberton area and the ongoing remedial efforts at known problem sites, including the Green River Forest Service Road area, Pemberton Meadows, and Owl Creek. Mr. McEwan and Ms. Maxwell discussed the main reasons why illegal dumping occurs, including cost and convenience. Possible

strategies to deter illegal dumping include monitoring, making local waste facilities more accessible, public education, and raising awareness.

Mr. McEwan noted that a presentation is being planned for the Pemberton Valley Utilities and Service Committee and Squamish-Lillooet Regional District Board as it is recognized that Solid Waste Management for this area is facilitated through the Regional District.

Ms. Maxwell provided recommendations as to how the Village can help to deter illegal dumping suggesting that information on the Village website to links on how to report illegal dumping and providing options for the disposal of yard waste would be supportive.

b) Vern and Sylvia Shanoss, In-SHUCK-ch Elders, Sachteen Community

Vern and Silvia Shanoss discussed the work they have done to pioneer the establishment of their secluded Sachteen Community and the progress made so far with respect to construction of cabins, waste management initiatives, connecting to the electrical grid, water, wifi connectivity.

Mr. and Mrs. Shanoss have also worked diligently on designing a Community Plan independently. The Community Plan advocates wellness and safety through the adoption of a zero drug and alcohol policy and offers a safe haven for women and children. Mr. and Mrs. Shanoss welcomed those present to visit their community and encouraged ongoing, open discussions to support our communities together.

5. DRAFT BUILDING BYLAW PRESENTATION

Moved/Seconded

THAT the Committee of the Whole recommend to Council that Staff proceed with community and stakeholder engagement as part of the process of adopting the *Energy Step Code*.

CARRIED

6. ADJOURNMENT

Moved/Seconded

THAT the Committee of Whole be adjourned at 2:38 p.m.

CARRIED

Mike Richman
Mayor

Sheena Fraser
Corporate Officer

From: vwoodruff=clearcourse.ca@webguidecms.ca <vwoodruff=clearcourse.ca@webguidecms.ca> **On Behalf Of** vwoodruff@clearcourse.ca
Sent: June-17-19 4:12 PM
To: Sheena Fraser <sfraser@pemberton.ca>; Elysia Harvey <Eharvey@pemberton.ca>
Subject: Website Submission: Request to Appear Before Council - https:pemberton.ca

Form Submission Info

First Name: Veronica

Last Name: Woodruff

Company or Organization Name (If Applicable): Stewardship Pemberton Society

Title (If Applicable): Chair

Email: [REDACTED]

Phone Number:

Street Address: [REDACTED]

City/Town: Pemberton

Province: British Columbia

Postal Code: V0N2L0

Requested Date to Appear Before Council: 06/25/2019

Purpose of Presentation to Council: Stewardship Pemberton Society would like to present the results of the Class C estimate we had completed to bring services (power, water, sewer) into One Mile Lake Park.

Please attached any related documents (if applicable): 2019_02_20_CostEst_Ltr_3742-001_comp.pdf

I agree by submitting this form, you agree to the terms and conditions below.: yes



KERR WOOD LEIDAL
consulting engineers

Greater Vancouver
200 - 4185A Still Creek Drive
Burnaby, BC V5C 6G9
T 604 294 2088
F 604 294 2090

February 20, 2019

Ms. Veronica Woodruff
Stewardship Pemberton Society
P.O. Box 31
Pemberton, BC V0N 2L0

Dear Ms. Woodruff:

**RE: ONE MILE LAKE NATURE CENTRE
Class C Cost Estimate for Site Servicing
Our File 3742.001-700**

As per your request, we are pleased to provide the enclosed Class C cost estimate for the supply of sewer, water and electrical servicing of the One Mile Lake Nature Centre.

The attached Figure 1 has been prepared from available records obtained from Land Title Offices, PVDD, SLRD and records obtained from BC Hydro. The figure is understood to be a conceptual design and will require further engineering study and ultimately a topographic survey, geotechnical study, and engineered detailed design.

The Class C cost estimate has been prepared based on Kerr Wood Leidal Associates Ltd.'s database of civil construction costs, and the enclosed quotation received from BC Hydro. This estimate is in accordance with standard practices, specifically CEBC and APEGBC Guidelines which state:

"An estimate prepared with limited site information and based on probable conditions affecting the project. It represents the summation of all identifiable project elemental costs and is used for program planning, to establish a more specific definition of client needs and to obtain preliminary project approval".

Furthermore, we have prepared the attached with the understanding that the work will proceed in its entirety. For instance, if the Society was to build only one of the three proposed services the cost estimate may be inaccurate. We have prepared the cost estimate with the understanding the civil construction would precede the construction by BC Hydro.

Yours truly,

KERR WOOD LEIDAL ASSOCIATES LTD.



[Signature]
Jurek Janota-Bzowski, P.Eng.
Project Manager

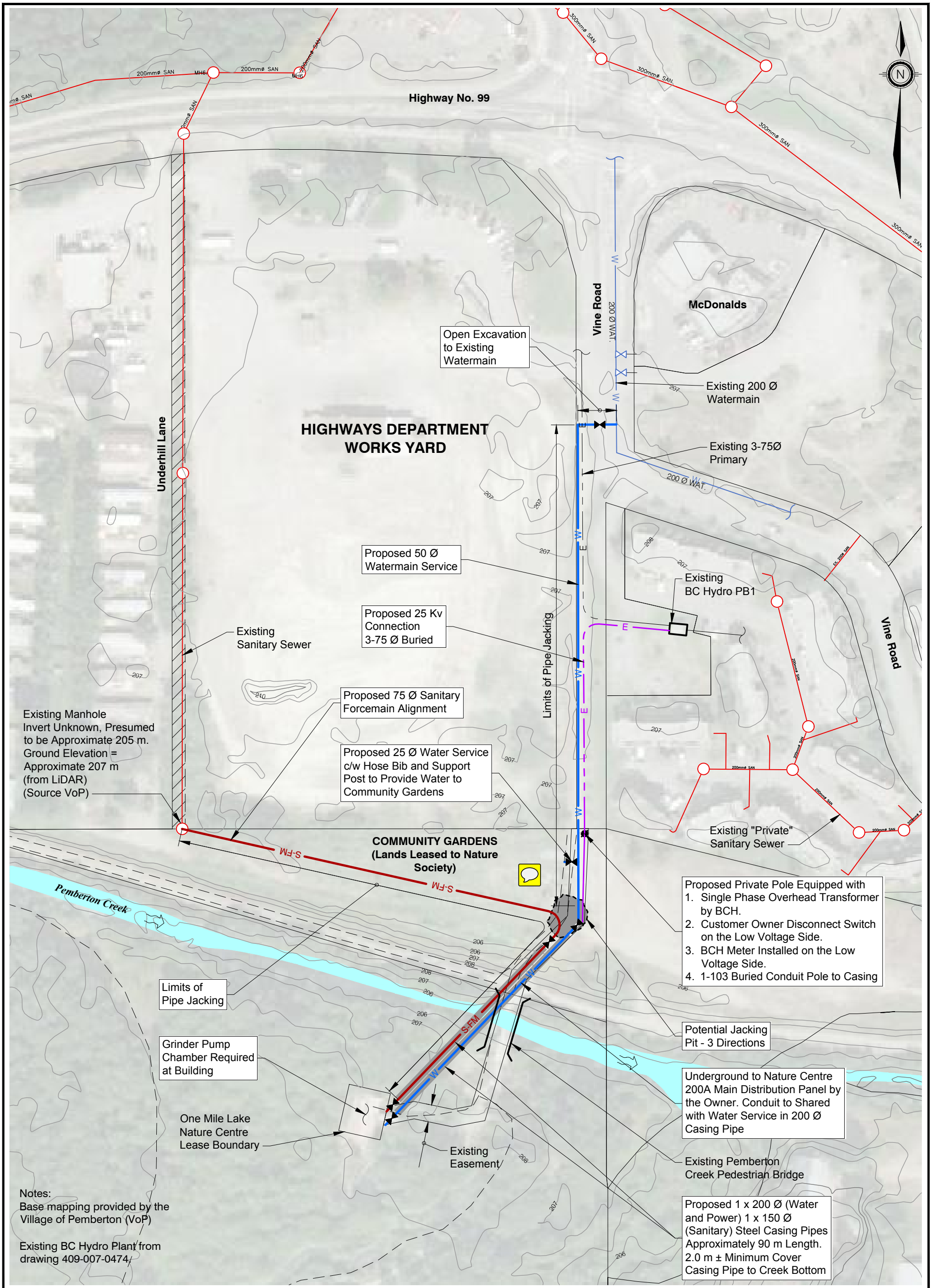
PT/am

Enclosures: Figure 1
Class C Cost Estimate
BC Hydro Quotation, dated February 12, 2019

Class 'C' Cost Estimate

Item	Description of Work	Unit	Est. Qty.	Unit Price	Total Price
1.	General				
1.1	Mobilization/Demobilization (approximately 5% of total)	L.S.	1	\$ 7,500	\$ 7,500
1.2	Bonds and Insurance (approximately 2% of total)	L.S.	1	\$ 3,000	\$ 3,000
1.3	Erosion and Sediment Control Plan	L.S.	1	\$ 5,000	\$ 5,000
	<i>Subtotal Items 1.1 to 1.3 Inclusive</i>				\$ 15,500
2.	Site Work				
2.1	Jacking Pit	L.S.	1	\$ 5,000	\$ 5,000
2.2	Site restoration	L.S.	1	\$ 2,500	\$ 2,500
	<i>Subtotal Items 2.1 and 2.2</i>				\$ 7,500
3.	Sanitary Servicing				
3.1	150 mm Dia. Steel Casing	Lin.m	75	\$ 450	\$ 33,750
3.2	Install 75 mm Dia. Pipe in Casing c/w spacers and isolation valves	Lin.m	80	\$ 10	\$ 800
3.3	Horizontal Directionally Drilled 75 mm Dia. Forcemain	Lin.m	130	\$ 120	\$ 15,600
3.4	Tie-in to Existing Manhole	L.S.	1	\$ 2,000	\$ 2,000
3.5	Grinder Pump Chamber c/w overflow to existing septic tank	L.S.	1	\$ 12,500	\$ 12,500
3.6	Tie-in Electrical from Grinder Pump Station to Existing Building	L.S.	1	\$ 2,500	\$ 2,500
3.7	Test Completed System	L.S.	1	\$ 750	\$ 750
	<i>Subtotal Items 3.1 to 3.7 Inclusive</i>				\$ 67,900
4.	Water Servicing				
4.1	150 mm Dia. Steel Casing	Lin.m	90	\$ 450	\$ 40,500
4.2	Install 50 mm Dia. Pipe in Casing c/w spacers and isolation valves	Lin.m	100	\$ 8	\$ 800
4.3	Horizontal Directionally Drilled 50 mm Dia. Watermain Service	Lin.m	170	\$ 100	\$ 17,000
4.4	Tie-in to Existing 200 mm Dia. Watermain	L.S.	1	\$ 2,000	\$ 2,000
4.5	Provide 25 mm Dia. Connection to Community Garden	L.S.	1	\$ 800	\$ 800
4.6	Tie-in to Existing Building	L.S.	1	\$ 1,000	\$ 1,000
4.7	Test Flush and Disinfect Completed System	L.S.	1	\$ 1,000	\$ 1,000
	<i>Subtotal Items 4.1 to 4.7 inclusive</i>				\$ 63,100
5.	Electrical				
5.1	BC Hydro Cost Estimate (prepared by BC Hydro Project 4180671)	L.S.	1	\$ 72,093	\$ 72,093
5.2	High voltage Trenching + Conduit (3 x 78mm) (Connect to PB1)	Lin.m	60	\$ 170	\$ 10,200
5.3	High voltage Trenching + Conduit (3 x 78mm) (parallel to water)	Lin.m	130	\$ 170	\$ 22,100
5.4	Horizontal Directionally drilled 1 x 103 mm dia electrical service	Lin.m	30	\$ 150	\$ 4,500
5.5	Copper conductors RW90 AWG#4/0 (3 runs)	Lin.m	170	\$ 180	\$ 30,600
5.6	Copper Bonding Conductor RW90 AWG#4	Lin.m	170	\$ 10	\$ 1,700
5.7	45ft Private Pole Class 1	L.S.	1	\$ 5,000	\$ 5,000
5.8	BC Hydro Meter Base, Disconnect switch, 200A Panel, grounding	L.S.	1	\$ 5,000	\$ 5,000
	<i>Subtotal 5.1 to 5.8</i>				\$ 151,193
	Total Construction Cost Estimate (Sections 1 to 5 inclusive)				\$ 368,293
	Contingency Allowance for Construction 25%	L.S.	1		\$ 92,073
6.0	Total Construction Cost Including Contingency				\$ 460,366
7.0	Professional Fees				
7.1	Civil & Elec. Engineering (estimated at 20%)	L.S.	1	\$ 92,000	\$ 92,000
7.2	Geotechnical Engineering (estimated allowance)	L.S.	1	\$ 12,000	\$ 12,000
7.3	Topographic/Utility and Legal Survey (estimated allowance)	L.S.	1	\$ 12,000	\$ 12,000
	<i>Subtotal Items 7.1 to 7.3 inclusive</i>				\$ 116,000
	Total Sections 1 to 7 inclusive (rounded and exclusive of GST)				\$ 576,366

\\bbyfs1.kwl.ca\3000-3999\3700-3799\3742-001\700-CostEstimate\2019-02-20_ClassC-CostEst-San_wat_Elec.xlsx\Class_C Estimate



Existing Manhole
Invert Unknown, Presumed
to be Approximate 205 m.
Ground Elevation =
Approximate 207 m
(from LiDAR)
(Source VoP)

Notes:
Base mapping provided by the
Village of Pemberton (VoP)

Existing BC Hydro Plan from
drawing 409-007-0474/

- Proposed Private Pole Equipped with
1. Single Phase Overhead Transformer by BCH.
 2. Customer Owner Disconnect Switch on the Low Voltage Side.
 3. BCH Meter Installed on the Low Voltage Side.
 4. 1-103 Buried Conduit Pole to Casing

Underground to Nature Centre
200A Main Distribution Panel by
the Owner. Conduit to Shared
with Water Service in 200 Ø
Casing Pipe

Proposed 1 x 200 Ø (Water
and Power) 1 x 150 Ø
(Sanitary) Steel Casing Pipes
Approximately 90 m Length.
2.0 m ± Minimum Cover
Casing Pipe to Creek Bottom

0 10 (1:1,250) 60m

Pemberton Stewardship Society

Project No.:
3742-001

Date:
February 20, 2019

Proposed Sanitary, Water and Electrical Services to One Mile Lake Nature Centre

kwj KERR WOOD LEIDAL
consulting engineers

Figure 1

February 12, 2019

Project No. 4180671

Steve Gagne
By email: sgagne@kwl.ca

Dear Steve:

**Your design project cost quote for
Pemberton Nature Centre, 1 Mile Lake, Pemberton**

We're pleased to provide below a detailed quote for design and construction service costs for your project at 1 Mile Lake, Pemberton.

Please review this letter carefully and keep a copy for your records as we've included important information about your project. By sending us the net payment set out below, you will agree to all terms, conditions, and responsibilities set out in this letter.

When do you need power?

Based on our discussions, we will need more information to confirm your in-service date (ISD). It's important to note that for this project, BC Hydro's construction lead time for service energization is 40 business days after you have completed your pre-requisite activities listed below.

Once your project has advanced further and you, the general contractor or project manager know your construction schedule, please contact me to determine your target energization in-service date.

Your Pre-requisite Activities

BC Hydro cannot start our work until you have completed the following pre-requisite activities:

- Payment
- Municipal approval
- Civil work completed by customer
- Inspection and approval of civil work
- Site inspection, electrical room & metering inspection/acceptance & approval by a BC Hydro representative
- Submission and registration of signed Statutory Right of Way documents
- Submission of Electrical Contractor Authorization Form (Permit)

Your Project Quote

Below is the cost quote for your project. This quotation is for Steve Gagne.

Please note that no work commences prior to payment. This quote must be paid in advance by cheque or money order made payable to “**BC Hydro**” and sent to:

Attention: Gurinder Dhillon and Project No. 4180671
39020 Discovery Way
Squamish, BC V8B 0E5

Please pay within 90 days from the date of this letter, otherwise we’ll need to re-estimate the construction charges and issue a new quotation letter.

Customer share of construction costs	\$69,612
less credit for value of work completed by customer	\$0
Net construction cost	\$69,612
GST @ 5% BC Hydro GST Registration No. R121454151	\$3,480.60
less credit for Design Deposit	\$1000
Payment required	\$72,092.60

This letter in conjunction with the General Receipt that will be issued by BC Hydro when payment is made should be treated as an invoice for the purposes of recovering the GST by claiming an input tax credit (“ITC”) or rebate where applicable.

We will need to review and revise your quote and/or the estimated in-service date if:

- Your construction work is delayed;
- If site conditions require a revision in design or costs;
- If changes are made to the original design;
- **If civil construction costs come back from tendering with rates higher / lower than was estimated. Delete line if not applicable.**

Other Charges and Considerations

There may be additional charges from other utilities (telephone, gas, cable, etc.) for their services to complete this work. You’ll need to contact those utilities separately to arrange for their designs, costs and construction scheduling.

Your pre-requisite activities: Civil construction checklist

- Identify and determine any site-specific environmental sensitivities and requirements.
- Remove and/or trim trees and vegetation as required, both on public and private property, to provide proper clearances during construction.
- Schedule a pre-job conference with our inspector to review all drawings and project specifications. Please contact Nichole Rama at (604) 892-6571 at least 48 hours in advance to schedule a meeting.

- Pick up and deliver BC Hydro supplied civil material to the construction site.
- Supply and install the civil works on public and private property under BC Hydro and municipal inspection.
- Ensure the area of the installation on private property is free of trees and other obstacles to ensure safety and access to facilities.
- Confirm the duct installer holds a certificate of competency and works under an electrical permit. This is a requirement of the Canadian Electrical Code.
- Select a civil contractor acceptable to BC Hydro.
- Assume ownership and responsibility for all civil works on private property upon completion of the installation.

Your pre-requisite activities: Electrical connection checklist

- Supply and install approved cabinets, meter bases or sockets, and other required electrical equipment.
- Pick up current transformers (CTs) and voltage transformers (VTs) from BC Hydro.
- Ensure all meter bases and units are labelled with its permanent address.
- Supply key(s) to BC Hydro for the electrical room(s) and metering closets.
- Complete BC Hydro's Multi-metering Declaration form.
- Provide a certified grounding report for BC Hydro pad-mounted transformers (PMT) located in close proximity to a customer-owned building.
- Electrical Contractor Authorization Form, completed in all aspects, duly signed and authorized for connection.
- Schedule a site inspection by a BC Hydro representative.
- Complete the online application for service at bchydro.com/getconnected.

Your pre-requisite activities: other items

- You'll be required to deposit with BC Hydro a guarantee in the form of cheque, money order, or a letter of credit.
- A Statutory Right of Way agreement needs to be signed by the registered owner and returned to us for registration.
- You must make a written application to BC Hydro for an extension fee refund review after the first anniversary date of the energization of the line.

BC Hydro's responsibilities

- Provide a set of detailed civil drawings with specifications when all payments have been made.
- As required, supply any applicable technical drawings and the *Class of Work Specification for Construction of Underground Electrical Distribution Structures by a Customer*.

- Provide a material list for BC Hydro supplied materials available for pickup.
- Install all underground electrical materials up to the service connection.
- Assume ownership and future maintenance of all civil works on public property upon completion and acceptance by our inspector.
- Arrange for and install the revenue meters and associated metering equipment.
- Provide civil and site inspection for BC Hydro approval

Electric meters: equipment & installation

Revenue metering equipment

We supply, install, own and maintain our meters and metering equipment. This equipment can't be altered without our consent.

Metering equipment may include current transformers (CTs) and voltage transformers (VTs) for your electrical contractor to install. It's your electrical contractor's responsibility to pick up the equipment from our meter shop or district office.

Have your electrical contractor contact us in advance to ensure the equipment is available.

You're responsible to supply and install the conduits for meter communication and all other required electrical equipment per the latest [Secondary Voltage Revenue Metering requirements \(for 750 Volts or less\)](#).

We'll install the permanent meter(s) when the following conditions are met:

- Electrical equipment has been installed per the latest Secondary Voltage Revenue Metering requirements (for 750 Volts or less).
- The equipment is CSA approved and installed as per the Canadian Electrical Code and meets the *Safety Standards Act*, Electrical Safety Regulation of BC, and the local safety authority having jurisdiction.
- BC Hydro has inspected and accepted the service entrance, metering equipment, and wiring configuration.

For multiple meters, the following conditions must also be met:

- The meter base is clearly and permanently labelled with the address as determined by Canada Post and the local municipality.
- Each residential unit must be substantially complete and all units are labelled with its permanent address.
- Each commercial unit must be completely self-contained with a separate entrance.
- Each individual self-contained unit shall only receive one revenue meter. Multiple revenue meters for an individual unit will not be accepted.

Information Collected by BC Hydro

BC Hydro collects your personal information for the purpose of fulfilling your electrical connection request and we may need to disclose your information to the developer, your electrical contractors, general contractor, and project managers. We may also require your details to be shared with the local municipal governments and Technical Safety BC.

BC Hydro collects this information in furtherance of its mandates under the *Hydro and Power Authority Act*, the *Clean Energy Act*, and the Electric Tariff regulated by the BC Utilities Commission under the *Utilities Commission Act*.

If you have any questions concerning this project, please contact me.

Sincerely,



Gurinder Dhillon

BC Hydro | Design Technician

T: (604) 892-6570

E: gurinder.dhillon@bchydro.com

Attachments

ABOUT OUR SURVEY: As we're always looking for ways to improve service, you'll be emailed a survey once this project is completed. You can opt out of the survey if you wish, by calling us or replying to this email with an indication that you want to opt out. All information collected in the survey is for business purposes only, and won't be shared with any outside parties. The answers you provide in this survey are collected to further BC Hydro's mandate under the *Hydro and Power Authority Act*. If you have any questions about the survey, or about how your answers will be handled, please contact program manager Ned Dharamshi, at 604 515 8532. For all other inquiries, please contact the BC Hydro designer listed above.