



-REGULAR COUNCIL MEETING AGENDA-

Meeting #: 1599
Date: Tuesday, May 7, 2024, 5:30 pm
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 4:00pm

In honour of the Lílwat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lílwat Nation.

I acknowledge the Chair of Generations present in this room, a symbolic reminder of our duty to future generations. May it inspire us to strive for a sustainable and just future for all.

2. CLOSED MEETING 4:00pm

Recommendation:

THAT Council closes the meeting to the public pursuant to section 90 (1) of the *Community Charter* to permit discussion of items related to (b), personal information about an identifiable individual who is being considered for a municipal award, and (e), the disposition of land, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.

2.1 APPROVAL OF THE AGENDA

2.2 REPORTS

- 2.2.a Village of Pemberton Bursary Recipient
Community Charter section 90 (1) (b), personal information about an identifiable individual who is being considered for a Village award.

2.3 MAYOR'S REPORT

2.4 CHIEF ADMINISTRATIVE OFFICER'S REPORT

Community Charter section 90 (1) (e), the disposition of land.

2.5 TERMINATION

3. RECONVENE REGULAR MEETING 5:30pm

In honour of the Lílwat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lílwat Nation.

I acknowledge the Chair of Generations present in this room, a symbolic reminder of our duty to future generations. May it inspire us to strive for a sustainable and just future for all.

4. APPROVAL OF AGENDA

Recommendation:

THAT Council approves the agenda of Regular Council Meeting No. 1599 as presented.

5. RISE WITH REPORT FROM CLOSED SESSION

6. ADOPTION OF MINUTES

7. BUSINESS ARISING FROM THE PREVIOUS REGULAR COUNCIL MEETING

8. BUSINESS ARISING FROM THE COMMITTEE OF THE WHOLE

9. COMMITTEE MINUTES - FOR INFORMATION

10. DELEGATION

11. STAFF REPORTS

11.1 Office of the CAO

- 11.1.a Chief Administrative Officer's Verbal Report

11.2 Corporate & Legislative Services

- 11.2.a Resolutions for Submission to the Union of British Columbia Municipalities 2024 Conference 4

Recommendation:

THAT Council advises staff of resolutions for submission directly to the Union of British Columbia Municipalities 2024 conference.

12. BYLAWS

12.1 Bylaws for first, second, and third readings

- 12.1.a Zoning Amendment Bylaw No. 960, 2024 10

Recommendation:

THAT Council gives first, second, and third readings to Village of Pemberton Zoning Amendment Bylaw No. 960, 2024 (Small Scale Multi Unit Housing Compliance and Short-Term Vacation Rentals).

- 12.1.b 2024-2028 Five Year Financial Plan Bylaw 24

Recommendation:

THAT Council gives first, second, and third readings to Village of Pemberton 2024-2028 Five Year Financial Plan Bylaw No. 961, 2024.

- 12.1.c 2024 Annual Tax Rates Bylaw No. 962, 2024 36

Recommendation:

THAT Council gives first, second, and third readings to Village of Pemberton 2024 Annual Tax Rates Bylaw No. 962, 2024.

- 12.1.d Water Regulation Connection and Rates Amendment Bylaw No. 963, 2024 38

Recommendation:

THAT Council gives first, second, and third readings to Village of Pemberton Water Regulation Connection and Rates Amendment Bylaw No. 963, 2024.

- 12.1.e Sanitary Sewer System Rates, Rents and Charges Bylaw No. 964, 2024 41

Recommendation:

THAT Council gives first, second, and third readings to Village of Pemberton Sanitary Sewer System Rates, Rents and Charges Bylaw No. 964, 2024.

- 12.1.f Water Frontage Tax Amendment Bylaw No. 968, 2024 44

Recommendation:

THAT Council gives first, second, and third readings to Village of Pemberton Water Frontage Tax Amendment Bylaw No. 968, 2024.

- 12.1.g Sewer Frontage Tax Amendment Bylaw No. 969, 2024 45

Recommendation:

THAT Council gives first, second, and third readings to Village of Pemberton Sewer Frontage Tax Amendment Bylaw No. 969, 2024.

12.2 Bylaws for Adoption

- 12.2.a Code of Conduct Bylaw No. 958, 2024 46

Recommendation:

THAT Council adopts Village of Pemberton Code of Conduct Bylaw No. 958, 2024

12.2.b	Council Remuneration Amendment (Code of Conduct Penalties) Bylaw No. 959, 2024	66
	Recommendation: THAT Council adopts Village of Pemberton Council Remuneration Amendment (Code of Conduct Penalties) Bylaw No. 959, 2024.	
13.	NEW BUSINESS	
13.1	OCP Process Update This item was presented to the corporate officer and read to Council by Councillor Craddock at Regular Council Meeting No. 1598, held on April 30, 2024.	
	Recommendation: THAT Council directs staff to bring to a future meeting of Council a report outlining the agenda and timeline to meet the provincial government requirements for OCP updates by December 2024.	
14.	MAYOR'S Report	
15.	COUNCILLORS' Reports	
16.	CORRESPONDENCE	
16.1	Correspondence for Action	
16.1.a	Lil'wat Nation Rodeo Club, dated May 2, 2024, requesting sponsorship of the 2024 Lil'wat Nation Rodeo	68
	Recommendation: THAT Council approves a contribution from the Community Enhancement Fund, in the amount of \$____, to support the 2024 Lil'wat Nation Rodeo event on May 18-20, 2024.	
16.2	Correspondence for Information	
16.2.a	Alex Pawliuk, dated April 25, 2024, presenting concerns regarding wildfire prevention and suppression	71
16.2.b	Jacqueline Podewils, dated April 26, 2024, requesting support of a Housing is Health resolution at the Lower Mainland Local Government Association conference	77
16.2.c	Margit de Haan, Greenwood Country Inn, dated May 1, 2024, expressing opposition to changes to the regulation of short-term vacation rentals	81
17.	DECISION ON LATE BUSINESS	
18.	LATE BUSINESS	
19.	NOTICE OF MOTION	
20.	QUESTION PERIOD	
21.	TERMINATION Recommendation: THAT Council terminates the regular meeting.	

Date: Tuesday, May 7, 2024

To: Elizabeth Tracy, Chief Administrative Officer

From: Gwendolyn Kennedy, Manager, Corporate & Legislative Services

Subject: Resolutions for Submission to the 2024 Union of British Columbia Municipalities Conference

PURPOSE

The purpose of this report is to seek Council's input on resolutions for submission to the Union of British Columbia Municipalities.

BACKGROUND

At Regular Council Meeting Nos. 1592 and 1593, held January 23 and February 13, 2024, Council approved four resolutions for submission to the annual Lower Mainland Local Government Management Association (LMLGA). The resolutions are attached to this report as **Appendix A**. If endorsed by the LMLGA membership at the annual convention held in Whistler from May 1 to 3, the resolutions will be forwarded to the Union of British Columbia Municipalities for consideration at the annual conference in September.

Submission of resolutions to the LMLGA for review is the preferred way to get resolutions in front of the UBCM membership. However, if absolutely necessary, local governments may submit council endorsed resolutions directly to UBCM prior to June 15th each year. Guidelines for submission of resolutions may be found on the UBCM website at the following link: [Procedures for Submitting Resolutions to UBCM 0.pdf](#)

After hearing from Calvin Rochon, Wildlife Safety Response Officer for Squamish, and Sergeant Dean Miller, Acting Sergeant of South Coast/ Sergeant of Sunshine Coast, at the Committee of the Whole Meeting held on March 5, 2024, the Committee asked staff to bookmark a conversation regarding funding of the Wildlife Safety Response Officer program for discussion prior to the deadline for submission of resolutions to UBCM.

DISCUSSION & COMMENTS

Staff are presenting this opportunity to Council to craft a resolution regarding the Wildlife Safety Response Officer program, or any other topic that has arisen since the deadline for submission of resolutions to the LMLGA, for submission directly to UBCM prior to the June 15th deadline.

COMMUNICATIONS

Discussion of resolutions for submission to UBCM does not entail a communications element.

LEGAL CONSIDERATIONS

There are no legal considerations.

BUDGET & STAFFING

There are no impacts to the budget or staff hours.

INTERDEPARTMENTAL IMPACT

Discussion of UBCM resolutions has no impact on other departments.

COMMUNITY CLIMATE ACTION PLAN

Discussion of UBCM resolutions has no impact on the Community Climate Action Plan strategies.

STRATEGIC PRIORITIES

Submission of resolutions to UBCM is Council's way to advocate on behalf of residents on issues that affect the community and aligns with the strategic priority to *operate with excellence*.

IMPACT ON THE REGION

This initiative has no impact on other jurisdictions.

ALTERNATIVE OPTIONS

There are no alternative options.

RECOMMENDATIONS

THAT Council advises staff of resolutions for submission directly to the Union of British Columbia Municipalities 2024 conference.

ATTACHMENTS:

Appendix A: Resolutions submitted to LMLGA

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

Funding of RCMP Services for Small Municipalities

Resolution

Whereas the current funding model for municipal RCMP police services imposes an immense financial burden on small municipalities when their census population reaches 5,000;

And whereas implementation of the Province's Homes for People plan, accelerating housing development and population growth, will push many small municipalities to the 5,000 census population trigger point sooner than previously anticipated;

Therefore, be it resolved that UBCM urge the provincial government to immediately increase the population threshold for RCMP contract policing costs payable by local governments from 5,000 to 10,000 and to develop, in partnership with local governments, a more fair and equitable shared funding model between all policing partners in British Columbia.

Backgrounder

Under the *BC Police Act*, a municipality is responsible for providing its police services once its population exceeds 5,000, either through its own municipal police services, by contract with an existing municipal police department, or by contract with the Province for RCMP municipal police services. As established in the *Municipal Police Service Agreement* agreement, municipalities with a population between 5,000 and 14,999 pay 70% of the RCMP cost with the remaining portion paid by the federal government. The dramatic increase is a burden on a small community and, even with careful planning in the years prior to reaching the population threshold, may result in a significant increase in property taxes.

The Province is currently engaging with local governments to create a fair and equitable shared funding model for municipalities. However, with implementation of the Province's Homes for People plan, many small municipalities face unprecedented growth which may result in their census population exceeding the thresholds much sooner than anticipated. As such, there is a need to immediately increase the population threshold for RCMP contract policing costs payable by local governments from 5,000 to 10,000. Making this change now will provide time for the Province, in collaboration with municipalities, to review and update the police services funding model to ensure that costs are shared equitably between the federal government, the Province, and local governments.

Provincial Support for Services Associated with Housing Development

Resolution

Whereas implementation of the Province's Homes for People plan, designed to accelerate housing development and population growth, will increase pressures on local governments to provide the services necessary to develop and support new housing;

And whereas local government service deficits will pose barriers to the development of attainable housing;

Whereas implementation of the Province's Homes for People plan, designed to accelerate housing development and population growth, will increase pressures on local governments to provide the services necessary to develop and support new housing;

And whereas local government service deficits will pose barriers to the development of attainable housing;

Therefore be it resolved that UBCM urge the Province, as part of their housing funding initiatives, to provide funding to local governments for services, including transit, daycare, recreation, garbage collection, and protective services including police, fire, and emergency management, that will contribute to the development of attainable housing.

Background

Resolution No. EB11, endorsed by UBCM membership at the 2023 conference, advocated for provincial support for infrastructure upgrades and land acquisition that would contribute to the creation of affordable housing. However, the potential for housing development may be negatively impacted by a municipality's lack of services as well as its lack of suitable land and infrastructure. A municipality without regular transit service, recreation programming, and garbage collection is unlikely to attract potential developers of attainable housing and less able to support housing initiatives.

Municipalities striving to accelerate housing development must be ready for development. Local governments may need to establish new services or increase service levels to attract housing development or to support new housing. For many municipalities, these challenges will be insurmountable without financial support from the Province.

The proposed resolution asks UBCM to request provincial funding to assist local governments in eliminating service deficits that create barriers to housing development.

Support for Transit Services Related to Housing Growth Acceleration

Resolution

Whereas implementation of the Province's Homes for People plan, designed to accelerate housing development and population growth, will increase pressures on local governments to provide transit services necessary to develop and support new housing;

And whereas local government transit service deficits may pose barriers to the development of attainable housing;

Therefore, be it resolved that UBCM urges the Province, as part of their housing funding initiatives, to provide funding to local governments for transit services integral to the development of attainable housing.

Backgrounder

Resolution No. EB11, endorsed by UBCM membership at the 2023 conference, advocated for provincial support for infrastructure upgrades and land acquisition that would contribute to the creation of affordable housing. Funding to offset the cost of infrastructure upgrades is essential to the development of affordable housing. However, the development of new housing, including higher density housing with less space for parking personal vehicles, also relies on municipalities expanding transit service. Unfortunately, many municipalities are unable to fund transit service to the level needed by current residents and cannot consider expanding services for future residents. For these municipalities, the challenge of providing transit service will be insurmountable without financial support from the Province.

The proposed resolution asks UBCM to request provincial funding to assist local governments in expanding transit services associated with new housing development.

Funding to Offset the Cost of Waiving Development Fees for Attainable Housing

Resolution

Whereas local governments are increasingly expected to contribute financially to the development of attainable housing by waiving development application fees, development cost charges, and amenity contributions;

And whereas local governments rely on revenues from development application fees, development cost charges, and amenity contributions to provide the infrastructure, amenities, and services that support housing;

Therefore, be it resolved that UBCM urges the Province, as part of their housing initiatives, to provide funding to local governments to offset the revenue losses resulting from the waiving of development application fees, development cost charges, and amenity contributions associated with the development of attainable housing.

Background

Local governments are facing conflicting expectations with respect to contributing to new housing development: they must offer incentives such as land and services to encourage developers and not-for-profit organizations to build attainable housing; and they must do this while giving up key revenue sources associated with development including development cost charges, development application fees, and amenity contributions. To compound this problem, local governments lack the ability to devise new revenue sources to compensate for lost revenue.

In its 2021 report, [Ensuring Local Government Financial Resiliency: Today's Recovery and Tomorrow's New Economy](#), UBCM acknowledged “a growing expectation for local governments to financially support attainable housing (market and non-market) through land contributions, servicing costs, Development Cost Charge (DCC) exemptions, waivers or reductions, and property tax exemptions” (p. 20).

Modernizing municipal financing is essential to maintaining strong, sustainable communities where people and businesses thrive. The 2021 UBCM report includes many recommendations to improve municipal financial resilience; adopting these recommendations would allow municipalities to take a larger role in housing development. There is, however, an urgent need for provincial financial support to offset the costs local governments must absorb to encourage the development of attainable housing. The proposed resolution would provide an immediate solution to an urgent problem, allowing municipalities to continue their work in supporting housing development, while the Province considers a long-term solution to local government financial resilience.

Date: Tuesday, May 7, 2024

To: Elizabeth Tracy, Chief Administrative Officer

From: Colin Brown MCP, Planner II

Subject: Small-Scale Multi-Unit Housing and Short-Term Vacation Rentals Compliance Zoning Amendment Bylaw

PURPOSE

The purpose of this report is to present to Council for first, second, and third readings Zoning Amendment Bylaw No. 960, 2024 (Small Scale Multi Unit Housing Compliance). The report reviews all relevant materials and provides recommendations for the Village to achieve compliance with the new provincial legislation, Bill 44, before the deadline set by the province on June 30, 2024.

BACKGROUND

Provincial Legislation

On December 7, 2023, the Province passed new legislation that requires municipalities to update zoning bylaws to comply with the new statutes. This report brings forward zoning bylaw amendments intended to meet the new requirements for density in former single-family neighbourhoods and to enact Council's direction to opt-in to new legislation regarding short-term vacation rentals.

Bill 44 enacted "Small Scale and Multi Unit Housing" (SSMUH) initiatives that require zoning to be amended to allow for a secondary suite or a detached accessory dwelling unit on all properties in traditional single-family neighbourhoods.

Bill 35 introduced new tools to regulate short-term rentals throughout the province, referred to as short-term vacation rentals (STVRs) in Village zoning and other bylaws. Among the changes is the requirement that an STVR must be contained within a principal residence in municipalities that meet the criteria set out in the legislation. While the Village of Pemberton does not fall within the criteria to be compelled to make these changes, Village Council has requested that the Village be included in the principal residence requirement:

THAT Council requests that the Village of Pemberton be included in the provincial principal residence requirement for short-term rental accommodations.;

THAT Council directs staff to submit a request to the Province of British Columbia to have the Village of Pemberton included in the principal residence requirement for short-term rental accommodation.

The Village has maintained a cap on the number of business licenses issued for STVRs to 5% of lots where STVRs are permitted. On March 19, 2024, Council provided direction to staff to explore mechanisms to exempt some property owners who are not typical STVR operators and wish to rent their homes on a limited basis when they are themselves away on vacation.

THAT Council directs staff to bring to a future Committee of the Whole meeting information regarding how to provide flexibility in the Village's short-term vacation rental regulations to permit homeowners to rent their principal residences as tourist accommodation for less than 90 days when away from home.

Furthermore, Council has directed staff to ensure that existing operators of *bed and breakfasts* and *bed and breakfast inns* can continue operating in compliance with the new regulations.

DISCUSSION & COMMENTS

Staff have reviewed the new legislation and provincial policy manuals and drafted amendments to bring Zoning Bylaw No. 832, 2018 into compliance. The draft bylaw implements the mandatory elements of the small scale multi unit housing and STVR regulations including the principal residence requirements, and brings the cap on STVRs, previously included in Business Licence Bylaw No. 855, 2019, into the zoning bylaw. Details of the proposed amendments are discussed below, with the full bylaw amendment attached as **Appendix A**.

Small Scale and Multi Unit Housing (SSMUH)

Staff have conducted a review of Zoning Bylaw No. 832, 2018 and have identified neighbourhoods that are considered “Restricted Zones” under the provincial legislation. Most of Pemberton’s single-family neighbourhoods already allow a secondary suite or a carriage house and comply with the new legislation.

The Tiyata neighbourhood was created in 2013 through a zoning amendment and subsequent bare land strata subdivision. During the rezoning process, it was determined that most lots in the subdivision would be limited to a single detached house or a duplex. The resulting CD-5 Comprehensive Development Zone does not allow secondary suites or detached accessory dwelling units (ADUs). These lots are considered in a “Restricted Zone” and are not compliant with the new housing legislation for SSMUH. Portions of the CD-5 Zone (labelled areas 1, 4, and 5 in Figure 1) permit higher density, a park, and a school, and are not affected by the legislative changes.

The proposed bylaw amends CD-5 Zone to add secondary suites as permitted accessory uses in areas 2 and 3 as shown Figure 1. Density limits are also increased to

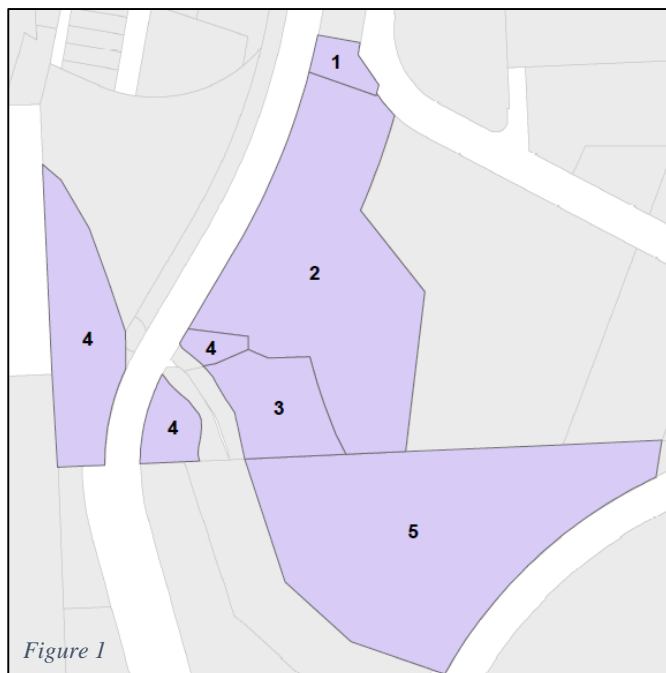


Figure 1

accommodate the potential for at least two dwelling units on each property. The off-street parking regulations are amended to require one parking space per dwelling unit, which aligns with provincial policy manuals that have accompanied the new legislation.

Implications of Statutory Building Scheme and Strata Corporation Bylaws

To date, the provincial legislation has not addressed conflicts between the legislation, the zoning requirements for municipalities, and other statutes and policies that may impact how certain properties may be used. One tool that is commonly used is called a *statutory building scheme*, which is registered on title by the developer and enforced by a design review consultant (DRC), and controls how properties may be developed.

In Tiyata, a *statutory building scheme* registered on title contains a clause that restricts the number of dwelling units to one per strata lot. This means that, despite the new legislation and the zoning change recommended in this report, the limit of one dwelling unit per lot will remain in effect unless the DRC and the property owners resolve this issue. There may be other restrictions and procedures established by strata bylaws that may affect an owner's ability to add a secondary suite. Property owners in the Tiyata subdivision are encouraged to consult with the developer, DRC, and the strata corporation about next steps if they would like to add a secondary suite on their property.

Short-Term Vacation Rentals (STVRs)

Staff have reviewed the direction from Council and have drafted further zoning amendments to address STVRs in Zoning Amendment Bylaw No. 960. The table below shows the current zoning sections and the new or amended sections. Changes are highlighted in red and underlined.

Summary of Zoning Changes for STVRs	
Definitions	
Previous	New
Bed and Breakfast Inn - means the accessory use of a dwelling, detached in which three (3) or more but a maximum of five (5) bedrooms, are available for tourism accommodation in accordance with section 7.9 of this Bylaw and the Village of Pemberton Business License Bylaw.	Bed and Breakfast Inn - means the accessory use of a dwelling, <u>detached in which a maximum of five (5) bedrooms</u> , are available for tourism accommodation in accordance with section 7.9 of this Bylaw and the Village of Pemberton Business License Bylaw.
Short-Term Vacation Rental - means the use of a dwelling unit, or a portion of a dwelling unit, for tourism accommodation, but does not include Bed and Breakfast establishment, Bed and Breakfast Inn, Hostel, Motel or Hotel.	Short-Term Vacation Rentals - means the use of a dwelling unit, or a portion of a dwelling unit, for tourism accommodation, in exchange for a fee, <u>for a period of time of less than 90 consecutive days</u> .
Additional Regulations	
Previous	New
7.9 Bed and Breakfast Inn (a) Where permitted in a zone, one (1) bed and breakfast inn use per lot is permitted in a detached dwelling subject to the following regulations: i. The bed and breakfast inn use is accessory to the principal residential use, and operated by a full-time and present	7.9 Bed and Breakfast Inn (a) Where permitted in a zone, one (1) bed and breakfast inn use per lot is permitted in a detached dwelling subject to the following regulations: i. The bed and breakfast inn use is accessory to the principal residential use, and operated by a full-time and present resident;

<p>resident;</p> <p>ii. A minimum of three (3) and a maximum of five (5) bedrooms in a detached dwelling are used for bed and breakfast inn, except if the bed and breakfast inn is located in the Agricultural Land Reserve (ALR), then the maximum is four (4) bedrooms; (Amendment Bylaw No. 862, 2019; Adopted May 7, 2019)</p> <p>iii. One (1) additional parking space per bedroom rented out as bed and breakfast inn is required;</p> <p>iv. A bed and breakfast inn use cannot be combined with any other home occupation.</p>	<p>ii. A minimum of three (3) and a maximum of five (5) bedrooms in a detached dwelling are used for bed and breakfast inn, except if the bed and breakfast inn is located in the Agricultural Land Reserve (ALR), then the maximum is four (4) bedrooms; (Amendment Bylaw No. 862, 2019; Adopted May 7, 2019)</p> <p>iii. One (1) additional parking space per bedroom rented out as bed and breakfast inn is required;</p> <p>iv. A bed and breakfast inn use cannot be combined with any other home occupation.</p> <p><u>v. The bed and breakfast inn use must be contained within the principal residence or a secondary suite within the principal residential building.</u></p>
<p>7.24 Short-Term Vacation Rental</p> <p>(a) Where permitted in a zone, short-term vacation rental use shall be subject to the following regulations:</p> <p>i. Short-term vacation rental is only permitted in a lawful dwelling unit that is a principal residence, or a secondary suite, but not both;</p> <p>ii. Short-term vacation rental is not permitted in an accessory building or vehicle, recreation vehicle, tent or trailer, other than a carriage house;</p> <p>iii. Occupancy shall not exceed two (2) persons per available bedroom, to a maximum of three (3) bedrooms accommodating six (6) guests; (Amendment Bylaw No. 862, 2019; Adopted May 7, 2019)</p> <p>iv. One (1) off-street parking space shall be provided for each bedroom used as short-term vacation rental;</p> <p>v. Any person intending to operate a short-term vacation rental shall hold a valid and current business license from the Village of Pemberton.</p>	<p>7.24 Short-Term Vacation Rental</p> <p>(a) Where permitted in a zone, short-term vacation rental use shall be subject to the following regulations:</p> <p><u>i. Short-term vacation rental is only permitted in a lawful dwelling unit that is a principal residence.</u></p> <p><u>ii. Short-term vacation rental is not permitted in an accessory building or vehicle, recreation vehicle, tent or trailer;</u></p> <p>iii. Occupancy shall not exceed two (2) persons per available bedroom, to a maximum of three (3) bedrooms accommodating six (6) guests; (Amendment Bylaw No. 862, 2019; Adopted May 7, 2019)</p> <p>iv. One (1) off-street parking space shall be provided for each bedroom used as short-term vacation rental;</p> <p>v. Any person intending to operate a short-term vacation rental shall hold a valid and current business license from the Village of Pemberton.</p> <p><u>(b) Notwithstanding paragraph (a), short-term vacation rentals, where permitted, are restricted to a maximum of five percent (5%) of lots in areas defined by the map in Schedule B, which is attached and forms part of this bylaw.</u></p> <p><u>i. Where permitted, a lot may be exempted from the maximum five percent limit, on application to the Village.</u></p> <p><u>ii. The restriction that limits short-term vacation rentals to a maximum five percent (5%) of lots does not apply to Bed and Breakfast and Bed and Breakfast Inn.</u></p>

Staff reviewed the application of a cap on STVRs in the Village. Previously this cap was implemented through business licensing, where licenses were only issued to up 5% of properties in each neighbourhood where STVRs are permitted. As this type of regulation is better suited to a zoning bylaw, staff have included an amendment (see section 7.24 (b) in the

table above) that establishes limits based on the same criteria that previously existed under business licenses.

Public Hearing Prohibited

A significant change stemming from Bill 44 is the prohibition on public hearings for zoning amendments made to comply with section 481.3 (zoning bylaws and small-scale multi-family housing). A public hearing *cannot* be held for this proposed bylaw amendment; public notices are required before first reading of the proposed bylaw.

COMMUNICATIONS

Pursuant to section 467 (notice if public hearing not held) of the *Local Government Act*, when a local government is prohibited from holding a public hearing, it must give notice that states the purpose of the zoning bylaw, the lands that are the subject of the bylaw, the date of first reading, and the place and times when copies of the bylaw may be inspected. Public notice includes requirements to advertise in local newspapers in the two consecutive weeks prior to first reading of the proposed bylaw.

Public notice for this bylaw was advertised in the Pique NewsMagazine on April 26 and May 3, 2024. Notices were placed in the Village's E-News and posted to social media. A mailed notice is not required for this proposed bylaw pursuant to section 466 (7) of the *Local Government Act*.

LEGAL CONSIDERATIONS

The draft bylaw amendments are being presented after considerable research on the implications of Bill 35, Bill 44, and other legislative changes that may impact the Village. After consultation with legal counsel, staff are confident that the proposed zoning amendments achieve compliance with the new legislation. Correspondence notifying the Ministry of Housing that the Village has updated its zoning bylaw in accordance with Bill 44 will be sent following adoption.

BUDGET & STAFFING

There are no impacts to the budget or staff hours. Research and policy development for the draft bylaw and report fall under normal operating budgets for each department.

INTERDEPARTMENTAL IMPACT

The combination of implementing Bill 35 and Bill 44 legislation gave opportunity for collaboration between Development Services and Corporate and Legislative Services for efficient use of time and resources.

COMMUNITY CLIMATE ACTION PLAN

The proposed zoning changes have minimal direct impact from the Community Climate Action Plan. In the long term, changes to allow more housing units on existing properties will contribute to building a more compact community that will have benefits from a climate action perspective.

STRATEGIC PRIORITIES

The provincial legislation that requires the Village to update zoning and allow secondary suites or accessory dwelling units on all properties contributes to the strategic objective to support the diversity of housing development that meets with housing needs in alignment with the priority to *Plan & Manage Growth*.

IMPACT ON THE REGION

The proposed zoning amendments will have no significant impact on neighbouring jurisdictions. Bill 35 and Bill 44 have implications province-wide that have the Squamish Lillooet Regional District working to update their own bylaws.

Pursuant to section 52 (3) of the *Transportation Act*, zoning bylaw amendments that impact lands within 800 metres of a *controlled area* must obtain approval of the Ministry of Transportation and Infrastructure prior to adoption.

ALTERNATIVE OPTIONS

Option One (recommended):

THAT Council gives first, second, and third readings to Zoning Amendment Bylaw No. 960, 2024 (Small Scale Multi Unit Housing Compliance and Short-Term Vacation Rentals).

Option Two:

THAT the proposed zoning bylaw amendments are referred back to staff to address the following concerns:

- a. (to be determined by Council)

RECOMMENDATIONS

THAT Council gives first, second, and third readings to Zoning Amendment Bylaw No. 960, 2024 (Small Scale Multi Unit Housing Compliance and Short-Term Vacation Rentals).

ATTACHMENTS:

Appendix A: Zoning Amendment Bylaw No. 960, 2024 (Small Scale Multi Unit Housing Compliance and Short-Term Vacation Rentals)

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

BYLAW NO. 960, 2024

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

WHEREAS the Council may amend its Zoning Bylaw from time to time;

AND WHEREAS the Council of the Village of Pemberton is required to adopt zoning amendments to meet Small Scale and Multi Unit Housing legislation;

AND WHEREAS the Council of the Village of Pemberton has resolved to opt-in and amendment zoning regulations with respect to Short-Term Vacation Rentals;

AND WHEREAS the Council of the Village of Pemberton has considered the new legislation, policy manuals, and related policies and bylaws;

NOW THEREFORE 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 Bylaw No. 960, 2024 (Small Scale Multi Unit Housing Compliance and Short-Term Vacation Rentals).”

GENERAL

2. Village of Pemberton Zoning Bylaw No. 832, 2018 is amended as follows:
 - a. in part 3, by striking out the definition of bed and breakfast inn and short-term vacation rental and substituting the following definitions:

Bed and Breakfast Inn – means the accessory use of a dwelling, detached in which a maximum of five (5) bedrooms, are available for tourism accommodation in accordance with section 7.9 of this Bylaw and the Village of Pemberton Business License Bylaw.

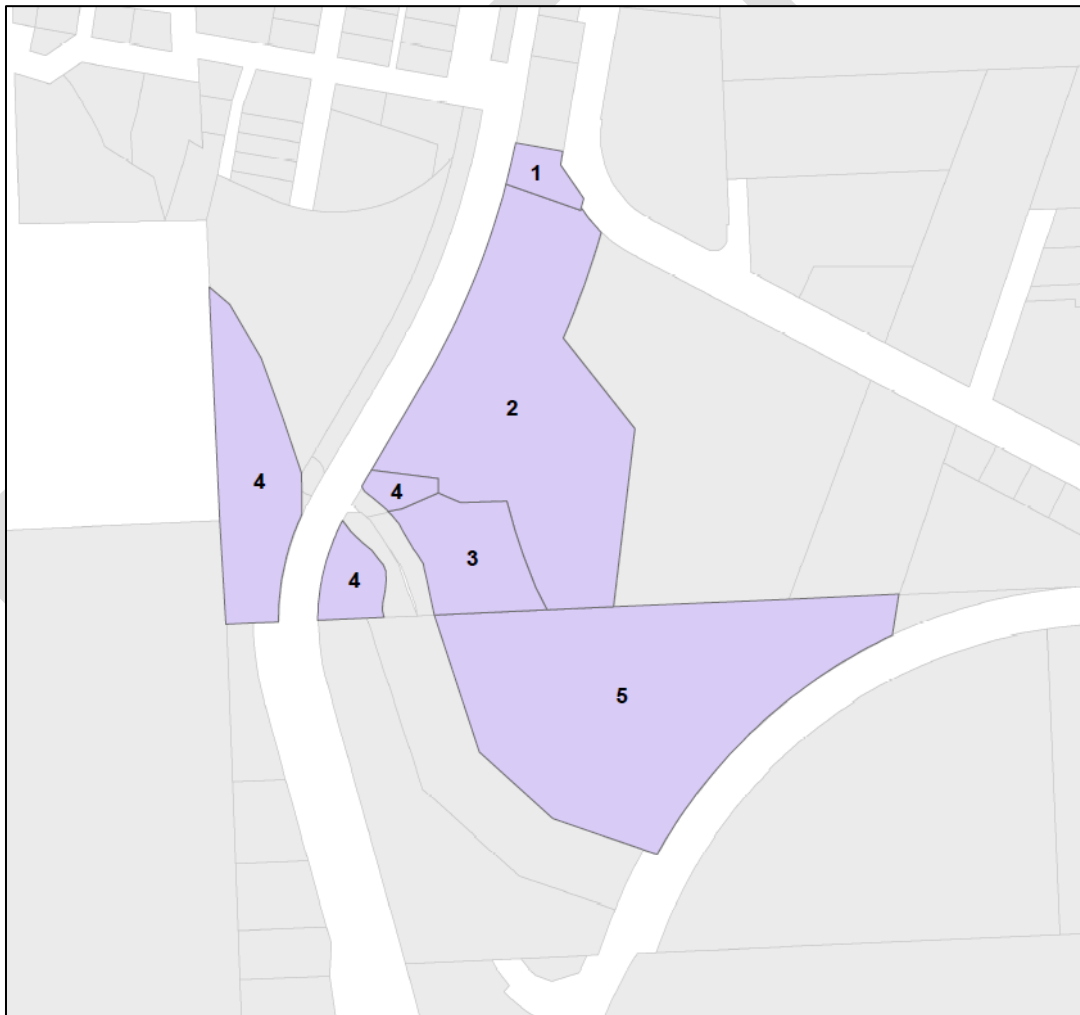
Short-Term Vacation Rentals - means the *use of a dwelling unit*, or a portion of a *dwelling unit*, for *tourism accommodation*, in exchange for a fee, for a period of time of less than 90 consecutive days.
 - b. By inserting section 7.9 (a) v. as follows:
 - v. The bed and breakfast inn use must be contained within the principal residence or a secondary suite within the principal residential building.
 - c. By repealing section 7.9 (b).

- d. in section 7.24, striking out subparagraphs (a) (i) and (ii) and substituting the following:
- i. Short-term vacation rental is only permitted in a lawful dwelling unit that is on the same lot as the contains the principal residence.
 - ii. Short-term vacation rental is not permitted in an accessory building, vehicle, recreational vehicle, tent or trailer.
- e. By inserting section 7.24 (b) as follows:
- (b) Notwithstanding paragraph (a), short-term vacation rentals are restricted to a maximum of five percent (5%) of lots in areas defined by the map in Schedule B, which is attached to and forms part of this bylaw.
 - i. Where permitted, a lot may be exempted from the maximum five percent limit, on application to the Village, .
 - ii. The restriction of a maximum of five percent (5%) of lots does not apply to *Bed and Breakfast* or *Bed and Breakfast Inn*.
- f. By striking out section 18.5 CD-5: Comprehensive Development Zone 5 (Tiyata at Pemberton) and substituting the following:

18.5 CD-5: Comprehensive Development Zone 5 (Tiyata at Pemberton)

The intent of the CD-5 Zone is to recognize a comprehensively planned area called Tiyata at Pemberton which includes compact housing, a public school, a limited amount of commercial and office floor space, active and passive park land and a trail network. Covenants have been registered on the lands to further guide the development of the area.

The regulations in the tables in this section apply to land in the Comprehensive Development 5 (Tiyata at Pemberton) Zone, as indicated by the column headings. For purposes of regulation, the area within the boundary of the CD-5 Zone is divided into five (5) separate areas labelled as Area 1 through Area 5 inclusive while the location of each separate area is identified below. Each area boundary within the CD-5 Zone shall be considered a *zone* boundary for the purposes of this Bylaw and separate regulations shall apply to each area as contained in this section.



18.5.1 Permitted Uses of Land, Buildings and Structures

(a) The following *uses, buildings and structures* and no others shall be permitted within the CD-5 (Tiyata at Pemberton) Zone:

	Area 1	Area 2	Area 3	Area 4	Area 5
i. Principal Uses of Land, Buildings and Structures					
a) <i>Detached Dwelling</i>		•	•		
b) <i>Duplex</i>		•	•		
c) <i>Apartment</i> <small>(subject to Conditions of Use)</small>	•				
d) <i>Business and Professional Office</i>	•				
e) <i>Personal Service Establishment</i>	•				
f) <i>Park</i>	•	•	•	•	•
g) <i>Assembly</i>	•			•	•
h) <i>School</i>					•
ii. Accessory Uses of Land, Buildings and Structures					
<i>Uses accessory to Principal Uses</i>	•	•	•	•	•
<i>Home Occupation</i>	•	•	•		
<i>Child Care Centre</i>					•
<i>Secondary Suite</i>		•	•		

18.5.2 Density of Permitted Uses, Buildings and Structures

- (a) All uses, buildings and structures in the CD-5 (Tiyata at Pemberton) Zone shall comply with the following regulations regarding size, siting, density and lot size.

	Area 1	Area 2	Area 3	Area 4	Area 5
Maximum Lot Coverage					
a) <i>Detached Dwelling</i>		50%	50%		
b) <i>Duplex</i>		50%	50%		
c) <i>Apartment</i>	50%				
d) <i>Commercial</i>	50%				
e) <i>Assembly</i>	50%				
f) <i>School</i>					50%
Maximum Floor Area Ratio (FAR)					
a) <i>Detached Dwelling</i>		GFA of 238 m ² or FAR of 0.5 whichever is less	GFA of 238 m ² or FAR of 0.5 whichever is less		
b) <i>Duplex</i>		GFA of 280 m ² or FAR of 0.5 whichever is less	GFA of 280 m ² or FAR of 0.5 whichever is less		
c) <i>Apartment</i>					
d) <i>Commercial</i>	1.5				
e) <i>Assembly</i>	1.5				
f) <i>School</i>					
i. Maximum Unit Size (m2)					
g) <i>Detached Dwelling</i>		GFA of 275 m ² or FAR of 0.5 whichever is less	GFA of 275m ² or FAR of 0.5 whichever is less		
h) <i>Duplex</i> i) (Total both units)		GFA of 325 m ² or FAR of 0.5 whichever is less	GFA of 375 m ² or FAR of 0.5 whichever is less		
j) <i>Apartment</i>	95				

	Area 1	Area 2	Area 3	Area 4	Area 5
k) Maximum Number of Dwelling Units	12	128	24		
l) Maximum Amount of Commercial Floor Area	2,230 m ²				
m) Maximum Building Height (meters / storeys)					
<i>Detached Dwelling</i>		9 m	9 m		
Duplex		9 m	9 m		
<i>Apartment</i>	17 m / 4 storeys				
<i>Commercial</i>	17 m / 4 storeys				
<i>Assembly</i>	17 m / 4 storeys				
<i>School</i>					3 storeys
n) Minimum Building Setbacks (m)					
o) Front	6	6	6		5
p) Rear	7.5	7.5	7.5		3
q) Side	3.0	1.6	1.6		3
r) Minimum Lot Size (m²)					
s) <i>Detached Dwelling</i>		350	350		
t) Corner Lot		375	375		
u) <i>Duplex</i>		465	465		
v) <i>School</i>					40,994
w) Maximum Lot Size (m²)					
x) <i>Detached Dwelling</i>		465	465		
y) <i>Duplex</i>		558	558		
z) Accessory Buildings					
<i>Maximum Floor Area</i>	10 m ²	10 m ²	10 m ²		
<i>Maximum Height</i>	2.7 m	2.7 m	2.7 m		
<i>Minimum Front Yard Setbacks</i>	6 m	6 m	6 m		
<i>Minimum Rear Yard Setbacks</i>	1.5 m	1.5 m	1.5 m		
<i>Minimum Interior Side Yard Setbacks</i>	1.5 m	1.5 m	1.5 m		
<i>Minimum Exterior Side Yard</i>		3.0 m	3.0m		

Setback					
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- (b) **Conditions of Use:** All *residential uses, buildings and structures* in the CD-5 (Tiyata at Pemberton) Zone must comply with the following additional Conditions of Use:
- i. An *apartment* use shall be located above a ground storey *commercial* or *assembly* use and shall comply with the regulations contained within this Bylaw.
 - ii. For the purpose of this section, a *commercial* use includes a *building* that is occupied with a business and professional office or *personal service establishment* and may contain *residential* uses above the ground storey subject to the provisions of this Zone.
 - iii. any portion of the *garage* for a *detached dwelling* that exceeds thirty-seven (37) square meters shall be included in the calculation of *floor area*, in addition to the maximum area permitted for *accessory buildings*.
 - iv. any portion of the *garage* for a *duplex* residential dwelling that exceeds forty-five (45) square meters shall be included in the calculation of *floor area*, in addition to the maximum area permitted for *accessory buildings*.
 - v. The *side yard setback* of a *detached dwelling* may be reduced to 1.2 m whereby a certified professional confirms that snow will not shed from the roof of the dwelling onto adjacent properties.
 - vi. The side yard setback of the *garage* may be reduced to 0.6 m whereby a certified professional confirms that snow will not shed from the garage roof onto adjacent properties.

18.5.3 Off-Street Parking and Loading

- (a) Off-street parking and loading shall be provided in accordance with the requirements of this Bylaw.
- (b) Notwithstanding Section 18.5.4(a) the off-street parking requirements for the following uses shall be as follows:
- i. *Apartment:* 1 space per unit plus an additional 0.25 space per unit for Visitor Parking
 - ii. *Commercial Use:* One (1) space per 37 square meters of *gross floor area*
 - iii. *Business and Professional Office Use:* One (1) space per 37 square meters of *gross floor area*
 - iv. *School Use:* Refer to Section 8.6 Civic, Institution and Recreation Parking Requirements.
- (c) Notwithstanding Section 18.5.4(a) the off-street parking requirements for Residential Land Uses shall be one (1) parking space per Dwelling Unit

18.5.4 Definitions

- (a) For the purpose of the CD-5 zone, the following definitions shall apply:
- i. *Apartment* shall mean three or more individual dwelling units on a lot where

each dwelling unit has its principal access from an entrance or hallway common to at least two other dwelling units on the same storey.

- ii. *School* Use shall include before and after school care.

READ A FIRST TIME this _____ day of _____, 2024.

READ A SECOND TIME this _____ day of _____, 2024.

NOTICE OF PUBLIC HEARING was **PUBLISHED IN THE PIQUE NEWSMAGAZINE** on _____ and on _____.

READ A THIRD TIME this _____ day of _____, 20__.

MINISTRY OF TRANSPORTATION AND INFRASTRUCUTRE APPROVAL OF THE BYLAW was granted on _____, 2024

ADOPTED this _____ day of _____, 20__.

Mike Richman
Mayor

Gwendolyn Kennedy
Corporate Officer

VILLAGE OF PEMBERTON

BYLAW No. 961, 2024

A bylaw of the Village of Pemberton to establish the Five Year Financial Plan beginning in the year 2024.

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 2024-2028 Five Year Financial Plan Bylaw No. 961, 2024."

GENERAL

2. Schedule "A" attached to this bylaw forms part of this bylaw and is the Village of Pemberton Five Year Financial Plan established with the year ending December 31, 2024.

READ A FIRST TIME this 7th day of May, 2024.

READ A SECOND TIME this 7th day of May, 2024.

READ A THIRD TIME this 7th day of May, 2024.

ADOPTED this ___ day of May, 2024.

Mike Richman
Mayor

Gwendolyn Kennedy
Corporate Officer

Schedule A

Village of Pemberton								
Five Year Financial Plan 2024-2028								
Consolidated as at May 2, 2024								
				2024	2025	2026	2027	2028
				Budget	Budget	Budget	Budget	Budget
Revenues:								
	Taxation			3,252,432	3,528,889	5,602,027	6,078,199	6,594,846
	Water and sewer user rates			2,585,637	2,792,488	2,960,037	3,137,639	3,325,898
	User charges			3,233,262	3,556,588	3,912,247	4,303,472	4,733,819
	Penalties and interest income			4,315	24,205	24,689	25,183	25,687
	Government transfers:							
	Provincial			2,310,203	2,735,000	1,070,000	7,565,000	1,075,000
	Federal			2,676,767	7,300,000	390,000	6,000,000	2,500,000
	Other local governments			2,151,441	2,194,470	336,007	5,342,727	950,000
	Investment income			201,390	205,418	209,526	168,792	146,689
	Other revenues			2,856,175	1,913,299	1,951,564	1,990,596	2,030,408
	Collections for other governments			4,193,822	4,277,698	2,590,070	2,641,871	2,694,709
				23,465,444	28,528,054	19,046,168	37,253,479	24,077,055
				19,271,622				
Expenditures:								
	General government			3,320,260	3,453,415	3,557,319	3,666,030	3,778,003
	Fire protection services			1,138,584	1,184,127	1,219,651	1,256,241	1,293,928
	Development and planning services			1,322,787	1,375,699	1,416,970	1,459,479	1,503,263
	Public works and parks			1,723,695	1,792,643	1,846,422	1,901,815	1,958,869
	Recreation			1,671,486	1,721,583	1,773,183	1,826,329	1,881,069
	Water utility			1,122,636	1,167,541	1,202,568	1,238,645	1,275,804
	Sewer utility			1,073,766	1,116,716	1,150,218	1,184,724	1,220,266
	Airport services			225,589	96,955	99,863	102,859	105,945
	Transfers to other governments			4,193,822	4,277,698	2,590,070	2,641,871	2,694,709
	Amortization Expense			1,513,875	1,923,754	2,046,633	2,805,434	2,998,240
				17,306,500	18,110,133	16,902,895	18,083,427	18,710,096
Annual Surplus/(Deficit)				6,158,944	10,417,922	2,143,272	19,170,052	5,366,959
ADJUSTMENTS REQUIRED TO BALANCE FINANCIAL PLAN TO CONFORM WITH LEGISLATIVE REQUIREMENTS								
Non-cash items included in Annual (Surplus)/Deficit								
	Amortization on tangible capital assets			(1,513,875)	(1,923,754)	(2,046,633)	(2,805,434)	(2,998,240)
Cash items NOT included in Annual (Surplus)/Deficit								
	Capital expenditures			8,394,211	12,296,376	3,686,350	22,764,041	5,784,173
	Loan Proceeds			(96,000)	(1,629,754)	(1,610,000)	(2,000,000)	(200,000)
	Long term debt payments			235,395	370,395	595,395	760,000	910,000
	Capital lease payments			160,212	291,038	391,038	416,038	424,019
	Transfer to Statutory Reserves			-	523,948	523,948	523,948	523,948
	Transfers from Statutory Reserves			(360,540)	(216,129)		(100,000)	(100,000)
	Transfers to Non-Statutory Reserves			874,526	909,507	945,879	983,712	1,023,058
	Transfers from Non-Statutory Reserves			(1,496,829)	(203,705)	(342,706)	(1,372,253)	
	Transfers to Unappropriated Surplus			-				
	Transfers from Unappropriated Surplus			(38,156)				
Financial Plan Balance				(0)	0	0	(0)	0

Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure

1. The table below shows the proportion of proposed 2024 revenue raised from each funding source. One column shows the proposed revenue including Transfer to Other Governments and the other excluding the Transfers to Other Governments. Transfers to Other Governments are funds requisitioned by other government or government agencies for specifically defined projects.

The Village has a bylaw to charge specific administrative fees for various tasks, such as tax certificates, titles searches, rentals as well as other tasks including a 10% administrative fee. This bylaw was last updated July 27, 2021. By billing these fees to individual users, this allows a more realistic tax levy as the tax payers are not subjected to funding these miscellaneous expenses.

The Village of Pemberton will continue to seek other sources of revenue to reduce the reliance on property taxes.

Parcel Taxes are taxes levied for the purpose of paying the debt on the Municipality's Water and Sewer Infrastructure. The rates are reviewed annually to determine if they meet the required debt payment schedule for the upcoming fiscal year. Parcel Taxes are reviewed annually and updated in accordance with the *Community Charter* Sec. 204.

Revenue Sources 2024	Total Revenue including transfers to other governments	Total Revenue excluding transfers to other governments
	\$ 25,418,564.95	21,224,742.95
Property Taxes	28.08%	13.9%
Parcel Taxes	1.23%	1.5%
User Fees & Charges	22.89%	27.4%
Grants	28.08%	33.6%
DCCs	1.42%	1.7%
Other Revenues	12.03%	14.4%
Proceeds from Borrowing	0.38%	0.5%
Transfers	5.89%	7.1%
	100.00%	100.0%

This Plan includes cost measures and recovery grants that assist with the financial pressures the community faces, and in support of economic recovery, as well as a focus on core service delivery.

Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure

2. a) The Provincial Class Multiples are established by the Provincial Government by *British Columbia Regulations 426/2003* and *439/2003*. These rates are used to calculate the tax rates for other government bodies (Collections for Other Governments) with the exception of the Squamish-Lillooet Regional District (SLRD). Both the Village and the SLRD's tax rates are established by the multiples set by Council. Following is a comparison of the two multiples with the variance identified in bold:

	Village Multiples	Provincial Multiples
Class 1 – Residential	1.00	1.00
Class 2 – Utilities	5.63	3.50
Class 5 – Light Industry	3.40	3.40
Class 6 – Commercial	2.25	2.45
Class 7 – Non-Profit	1.00	1.00
Class 8 – Farm	1.00	1.00

- b) In addition, the Ministry also sets a ceiling for the maximum allowable rate for Class 2 (Utilities). Following is the regulation:

BC Regulation 329/96 defines a rate ceiling for class 02 property for 2000 and subsequent years. The regulation states:

“2. In setting the tax or levy rate for class 2 property for general municipal purposes, a municipality must not exceed the greater of

- a) \$40 for each \$1,000 of assessed value, and
- b) 2.5 times the rate applicable to class 6 property for general municipal purposes in the municipality for the same taxation year.”

- c) Furthermore, those properties that were included in the 2011 Boundary Extension (Order in Council No. 165) under Class 2 (*Utility), the tax rate is set each year as per Sections 5 and 6 of the Taxation (Rural Area) Act Regulation, BC Reg. 387/82.

The following table outlines the distribution of taxes between the property tax classes.

Property Class	Municipal Tax Rate	% of Total Property Assessment Value (\$1,731,995,497)	% of Total Property Tax
Residential (Class 01)	1.2771	66.6%	83.1%
Utilities (Class 02)	7.1835	0.6%	0.1%
Utilities (Class 02) Rural	3.7500	2.1%	0.9%
Light Industry (Class 05)	4.3420	6.6%	2.4%
Business/Commercial (Class 06)	2.8734	23.8%	13.2%
Rec/Non-Profit (Class 08)	1.2771	0.2%	0.3%
Farm (Class 09)	1.2771	0.0%	0.0%
Total		100.00%	100.00%

The 2023 Class 2 (Utility) Rural Tax Rate is 3.75 per each \$1,000 of actual value of property. This rate is set each year as per Sections 5 and 6 of the Taxation (Rural Area) Act Regulation, BC Reg. 387/82 as per Order in Council No. 165 (2011) Village Boundary Extension.

Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure

3. Following is a list of permissive exemptions granted for the taxation year and the amount of municipal tax revenue forgone:

Organization	Municipal Exemption
Municipal Land and Buildings	\$ 5,396.25
BC Conference of Mennonite Brethren	\$ 470.10
Pemberton Childcare Society	\$ 1,033.17
Pemberton Lion's Society	\$ 2,144.25
Stewardship Pemberton	\$ 665.77
Pemberton Search and Rescue	\$ 537.33
Pemberton Legion	\$ 210.85
Total Municipal Revenue Forgone	\$ 10,457.71

In 2013, Council updated the Permissive Tax Exemption Policy to clarify the criteria, establish timelines for submission and to include an application form which will provide clear guidelines and deliverables for both Staff and the Applicant. Following is the updated Policy and Purpose:

Permissive Tax Exemption Policy:

The Village of Pemberton recognizes the significant value of organizations and groups in our community who provide worthwhile programs and services to our residents

The purpose of this Policy is to ensure that the organizations applying for a permissive tax exemption meet the criteria and that the application process is consistent and meets the goals, policies and general operating principles of the Village. The sources of Municipal revenue are limited and a request for an exemption must be considered in concert with other needs of the Village. Council will determine the amount of revenue to be foregone by permissive tax exemptions for non-profit organizations. Council at its sole discretion may grant varying percentages of tax exemptions up to 100% of the tax exemption.

Exemptions are not given to services that are otherwise provided on a private or for profit bases. This would provide an unfair competitive advantage and is not permitted as per Section 25 of the *Community Charter*.

Requests for permissive tax exemptions for organizations whose facilities are outside the boundaries of the Village of Pemberton will not be considered.

Further information, including the complete Policy and Application can be found on the following link on Village website:

http://www.pemberton.ca/media/177127/Permissive_Tax_Exempt_Policy-Jun2013.pdf

**Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure**

Note 1

General 2024 Assumptions:

- Municipal tax revenue rates increase by 9.8% in 2024
- Non Market Change (NMC) for 2024 Net General Taxable Values shows an average change in assessment value of 7.35% (NMC 6.37%, Market 0.99%). Some classes show higher change while others show lower change, than the average.
- Frontage tax is calculated on \$3.20 per meter for water and \$5.24 per meter for sewer. Frontage tax is amended based on the retiring or securing of debt.
- The Industrial Park Parcel Taxes equal the debt based on the overall costs of the project to install the water infrastructure to the Industrial Park in 2007. Only those properties that did not choose to commute (pay upfront) their cost are levied.
- User fees for water rates in 2024 will show increases compared with 2023 to reflect increases noted in the Water Service Agreement Schedule “C” Rates as well as budgeted operational cost pressures.
- User fees for sewer rates in 2024 will show increases compared with 2023 to reflect increases noted to cover budgeted operational cost pressures.

General 2024 – 2028 Assumptions:

- A 10% Administration Fee will be charged to individual user requests and tasks.
- Operating costs are increased to reflected ongoing pressures from inflation. Rates increase in 2024, and assumed to increase 8.5% in 2025 onward to meet long term pressures outlined in the budget and 5 year plan reviewed with Council in the 2024 budget process . This represents higher than average, and also highlight a gradual return to normal operation while transitioning out of impacts experienced as a result of the COVID – 19 pandemic, including but not limited to supply chain issues and labor challenges.
- Payroll and benefit related costs are projected to increase at a rate of 3% market (non-union) and 2.75% (union) in 2024. Non-union roles additionally include increases resulting from the Salary Review, which impacts roles differently in the organization.
- General debt collections, frontage and/or parcel taxes, will equal the general debenture interest and principle payments. This tax is paid by all property owners within the Village of Pemberton who have the ability to connect to the Village’s Infrastructure.

**Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure**

- Plan for costing of Community Climate Action will continue development throughout the 2024-2028 Five Year Financial Plan.

Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure

Note 2

2024 – 2028 Capital Expenditures:

VILLAGE OF PEMBERTON CAPITAL BUDGET		2024 BUDGET & 5 YEAR CAPITAL PLAN			
Project	Total Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028
Daycare Expansion	577,000				
E- charging Station	-	150,000	150,000	150,000	150,000
Municipal Hall and Council Chambers Building	-				4,000,000
Project - Cap. Mach & Equip. Exp - Fire Hoses, Nozzles Adapters	50,000 10,000	50,000 5,000	50,000 5,000	50,000 5,000	50,000 10,000
Engine 10 Truck Replacement	224,000	629,754			
Ladder 1 Replacement			2,000,000		
Engine 11 Truck Replacement					750,000
Rescue 1 Replacement					650,000
Firehall Replacement				21,881,300	
Training Ground Upgrades			10,000		10,000
SPU Trailer- Firesmart	29,822	45,000	45,000		
Live Fire Training Facility	450,000				
EV Charger (Sea to Sky Joint Project)	20,000				

Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure

VILLAGE OF PEMBERTON CAPITAL BUDGET		2024 BUDGET & 5 YEAR CAPITAL PLAN				
Project	Total Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028	
Soccer Field and Amenity Building	2,272,970					
Multi Modal Transportation Hub	1,786,721					
Multi Modal Transportation Hub Phase 2		1,300,000				
Friendship Trail (Pemberton Farm Road East Upgrade)- Lighting	122,000					
Snow Blower attachment for Loader		30,000				
One Mile Lake Boardwalk Trail Upgrade	651,622	651,622				

Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure

VILLAGE OF PEMBERTON CAPITAL BUDGET		2024 BUDGET & 5 YEAR CAPITAL PLAN				
Project	Total	Budget 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029
	Budget 2024					
Pickup Truck			45,000			
Gravel Shed			50,000			
F550 Flat Deck- Replacing Mitsubishi Flat Deck 2007		75,000				
F150 w/ 8' bed- Garbage Truck	25,000					
Skid Steer w/ Snow Blower	96,000					
Western Star		350,000				
Flail Mower for tractor	20,000					
Ride-on lawn mower for Village core parks		30,000				
Open broom attachment for street sweeping		20,000				
Benchlands Stairs Overhaul/Upgrade		60,000				
PW Shop drainage		10,000				
Raised Crosswalk for PCC parking lot across Cottonwood		75,000				
Lot 8 Connector Multiuse Trail			150,000			
Community Barn Ice Rink			600,000			

**Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure**

VILLAGE OF PEMBERTON CAPITAL BUDGET		2024 BUDGET & 5 YEAR CAPITAL PLAN			
Project	Total Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028
Scada Improvements	50,000	20,000	20,000		
Fernwood Watermain & PRV Replacement	630,000				
Leak Detection Device				30,000	
Hatch Alarm	18,000				
Test Well Exploration	100,000				
Commercial Meters	30,000				
Water Treatment Facility	100,000	8,000,000			
Water Feasibility/Water Source		100,000			
Industrial Park Looping				500,000	
McRae Rd Water Main Upsizing		300,000	300,000		
Village Wide Scada Upgrades	50,000				
Outfall Inline Flushing System	15,000				
Industrial Park Generator	120,000				
Inflow/Infiltration Study	50,000				

Village of Pemberton
5 Year Financial Plan Bylaw No. 961, 2024
2024 Revenue Policy Disclosure

VILLAGE OF PEMBERTON CAPITAL BUDGET		2024 BUDGET & 5 YEAR CAPITAL PLAN			
	Total				
Project	Budget 2024	Budget 2025	Budget 2026	Budget 2027	Budget 2028
Walnut Lift Station Design	23,116				
Walnut Lift Station Upgrade	614,900				
Lift Station #1	50,000				
UV System Upgrade			100,000		
WWTP condition assessment, Engineering review		100,000			
WWTP PLC Upgrade	50,000	150,000			
Fitness Centre Equipment, Site Capital Upgrades	53,060	45,000	46,350	47,741	49,173
Accessibilty Project with Pemberton & District Library	80,000				
PDCC Building Capital Upgrades		50,000	50,000	50,000	50,000
Hardscape Youth Centre, Capital Youth Centre Upgrades	15,000		15,000		15,000
Den Duyf Site Capital Upgrades		50,000	50,000	50,000	50,000

VILLAGE OF PEMBERTON

BYLAW No. 962, 2024

A bylaw for the levying of annual tax rates for municipal, regional district, and Sea to Sky Regional Hospital District purposes for the year 2024.

The Council of the Village of Pemberton, in open meeting assembled, enacts as follows:

CITATION

1. This bylaw may be cited as the “Village of Pemberton 2024 Annual Tax Rates Bylaw No. 962, 2024.”

GENERAL

- 2 (1) The following rates are hereby imposed and levied for the year 2024:
 - (a) For all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column “A” of Schedule “A” attached hereto and forming a part hereof.
 - (b) For purposes of the Squamish-Lillooet Regional District on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column “B” of Schedule “A” attached hereto and forming a part hereof.
 - (c) For purposes of the Sea to Sky Regional Hospital District on the assessed value of land and improvements taxable for hospital purposes, rates appearing in column “C” of Schedule “A” attached hereto and forming a part hereof.
- (2) The minimum amount of taxation upon a parcel of real property shall be one dollar (\$1.00).

READ A FIRST TIME this 7th day of May, 2024.

READ A SECOND TIME this 7th day of May, 2024.

READ A THIRD TIME this 7th day of May, 2024.

ADOPTED this ____ day of May, 2024

Mike Richman
Mayor

Gwendolyn Kennedy
Corporate Officer

**Village of Pemberton
Schedule "A"
Bylaw No. 962 2024**

2024 Tax Rates

Tax Rates (dollars of tax per \$1,000 taxable value)
--

PROPERTY CLASS		A General Municipal (Includes Reserves & CEF)	B Regional District (RD)	C Sea to Sky Regional Hospital District (STSRHD)
1	Residential	1.2771	0.9952	0.0292
2	Utility	7.1835	3.4833	0.1021
5	Light Industry	4.3420	3.3838	0.0992
6	Business/Other	2.8734	2.4383	0.0715
8	Rec/Non-Profit	1.2771	0.9952	0.0292
9	Farm	1.2771	0.9952	0.0292

*The rate for those properties that were included in the 2011 Boundary Extension (Order in Council No. 165) under Class 2 (Utility), is set each year as per Sections 5 and 6 of the Taxation (Rural Area) Act Regulation, BC Reg. 387/82. The rate established for 2024 is \$3.75 per \$1,000 of actual value of property.

VILLAGE OF PEMBERTON

BYLAW No. 963, 2024

A bylaw to amend the Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989

The Council of the Village of Pemberton, in open meeting assembled, enacts as follows:

CITATION

1. This bylaw may be cited as “Village of Pemberton Water Regulation Connection and Rates Amendment Bylaw No.963, 2024.”

GENERAL

2. Village of Pemberton Water Regulation Connection and Rates Bylaw No. 232, 1989 is amended as follows:
 - (a) Schedule “A” of Bylaw No. 232, 1989 is struck out and replaced with a new Schedule “A” which is attached to and forms part of this bylaw.

DATE OF COMMENCEMENT

3. This bylaw comes into force on January 1, 2024.

READ A FIRST TIME this 7th day of May, 2024.

READ A SECOND TIME this 7th day of May, 2024.

READ A THIRD TIME this 7th day of May, 2024.

ADOPTED this ____ day of May, 2024.

Mike Richman
Mayor

Gwendolyn Kennedy
Corporate Officer

VILLAGE OF PEMBERTON
Bylaw No. 963, 2024
Schedule "A"

VILLAGE OF PEMBERTON		
Water Rates 2024		
		2024
Flat Rates (Billed Annually)		
	<u>Domestic</u>	
	1. Seniors housing projects	\$ 423.14
	2. Single family dwellings & trailers	\$ 644.78
	-In addition, per residential suite in a S/F dwelling	\$ 322.38
	3. Apartments/Duplexes/Multi-family dwellings - per unit	\$ -
	-under 1,000 sq. ft.	\$ 423.14
	-over 1,000 sq. ft.	\$ 644.78
	4. Bed & Breakfast service, guest/rooming house	\$ 1,087.09
	-in addition, per rental room for > 2 rooms	\$ 215.71
	- in addition, per residential suite	\$ 322.85
	5. Swimming Pool	\$ 117.85
		\$ -
	<u>Commercial</u>	\$ -
	1. Motels, Hotels, Inns, Lodges	\$ 966.38
	- per room (with or without bath)	\$ 142.70
	- per room (with kitchen)	\$ 190.43
	- for each pool &/or hot tub	\$ 202.70
	2. Strata Hotel	\$ 966.38
	- per room (with or without bath)	\$ 142.70
	- per room (with kitchen)	\$ 190.41
	- per room (with kitchen and laundry)	\$ 237.90
	- laundry facility	\$ 243.83
	- for each pool or hot tub	\$ 202.70
	3. Beauty parlours and barber shops (per chair)	\$ 711.52
	4. Cafe, restaurant, coffee shop or dining room	\$ -
	-40 seats maximum (including seasonal/outdoor seating)	\$ 1,315.40
	-over 40 seats	\$ 1,952.31
	5. Food & Beverage preparation facilities < 1000 sq. ft.	\$ 711.52
	-total area = 1,000 - 2,000 sq. ft.	\$ 1,067.10
	-total area = > 2,000 sq. ft.	\$ 1,422.64
	6. Medical/Dental Practice - one practitioner	\$ 711.52
	- per additional practitioner	\$ 355.57
	7. Retail stores, < 1000 sq. ft.	\$ 694.40
	- > 1000 sq. ft.	\$ 1,458.93
	8. Banks, offices < 1,000 sq. ft.	\$ 779.21
	- > 1,000 sq. ft.	\$ 1,800.22
	9. Service stations, garages, card locks, etc.	\$ 1,043.85
	-in addition - for unmetered vehicle wash facility	\$ 1,945.37
	10. Laundries - for each washing machine	\$ 243.83
	(or minimum annual charge)	\$ 1,219.58
	11. Unmetered industrial/commercial usage	\$ 2,182.30
	12. Beverage rooms, lounges, pubs	\$ 1,987.78
	13. Greenhouse or Nursery (adjusted seasonal rate)	\$ 1,138.85
	14. Water Bottling - unmetered	\$ 2,917.87
	15. Weekly Hydrant Connection - Building Development (unmetered) *plus damage deposit	\$ 50.36

VILLAGE OF PEMBERTON
Bylaw No. 963, 2024
Schedule "A"

	<u>Institutions</u>	\$ -
	1. Schools, per classroom	\$ 698.06
	2. Churches (flat rate)	\$ 694.40
	3. Hospitals, Emergency Services Stations	\$ 1,465.47
	-hospitals, in addition per bed	\$ 118.25
		\$ -
	Metered Rates (Billed Quarterly)	\$ -
	1. Inside Municipal Boundaries - Statutory Declaration Program	\$ -
	a) Residences with Suite	\$ -
	Fixed Quarterly Meter Charge	\$ 30.35
	Plus Volumetric Rate - first 65 m3 (per m3)	\$ 1.52
	Plus Volumetric Rate - after 65 m3 (per m3)	\$ 3.42
	b) Industrial/Commercial Users	
	Fixed Quarterly Meter Charge	\$ 300.00
	Volumetric Rate	\$ 1.45
	c) Industrial/Commercial Users	
	Flat Rate (for Units with non-functioning or no meters)	\$ 436.83
	d) *Bulk Water Rate	\$ -
	Connection Fee	\$ 27.16
	plus rate per (m3)	\$ 4.96
	2. Outside Municipal Boundaries	\$ -
	a) Residential/Commercial/Industrial	\$ -
	Fixed Quarterly Meter Charge	\$ 39.01
	Plus Volumetric Rate - first 65 m3 (per m3)	\$ 1.57
	Plus Volumetric Rate - after 65 m3 (per m3)	\$ 4.13
	b) Residential/Commercial/Industrial	\$ -
	Flat Rate (for Units with non-functioning or no meters)	\$ 1,088.87
	3. PNWS Bulk Water Supply Service Agreement	
	**This rate has been negotiated and is included in a separate agreement	
*Large bulk water purchases and sewer disposals require individual negotiated agreements where the annual quantity of water purchased by a single bulk customer exceeds 50,000 m3, and the Village has executed a Water Supply Service Agreement with the bulk water supply customer.		

VILLAGE OF PEMBERTON

BYLAW No. 964, 2024

A bylaw to authorize the levying of rates and charges for the use of the sanitary sewer system.

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 Sanitary Sewer System Rates, Rents and Charges Bylaw No. 964, 2024.”

RATES, RENTS, AND CHARGES

- 2 (1) The rates, rents and charges payable commencing January 1st, 2024 by all persons whose premises are connected with the Village sewer system, shall be those set out in Schedule “A” which is attached to and forms part of this bylaw.
- (2) Utility billing is done on an annual basis providing residents the option to pay monthly, quarterly, or annually before the tax due date of the billing year.
- (3) A 10% penalty will be added to such rates, rents and charges remaining unpaid after the tax billing due date of the billing year.

REPEAL

3. This bylaw repeals Village of Pemberton Sanitary Sewer System Rates, Rents and Charges Bylaw No. 946, 2023.

READ A FIRST TIME this 7th day of May, 2024.

READ A SECOND TIME this 7th day of May, 2024.

READ A THIRD TIME this 7th day of May, 2024

ADOPTED this ____ day of May, 2024.

Mike Richman
Mayor

Gwendolyn Kennedy
Corporate Officer

VILLAGE OF PEMBERTON
Bylaw No. 964, 2024
Schedule "A"

2024 Annual Sewer Rates		
Flat Rates (Billed Annually)		
		2024
	<u>Domestic</u>	
	1. Seniors housing projects	\$ 429.11
	2. Single family dwellings & trailers	\$ 657.79
	-In addition, per residential suite in a S/F dwelling	\$ 328.72
	3. Apartments/Duplexes/Multi-family dwellings - per unit & trailers	\$ -
	- under 1,000 sq.ft.	\$ 431.16
	- over 1,000 sq.ft.	\$ 657.79
	4. Bed & Breakfast service, guest/rooming house	\$ 940.28
	-in addition, per rental room for > 2 rooms	\$ 151.87
	- in addition, per residential suite	\$ 328.72
	5. Swimming Pool	\$ -
		\$ -
	<u>Commercial</u>	\$ -
	1. Motels, Hotels, Inns, Lodges	\$ 94.75
	- per room (with or without bath)	\$ 131.29
	- per room (with kitchen)	\$ 151.87
	- for each pool &/or hot tub	\$ -
	2. Strata Hotel	\$ 946.02
	- per room (with or without bath)	\$ 131.29
	- per room (with kitchen)	\$ 151.87
	- per room (with kitchen and laundry)	\$ 328.72
	- laundry facility	\$ 375.63
	- for each pool or hot tub	\$ -
	3. Beauty parlours and barber shops (per chair)	\$ 802.92
	4. Cafe, restaurant, coffee shop or dining room	\$ -
	-40 seats maximum (including seasonal/outdoor seating)	\$ 1,992.95
	-over 40 seats	\$ 2,958.55
	5. Food & Beverage preparation facilities < 1000 sq. ft.	\$ 802.92
	-total area = 1,000 - 2,000 sq. ft.	\$ 1,203.88
	-total area = > 2,000 sq. ft.	\$ 1,605.48
	6. Medical/Dental Practice - one practitioner	\$ 1,292.37
	- per additional practitioner	\$ 645.96
	7. Retail stores, < 1000 sq. ft.	\$ 802.92
	- > 1000 sq. ft.	\$ 2,006.10
	8. Banks, offices < 1,000 sq. ft.	\$ 900.79
	- > 1,000 sq. ft.	\$ 2,727.69
	9. Service stations, garages, card locks, etc.	\$ 1,809.00
	-in addition - for unmetered vehicle wash facility	\$ -
	10. Laundries - for each washing machine	\$ 375.63
	(or minimum annual charge)	\$ 1,879.55
	11. Unmetered industrial/commercial usage	\$ 1,315.59
	12. Beverage rooms, lounges, pubs	\$ 3,012.22
	13. Greenhouse or Nursery (adjusted seasonal rate)	\$ 802.92
	14. Water Bottling - unmetered	\$ 802.92
		\$ -
	<u>Institutions</u>	\$ -
	1. Schools, per classroom	\$ 1,058.07
	2. Churches (flat rate)	\$ 802.92
	3. Hospitals, Emergency Services Stations	\$ 2,220.42
	-hospitals, in addition per bed	\$ 179.22

VILLAGE OF PEMBERTON
Bylaw No. 964, 2024
Schedule "A"

Metered Rates (Billed Quarterly)		\$ -
		\$ -
	a) Residences with Suite	\$ -
	Fixed Quarterly Meter Charge	\$ 37.36
	Plus Volumetric Rate (m3)	\$ 1.36
		\$ -
	b) Industrial/Commercial Users	\$ -
	Fixed Rate (under 300m3)	\$ 280.54
	Volumetric Rate (m3 after 300m3)	\$ 1.43
		\$ -
	c) Industrial/Commercial Users	\$ -
	Flat Rate (for Units with non-functioning or no meters)	\$ 359.02
		\$ -
	d) *Bulk Water Rate (m3)	\$ 5.79
		\$ -
		\$ -
	a) Residential/Commercial/Industrial	\$ -
	Fixed Rate (under 300m3)	\$ 332.46
	Volumetric Rate (m3 after 300m3)	\$ 1.83
		\$ -
	b) Residential/Commercial/Industrial	\$ -
	Flat Rate (for Units with non-functioning or no meters)	\$ 313.08
*Large bulk sewer disposals require individual negotiated agreements.		

VILLAGE OF PEMBERTON

BYLAW No. 968, 2024

A bylaw to amend Village of Pemberton Water Frontage Tax Bylaw No. 137, 1979

The Council of the Village of Pemberton, in open meeting assembled, enacts as follows:

CITATION

1. This bylaw may be cited as “Village of Pemberton Water Frontage Tax Amendment Bylaw No. 968, 2024.”

GENERAL

2. Village of Pemberton Water Frontage Tax Bylaw No. 137, 1979 is amended as follows:
 - (a) Section 2 is struck out and the following substituted:

The annual rate shall be three dollars and twenty cents (\$3.20) per metre of taxable frontage.

READ A FIRST TIME this 7th day of May, 2024.

READ A SECOND TIME this 7th day of May, 2024.

READ A THIRD TIME this 7th day of May, 2024.

ADOPTED this ____ day of ____, 2024.

Mike Richman
Mayor

Gwendolyn Kennedy
Corporate Officer

VILLAGE OF PEMBERTON

BYLAW No. 969, 2024

A bylaw to amend Village of Pemberton Sewer Frontage Tax Bylaw No. 136, 1979

The Council of the Village of Pemberton, in open meeting assembled, enacts as follows:

CITATION

1. This bylaw may be cited as “Village of Pemberton Sewer Frontage Tax Amendment Bylaw No. 969, 2024.”

GENERAL

2. Village of Pemberton Sewer Frontage Tax Bylaw No. 136,1979 is amended as follows:
 - (a) Section 2 is struck out and the following substituted:

The annual rate shall be five dollars and twenty-four cents (\$5.24) per metre of taxable frontage.

READ A FIRST TIME this 7th day of May, 2024.

READ A SECOND TIME this 7th day of May, 2024.

READ A THIRD TIME this 7th day of May, 2024.

ADOPTED this ____ day of May, 2024.

Mike Richman
Mayor

Gwendolyn Kennedy
Corporate Officer

VILLAGE OF PEMBERTON

Code of Conduct Bylaw No. 958, 2024

Contents

CITATION	3
INTERPRETATION AND APPLICATION	3
Definitions	3
Interpretation	3
Purpose	4
Application	4
Severability	4
FOUNDATIONAL PRINCIPLES	5
Principles to Guide Conduct	5
RULES OF CONDUCT	6
Roles and Responsibilities.....	6
Conduct of Council and Committee Members	7
General Conduct	7
Interactions with Staff and Volunteers	7
Interactions with Public and Media.....	8
Meetings	8
Collection and Handling of Information.....	9
Use of Social Media	9
Conflict of Interest	9
Use of Influence.....	10
Gifts and Personal Benefits	10
Campaign Activities	10
Business Relations	10
COMPLAINT AND RESOLUTION PROCEDURES.....	10
Council Members.....	10
Confidential Requests	10
Complaint Procedure	11
Dismissal or Suspension of Complaint	11
Preliminary Assessment.....	12
Informal Resolution	12
Formal Resolution	13
Adjudication and Reporting	14
Final Determination by Council	15
Remedies.....	15
Report to be Public	16

Remuneration	16
Confidentiality of the Investigation.....	16
Council Members Acting as Committee Members.....	17
Committee Members	17
Reprisals and Obstruction	17
Reimbursement of Costs	17
Vexatious Allegations and Complaints.....	18
APPOINTMENT OF INVESTIGATOR.....	18

VILLAGE OF PEMBERTON
BYLAW No. 958, 2024

A bylaw to establish a code of conduct for the Council of the Village of Pemberton

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 Code of Conduct Bylaw No. 958, 2024”.

INTERPRETATION AND APPLICATION

Definitions

- 2 (1) In this bylaw,

CAO means the chief administrative officer of the *Village*;

complaint means a formal allegation, made in accordance with the *complaint* procedure set out in section xX of this bylaw, that a *member* has breached this bylaw;

investigator means the person appointed to fulfill the duties and responsibilities set out in section XX.

member means a member of the elected council of the *Village* or an appointed member of a council committee;

staff means an employee or contractor of the *Village*;

Village means the Village of Pemberton; and

volunteer means a person serving the *Village* who is not a *member* or *staff*.

Interpretation

- 3 (1) The [*Interpretation Act*](#) applies to this bylaw.
- (2) This bylaw is to be interpreted broadly and in a manner consistent with the *Community Charter*.
- (3) The foundational principles in section 7 must inform the interpretation of the provisions of sections 9 through 19 but do not form stand-alone bases for *complaints*.

- (4) In this bylaw, a reference to an *Act* refers to a statute of British Columbia and a reference to any statute, regulation or other enactment refers to that enactment as amended or replaced from time to time.
- (5) A reference to a person who holds an office includes a person appointed to act for that person from time to time.
- (6) In the event of a conflict between this bylaw and another *Village* bylaw or policy, this bylaw prevails.

Purpose

- 4 (1) The purposes of this bylaw are to:
 - a) set out the standards and expectations of conduct of council and committee members in fulfilling their duties and responsibilities as elected and appointed officials;
 - b) establish the authority of the *investigator* in the investigation of a complaint; and
 - c) set out the processes for investigation of a *complaint* and the possible remedies for a breach of this bylaw.
- (2) Nothing in this bylaw is intended to preclude *members*, prior to or instead of filing a *complaint*, from speaking to each other to resolve matters which may otherwise be captured by this bylaw.

Application

- 5 (1) This bylaw applies to all council members, inclusive of their actions in their capacity as members of various boards, committees, and other discretionary appointments, and to appointed members of council committees.
- (2) This bylaw does not apply to *staff*.
- (3) The provisions of this bylaw apply to a council member's use of personal and professional social media accounts.
- (4) Unless otherwise provided, this bylaw does not apply to a *member's* conduct in their personal life, except to the extent that such conduct reasonably undermines public confidence in *Village* governance.

Severability

- 6 (1) If any definition, section, subsection, paragraph, subparagraph, clause or phrase in this bylaw is held invalid by a court of competent jurisdiction, the invalid definition, section, subsection, paragraph, subparagraph, clause or phrase must be severed and the remainder of this bylaw is deemed to have been adopted without the severed definition, section, subsection, paragraph, subparagraph, clause or phrase.

FOUNDATIONAL PRINCIPLES

Principles to Guide Conduct

- 7 (1) A *member* will be guided by the foundational principles of *integrity*, *accountability*, *respect*, and *leadership and collaboration* in fulfilling their responsibilities and duties as elected officials.
- (2) In this bylaw, the foundational principles are defined as follows:
- a) *accountability* means accepting responsibility for one's actions;
 - b) *integrity* means being honest and demonstrating ethical principles;
 - c) *leadership and collaboration* means the ability to lead, listen to, and positively influence others; coming together to create or meet a common goal through collective efforts; and
 - d) *respect* means having due regard for others' perspectives, wishes, and rights and displaying deference to the offices of local government and the role of local government in community decision-making.
- (3) A *member* is expected to behave with *integrity* by:
- a) acting in a manner that promotes public confidence in the *Village*, including declaring conflicts of interest, avoiding improper use of office, and avoiding unethical conduct;
 - b) being truthful, open and honest in all dealings;
 - c) upholding the public interest and making decisions in the best interest of the community;
 - d) following through on commitments;
 - e) engaging in positive communication with the community and correcting errors in a timely and transparent manner; and
 - f) acting lawfully and within the authority of the *Community Charter*, *Local Government Act*, *Workers Compensation Act of BC*, and the *BC Human Rights Code*.
- (4) A *member* is expected to demonstrate *accountability* by:
- a) being transparent in how they individually and collectively conduct business and carry out their duties;
 - b) ensuring information is accessible and that citizens can view the process and rationale behind each decision and action, while protecting confidentiality as required;
 - c) accepting that they are collectively accountable for local government decision-making and that individual *members* are responsible for the decisions they make in fulfilling their roles; and
 - d) listening to and considering the opinions and needs of the community in all decision-making and allowing for respectful discourse and feedback.
- (5) A *member* is expected to act with *respect* by:
- a) treating every person, including other *members*, *staff*, and the public with dignity;
 - b) demonstrating consideration for colleagues and *staff*;

- c) creating an environment of trust, including displaying awareness and sensitivity around comments and language that may be perceived as derogatory;
 - d) valuing the role of diverse perspectives and debate in decision-making;
 - e) acting in a way that demonstrates respect for the roles and responsibilities of the offices of mayor and council;
 - f) valuing the distinct roles and responsibilities of *staff* and the community in local government considerations and operations;
 - g) committing to fostering a positive working relationship with *staff*, the public, and other *members*.
- (6) A *member* is expected to demonstrate *leadership and collaboration* by:
- a) demonstrating behaviour that builds and inspires public trust and confidence in local government;
 - b) calmly facing challenges and providing considered direction regarding the issues of the day and enabling colleagues to do the same;
 - c) creating space for open expression by others; taking responsibility for one's own actions and accepting the decision of the majority;
 - d) accepting that it is the equal responsibility of council and committee members individually and collectively to work together to achieve common goals; and
 - e) being an active participant in ensuring these foundational principles and the standards of conduct are followed.
- (7) The key statements of principles that underlie this code of conduct are as follows:
- a) *Members* shall serve and be seen to serve their constituents in a conscientious and diligent manner.
 - b) *Members* shall be committed to performing their duties and functions with integrity, avoiding improper use of influence of their office, and avoiding conflicts of interest.
 - c) *Members* shall perform their duties in office and arrange their private affairs in manner that promotes public confidence in local government and will bear close public scrutiny.
 - d) *Members* shall seek to serve the public interest by upholding both the letter and spirit of the laws of Parliament, the BC legislature, and the laws and policies of the Village.

RULES OF CONDUCT

Roles and Responsibilities

- 8 (1) Council is the governing body of the *Village*.
- (2) Council has the responsibility to govern the *Village* in accordance with Part 5 of the *Community Charter* and other applicable legislation.
- (3) The mayor is the head and chief executive officer of the *Village* and has a statutory responsibility to provide leadership to the council and to provide general direction to municipal officers respecting *Village* policies, programs and other directions of the council as set out in Part 5 of the *Community Charter*.

- (4) Staff provide professional advice to the council and carry out decisions in an effective, efficient and non-partisan manner.
- (5) The CAO is council's one employee.

Conduct of Council and Committee Members

General Conduct

- 9 (1) A *member* shall not:
- a) breach their oath sworn upon taking office as a council member;
 - b) abuse their office;
 - c) contravene this bylaw;
 - d) contravene any other *Village* bylaw or policy;
 - e) contravene a law of British Columbia or Canada;
 - f) bully or harass a *member*, *staff*, or *volunteer*; or
 - g) defame a *member*, *staff*, or *volunteer*.
- (2) A *member* shall treat other *members*, *staff*, and *volunteers* with respect and dignity.

Interactions with Staff and Volunteers

- 10 (1) A *member* must direct inquiries regarding departmental issues to the CAO or *manager* of the appropriate department unless the communication is for the purpose of seeking administrative clarity.
- (2) A *member* must not interfere with, hinder, or obstruct *staff* or a *volunteer* in the performance of their roles, responsibilities, powers, duties, or functions.
- (3) A *member* shall not impair the ability of municipal officers or *staff* to implement council policy decisions.
- (4) A *member* must not request or require *staff* or a *volunteer* to undertake personal or private work on behalf of a *member*.
- (5) A *member* must not compel *staff* or a *volunteer* to engage in partisan political activities or subject them to reprisal of any kind for refusing to engage in such activities.
- (6) A *member* must not publish, on social media or otherwise, statements attacking a *member*, *staff*, or a *volunteer*.
- (7) A *member* must not directly or indirectly request, induce, encourage, aid, or permit *staff* to do something which, if done by the *member*, would be a breach of this code of conduct.
- (8) Information obtained by a *member* which is likely to be used in a council or political debate must be provided to all other *members* and to the CAO.
- (9) If a *member* has information about *staff* or a *volunteer* that the *member* wishes to bring to the attention of the *Village* for the purposes of a review or investigation into the conduct or an omission of the individual, the *member* may only do so by delivering the information in writing to the CAO.

- (10) On receipt of information referred to in subsection (9), the CAO shall conduct a review or investigation and address the matter in accordance with the *Village's* employment agreements, bylaws, and policies and with applicable employment law or professional responsibility enactments.

Interactions with Public and Media

- 11 (1) A *member* must not communicate on behalf of the *Village* unless authorized to do so:
- a) pursuant to the *Village's* Communication and Media Policy;
 - b) by council resolution; or
 - c) by virtue of a position or role the *member* has been authorized to undertake by council.
- (2) Without limiting the ability of the *member* to hold a position on an issue and respectfully express an opinion, a *member* must:
- d) ensure that their communications relating to council or committee business are accurate;
 - e) not issue any communication that the *member* knows, or ought to have known, to be false; and
 - f) ensure that all communications by and on behalf of a *member*, including communications made via social media, are respectful and do not discriminate against, harass, or defame any *member*, *staff*, or *volunteer*.
- (3) A *member* shall not issue instructions to any of the *Village's* contractors, tenderers, consultants, or other service providers unless expressly authorized to do so.
- (4) Outside of a council or committee meeting, a *member* shall not communicate with a tenderer or proponent regarding the subject matter of the procurement.

Meetings

12. A *member* must act with decorum at council and committee meetings and in accordance with Village of Pemberton Council Procedure Bylaw No. 788, 2015.

Collection and Handling of Information

13. A *member* must:

- a) comply with the provisions of the *Freedom of Information and Protection of Privacy Act* and the policies and guidelines established by the *Village*;
- b) comply with section 117 of the *Community Charter*, including by protecting, and not disclosing publicly, confidential information;
- c) only access information held by the *Village* for *Village* business and not for personal purposes; and
- d) not alter *Village* records unless expressly authorized to do so.

Use of Social Media

- 14 (1) The provisions of this bylaw apply, without limitation, to the use of a *member's* personal and official social media accounts.
- (2) A *member* must regularly monitor their social media accounts and immediately take measures to deal with the publication of messages or postings by others that violate the provisions of this bylaw.
- (3) For clarity, this section applies only to social media accounts in respect of which a *member* has primary moderation control.

Conflict of Interest

- 15 (1) A *member* shall not participate in a discussion of a matter or vote on a question in respect of that matter, in respect of which the member has a *conflict of interest*.
- (2) In respect of each matter before council, a *member* shall:
- a) assess whether they have a conflict of interest; and
 - b) determine whether it is necessary to seek independent legal advice pursuant to the Village's Legal Advice for Council Members on Conflict of Interest Policy (COU-008) with respect to any situation which may result in a conflict of interest.
- (3) If a *member* believes they have a conflict of interest in respect of a matter considered in a council or committee meeting, the *member* shall:
- a) notify the mayor or the chair of the meeting that the *member* has a conflict of interest prior to the matter being considered;
 - b) restate the conflict of interest each time the matter arises before council;
 - c) refrain from discussing the matter with any other *member* publicly or privately; and
 - d) leave any meeting if the matter is discussed and not return until the discussion has ended or voting on the matter has been concluded.

Use of Influence

- 16 (1) A *member* must not attempt to influence a decision of the council, a committee, a municipal officer, or *staff* if the member has a pecuniary conflict of interest in relation to that decision.
- (2) A *member* must not use their office to provide preferential treatment to any person or organization except as warranted by the ordinary and lawful discharge of their duties.
- (3) A *member* must not intimidate, improperly influence, threaten, or coerce *staff* or a *volunteer*.

Gifts and Personal Benefits

- 17 (1) A *member* must not accept a gift or personal benefit except in accordance with section 105 of the *Community Charter*.
- (2) A *member* must disclose a gift or personal benefit received in accordance with section 105 of the *Community Charter* as per section 106 of the *Community Charter*.

Campaign Activities

- 18 (1) A *member* shall not use *Village* facilities, equipment, supplies, services, or other resources of the *Village* for any election-related activities.
- (2) A *member* must not use the services of *staff* for election-related purposes during the hours in which those *staff* members are in the paid employment of the *Village*.
- (3) A *member* shall comply with all applicable election legislation including, but without limitation, the *Local Government Act* and *Local Elections Campaign Financing Act*.

Business Relations

- 19 (1) A *member* who engages in another profession, business, or occupation concurrently while holding elected office shall not allow such activity to materially affect the *member's integrity*, independence, or competence.

COMPLAINT AND RESOLUTION PROCEDURES

Council Members

Confidential Requests

- 20 (1) If a *member*, *staff*, or *volunteer* believes that they have been subject to conduct by a council member that breaches this bylaw, that person may approach the CAO on a confidential basis, without the need to file a *complaint*, to request that the CAO inform the council member of the alleged breach.
- (2) Upon receipt of a confidential request, the CAO may attempt to address the conduct with the council member.

- (3) The CAO must protect the confidentiality of a person making a request under subsection (1) unless the person making the request consents in writing to disclosure.

Complaint Procedure

- 21 (1) A *member, staff or volunteer* may submit a *complaint* to the CAO or, if the complainant is the CAO or the *complaint* involves or is about the CAO, to the corporate officer.
- (2) Upon receipt of a *complaint*, the CAO, or, if applicable, the corporate officer, shall retain an *investigator*.
- (3) A *complaint* must be in writing and describe with sufficient detail:
 - a) the name of the complainant;
 - b) the name of the respondent;
 - c) the conduct that the complainant alleges to have been breached;
 - d) the date of the alleged conduct;
 - e) the parts of this bylaw that the complainant alleges have been breached;
and
 - f) the basis for the complainant's knowledge about the conduct.
- (4) A complainant may specify in the *complaint* if they are willing to participate in an informal resolution of the *complaint*.
- (5) The CAO or, if applicable, the corporate officer, may accept a *complaint* notwithstanding that the form of the *complaint* does not comply with all requirements set out in subsection (3) if the circumstances warrant.
- (6) If an *investigator* receives multiple *complaints* concerning the same matter, the *investigator* must proceed with the first *complaint* received but may expand the *complaint* or add complainants to conduct the investigation and prepare the investigation report.
- (7) An *investigator* must reject a *complaint* submitted more than 90 days after the complainant knew, or reasonably ought to have known, of the alleged breach of this bylaw.
- (8) An *investigator* is authorized to extend the 90-day *complaint* deadline stated in subsection (7) by 90 days if circumstances warrant an extension.
- (9) An *investigator* must reject a *complaint* received regarding a *member* seeking re-election in the period from the first day of the nomination period to the general voting day.
- (10) In the 90 days prior to general voting day, an *investigator* may suspend any investigation that is underway.

Dismissal or Suspension of Complaint

- 22 (1) If a *complaint* is submitted that, on its face, is not made with respect to a breach of this bylaw, or if a *complaint* would be more appropriately addressed through another process, including if the *complaint* is:
- a) with respect to non-compliance with a more specific council policy or bylaw with a separate *complaint* procedure; or
 - b) with respect to a matter that is subject to another outstanding process, such as a court proceeding or human rights *complaint*,
- the *investigator* may reject the *complaint* or part of the *complaint*.
- (2) If an *investigator* rejects a *complaint* or part of a *complaint* under subsection (1), the *investigator* shall notify the complainant in writing that the *complaint* is not within the jurisdiction of this bylaw, or that the *complaint* would be more appropriately addressed through another process and set out any additional reasons and referrals the *investigator* thinks appropriate.
- (3) If an *investigator*, at any stage in the *complaint* procedure, determines that there are reasonable grounds to believe that there has been a contravention of the *Criminal Code*, the *investigator* must immediately refer the matter to the appropriate authorities, suspend the investigation until any resulting police investigation and charge have been finally disposed of, and report the suspension to council.
- (4) If a *complaint* is made against a *member* who, during the *complaint* procedure, ceases to hold office, the *investigator* may close the *complaint* and notify the complainant and respondent of this decision.

Preliminary Assessment

- 23 (1) On receipt of a *complaint*, the *investigator* must conduct a preliminary assessment and if at that time, or any time thereafter, the *investigator* is of the opinion that:
- a) the *complaint* is not with respect to a breach of this bylaw;
 - b) the *complaint* is frivolous, vexatious, or not made in good faith;
 - c) the investigation is or might be hampered, or the *member* might be prejudiced, by the complainant's failure to comply with section 21 (3) or otherwise cooperate with the investigation;
 - d) the complainant wishes to withdraw the *complaint*, and it would be appropriate in the circumstances to allow the withdrawal; or
 - e) there are no grounds or insufficient grounds to conclude that a violation of this bylaw has occurred,

the *investigator* must notify the complainant and the respondent in writing that the *investigator* is closing the *complaint*, set out the reasons therefore, and close the *complaint*.

- (2) Notwithstanding subsection (1), the *investigator* may request further information from the complainant before determining whether there are sufficient grounds for believing that a breach of this bylaw may have occurred.

Informal Resolution

- 24
- (1) When the *investigator* has decided to proceed with a *complaint*, the *investigator* must determine whether the *complaint* requires a formal investigation, or whether the *complaint* may be resolved informally.
 - (2) If the *investigator* determines that the complaint may be resolved informally, the *investigator* may either attempt to resolve the *complaint* directly or refer the *complaint* to the CAO.
 - (3) In deciding under subsection (1), the *investigator* shall give a strong preference to the informal resolution process wherever possible.
 - (4) When determining whether the *complaint* may be resolved informally, the *investigator* may consider culturally appropriate, transformative, or restorative justice approaches, and may engage a third party to assist the *investigator* for this purpose.
 - (5) If the *investigator* refers the *complaint* in accordance with subsection (2), the CAO may agree to assist in resolving the *complaint* directly, or may appoint at their discretion a third party to assist in resolving the *complaint*.
 - (6) A third party assisting in the informal resolution of a *complaint* will assess the suitability of the *complaint* for settlement or resolution on an on-going basis and may decline to assist at any point.
 - (7) The complainant or the respondent can decline to participate in an informal resolution at any time.
 - (8) If a *complaint* is resolved informally, a third party assisting in resolving the *complaint* must notify the *investigator* in writing of the terms of the resolution, upon receipt of which, the *investigator* must close the *complaint*.
 - (9) If a *complaint* cannot be resolved informally, a third party assisting in resolving the *complaint* must refer the *complaint* back to the *investigator* for a formal investigation.

Formal Resolution

- 25
- (1) If a *complaint* is not rejected, closed, or resolved informally, the *investigator* must proceed with a formal investigation.
 - (2) The *investigator* must deliver the *complaint* to the respondent with a request that the respondent provide a written response to the *complaint* together with any submissions the respondent chooses to make within 10 days, subject to the *investigator's* discretion to extend the timeline.
 - (3) The *investigator* may deliver the complainant with the respondent's written response together with any submissions, on a strictly confidential basis, and request a reply in writing within 10 days, subject to the *investigator's* discretion to extend the timeline.
 - (4) The *investigator* may:
 - a) speak to anyone relevant to the *complaint*;
 - b) request disclosure of documents relevant to the *complaint*; or
 - c) access any record in the possession or control of the *Village*, except a record that is subject to solicitor-client privilege.

- (5) The *investigator* must ensure that the formal investigation complies with the rules of procedural fairness and natural justice required in the circumstances.
- (6) Notwithstanding subsection (1), nothing prohibits the *investigator* from summarily dismissing a *complaint* if it becomes apparent, after some investigation, that the *complaint* has no chance of success.
- (7) If the *investigator* summarily dismisses a *complaint* in the formal resolution stage, the *investigator* shall report to the complainant and respondent in the manner set out in section 23 (1).

Adjudication and Reporting

- 26 (1) The *investigator* must decide within 90 days of making the determination to proceed with a formal investigation, unless the *investigator* determines that doing so is not practicable, in which case the *investigator* must notify the complainant and respondent of the delay and provide a revised decision date.
- (2) The revised decision date may be extended by periods of up to 30 days on provision of written notice to the complainant and the respondent.
- (3) A notification issued pursuant to subsection (1) or sections 22 (2), 22 (4), or 23 (1) is confidential and must not be disclosed except to council at a closed meeting for the purpose of considering a resolution for reimbursement of legal fees pursuant to section 35.
- (4) Despite subsection (3), the respondent may disclose the fact that the *complaint* has been closed or that a finding has been made that the respondent did not breach this bylaw.
- (5) If after reviewing all material information, the *investigator* determines that the respondent did not violate this bylaw, then:
 - a) the *investigator* must prepare a written investigation report providing reasons for their determination that the council member did not breach the bylaw;
 - b) the *investigator* must deliver a copy of the investigation report to the complainant, respondent, and council; and
 - c) the *investigator* must make the investigation report or a summary publicly available on the next available council meeting agenda after delivery of the investigation report to the complainant, respondent, and council.
- (6) If after reviewing all the material information, the *investigator* determines that a council member did violate this bylaw:
 - a) the *investigator* must prepare a written investigation report providing reasons for their determination that the council member breached this bylaw;
 - b) the investigation report must make recommendations as to the appropriate sanction for the breach;

- c) if the *investigator* determines the council member took all reasonable steps to prevent the breach, or that the breach was trivial or done inadvertently or because of an error in judgment made in good faith, the *investigator* will state this in the investigation report and may recommend that no sanction be imposed;
 - d) the *investigator* must deliver, on a strictly confidential basis, a copy of the investigation report to the respondent; and
 - e) the *investigator* must deliver a copy of the investigation report to the complainant and council 48 hours after delivery of the investigation report to the respondent.
- (7) In all circumstances, the *investigator* may choose to distribute the investigation report to council through the CO.

Final Determination by Council

- 27 (1) Council must, within 30 days of delivery of the investigation report pursuant to section 26 (5) and 26 (6), or a longer period if approved by a 2/3 vote of council, decide on the appropriate measures, if any, that are warranted by the breach of this bylaw, and will take such actions as council considers appropriate in the circumstances.
- (2) Prior to council making any decision regarding the findings and recommendations set out in the investigation report, the respondent must be provided with an opportunity, either in person or in writing, to comment on the decision and any recommended censure, sanctions or corrective actions.
- (3) While an investigation report provided to council may be considered in a closed meeting for the purpose of receiving legal advice, or for another valid reason, when council deliberates and votes on the investigation report, it will do so in a public meeting and the investigation report, or a summary, must be made available to the public in a form that complies with section 4.1.10(b).
- (4) Notwithstanding subsection (3), council may deliberate on and vote on a report in a closed meeting where there is a valid reason to close the meeting under section 90 of the *Community Charter*. For certainty, this means the investigative report or summary may not be publicly released.

Remedies

- 28 (1) Sanctions that may be imposed for a violation of this bylaw include the following:
- a) a letter of reprimand from council addressed to the *member*;
 - b) a request from council that the *member* issue a letter of apology;
 - c) the publication of the letters contemplated in (a) and (b), along with the council member's written response, if any;
 - d) directions to the CAO regarding the provision of documents, including documents containing confidential information, to the council member;
 - e) a recommendation that the council member attend specific training or counselling;
 - f) limitations on access to certain *Village* facilities;
 - g) suspension or removal of the council member from some or all council committees and bodies to which the council member was appointed;

- h) prohibition from representing the *Village* at events or attending conferences and seminars;
 - i) suspension or removal of the appointment of a council member as the acting mayor;
 - j) public censure of a council member;
 - k) any other sanction recommended by the *investigator*, so long as that sanction is within the authority of council.
- (2) The *investigator* may recommend that council consider commencing an application for disqualification under section 111 of the *Community Charter* or for damages under section 117 of the *Community Charter*.

Report to be Public

- 29 (1) Unless deliberations have, pursuant to section 27 (4), taken place in a closed council meeting, the *Village* must, after delivering a copy of the investigation report to the complainant and council, make the investigation report, or a summary of the report, available to the public.
- (2) In all circumstances, the *Village* will:
- a) ensure that the investigation report or a summary complies with the *Village's* obligations regarding disclosure of personal information set out in the *Freedom of Information and Protection of Privacy Act* and
 - b) ensure that appropriate redactions are applied prior to any release to the public.

Remuneration

- 30 (1) Where the *investigator* finds that a council member:
- a) breached this bylaw; or
 - b) submitted a *complaint* that was frivolous, vexatious, or made in bad faith,
- the remuneration to which that council member would otherwise be entitled shall be reduced in accordance with Council Remuneration Bylaw No. 704, 2012.
- (2) Remuneration foregone by a council member pursuant to subsection (1) shall be used to offset the cost of investigations conducted under this bylaw.
- (3) Notwithstanding subsection (1), the remuneration of a council member shall not be reduced if the *investigator* finds that:
- a) the council member took all reasonable steps to prevent the breach;
 - b) the breach was trivial or inadvertent; or
 - c) the breach was because of an error in judgment made in good faith.

Confidentiality of the Investigation

- 31 (1) The *investigator* must make all reasonable efforts to investigate *complaints* in confidence.

- (2) The *investigator* and every person acting under the *investigators'* instructions must preserve confidentiality with respect to all matters that come into the *investigator's* knowledge during any investigation or *complaint* except as required by law.
- (3) An investigation report must only disclose such matters as, in the *investigator's* opinion, are necessary for the purpose of the investigation report.

Council Members Acting as Committee Members

32. For clarity, the procedures in sections 20 to 31 are to apply to all allegations against council members including when they are acting in their capacity as committee members.

Committee Members

- 33 (1) A *complaint* of an alleged breach of this bylaw by a committee member shall be submitted simultaneously in writing addressed to both the mayor and CAO and within 90 days of the last alleged breach.
- (2) A *complaint* must comply with the standards set out at section 10.6.
- (3) The mayor shall consider the *complaint* and direct that any enquiries considered appropriate or desirable be undertaken, including referral to the CAO or an *investigator*.
- (4) For certainty, if the *complaint* is referred to the CAO or the *investigator*, then the processes and procedures in sections 20 to 31 of this bylaw may be utilized to the extent deemed necessary and appropriate.
- (5) Nothing in this code is intended to abrogate the power of the mayor or council, as applicable, to remove, at their pleasure and at any time, any committee member from any committee to which they have been appointed.

Reprisals and Obstruction

- 34 (1) No *member* or *staff* will threaten, interfere with, or otherwise obstruct the *investigator* in relation to the *investigator* carrying out the duties and responsibilities under this bylaw.
- (2) No *member* or *staff* will threaten or undertake any reprisal against a complainant or against a person who provides information to the *investigator* in the context of an investigation.
- (3) No *member* or *staff* will tamper with or destroy documents or electronic records related to any matter under investigation under this bylaw or refuse to respond to the *investigator* when questioned regarding an investigation.
- (4) Any individual covered by this bylaw who is found to have engaged in any reprisal or retaliation in violation of this bylaw will be subject to appropriate disciplinary action, which action may include, and is not limited to, the sanctions and remedies described above or the termination of employment for just cause, as applicable.

Reimbursement of Costs

- 35 (1) A council member may make a request to council for reimbursement for the costs of legal advice and representation in responding to the formal *complaint* process outlined in this bylaw.
- (2) If appropriate after considering all circumstances, council may resolve to reimburse legal fees reasonably incurred by a council member, if all the following are met:
- a) it is the council member's first formal *complaint* process; and
 - b) the amount does not exceed \$10,000.

Vexatious Allegations and Complaints

- 36 (1) Any individual covered by this bylaw who makes an allegation or *complaint* under this bylaw that is subsequently found to have been made in a deliberately vexatious or malicious manner, or otherwise to have been made in bad faith, will be subject to appropriate disciplinary action, which action may include, but is not limited to:
- a) in the case of council members, sanctions and remedies described in section 28 (1);
 - b) in the case of committee members, termination of the committee member's appointment;
 - c) in the case of *staff*, disciplinary action, or the termination of employment for just cause, as applicable.

APPOINTMENT OF INVESTIGATOR

- 37 (1) The CAO shall, upon receipt of a *complaint*, appoint an *investigator* to fulfill the duties and responsibilities described in (2).
- (2) The duties and responsibilities of an *investigator* are as follows:
- a) to assist with informal resolution of a confidential request or *complaint*;
 - b) to receive and assess a *complaint* to determine if the *complaint* must be rejected, closed, resolved or investigated;
 - c) to investigate and conduct inquiries as to alleged violations of this bylaw;
 - d) to report to council as to whether a *member* has breached this bylaw; and
 - e) to make recommendations on an appropriate remedy, if the *investigator* determines that a *member* has breached this bylaw.
- (3) An *investigator* must perform the duties and responsibilities under this bylaw in an independent and impartial manner.
- (4) An *investigator* may only be dismissed for cause.

READ A FIRST TIME this 30th day of April, 2024.

READ A SECOND TIME this 30th day of April, 2024.

READ A THIRD TIME this 30th day of April, 2024.

ADOPTED this 7th day of May, 2024.

Mike Richman
Mayor

Gwendolyn Kennedy
Corporate Officer

VILLAGE OF PEMBERTON
BYLAW No. 959, 2024

A bylaw to amend Village of Pemberton Council Remuneration Bylaw No. 704, 2012

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 Council Remuneration Amendment (Code of Conduct Penalties) Bylaw No. 959, 2024.”

PURPOSE

2. The purpose of this bylaw is to amend Village of Pemberton Council Remuneration Bylaw No. 704, 2012, to include provision for the reduction of remuneration for a breach of Village of Pemberton Code of Conduct Bylaw No. 958, 2024.

GENERAL

- 3 (1) Village of Pemberton Council Remuneration Bylaw No. 704, 2012, is amended by inserting a new section 2. (e) as follows:
 - (e) Subject to paragraph (f), if a council member has been found by the *investigator* to have breached Code of Conduct Bylaw No. 958, 2024, or if a council member has been found by the *investigator* to have submitted a complaint that is frivolous, vexatious, or made in bad faith, the remuneration to which the council member would otherwise be entitled under this bylaw shall be reduced as follows:
 - i. where the council member has been found to have breached the bylaw for the first time, the remuneration to which the member of council would otherwise be entitled to under this bylaw shall be reduced by 10% for a period of 12 months from the date on which council considers the *investigator*’s report;
 - ii. where the council member has been found to have breached the bylaw for a second time, the remuneration to which the council member would otherwise be entitled to under this bylaw shall be reduced by 15% for a period of 12 months from the date on which council considers the *investigator*’s report relating to that offence;
 - iii. where the council member has been found to have breached the bylaw for a third or subsequent time, the remuneration to which the council member would otherwise be entitled to under this bylaw shall be reduced by 25% for a period of 12 months from the date on which council considers the *investigator*’s report relating to that offence;

- iv. for a certainty, where a member has been found to have breached the bylaw more than once in a 12-month period, the reductions in the remuneration to which the council member would otherwise be entitled under this bylaw shall be cumulative for any period of overlap in the duration of each reduction (for example, if a council member is found to have first breached the bylaw on January 1 of a calendar year, and is subsequently found to have breached the bylaw again on July 1 of that year, the remuneration to which the council member would otherwise be entitled shall be reduced by 10% from January 1 to June 30 of that year, by 25% from July 1 to December 31 of that year, by 15% from January 1 to June 30 of the following year, and thereafter be fully reinstated).

(2) Section 2. (f) is added as follows:

- (f) Paragraph (e) does not apply if, pursuant to section 30 (3) of Code of Conduct Bylaw No. 958, 2024, the *investigator* has determined that:
 - i. the member of Council took all reasonable steps to prevent the breach;
 - ii. the breach was trivial or inadvertent; or
 - iii. the breach was because of an error in judgment made in good faith.

READ A FIRST TIME this 30th day of April, 2024.

READ A SECOND TIME this 30th day of April, 2024.

READ A THIRD TIME this 30th day of April, 2024.

ADOPTED this 7th day of May, 2024.

Mike Richman
Mayor

Gwendolyn Kennedy
Corporate Officer

From: Maxine Bruce <Maxine.Bruce@lilwat.ca>
Sent: Thursday, May 2, 2024 1:56 PM
To: Maxine Bruce <Maxine.Bruce@lilwat.ca>
Subject: RE: Lil'wat Nation Rodeo 2024 Sponsorship Request

You don't often get email from maxine.bruce@lilwat.ca. [Learn why this is important](#)

Good Afternoon Friends and Relatives;

I would like to introduce myself, my name is Maxine Bruce and I am a member of the Lil'wat Nation Rodeo Club. I am contacting you regarding the Lil'wat Nation Rodeo 2024. This funfilled family event is hosted by the Lil'wat Nation on an annual basis, and is made possible through kind contributions from the Lil'wat Nation Friends & Partners in the form of event sponsorship.

Each year the Lil'wat Nation community volunteers step-up to coordinate the event that is held over the Mayday Long weekend; May 18, 19 and 20, 2024.

We are reaching out to you in the hopes you'll consider our request for sponsorship.

Please see the attached letter requesting sponsorship.

When you have a moment, please check out the attached video from a previous Rodeo

<https://www.youtube.com/watch?v=CjNjpHBunQE>

On behalf of the Lil'wat Nation Rodeo Club and community, thanks so much for your time and consideration to our request. Should you have any questions or comments, please don't hesitate to contact me at my office or on my cell [REDACTED]

I look forward to your reply.

On behalf of the Lil'wat Nation, we give our best regards,

Maxine Bruce
Lil'wat Nation Rodeo Club
P.O. Box 602
Mount Currie, B.C.
V0N2K0
Tel 604-894-6115 ext 2465
Fax 604-894-6841
www.lilwat.ca



April 22, 2024

Dear Friends and Relatives.

RE: SPONSORSHIP REQUEST FOR THE LIL'WAT NATION RODEO MAY 18, 19 & 20, 2024

We are pleased to announce that the Lil'wat Nation Rodeo is scheduled for the Mayday Long weekend; May 18, 19 & 20, 2024. The Rodeo will take place at the Lillooet Lake Rodeo Grounds in Mount Currie, B.C. This three-day event will showcase amateur rodeo stars from across British Columbia, featuring thrilling competitions such as bull riding, steer wrestling, bronc riding, and ladies' barrel racing. So, saddle up and get ready for an exciting weekend of rodeo action!

The Rodeo is a fun-filled-family event that is made possible from your kind contributions. The rodeo event not only provides for an arena for the amateur rodeo stars, but also brings people together and contributes to the region in an incredibly positive way. We seek support in the form of prizes, supplies, and/or cash donations or anything you might want to provide.

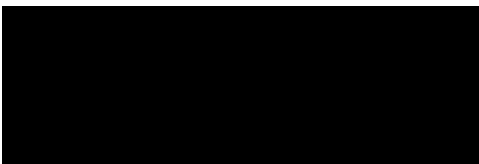
Any cash donations will go towards covering the costs such as the ambulance, stock contractor, rodeo announcer, competition judges & timers, the port-a-potty rentals etc. The overall costs to run the event come to \$90k. Regarding cash contributions, the Lil'wat Nation will be able to issue out an official donation receipt for income tax purposes (for values over \$20). And any financial surplus from the Rodeo will go towards the Lil'wat Nation youth activities.

Please be advised that all sponsors will receive prominent advertising displayed at the event. So, if you have a company banner, we would love to display it at our event.

In closing, thanks so much for your time and consideration to this letter of request for Rodeo Sponsorship. I look forward to hearing back from you. Please note that all cheques be made out to the Lil'wat Nation. Should you have any questions or comments, please contact Maxine Bruce at 604-894-6115 or send her an email to Maxine.bruce@lilwat.ca

Best and kindest regards,

Chief Dean Nelson



Major Events	May 19, 2024	May 20, 2024	Total
Bull Riding	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
Ladies Barrel Racing	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
Ladies Break Away	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
Team Roping	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
Tie Down Roping	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
Bare Back	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
Saddle Bronc	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
	\$ 21,000.00	\$ 21,000.00	\$ 42,000.00

Minor Events	May 19, 2024	May 20, 2024	Total
Jr. Steer Riding	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Jr. Barrel Racing	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Steer Riding	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Pee-Wee Barrel Racing	\$ 500.00	\$ 500.00	\$ 1,000.00
	\$ 3,500.00	\$ 3,500.00	\$ 7,000.00

Essential Costs	
Stock & Related Costs	\$ 19,800.00
Officials	\$ 5,100.00
Rodeo Announcer	\$ 4,500.00
Entertainment	\$ 4,000.00
Buckles & Prizes	\$ 1,500.00
Safety - Ambulance	\$ 7,500.00
Administration	\$ 3,000.00
	\$ 45,400.00

To: The Mayor and all Councillors of British Columbia's Municipalities

Hello Dear Council Members:

With recent wildfire experiences in many parts of Canada I thought all elected Members of British Columbia's Municipalities may be interested in these Wildfire Prevention and Suppression suggestions and observations. They can be easily applied in your area of B.C.

Am sending the following suggestions to B.C.'s EMCR Minister, Bowinn Ma and to the B.C. Ministry of Forest, B.C.'s elected officials and Canada's MP's in hopes with your help, we can safely with lower costs, substantially improve our Wildfire Prevention and Suppression while reducing our CO2 emissions.

I am a retired senior with over 50 years of varied coastal forest industry experience including engineering, management, helicopter salvage of dead or dying timber and even participating in disaster planning exercises held at Arnprior, Ontario by Civil Defence Canada.

I am quite concerned that recently many are now advocating a policy of widespread prescribed burning of flammable forest biomass debris, which creates much CO2 pollution, is costly and there is always the danger of wildfire escape as past history illustrates.

As a sustainable, environmentally friendly and potentially profitable alternative, I believe wherever possible we should try to mulch and collect and utilize the flammable biomass fuels as a valuable feedstock resource for further process into biomass pellets and briquettes.

It is very possible that Drax and or other biomass pellet companies would be interested in helping to develop the field practices and purchase the biomass feedstock.

FYI I've attached a 5 page PDF with a more detailed description of the suggested policy and system to help improve the safety, effectiveness and costs of B.C.'s Wildfire Prevention & Suppression.

Thank you for your consideration of my suggestions.

Best Regards,
Alex Pawliuk

Cell: [REDACTED]
[REDACTED]

To Whom It May concern:

Consider Managing for Safer, Lower Cost Prevention and Outcomes of Wildfires by Using;

- **“Primary Firebreaks”** with the flammable biomass debris removed and wide reaching water sprinkler systems installed where possible.
- **“Quick Detection”** by increasing ground and aerial fire patrols aided with real time monitoring with infrared satellite Imaging.
- **“Prompt Effective First Response”** with large volume 4,000 to 6,000 gallon plus aerial water or retardant drops as opposed to the current use of small volume drops or monsoon buckets.

Natural Resources Canada reports:

<http://www.nrcan.gc.ca/forests/fire-insects-disturbances/fire/14444>

“On average, 8,600 wildfires burn 2.5 million hectares in Canada each year, often threatening communities and resulting in the evacuation of residents and sometimes the loss of homes.”

Only 3% of all wild land fires that start each year in Canada grow to more than 200 hectares in area. However, these fires account for 97% of the total area burned across the country.

Fire suppression costs over the last decade in Canada have ranged from about \$800 million to \$1.5 billion a year.

In 2023: <https://cwffis.cfs.nrcan.gc.ca/report>

“According to the Canadian Interagency Forest Fire Centre National Fire Summary, 6,623 fires have been recorded nationally in 2023, burning a total of 18,401,197 hectares (ha). For comparative purposes, the total number of fires and area burned last year (4,883 fires; 1,467,970 ha), and the 10-year average (5,597 fires; 2,751,161 ha) as reported in the Canadian National Fire Database (CNFDB). According to the CNFDB, in terms of area burned, this year was the highest ever recorded with the previous recorded in 1989 (7,597,266 ha)”.

“British Columbia saw the most wildfires so far this year (2,245), followed by Alberta (1,022). British Columbia (2.82M ha), Alberta (2.52M ha), Northwest Territories (4.16 M ha), Saskatchewan (1.85M ha), and Quebec (5.03 M ha) each had over a million hectares burned. Estimated area burned was above the 10-year average in British Columbia, Yukon, Alberta, Northwest Territories, Saskatchewan, Ontario, Quebec, Newfoundland, New Brunswick, Nova Scotia, and Parks Canada, but lower than average in Manitoba and Prince Edward Island.

The total area burned may change as provinces and territories continue to map their respective fires.”

Forest fires can be caused by natural events like lightening, accidentally by power line faults, friction, explosions or sparks, and unfortunately very often by human carelessness or lack of an individuals fire safety knowledge and practices.

It has become a generally accepted view that as a result of changes in atmospheric levels of Green House Gases (GHG's) a global warming of earth's climate conditions is now under way. The resulting increase in naturally occurring dry flammable organic fuels in our forests and grasslands is expected to continue to lead to an increase in number and severity of wildfires in the areas surrounding many Canadian and global rural communities.

Many small communities including 1st Nations can be at greater risk, as they often are located in remote areas surrounded by forests that can be frequently threatened by out of control wildfires. As a result thousands of people are forced to evacuate each year with many residents facing personal threats to life and property as well as the potential severe environmental, economic and social consequences for the communities they live in.

My Personal Observations:

In 1969 while working in the Forest Engineering Dept. at MacMillan Bloedel's, Sproat Lake Division in Port Alberni, B.C., Canada, as a standard practice we planned for, established and maintained ½ mile wide "Primary Firebreaks" with the purpose of surrounding and separating active log harvesting areas of + - 4,000 to 8,000 acres into more manageable fire protection units in case of wildfire and or operationally caused forest fires occurring in the more flammable post logging slash and dry bio-mass debris.

The "Primary Firebreaks" were planned into lower risk landscapes, when ever possible using; mature Hemlock dominant stands and or deciduous inclusive stands containing low amounts of ground level fuels as well where possible inclusive of lakes, rivers, creeks or rock bluffs, all of which could help reduce forest fire flame spread.

The "Primary Firebreaks" (other than thru access roads) were to stay intact and unlogged until the adjacent second growth stands were old enough to serve the same purpose.

As well during "Fire Season" we did daily after-shift ground and aerial fire patrols of all operating areas, and did the same during periods of lightening strikes.

If we observed any signs of smoke or fire we could act quickly to call in the Mars water bomber to do 6,000 gallon drops until the fire was out or under control, and well before it could grow unmanageable in size and too out of control and dangerous for the ground based fire suppression crews.

A combination of preventative measures, quick identification, location & response using readily available appropriate technology and common sense helps ensure the safest, lowest cost wildfire prevention, mitigation and defense.

The idea being if we had an operationally caused or natural forest fire, our "Primary Firebreak" units with lower flame spread potential, helped our fire suppression crews efforts and the locally available 6,000 gallon Mars water bombers to quickly gain control of fires before they could spread to become dangerous, expensive and large out of control wild fires.

We need a modern version of water bomber type aircraft with the “Mars 6,000 gallon capacity”. Its “Effective Volume of Water or Retardant” combined with “Early Detection”, “Prompt Response and use of “Primary Firebreaks” worked really well for us and as a result we had very few run away wildfires occur.

I am confident that using the “**Primary Firebreak**” approach to encircle and protect communities, or important infrastructure and residences, augmented with high volume sprinkler systems where-ever possible will pro-actively and safely help to protect residents and land owners from out of control wild fires, saving lives, loss of property and building assets at the lowest possible cost.

“Primary Firebreaks” Should:

- 1 - be ½ mile (or wider) to encircle a subject community or protect an infrastructure and narrower if necessary for isolated residential and farm buildings.
- 2 - also be used to divide and isolate drainages or forest areas into smaller potential compartmented wildfire areas surrounded by semi-natural fire stops.
- 3 - be of less flammable stands like mature Hemlock trees and deciduous inclusive stands preferably that have been thinned, spaced and pruned.
- 4 - be inclusive of adjacent lakes, rivers, creeks or rock bluffs, all of which could help reduce a forest fires flame spread.
- 5 - if where sufficient water supply is available, be equipped with an effective far-reaching sprinkler system preferably elevated on poles or posts, with an independent back up system including generator.
- 6 - contain low amounts of, or be cleared of easy to ignite ground level bio-mass fuels and woody debris.
- 7 - Where-ever possible the easily flammable leaves, needles, branches and woody debris should be collected and mulched for processing into biomass pellets or briquettes for companies like Drax or other producers, **as opposed to prescribed burning which should only be the last option**. Prescribed burns do not make sustainable use of our existing resources, they cost money, create pollution and can be dangerous particularly if they escape.

The 5 links below are just a few equipment types & or companies that could be used by existing local Forestry Silviculture crews for “**environmentally friendly and hopefully profitable**”, self funded bio-mass recovery from the naturally occurring leaves, needles, branches & woody debris they may collect and recover while establishing Primary Firebreaks.

Thank you for considering my suggestions regarding “Wildfire Prevention and Suppression”.

Regards, Alex Pawliuk

Email: [REDACTED]

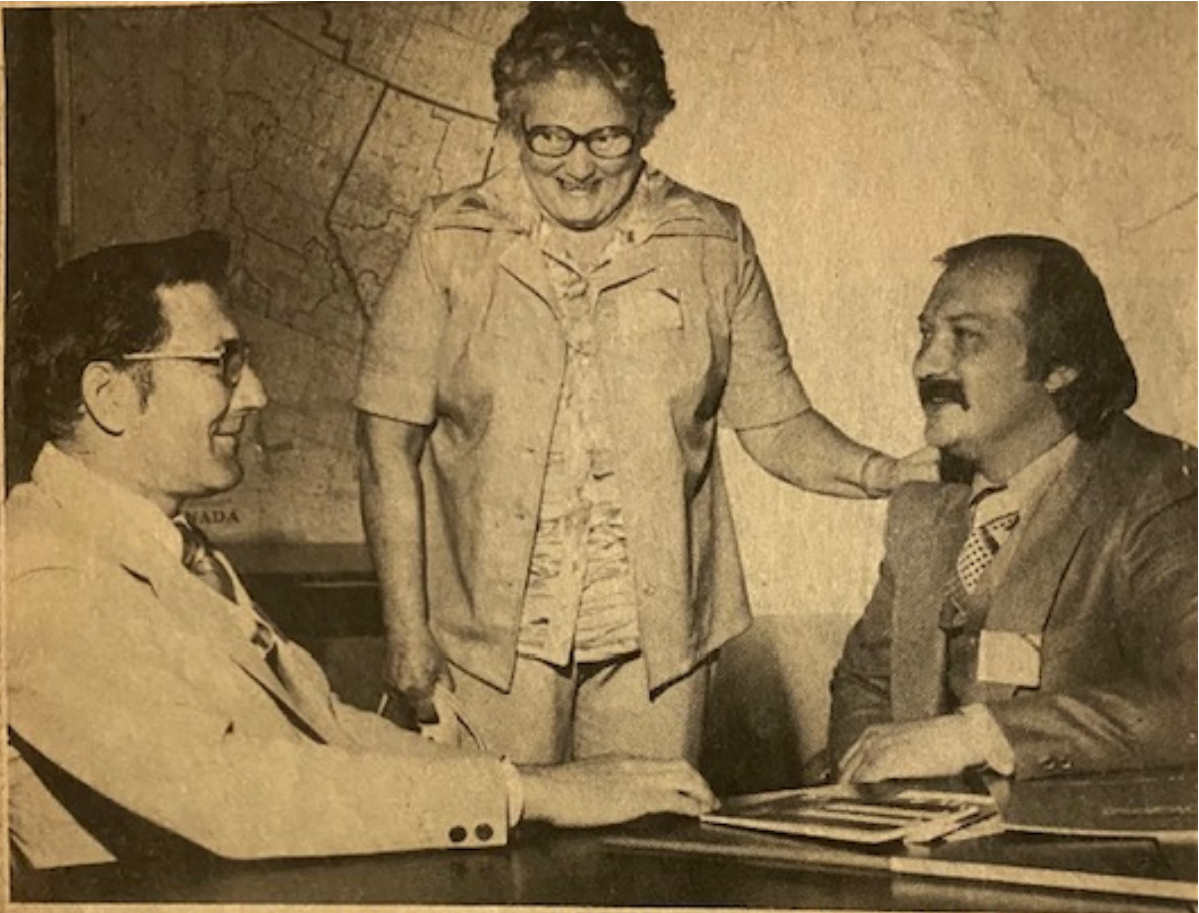
https://www.billygoat.com/au/en_au/products/debris-loaders.html

<https://www.facebook.com/appliedcleansingsolutions/videos/urban-leaf-and-litter-vacuum-system-litter-master-9000/1365437830456658/>

<https://www.deere.com/en/gator-utility-vehicles/>

<https://www.tmhindustries.com/collections/403150242007>

<https://www.drax.com/>



DISASTER PLANNING DISCUSSED

Ald. Ada Howden of Nanaimo, discusses the results of a four-day study of leadership in disaster situations with Ladysmith Ald. D. A. Brown, left, and Mayor A. O. Pawliuk of Port

Clements. They were among 21 mayors and senior elected officials from eight provinces who took part in the study in Arnprior, Ont. The program involved films, lectures, demonstrations and

discussions. Civic leaders were introduced to problem areas in which they and their administrations could become involved in coping with peacetime disasters.

MID-ISLAND NEWS

From: Parksville, Courtenay, Ladysmith

Courtenay Office: 541 Duncan Ave. (upstairs) — 334-4171

10 Nanaimo Daily Free Press, Friday, May 13, 1977



Sproat Lake Logging Division



[Admin](#) Bob Hopkins · Apr 1 ·



Like

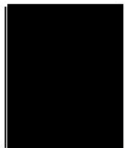


Comment



You and 63 others

Top comments ▾



Alex Pawliuk

In 1972 & 73 on the Sproat Lake Div. Engineering crew, during early shift I occasionally had to fly an afternoon fire patrol of the current active logging locations in Alberni Valley looking for smoke from hot spots. We flew in the Gruman Goose and on occasion if the Mars water bombers had to be called out to do a quick water strike, we flew the intended attack flight path ahead of it to make sure it was safe for the Mars. It was quite exciting to say the least.

35w Like Reply



3

Website Submission: Write to Mayor & Council - pemberton.ca

Form Submission Info

First Name: Jacqueline

Last Name: Podewils

Street Address:

PO Box:

Town/City: Kelowna

Province: BC

Postal Code: V1Y8V4

Phone Number:

Email:

Please attach any related documents (if applicable):

Message to Mayor & Council: April 26, 2024

Dear Mayor and Council of Pemberton,

Housing is Healthcare is an advocacy initiative for patients, specifically transplant recipients, who are required to move to Vancouver for life-saving care. It is also a resolution we are seeking your support on. In a city with a housing crisis and hotel shortage, this can be an unfathomable task for those residing outside of the city, to find somewhere to stay for 3 months or longer, furnished, and immediately following the "call" that a transplant is available. It is crucial to consider new housing opportunities and create an inventory specifically proximate to our major health centres. Ideally additional support can be considered for patients as part of their transplant plan to offset the \$35k+ they are currently expected to afford themselves.

Even within the Lower Mainland, there are patients who regularly struggle to access

hospital-adjacent care due to transportation and housing logistics. The transplant clinic has specific mandates regarding the distance patients can be from the hospital during their recovery period and this narrows the scope drastically when it comes to accommodation.

Working with health advocates, including remote rural areas of BC, Vancouver has identified that this is an emergent and critical problem for equitable delivery of healthcare for all British Columbians. If we are funneling patients into Vancouver for critical care from across the province, we need to provide housing accordingly to establish a fair playing field for those accessing care. Perhaps you saw Chris Unrau in the news lately, who withheld her placement on the transplant wait list due to these out-of-pocket costs associated with relocating to Vancouver. It gained the attention of the Premier, who invited her to Victoria to hear her story. We look to UBCM as a crucial opportunity to continue our momentum and gain the support of the municipalities province wide.

There are ways to solve patient housing, but we need the attention and interest of the entire province and councils representing our civilians to enforce change. Thank you for taking the time to consider the Housing is Healthcare resolution. Please let me know if you have any questions.

Sincerely,

Jacqueline Podewils
Lung Transplant Housing Support
Transplant Support BC



Freedom of Information:
Village of Pemberton

☐ Reply ☐ Reply all ☐ Forward

Final motion as amended:

A2. Housing is Healthcare

THEREFORE BE IT RESOLVED:

A. THAT Council direct staff to share with relevant authorities in the Provincial Ministries of Health and Housing respectively, the substance of this motion and City's willingness to consider the needs of British Columbians requiring longer-term accommodations for specialized medical treatment, in our planning and permitting processes, especially in transit oriented areas adjacent and proximate to major medical centres including BC Children's Hospital, Vancouver General Hospital and the new St. Paul's Campus.

B. FURTHER THAT Council request the Mayor write a letter to the Minister of Health and the Minister of Housing, expressing the City of Vancouver's willingness to help support the creation of this important longer term medical housing stock, provided the provincial government has an interest in funding, and administering housing of this nature.

C. AND FURTHER THAT the following be submitted to the Lower Mainland Local Government Association for consideration as a resolution at the Union of BC Municipalities 2024 Convention, with the above whereas clauses submitted as background:

Housing is Healthcare

WHEREAS every year hundreds of British Columbians are diagnosed with chronic conditions and diseases that necessitate specialized medical treatment requiring long term stays near but not in hospital, there are disparities in health outcomes between rural and urban patients;

AND WHEREAS residents of rural and remote communities in British Columbia requiring specialized medical treatment for complex care in urban centres face significant challenges including high travel and accommodation costs, the psychosocial impacts of healthcare away from home and community, the loss of income during treatment period, and increasingly limited availability of affordable accommodations, hotel rooms, or short term rentals;

AND WHEREAS the Province of British Columbia, reflected in its 2024 mandate, is committed to both improved health care for British Columbians when they need it, and attainable and affordable housing to deliver more homes for people faster:

THEREFORE BE IT RESOLVED that the UBCM advocate for the Provincial Government of British Columbia to alleviate the financial and logistical burdens associated with seeking specialized medical care far from home by developing and implementing comprehensive policies and programs to assist patients needing to travel for healthcare, and ensure that patients have access to affordable, comfortable, and convenient accommodations.

AND BE IT FURTHER RESOLVED that UBCM request the Province consider and implement ways to deliver and dedicate subsidized accommodations in and adjacent to large urban health centres specifically purposed for longer term specialized medical treatment.

From: Greenwood Country Inn <greenwoodcountryinn@gmail.com>

Sent: Wednesday, April 24, 2024 1:55 PM

To: Mike Richman <mrichman@pemberton.ca>

Cc: Jennie Helmer <jhelmer@pemberton.ca>; Katrina Nightingale <knightingale@pemberton.ca>; Ted Craddock <TCraddock@pemberton.ca>; Laura Ramsden <lramsdn@pemberton.ca>

Subject: Short Term Rental Act.docx

Short Term Rental ACT

Dear Mayor and Council,

It was brought to my attention via the article in the Pique Newsmagazine that the VOP is considering a change to the short-term rental conditions with a view to developing a fair, transparent and administratively lean easing of the housing shortage.

I moved to Pemberton about 3 decades ago and have been in the long-term as well as short-term accommodation business ever since and am happy to give some input based on tangible experience.

In the last few days, I have been trying to understand and comprehend the new short-term Rental Act <https://news.gov.bc.ca/releases/2023HOUS0060-001598> and have read through it as well as through several other articles about it.

From what I gather, towns under a population of 10 000 and several resort regions / resort areas are exempt, but have the opportunity to adapt the regulations if the circumstances warrant it. It appears that any principal residence of a community that opted into this plan can apply for a license to offer short-term rentals (nightly / weekly / monthly). The principal residence plus one additional suite would be allowed according to BC Gov News (unless the town has more stringent regulations). Anything above 3 months would be considered long-term and would not require a license. Is it then the intention to encourage more short-term rentals on the one side (in primary residence) while limiting them on the other (in secondary homes)?

I was glad to read that mayor and council understand that a family that wants to rent their house out for less than 3 months while taking a vacation, should not need this specific license.

But how about monthly vacancies in principal residences in between seasons where the owners are present? Isn't it counterproductive to force such a principal homeowner to get a business license to rent his home or suite or room for a few months or, as a consequence, keep it empty? Those with secondary homes are left without options in similar circumstances anyway as they would not be eligible for such a license.

Over-regulating is generally the least attractive and transparent way to deal with any challenge. That is why a significant number of people object to the kind of punitive and restrictive approach implied in the adoption of an Act that originally was explicitly not intended for smaller towns such as Pemberton. To put it simply: over-regulation does

not sound very Canadian. However, fines and taxes seem to be in the forefront of the proposed Act, long-term housing comes secondary.

I do understand that the housing shortage is an issue in our village and surrounding areas but adopting an incentive-driven approach – especially one that targets the complete set of causes instead – rather than one of punishment might be a better way to go. Furthermore, there seems to be no concrete data from comparable communities which would prove that the restrictive policy actually leads to the anticipated results. Would it not be in the spirit of transparency and fairness to first obtain such data and present it to the public before imposing far-reaching decisions?

The situation of Pemberton is probably quite different from the larger communities targeted by the provincial initiative: Pemberton has visitors to the area year-round, but they are not evenly distributed throughout the year. The prime time for tourism here is from mid-May to mid-October. In my own experience this period accounts for 75% of the bookings. During that time, many outdoor and indoor activities attract tourists, our local golf courses are open, and the weekends see numerous wedding guests. In addition, there is a lot of construction happening in the summer months (road, logging, building, hydro, firefighting, helicopter crews, just to name a few) and we see many trades people from Squamish and the Vancouver Region looking to save on travel time by staying in the area without spending a fortune.

By contrast, during the winter there is a stronger need for seasonal (long-term) housing with skiers and workers that can't find or afford rooms in Whistler.

A shortage of short-term capacity in the summer, therefore, will lead to guests being turned away to other communities or being left stranded while the anticipated new policy will leave homes (partially or completely) empty. Given all our community's wonderful assets it seems that we have not even maxed out on our possibilities. Is it the intention, then, to curtail our community's development potential?

Should it not make us wonder and worried that from once 18 B&B's in the Pemberton area there is only one left today? A "lone B&B", to be sure, whose way of conducting business has always been approved and licensed (without interruption) for more than 20 years, first by the Province and second by the Municipality.

I am happy to share my experiences on the real world of short- and long-term accommodation and the impact of the anticipated policy change. As many in the community, I would gladly get involved in an open and transparent discussion on constructive and pragmatic solutions for a complex issue.

Sincerely, Margit de Haan