

**Date:** Thursday, June 26, 2025  
**To:** Elizabeth Tracy, Chief Administrative Officer  
**From:** Gwendolyn Kennedy, Manager, Corporate & Legislative Services  
**Subject:** 2024 Annual Report

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### **PURPOSE**

The purpose of this report is to present to Council and residents the Village of Pemberton 2024 Annual Report.

### **BACKGROUND**

Section 98 of the *Community Charter* requires that all municipalities in British Columbia prepare an annual report that includes the following elements:

- (a) the audited annual financial statements;
- (b) for each tax exemption provided by Council, the amount of property taxes that would have been imposed on the property if it were not exempt for that year;
- (c) a report respecting municipal services and operations;
- (d) a progress report in relation to the objectives and measures established for that year;
- (e) any declarations of disqualification made under section 111 [*application to court for declaration of disqualification*] in the previous year,
- (f) a statement of municipal objectives, and the measures that will be used to determine progress respecting those objectives, for the current and next year;
- (g) any other information Council considers advisable.

Council must publish notice of the meeting at which they will consider the report and must make the report available to the public for inspection at least 14 days before the meeting.

Council must review the report along with any submissions and questions from the public at the meeting.

### **DISCUSSION & COMMENTS**

The 2024 Annual Report highlights the accomplishments of the Village in 2024 and sets out goals and objectives for 2025 and beyond. The report includes the 2024 audited financial statements that were presented to Council by the Village's auditors at the regular meeting of Council held on May 27, 2025.

The 2024 Annual Report, attached as **Appendix A**, was made available to residents on June 11, 2025. Notice of the annual meeting was published in the Pique Newsmagazine on June 13 and June 20, 2025, and was posted on the public notice posting places, the Village website, and on the Facebook page. A copy of the public notice is attached to this report as **Appendix B**.

### **COMMUNICATIONS**

The Village provided notice of the 2024 Annual Report and the annual meeting as required under sections 99 and 94 of the *Community Charter*.

### **LEGAL CONSIDERATIONS**

Sections 98 and 99 of the *Community Charter* set out the requirements for Council to prepare and publish an annual report, to make the report available at the annual meeting, and to receive submissions and questions from the public regarding the report at the annual meeting.

### **BUDGET & STAFFING**

Preparation of the 2024 Annual Report was a collaborative effort of staff and Council, facilitated by the communications and engagement advisor, and was accommodated in the budget.

### **INTERDEPARTMENTAL IMPACT**

Preparation of the 2024 Annual Report is the result of collaboration between all departments.

### **COMMUNITY CLIMATE ACTION PLAN**

Preparation of the 2024 Annual Report has no impact on the Community Climate Action Plan strategies.

### **STRATEGIC PRIORITIES**

Preparation and presentation of the 2024 Annual Report aligns with the strategic priority, *operate with excellence*.

### **IMPACT ON THE REGION**

Preparation and presentation of the 2024 Annual Report has no impact on other jurisdictions.

### **ATTACHMENTS:**

**Appendix A:** Village of Pemberton 2024 Annual Report

**Appendix B:** Public Notice

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