

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 892nd  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, January 17, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:03: pm.

Present:                   Chair:                   B. McLeod  
                                  Trustees:               A. Bush, J. Beks and B. Ronayne  
                                  Staff:                   P. Fotsch, S. Flynn and K. Teitzel  
                                  Other:                  T. Craddock – VOP Rep

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. December 2018 Minutes

Moved/Seconded

**That** the minutes of the December 20, 2018 meeting be adopted as amended.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

A. OPERATIONS AND MAINTENANCE

1. O&M Report – January 2019 – copy attached

Moved/Seconded

**That** the January 17, 2019 O & M Report be received.

**CARRIED**

Draft 2019 5 Year Plan

Draft 2019 Budget

– with all the unknowns and variables associated with the Floodplain Mapping Report and the high priority recommendations/projects from the report it is difficult to forecast accurately for more than 1 year. Staff are hopeful that by March we will have a much better understanding of what the next few year's plans and priorities will be and will continue to amend the 2019 budget and 5 year plan as new information becomes available.

B. SECRETARIES REPORT

1. Secretary Report – January 2019

Moved/Seconded

**That** the January 17, 2019 Secretaries Report be received.

**CARRIED**

- 2019 Court of Revision Date

Moved/Seconded

**That** the 2019 Court of Revision date be set for Thursday, March 28, 2019.

**7. BYLAWS**

1. Draft Bylaw 233 NHC Services Contract – Lillooet River Sediment Management Plan

Moved/Seconded

**That** Bylaw 233 – Northwest Hydraulic Consultants Ltd Agreement for Professional Services – Contract No. 300458 be adopted as presented.

**CARRIED**

**8. CORRESPONDENCE**

A. ACTION REQUIRED

1. Letter to BNS re: Account Transfer Authority - signed

B. INFORMATION

1. Letter from Min of Public Safety & Solicitor General – End of Year Funding 2017 #EMBCK06CS0001 – Pemberton Valley Flood Mapping
2. Letter from BDO – Engagement Letter

**9. NEW BUSINESS**

**10. LATE BUSINESS**

**11. OPEN QUESTIN PERIOD**

- Question: T. Craddock – since government funded the Flood Plain Mapping project is it expected that the government will also provide funding towards the projects derived from the FPM report?
- Response: it is not guaranteed but one million dollars has currently been "place marked" as high priority towards funding of these projects – all involved parties need to work together to submit funding applications and carry out projects.

**12. IN-CAMERA**

Moved/Seconded

**That** pursuant to Section 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

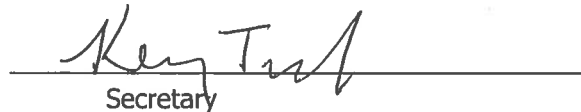
At 8:02 pm the meeting moved to In-camera  
Rise with report at 8:38 pm – Storm Water Drainage

**13. ADJOURNMENT**

The meeting was adjourned at 8:38 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 893rd  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, February 21, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:03: pm.

Present:	Chair:	B. McLeod
	Trustees:	A. Bush, J. Beks and B. Ronayne
	Staff:	P. Fotsch, S. Flynn and K. Teitzel
	Other:	T. Craddock – VOP Rep R. Mack – SLRD Rep

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. January 2019 Minutes

Moved/Seconded

**That** the minutes of the January 17th, 2019 meeting be adopted as presented.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

A. OPERATIONS AND MAINTENANCE

1. O&M Report – February 2019 – copy attached

Moved/Seconded

**That** for the Lillooet River Sediment Removals – Lower Diked Reach 2019 projects the following options be pursued:

For Belkin & Beem Bars Option C – Haul to V.O.P. Recreation Site + Stockpiled

For Big Sky Bar Option B – Hauled to V.O.P. Airport + Stockpiled (Volvo)

**CARRIED**

Moved/Seconded

**That** the agreement with the province to share hydrometric data from the forestry bridge monitor be signed.

**CARRIED**

Moved/Seconded

**That** the February 21, 2019 O & M Report be received.

**CARRIED**

B. SECRETARIES REPORT

1. Secretary Report – February 2019

Moved/Seconded

**That** the February 21, 2019 Secretaries Report be received.

**CARRIED**

2. Auditors – February 13, 2019

## 3. 2019 AGM Date April 11, 2019

Moved/Seconded

**That** the AGM be held April 11, 2019.**CARRIED**

## 4. 2019 Returning Officer

Moved/Seconded

**That** Allison MacDonald be appointed Returning Officer for 2019 AGM.**CARRIED**

## 5. 2019 Tax Sale Date

Moved/Seconded

**That** the Tax Sale date be set for August 30, 2019.**CARRIED**

## 6. Cost of Living Increase – CPI for British Columbia for 2018 2.7%

## 7. Draft 2019 Budget presented

## 8. Draft 2019 Mill Rate Options presented

**7. BYLAWS**

## 1. Draft Bylaw 234 - Assessment Bylaw 2019

Moved/Seconded

**That** Bylaw 234 – Assessment Bylaw 234 be adopted as presented.**CARRIED**

## 2. Draft Bylaw 235 – CME Contract – Lillooet River Sediment Removal 2019 Bylaw

Moved/Seconded

**That** Bylaw 235 – Coast Mountain Excavation Agreement for Professional Services – Lillooet River Sediment Removal 2019 be adopted as presented.**CARRIED****8. CORRESPONDENCE**A. ACTION REQUIRED

1. Letter from VOP re. Wye Lands Referral Request 25 January 2019-response by 25 Feb 2019
2. Letter to SLRD re. Support for UBCM Community Emergency Preparedness Fund Grant Application 21 Feb 2019
3. Letter to VOP re. Support for UBCM Community Emergency Preparedness Fund Grant Application 21 Feb 2019

B. INFORMATION

1. Letter from VOP re. Application for UBCM Community Emergency Preparedness Fund Grant 21 Feb 2019

**9. NEW BUSINESS****10. LATE BUSINESS****11. IN-CAMERA**

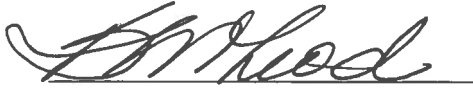
Moved/Seconded

**That** pursuant to Section 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.**CARRIED**

At 8:46 pm the meeting moved to In-camera  
Rise with report at 9:06 pm – Storm Water Drainage and Folio Taxation Issue

**12. ADJOURNMENT**

The meeting was adjourned at 9:06 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 894th  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, March 21, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:05 pm.

Present:	Chair:	B. McLeod
	Trustees:	A. Bush, J. Beks and B. Ronayne
	Staff:	P. Fotsch, S. Flynn and K. Teitzel
	Other:	T. Craddock – VOP Rep R. Mack – SLRD Rep

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. February 2019 Minutes

Moved/Seconded

**That** the minutes of the February 21, 2019 meeting be adopted as presented.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

A. OPERATIONS AND MAINTENANCE

1. O&M Report – March 2019 – copy attached

Moved/Seconded

**That** once the final Sediment Management Plan report by NHC is received, all PVDD and all other Pemberton local governments endeavor to make public the recommendations of the report and lobby all provincial and federal government agencies for funding support to carry out the removal of the recommended annual amounts of sediment caused by the 2010 Mt. Meager landslide. Local governments should work collaboratively and keep track of responses from provincial and federal officials.

**CARRIED**

Moved/Seconded

**That** the March 21, 2019 O & M Report be received.

**CARRIED**

B. SECRETARIES REPORT

1. Secretary Report – March 2019

Moved/Seconded

**That** the March 21, 2019 Secretaries Report be received.

**CARRIED**

2. 2019 Mill Rate Options and supporting documents

Moved/Seconded

**That** the 2019 Residential Mill Rate be set at \$0.52 per one thousand dollars of assessed value and that the minimum tax rate be increased to \$202.35 (an increase of approximately 6% per average residential property and 6% increase to Minimum).

**CARRIED**

3. Draft 2019 5 Year Plan – for review
4. Draft 2018 Financial Statements – review for approval at the 2019 AGM 9<sup>th</sup> April 2019
5. Draft 2018 AGM Meeting Minutes – review for approval at the 2019 AGM 9<sup>th</sup> April 2019
6. PVDD Voting Procedure Policy-for review

**7. BYLAWS**

1. Bylaw No. 236 – 2019 Tax Rates Bylaw

Moved/Seconded

**That** Bylaw 236 – 2019 Tax Rates Bylaw be adopted as presented with Residential Mill Rate \$0.52 and Minimum \$202.35.

**CARRIED**

**8. CORRESPONDENCE**

A. ACTION REQUIRED

B. INFORMATION

1. To VOP from PVDD Re. Wye Lands Referral 25 February 2019
2. To VOP Re. Support For Community Emergency Preparedness Fund Grant Application 21 February 2019
3. To SLRD Re. Support For Community Emergency Preparedness Fund Grant Application 21 February 2019
4. From LTSA Re. Accretion Application File# 0889167 1 March 2019

**9. NEW BUSINESS**

**10. LATE BUSINESS**

**11. OPEN QUESTION PERIOD**

Ted Craddock asked Steve Flynn if there was a large enough time window in the year to remove the 260,000m<sup>3</sup>/annum as recommended in the draft Sediment Removal Management report. Steve responded yes there is enough time. Ted further asked if the sediment north of the forestry bridge is in PVDD jurisdiction. Upon inspecting a map closely conclusion was drawn that it may be just out of PVDD boundary. Ted suggested if it is determined to be out of the PVDD jurisdiction that the VOP and SLRD may be able to push for alternative funding for removal via provincial and federal government channels. Once Steve has received the final Sediment Removal Management report from NHC he will forward to the VOP and SLRD who may be able to invite decision making provincial government officials to Pemberton to view the challenges and discuss funding for required works.

**12. IN-CAMERA**

Moved/Seconded

**That** pursuant to Section 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

At 8:21 pm the meeting moved to In-camera

Rise with report at 8:35 pm – VOP Meeting Invitation and Storm Water Drainage

**13. ADJOURNMENT**

The meeting was adjourned at 8:35 pm.

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 895th  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, April 18, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:05 pm.

Present:                   Chair:                   J. Beks  
                                  Trustees:               B McLeod, A. Bush, B. Ronayne and C. Gilmore  
                                  Staff:                   P. Fotsch, S. Flynn and K. Teitzel  
                                  Other:

**1. ELECTION**

- For the position of Chair

C. Gilmore nominated J. Beks who accepted. After three calls nominations were closed and John Beks was elected as Chair by acclamation. John then chaired the meeting.

**2. PETITIONS AND DELEGATIONS**

**3. INTRODUCTION OF LATE ITEMS**

**4. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**5. ADOPTION OF PREVIOUS MEETING MINUTES**

1. March 2019 Minutes

Moved/Seconded

**That** the minutes of the March 21, 2019 meeting be adopted as presented.

**CARRIED**

2. April 9, 2019 DRAFT AGM Meeting Minutes – review only – to be adopted at the 2020 AGM

**6. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**7. REPORTS**

**A. OPERATIONS AND MAINTENANCE**

1. O&M Report – April 2019 – copy attached

- Pemberton Valley Tour – to be scheduled for May 7, 2019

- Regular Dike Maintenance – Dave Dobson has been hired for the summer regular dike maintenance (debris clean up, mowing and any required excavator work)

- Dike Patrol Volunteer Training – mid June would be the best time for volunteers

- Annual Spring Dike Patrols – have started and will continue until spring freshet

- Pique – Steve and John to do telephone interview Tuesday, April 30, 2019 Re: new Flood Plain Mapping report and the continued impacts of the 2010 Meager slide

Moved/Seconded

**That** the April 18, 2019 O & M Report be received.

**CARRIED**

**B. SECRETARIES REPORT**

1. Secretary Report – April 2019

Moved/Seconded

**That** the April 18, 2019 Secretaries Report be received.

**CARRIED**



2. 2019 Authenticated Tax Roll totaling \$720,106.43 was presented  
Moved/Seconded

**That** the 2019 Authenticated Tax Roll be adopted as presented.

**CARRIED**

3. 2019 Budget  
Moved/Seconded

**That** the 2019 Budget be adopted as presented

**CARRIED**

4. 2019 5 Year Plan  
- Board instructed staff to transfer \$200,000 in to the Emergency Fund to bring the balance back to the preferred level in preparation for any emergencies that may occur.  
Moved/Seconded

**That** the 5 Year Plan be adopted as presented

**CARRIED**

5. 2019 Projected Cash Flow Report – for review

**8. BYLAWS**

**9. CORRESPONDENCE**

A. ACTION REQUIRED

- 1. Email from Joe Lax Re: MOTI right of way access to Voyageur Bar – March 24, 2019
- Steve to install fencing to discourage any form of traffic on this access as soon as possible

B. INFORMATION

- 1. Email from Greg Ferguson – PWA Wildlife Committee Re: Green River Restoration Project Funding & Next Steps
- Steve will meet with Greg to review project – not PVDD mandate

**10. NEW BUSINESS**

- Right of Way – John mentioned that it may be possible for the PVDD to obtain a right of way on Lot 1, Plan 23084 DL 181 for another access point on the Ryan Dike – staff to look in to and proceed with any necessary legalities if owner is in full agreement

**11. LATE BUSINESS**

**12. OPEN QUESTION PERIOD**

**13. IN-CAMERA**

Moved/Seconded

**That** pursuant to Section 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today’s date for the purpose of dealing with matters for which the public shall be excluded from attending.


**CARRIED**

At 8:09 pm the meeting moved to In-camera  
Rise with report at 8:21 pm – Storm Water Drainage Agreement

**14. ADJOURNMENT**

The meeting was adjourned at 8:21 pm.

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 896th  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, May 16, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:04 pm.

Present:                    Chair:                    J. Beks  
                                 Trustees:                B McLeod, A. Bush, B. Ronayne and C. Gilmore  
                                 Staff:                    P. Fotsch, S. Flynn and K. Teitzel  
                                 Other:                    T. Craddock – VOP, R. Mack - SLRD

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. April 2019 Minutes

Moved/Seconded

**That** the minutes of the April 18, 2019 meeting be adopted as presented.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

A. OPERATIONS AND MAINTENANCE

1. O&M Report – May 2019 – copy attached

Moved/Seconded

**That** the May 16, 2019 O & M Report be received.

**CARRIED**

B. SECRETARIES REPORT

1. Secretaries Report – May 2019

Moved/Seconded

**That** the May 16, 2019 Secretaries Report be received.

**CARRIED**

**7. BYLAWS**

**8. CORRESPONDENCE**

A. ACTION REQUIRED

B. INFORMATION

1. Letters to Scotia Bank and Blue Shore Financial re. Signing Officers, Trustees and new Chair for 2019/20

**9. NEW BUSINESS**

**10. LATE BUSINESS**

**11. OPEN QUESTION PERIOD**

- T. Craddock asked where the funding to build the sediment trap in the upper Lillooet River reach will come from?
- J. Beks answered that hopefully the PVDD will be successful in securing grant funding for this project if it is pursued.
- T. Craddock asked if PVDD is willing to spend funds on a project outside the PVDDs jurisdiction?

-S. Flynn replied that although the area is just outside the PVDD boundary, the PVDD has already been denied funding to remove sediment from within the PVDD boundary and this access spot will allow sediment to be removed before it enters the PVDD boundary and is more difficult to remove down river. This plan is one of many options being investigated and explored due to many factors such as funding, ease of access, etc. to find the best possible solution to remove the necessary sediment.

**12. IN-CAMERA**

Moved/Seconded

**That** pursuant to Section 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

At 7:50 pm the meeting moved to In-camera

Rise with report at 8:47 pm – Storm Water Drainage Agreement & Tax Sale Information

**13. ADJOURNMENT**

The meeting was adjourned at 8:47 pm.

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Chair

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Secretary

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 897th  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, June 20, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:06 pm.

Present:	Chair:	J. Beks
	Trustees:	B McLeod, A. Bush and C. Gilmore
	Staff:	P. Fotsch, S. Flynn and K. Teitzel
	Other:	T. Craddock – VOP

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. May, 2019 Minutes

Moved/Seconded

**That** the minutes of the May 16, 2019 meeting be adopted as presented.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

**A. OPERATIONS AND MAINTENANCE**

1. O&M Report – June 2019 – copy attached

1. Mitigation Planning Budget and Update

Moved/Seconded

**That** the PVDD provide Bridge Financing between installments of VOP/SLRD grant funds.

**CARRIED**

- 1a. NHC Contract - final

Moved/Seconded

**That** the NHC Agreement for Professional Services Contract No. 3004610 be signed.

**CARRIED**

2. Memorandum of Understanding – final

Moved/Seconded

**That** the Union of BC Municipalities Community Emergency Preparedness Fund Grants – Memorandum of Understanding be signed.

**CARRIED**

Moved/Seconded

**That** the June 20, 2019 O & M Report be received.

**CARRIED**

**B. SECRETARIES REPORT**

1. Secretaries Report – June, 2019

Moved/Seconded

**That** the June 20, 2019 Secretaries Report be received.

**CARRIED**

**7. BYLAWS**

1. Bylaw No. 237 – NHC Agreement Contract

Moved/Seconded

**That** Bylaw No. 237 cited as "Agreement for Professional Services Contract No. 3004610 Bylaw" be adopted as presented.

**CARRIED**

**8. CORRESPONDENCE**

**A. ACTION REQUIRED**

1. PVDD Excavator

Moved/Seconded

**That** the lease PVDD excavator to the Village of Pemberton to complete the Friendship Bridge east end exit/entrance providing the PVDD policies/bylaws permit.

- Trustee Bush said there must be a stipulation that the lease will only pertain to this specific project
- Trustee McLeod abstained from voting re Conflict of Interest

**CARRIED**

2. 8409/8425 Pemberton Meadows Road – Proposed Subdivision/Reconfiguration

3. Application Package 8409 and 8423 Pemberton Meadows Road

4. Sarah Stewart email re proposed subdivision/reconfiguration

– because the PVDD does not have any flood protection works on these properties (Corr Actn Rqrd items 2, 3 & 4) there were no comments

5. Pemberton Fuel Reduction Treatments

6. Information Sharing FMP Village of Pemberton – PVDD

7. Map for Open House

8. Response – Dike Location Map

- Re Corr Actn Rqrd items 5, 6, 7 & 8 – Steve let them know that there is No motorized vehicle access permitted regarding their request

**B. INFORMATION**

**9. NEW BUSINESS**

**10. LATE BUSINESS**

**11. OPEN QUESTION PERIOD**

Ted Craddock left the meeting

**12. IN-CAMERA**

Moved/Seconded

**That** pursuant to Section 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

At 8:17 pm the meeting moved to In-camera

Rise with report at 8:29 pm – Storm Water Drainage Agreement & Tax Sale Information

**13. ADJOURNMENT**

The meeting was adjourned at 8:29 pm.

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Chair

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Secretary

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 898th  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, July 18, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:02 pm.

Present:                    Acting Chair:    B. McLeod  
                                 Trustees:         B. Ronayne and A. Bush  
                                 Staff:            P. Fotsch, S. Flynn and K. Teitzel  
                                 Other:            T. Craddock – VOP and R. Mack - SLRD

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. June, 2019 Minutes

Moved/Seconded

**That** the minutes of the June 20, 2019 meeting be adopted as presented.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

A. OPERATIONS AND MAINTENANCE

1. O&M Report – July 2019 – copy attached
2. North Arm Channel

Moved/Seconded

**That** the PVDD perform emergency works on the North Arm Channel by installing 2 new culverts with a flap gate on the downstream end and a slide gate on the upstream end at a cost of approximately \$30,000.00

**CARRIED**

3. Arn Canal – the 3 large culverts on the Arn Canal need replacing but it would cost approximately \$250,000.00. Will continue to look for funding but in the meantime a large pump could be used in emergency situations. Good candidate for next CEPF UBCM funding intake.

Moved/Seconded

**That** the July 18, 2019 O & M Report be received.

**CARRIED**

B. SECRETARIES REPORT

1. Secretaries Report – July, 2019

Moved/Seconded

**That** the July 18, 2019 Secretaries Report be received.

**CARRIED**

**7. BYLAWS**

1. 1.Bylaw No. 238: Miscellaneous Service Charges

Moved/Seconded

**That** Bylaw No. 238 cited as "Miscellaneous Service Charge Bylaw" be adopted as presented.

**CARRIED**

- Equipment Rental Agreement – VOP – fully executed

2. Bylaw No. 239: Tax Sale Charge

Moved/Seconded

**That** Bylaw No. 239 cited as "Tax Sale Charge Bylaw No. 239" be adopted as presented.

**CARRIED**

**8. CORRESPONDENCE**

**A. ACTION REQUIRED**

1. Arn Canal Danger Trees: PVDD supported the removal of the danger trees by offering a space in the Green River quarry for burning of the debris. VOP was in charge of the project and it has been completed.
2. SAR Support Letter – Board agreed to signing of the letter supporting the installation of a Boat Launch on the Lillooet River near the Pemberton Airport under the following conditions:
  - The launch will be for private access only and not available to the public without consent of Pemberton SAR for reasons that are deemed to be in the public's best interest.
  - The launch will be gated and secured to restrict unauthorized use.
  - The PVDD will have unobstructed and unrestricted use of the launch at all times.
  - All required provincial and federal and local government regulations and authorizations are complied with.

**B. INFORMATION**

1. Pemberton Fuel Reduction (Pemberton Creek area) – Steve communicated with Tove Pashkowski that motorized vehicles or equipment is not be permitted on dykes.

**9. NEW BUSINESS**

**10. LATE BUSINESS**

**11. OPEN QUESTION PERIOD**

Russel Mack commented the Fuel Reduction Treatments have been in the works for several years and that they are aware of access points in the Pemberton Creek area.

**12. IN-CAMERA**

Moved/Seconded

**That** pursuant to Section 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

At 7:52 pm the meeting moved to In-camera

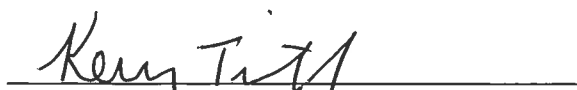
Rise with report at 9:11 pm – Drainage, Legal and Meeting Procedures

**13. ADJOURNMENT**

The meeting was adjourned at 9:11 pm.



Chair



Secretary



**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 899th  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, August 15, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:10 pm.

Present:	Chair:	J. Beks
	Trustees:	B. McLeod, B. Ronayne, A. Bush, C. Gilmore
	Staff:	P. Fotsch, K. Teitzel
	Other:	R. Mack - SLRD

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. July, 2019 Minutes

Moved/Seconded

**That** the minutes of the July 18, 2019 meeting be adopted as presented.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

A. OPERATIONS AND MAINTENANCE

1. O&M Report – August 2019 – copy attached

-September 12<sup>th</sup> is date for Facilitated Meeting with all local governments to develop an MOU for cooperative long term flood protection strategy for the Pemberton Valley including communication plan and funding strategy. Trustee B. McLeod noted she will not be able to attend that day.

-Steve is waiting for response from MOT to address the MOT culverts in Pemberton Meadows causing high water and backflow issues which need MOT fixing as soon as possible.

Moved/Seconded

**That** the August 15, 2019 O & M Report be received.

**CARRIED**

B. SECRETARIES REPORT

1. Secretaries Report – August 16, 2019

Moved/Seconded

**That** the August 15, 2019 Secretaries Report be received.

**CARRIED**

**7. BYLAWS**

**8. CORRESPONDENCE**

A. ACTION REQUIRED

B. INFORMATION

1. Monte Vale Sump Pump Installation by Monte Vale Strata. Steve will correspond with Ben Hansler, Strata Property Agent, to assess plans and approvals required for pump installation.
2. PORCA Kids Bike Skills Park Project is requesting use of Dyke Reserve area on crown land past the Peaks townhouse subdivision. Will be on land side of dyke, soil and wood structures. Steve will investigate and respond to SLRD re. PORCA application for use.

**9. NEW BUSINESS**

1. Trustee A.Bush noted that the Pemberton Meadow MOT culverts are a real issue which the PVDD needs to try to resolve before this fall high water events. Some MOT culverts have required work for over 30 years. A.Bush noted especially the Ryan Creek into Lillooet area.
2. Trustee J.Beks noted that Kilby Mahoney asked J. Beks to look at a damage to channel (on Chuck Denman old property), previous high water events damage, needs to be monitored.

**10. LATE BUSINESS**

**11. OPEN QUESTION PERIOD**

1. Russel Mack SLRD rep requested PVDD to give him a list of all MOT culverts and issues and he will call MOT Don Legault to do site inspection of problem areas with him and request action.

**12. IN-CAMERA**

Moved/Seconded


**That** pursuant to Section 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

At 7:42 pm the meeting moved to In-camera  
Rise with report at 8:04 pm – Drainage, Legal

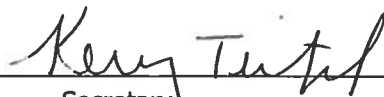
**13. ADJOURNMENT**

The meeting was adjourned at 8:04 pm.




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Chair




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Secretary

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 900th  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, September 19, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:04 pm.

Present:	Chair:	J. Beks
	Trustees:	B. McLeod, A. Bush, C. Gilmore (arrived at 7:06pm), B. Ronayne (arrived at 7:19pm)
	Staff:	S. Flynn, K. Teitzel
	Other:	T. Craddock - VOP, Bree Thorlakson and Suki Cheyne – PORCA (left at 7:37pm)

**1. PETITIONS AND DELEGATIONS**

Delegation - Bree Thorlakson and Suki Cheyne of PORCA presented information regarding the proposed PORCA Kids Bike Skills Park. They hope to include a skills area, pump track and jump line. The grant funding from Whistler Blackcomb foundation must be used within 2 years of granting.

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. August 2019 Minutes

Moved/Seconded

**That** the minutes of the August 15, 2019 meeting be adopted as presented.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

A. OPERATIONS AND MAINTENANCE

1. O&M Report – September 2019 – copy attached

Moved/Seconded

**That** the September 19, 2019 O & M Report be received.

**CARRIED**

B. SECRETARIES REPORT

1. Secretaries Report – *Sept*, 2019

Moved/Seconded

**That** the September 19, 2019 Secretaries Report be received.

**CARRIED**

-2019 Christmas Dinner Ideas

**7. BYLAWS**

**8. CORRESPONDENCE**

**A. ACTION REQUIRED**

1. -Letter from PORCA Requesting Letter of Support For Bike Skills Park 26 Aug 2019  
-Email from PORCA Re. Trails Access to Bike Skills Park Maps 6 Sept 2019  
-PORCA Bike Skills Map 1  
-PORCA Bike Skills Map 2  
Board has directed Steve to investigate proposed location further

**B. INFORMATION**

1. Email from VOP Re. Paving of PVDD Parking Lot Requires Development Permit 28 Aug 2019  
Board agreed paving is not required at this time.

**9. NEW BUSINESS**

1. Trustee Beks noted that he had received a phone call from Jordan Sturdy regarding possibly constructing a ring dike around key infrastructure on his farm. He would like to excavate and use sediment from a bar in the Lillooet River in front of his property.  
  
Steve suggested that Jordan put his request in writing to the Board stating exactly what the issues are and then it could be presented to the newly formed Pemberton Valley Emergency Management Committee (PVEMC) which will be making any future sediment removal decisions.
  - The sand bar in question has already been targeted for removal but no decisions have been made as to when this will take place.Board directed staff to send a letter to Jordan Sturdy with this information.

**10. LATE BUSINESS**

**11. OPEN QUESTION PERIOD**

**12. IN-CAMERA**

Moved/Seconded

**That** pursuant to Section 90(1)(C) and 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**


At 8:52 pm the meeting moved to In-camera  
Rise with report at 9:12 pm – Employee Reviews

**13. ADJOURNMENT**

The meeting was adjourned at 9:12 pm.



Chair

  
Secretary

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 901st  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, October 17, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 6:56 pm.

Present:	Chair:	J. Beks, C. Gilmore (acting Chair as J. Beks not feeling well)
	Trustees:	B. McLeod, A. Bush, B. Ronayne (arrived at 7:58pm)
	Staff:	P. Fotsch, K. Teitzel
	Other:	R. Mack - SLRD

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. September 2019 Minutes

Moved/Seconded

**That** the minutes of the September 19, 2019 meeting be adopted as presented.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

A. OPERATIONS AND MAINTENANCE

1. O&M Report – October 2019 – copy attached

Moved/Seconded

**That** the October 17, 2019 O & M Report be received.

**CARRIED**

B. SECRETARIES REPORT

1. Secretaries Report – October 2019

Moved/Seconded

**That** the October 17, 2019 Secretaries Report be received.

**CARRIED**

-2019 Christmas Dinner confirmed for 28<sup>th</sup> November 2019

**7. BYLAWS**

Bylaw No. 240 – Snow Clearing 2019-20 Bylaw

Moved/Seconded

**That** Bylaw 240 – Snow Clearing 2019-20 Bylaw be adopted as presented.

**CARRIED**

**8. CORRESPONDENCE**

A. ACTION REQUIRED

- 1. Groundwater License Referral #116152289-002  
-No comment from all Trustees
- 2. 1400 Oak Street Subdiv OCP Amnd Zoning Application  
-Steve to review and respond when back from holidays

B. INFORMATION

- 1. UBCM CEPF Mitigation Planning Structural Extension Request Response 2 October 2019
- 2. Letter to Jordan Sturdy re. Ring Dyke Sediment 30 September 2019

**9. NEW BUSINESS**

- 1. Employee Professional Development Education Assistance  
Moved/Seconded

**That** each salaried employee be supported in professional development educational pursuits relevant to their PVDD position up to \$1,000.00 per fiscal year, does not accumulate or roll annually.

**CARRIED**

**10. LATE BUSINESS**

**11. OPEN QUESTION PERIOD**

**12. IN-CAMERA**

Moved/Seconded


**That** pursuant to Section 90(1)(C) and 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

At 7:22 pm the meeting moved to In-camera  
Rise with report at 8:03 pm – Employee Reviews, Dike Gate

**13. ADJOURNMENT**

The meeting was adjourned at 8:09 pm.




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Chair




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Secretary

**PEMBERTON VALLEY DYKING DISTRICT  
MINUTES OF THE 902nd  
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD  
Thursday, November 21, 2019 AT THE DISTRICT OFFICE – 7:00 pm**

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The meeting was called to order at 7:00 pm.

Present:	Chair:	J. Beks
	Trustees:	B. McLeod, A. Bush, B. Ronayne
	Staff:	S. Flynn, P. Fotsch, K. Teitzel
	Other:	T. Craddock – VOP, R. Mack - SLRD

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. October 2019 Minutes

Moved/Seconded

**That** the minutes of the October 17, 2019 meeting be adopted as presented.

**CARRIED**

**5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**

**6. REPORTS**

A. OPERATIONS AND MAINTENANCE

1. O&M Report – November 2019 – copy attached

Moved/Seconded

**That** the November 21, 2019 O & M Report be received.

**CARRIED**

CEPF Resolution – RE: PVDD Contribution

Moved /Seconded

**That** the attached resolution be adopted as presented.

**CARRIED**

B. SECRETARIES REPORT

1. Secretaries Report – November 2019
2. 2020 Municipal Pension Rates
3. 2020 WorkSafe BC Rate
4. Computer Quote

Moved/Seconded

**That** computer quote #197 from IT Pharmacy be accepted as presented.

**CARRIED**

5. Christmas dinner shuttle schedule and menus

Moved/Seconded

**That** the November 21, 2019 Secretaries Report be received.

**CARRIED**

**7. BYLAWS**

**8. CORRESPONDENCE**

A. ACTION REQUIRED

B. INFORMATION

1. Draft PVEMC Meeting Minutes 7 October 2019
2. Draft TOR Nukw7antwal PVEM Committee

**9. NEW BUSINESS**

**10. LATE BUSINESS**

1. VOP Winter Advisory – Changes to Snow and Ice Removal Operations  
-Email from Tom Csima, which includes the VOP Snow and Ice Removal Policy, states the sidewalk in front of the PVDD has been identified as a "First Priority" sidewalk route, so it will be cleared by the Village staff using their skid steer, including the placement of gravel (and in future seasons, salt) by the VOP

**11. OPEN QUESTION PERIOD**

Trustee B. McLeod noted that she is very impressed with the Terms of Reference document for the Pemberton Valley Emergency Management Committee and feels it is very encouraging to see the local governments working together.

**12. IN-CAMERA**

Moved/Seconded

**That** pursuant to Section 90(1)(C) and 90(2)(B) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

**CARRIED**

At 8:13 pm the meeting moved to In-camera  
Rise with report at 9:26 pm – Employee Reviews, Sediment Removal

**13. ADJOURNMENT**

The meeting was adjourned at 9:26 pm.

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Chair

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Secretary