

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 903rd
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, January 16, 2020 AT THE DISTRICT OFFICE – 7:00 pm**

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

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

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. November 21, 2019 Minutes

Moved/Seconded

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

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

. REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report – January 2020 – copy attached

-Trustees agreed acceptable to remove Arn Canal project scope from CEPF application to divert all CEPF mitigation grant funds applied for toward Miller Dyke upgrades designed to a higher engineered standard (closer to seismic standards) in order to receive provincial approval of dike upgrades and therefore receive grant funding approval

2. 2020 Draft O & M Budget
3. 2020 Draft 5 Year Plan
4. Emergency Response Info
5. 2019 Provincial flood Emergency plan
6. Pemberton Valley Interim Integrated Flood Response Plan

Moved/Seconded

That the January 2020 O & M Report be received.

CARRIED

B. SECRETARIES REPORT

1. Secretaries Report – January 2020
2. 2020 Tax Sale – NOT required
3. 2020 Court of Revision Date

Moved/Seconded

That the 2020 Court of Revision date be set for Friday, March 27, 2020.

CARRIED

Moved/Seconded

That the January 2020 Secretaries Report be received.

CARRIED

7. BYLAWS

1. Bylaw 241 – Assessment Roll Bylaw – 2020

Moved/Seconded

That Bylaw 241 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

1. SLRD Growth Strategy Bylaw No 1062 2008 Amendment
2. SLRD Representative 2020 Appointment
3. PVDD Letter of Support for SLRD Sediment Feasibility Study
4. Revised Draft PVEMC Terms of Reference

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

No Questions

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 8:19 pm the meeting moved to In-camera


Rise at 8:59 pm

13. ADJOURNMENT

The meeting was adjourned at 8:59 pm.



Chair



Secretary

Operations and Maintenance Manager Board of Trustees Report for January 16, 2020.

CEPF Funding

Funding applications that directly relate to flood protection include:

- VOP
 - Miller Lillooet Dike Upgrade \$292,000 + \$150,000 (PVDD) \$442,000
 - Arn Canal Culvert Upgrade \$457,000
- SLRD
 - Lillooet River Sediment Removal 60,000 m³ Lower Reach \$600,000
- Lil'wat Nation
 - Pole Yard Dike Upgrade \$750,000
- Total \$2,249,000

Funding announcement is expected by end of Jan 2020.

Lillooet River Sediment Removal – 60,000 m³ Lower Reach

Completed to date:

- Provincial and DFO Authorizations applied for and expecting approvals by Feb 1 2020
- RFP was posted on Dec 13 on PVDD web site – advertising included the Pique and Bid BC. Closing date was Jan 15.

Next Steps

- Wait for funding notification
- Award and execute contract
- Remove Sediment starting in Feb 2020 and ending first week of April 2020

Lillooet River Sediment Trap – Upper Reach

The land tenure application for the sediment trap is now complete and has been submitted to FrontCounter BC for processing – See email below for details.

Hello Steve and Adrien,

The Crown land application referenced in this email has now been accepted by FrontCounter BC. Please note that this email is not an approval of your application and does not authorize the use or occupation of Crown land. This email provides an update on the status of your application only.

“ For your reference (and ours), please keep record of the following:

- Lands File number: 2412258
- Application Tracking number: 100289521

For your reference, due to the new shape and updated land valuation, it was determined that sponsorship of this community institutional application is no longer required.

We are currently experiencing a very high volume of applications; therefore the average application review time is approximately 12-24 months. We appreciate your patience.

We review our processes on a consistent basis to help find ways to reduce wait times. It is also important to note that the review time for applications varies based on application completeness, quality, complexity and the potential impact of the works being proposed, among other factors.

Crown land Authorizations prioritizes application reviews by the date the application was received; however priority is generally given to:

- Applications relating to public safety
- Applications of significant environmental consequence
- Applications relating to public infrastructure

The next correspondence you can expect from FrontCounter BC is an email outlining the next steps in the application process. You will receive this email within 8-12 weeks unless there are deficiencies in your application, in which case you will be informed as soon as possible by an Authorizations Specialist.”

Other CEPF Projects

Next steps

- Wait for funding notification
- Prepare RFPs
- Advertise RFPs
- Award and execute contracts
- Complete projects based on the following timelines:
 - Miller Lillooet Dike Upgrade – April through to August 2020
 - Arn Canal culvert upgrades – August through Sept 2020
 - Pole Yard Dike upgrade – July through Sept 2020

Statutory Right of Ways

Staff are working with Tom Docking to update SROW agreements and then they will be presented to 4 land owners along the Miller Lillooet dike where upgrades are to be conducted and no agreements are in place at this time.

SROWs and Land Tenure Mapping

Staff are developing a plan to hire the SLRD GIS technician to make a GIS map layer that shows all existing SROWs and land tenure held in favor of the PVDD. Project is expected to be completed by August 2020.

Operations and Maintenance Manuals

It is a requirement of the Dike Maintenance Act that dike authorities have comprehensive operations and maintenance manuals for all dikes. It has been

found that the manuals for the PVDD dikes are in need of upgrading. Staff has requested NHC to provide a proposal to upgrade these manuals.

Pemberton Valley Emergency Management Committee

The PVDD called a meeting of the PVEMC for Dec 12, 2019. The meeting was hosted by the Lil'wat Nation and high lights include:

- It was agreed by all that use of all sediment removed from rivers should go to the best option for cost recovery to the removal funders. Once sediment values are determined after the 2020 removal if local governments want the sediment for community projects they will pay what the determined value is.
- Terms of reference for the committee were finalized.
- PVDD provided an update on the flood mitigation planning project budget
- NHC did a presentation of where we are at in the flood mitigation planning project and the committee provided valuable input for priorities that they would like NHC to focus on that include:
 - Prioritize projects based on affordability
 - Make sure to include all the little projects that can provide great cumulative benefits.
 - Keep big projects like large scale dike upgrades in the plan with class high level cost estimates.

Integrated Emergency Response Plan (IERP)

The IERP was developed by the SLRD with the other local governments providing comments as the plan was presented by the SLRD. This was a substantial project and the PVDD recognizes and thanks the SLRD for taking on this project for the benefit of all local governments. The IERP still requires some data from the ongoing evacuation traffic management plan that will be completed soon. The

plan is attached and requires PVDD Board oversight and approval for the sections of the plan that fall within the PVDD areas of responsibility.

2020 Budget & 5 Year Plan

The budget has been prepared with the most current information available, however the pending funding approvals as submitted in the Oct 2019 CEPF intake makes it challenging to finalize the budget and 5 year plan at this time. The CEPF funding announcements are expected by the end of Jan 2020. Once the funding announcements are made staff will update the budget and complete the 5 year plan according to current priorities.

Grandmother Slough

In Oct 2019 the PVDD asked NHC to prepare a proposal to conduct ground water assessments of the Grandmother Slough and Birkenhead River area where nuisance flooding has been happening on a regular basis. The Lil'wat Nation is now planning on applying to the next CEPF opportunity, deadline for submission is Jan 24, 2020, to conduct this assessment and develop a long term strategy to deal with Grandmother Slough flood issues.

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 904th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, February 20, 2020 AT THE DISTRICT OFFICE – 7:00 pm**

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

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

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 16, 2020 Minutes

Moved/Seconded

That the minutes of the January 16, 2020 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 2020
2. 2020 Draft O&M Budget
3. 2020 Draft 5 Year Plan

Moved/Seconded

That the February 2020 O & M Report be received.

CARRIED

B. SECRETARIES REPORT

1. Secretaries Report – February 2020
2. Auditors were here 11th February 21, 2020
3. Returning Officer to be confirmed
4. CPI for British Columbia for 2019 2.3%
5. AGM tentative Thursday 9th April, 2020

Moved/Seconded

That the AGM be Thursday 9th April, 2020.

CARRIED

Moved/Seconded

That the February 2020 Secretaries Report be received.

CARRIED

7. BYLAWS

1. Bylaw 242 – Twin River Gravel Sediment Removal Agreement Bylaw

Moved/Seconded

That Bylaw 242 be adopted as presented.

CARRIED

2. Bylaw 243 – Meeting Procedure Bylaw – Revised

Moved/Seconded

That Bylaw 243 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

Ted Craddock on behalf of the VOP said thank you to Steve Flynn and Kerry Teitzel for their service to the community.

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 8:14 pm the meeting moved to In-Camera

Rise at 9:34 pm

13. ADJOURNMENT

The meeting was adjourned at 9:34 pm.



Chair



Secretary

Operations and Maintenance Manager Board of Trustees Report for February 20, 2020.

CEPF Funding Projects

Lil'wat Poleyard Dike Upgrade has been approved for \$750,000. The original plan was to start this project right after the Miller Lillooet dike upgrade around mid-summer 2020. I have a meeting scheduled for Wednesday morning with Lil'wat staff to figure out next steps. Questions to address are:

- Project Management- It was discussed earlier that the PVDD would assist with project management, we need to formalize this arrangement or decline to provide this assistance.
- Contract preparation for Engineering and environmental services.
- Construction RFP if required, Lil'wat may choose to use internal resources for construction.
- Do we use material from the sediment removal if it is deemed appropriate and PVDD quarry?
- Project Schedule and work plan
- Financial management
- Project supervision

SLRD Lillooet River Sediment Removal has been approved for \$600,000. Funding is provided with a 50% deposit when agreement is signed and the remaining 50% when final reporting is submitted. Due to the short time to complete this project little if any bridge financing will be required. The RFP was awarded to Twin River Gravel. The WSA authorization was received yesterday at noon and we started moving snow on Big Sky bar today and will then start sediment removal and

hauling the material to TRG quarry for processing on Friday. Friday we will clear snow on Voyageur bar on Friday and start sediment removal and hauling material to Alpine paving on Monday. Other markets for the sediment are being pursued at this time and will be negotiated on a case by case basis in order to capture as much cost recovery as possible. Airport Bar is unlikely to happen this year due to the lengthy tenure and water approval process required for a new bar but there is still a small chance it could happen if we have ideal water conditions into mid to late April like we had last year.

VOP Miller-Lillooet Dike Upgrade has been a challenge due to the province considering the upgrade to be a major upgrade that needs to meet provincial seismic standards rather than a minor upgrade that would not be required to meet provincial seismic standards. On Feb 19 a meeting with the Deputy Minister of EMBC and key provincial staff was held in Victoria to discuss this issue, VOP Mayor Mike Richman and MLA Jordan Sturdy attended the meeting in person, PVDD Chair John Beks and Lil'wat Chief Dean Nelson joined by phone. Other staff members from local government attended by phone as well. The outcome of the meeting was that UBCM will respond by Friday with a list of questions regarding this project that we will need to reply to by Friday Feb 28. A complete rework of the CEPF application will likely be required to remove the Arn Canal project and go with only the Miller-Lillooet Dike upgrade if the province decides to call the project a minor upgrade. The preliminary cost estimate for this project based on the conceptual design is \$1,200,000 to \$1,400,000. The CEPF fund if approved will provide \$750,000 + the \$150,000 that PVDD has agreed to fund will provide \$900,000 towards this project in 2020. The short fall of \$300 to \$500,000 needs to be figured out and possible options include:

- Phase the project
- Seek additional funding from EMBC
- Provide more funding from local governments. If this project was funded under the federal NDMP funding stream as the 2013 Ayers dike upgrade was in 2013 it would be funded 1/3 Feds, 1/3 Province and 1/3 PVDD which at \$1,200,000 would be \$400,000 each. If we look at it through this lens

then the provincial \$750,000 is close to the 2/3 amount and Local Government 1/3 would bring us to \$1,150,000. The impact on the PVDD should this approach be considered would be to reduce the emergency fund from \$500,000 to \$300,000 and the project renewal reserve fund from \$95,000 to \$0 making the PVDD contribution \$450,000 and we would be at the \$1,200,000 amount. Staff recommends approaching EMBC for the additional funds and reassess funding options again after that discussion concludes.

Next steps if funding is approved include:

- Negotiate engineering and environmental contracts
- Complete design work, this will require very close attention by the PVDD to ensure the upgrade costs remain affordable.
- Make application for a DMA approval
- Run a RFP for construction that would include processing material at the PVDD Green River quarry, preparing dike for upgrade and placing and compacting material. This project is very similar to the 2013 Ayers dike upgrade
- Deal with ROW issues
- Complete project summer of 2020.

If the dike upgrade is not approved then we will need to rework the CEPF application to include only the Arn Canal upgrade project.

Flood Mitigation Planning Project

We are expecting the draft report from NHC on Wednesday of next week. Once we receive it the next steps will be to:

- Circulate the draft to the PVEMC members for comment
- Provide comments and recommendation to NHC
- NHC amend and finalize the report

There are no budget concerns with this project at this time.

SROW and Land Tenure Mapping

Staff have been working with the SLRD GIS expert to develop the map layer that will identify and link by clicking on it to all pertinent documents related to each SROW and tenures. A meeting to finalize the deliverables for this project is scheduled for Monday morning. Project is expected to take 3 months depending on staff time available to work on this project.

Operations and Maintenance Manuals

I am waiting on NHC to provide a quote for this project. Once the quote comes in the deliverables should be confirmed and final not to exceed price negotiated and then it can be presented to the PVDD Board for consideration. Expected in April 2020.

Miller Creek Weir Sediment Removal

The weir is now 60% full. Applications should be made for the removal of sediment now so we have them in hand when the weir gets full, most likely after the freshet. Removals could take place in Sept during low water.

Pemberton Creek UMZ Side Channel Restoration Project

The application for a provincial WSA authorization has been with the province for 2 years and we have no idea when the authorization will be approved. This project has no immediate impact on flooding so it has been deemed a low priority for approval by the province. When approval is granted the project should be completed in September during the end of the fish window.





Budget 2020

The budget and 5 year plan have been prepared based on the best information currently available.

March 2020
mtg cancelled
due to COVID-19
pandemic

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 905th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, April 23, 2020 AT THE DISTRICT OFFICE – 7:00 pm**

The meeting was called to order at 7:09 pm.

Present: Chair: J. Beks
 Trustees: A. Bush, B. Ronayne and (B. McLeod - remotely)
 Staff: K. Clark, (P. Fotsch and K. Bergen - both remotely)
 Other:

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 20, 2020 Minutes

Moved/Seconded

That the minutes of the February 20, 2020 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/April 2020
2. Miller Lillooet Dike Upgrade Deliverables
 - have obtained 2 out of 5 required ROWs – require final signing
 - Board agreed to spend \$60,000 of the \$150,000 designated funds on soil testing to confirm project is even doable
 - Kevin to contact new owners of 8489 Pemberton Meadows road regarding possible ROW
3. LREWS – not functioning properly or up to its full potential – Kevin working on repairing the device and installing correct batteries

Moved/Seconded

That the March/April 2020 O & M Report be received.

CARRIED

B. SECRETARIES REPORT

1. Secretaries Report – March/April 2020
2. 2019 Draft Financials with COVID Disclosure

Moved/Seconded

That the 2019 Financial Statements be adopted as presented

CARRIED

3. 2019 Lead Sheet Summary
4. Statement of Financial Position - signed
5. Management Responsibility for Financial Reporting
6. PVDD Letter of Representation – signed
7. 2020 Mill Rates with revised values and draft budget samples

Moved/Seconded

That the 2020 Residential Mill Rate be set at \$0.57 per one thousand dollars of assessed value and that the minimum tax rate be increased to \$225.00

CARRIED

8. 2020 AGM – Postponed re: COVID-19 – Chad’s term expires

9. 2020 Returning Officer Valerie Brooksbank

Moved/Seconded

That Valerie Brooksbank of Pemberton, BC be appointed Returning Officer of the 2020 AGM

CARRIED

Moved/Seconded

That the March/April 2020 Secretaries Report be received.

CARRIED

7. BYLAWS

1. Bylaw 244 – 2020 Taxation Bylaw

Moved/Seconded

That Bylaw 244 – 2020 Taxation bylaw be adopted.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

1. VOP Referral Re: Development Permit #87 (Mountain Side) submitted by Coombs Development Corporation

Kevin emailed questions but has not had any response to date

2. Golder and Associates – Provincial Dike Design Flood Profile Data Collection and Compilation – OT20FHQ302

Kevin sent pertinent information

B. INFORMATION

1. April 17, 2020 UBCM Group Benefit Plan Marketing Results

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

That pursuant to Section 90(2)(e) 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 8:29 pm the meeting moved to In-Camera

Rise with report at 8:30 pm – audit reporting

13. ADJOURNMENT

The meeting was adjourned at 8:31 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 906th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, May 21, 2020 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present: Chair: J. Beks
 Trustees: A. Bush, B. Ronayne and (B. McLeod and C. Gilmore - remotely)
 Staff: K. Clark, (P. Fotsch and K. Bergen - both remotely)
 Other:

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 23, 2020 Minutes

Moved/Seconded

That the minutes of the April 23, 2020 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 2020
2. Miller Lillooet Dike Upgrade Deliverables
- funders have agreed that reapplication is permitted. The results from the seismic testing will be the deciding factor as to whether the funds will be directed to the Dike Upgrade project or the Arn Canal Improvements project.
3. Sediment Removal has been completed and should have final cost and royalty amounts for next meeting.
4. North Arm Channel survey has been completed regarding drainage issues. Will meet with VOP next week to discuss options.
5. Arn Canal requires attention. Have manually cleaned from Pemberton Creek to Pemberton Meadows Road. Plan to clean out by Wray property during September fish window. Paperwork will be submitted soon as possible.
6. LREWS – not functioning properly – will be meeting with the PVEMC to discuss repair options. The system requires annual maintenance and updated rating curves to be considered accurate. Information from the LREWS will be part of the O & M manual. This manual will take 3-5 years to complete depending on the budget.

Moved/Seconded

That the May 2020 O & M Report be received.

CARRIED

B. SECRETARIES REPORT

1. Secretaries Report – May 2020

Moved/Seconded

That the May 2020 Secretaries Report be received.

CARRIED

- 2. 2020 Authenticated Tax Roll totaling \$837,758.84

Moved/Seconded

That the 2020 Authenticated Tax Roll be adopted as presented.

CARRIED

- 3. 2020 Budget

Moved/Seconded

That the 2020 Budget be adopted with a \$2,500.00 increase to expenses regarding the purchase of life jackets and flashlights for volunteer flood patrollers.

CARRIED

- 4. 2020 Liability Insurance - signed

- 5. 2020 Property Insurance - signed

7. BYLAWS

- 1. Bylaw 245 – 2020 nhc Professional Service Agreement Bylaw

Moved/Seconded

That Bylaw 245 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

- 1. VOP Referral Re: Development Permit 124 – 1368 Fernwood Drive PVDD to comment that any concerns regarding drainage appear to be met.

B. INFORMATION

- 1. Registration Letter Re: Taxation Bylaw 244
- 2. VOP - DP87 – Mountain Side Coombs Development - Response

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

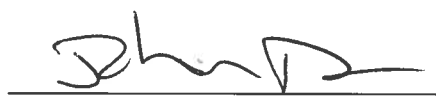
That pursuant to Section 90(1)(c) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

CARRIED

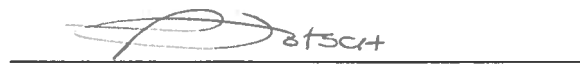
At 8:00 pm the meeting moved to In-Camera
Rise with report at 8:35 pm – employment and O&M works

13. ADJOURNMENT

The meeting was adjourned at 8:36 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 907th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, June 18, 2020, AT THE DISTRICT OFFICE – 7:00 pm**

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

Present:	Chair:	J. Beks
	Trustees:	A. Bush, B. Ronayne, C. Gilmore (B. McLeod - remotely)
	Staff:	K. Clark, (P. Fotsch and K. Bergen - both remotely)
	Other:	

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 21,2020 Minutes

Moved/Seconded

That the minutes of the May 21, 2020 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 2020

2. Sediment Removals

Still waiting for some invoicing. Should have final totals next meeting.

3. North Arm Channel

Will complete VOP waterline depth check in August. Channel cleanup and regrade for 2021 if budgets allow.

4. Arn Canal

Decision needed regarding clean out at Wray property for September fish window. Could potentially use funds for Miller Weir (at this point only 50% full). With considering the savings provided by Wrays' cooperation, may be able to clean CN culverts upstream and downstream, as well.

5. CN Rail Culverts

Culverts in poor condition and plugged. Areas upstream and downstream filled with debris and mud and need to be dug out. Will contact CN Rail.

6. Mini-excavator

Priced new \$105,000. Would have very many uses for this equipment. Presentation next meeting.

7. Chipper for excavator \$4,000

To consider for 2021 budget. The savings are large considering \$1000 charge per day to hire.

8. Ryan Dike – Ryan running through wooded area along dike's edge.

Resident concerned about the dike getting scoured. O&M and J. Beks reported the area is well armoured and not felt to be a problem at this time. Monitoring weekly.

9. Freshet update

55% of high- and mid-elevation snow is gone. Highest flows usually occur during 35% to 55% melt window.

10. LREWS

Repairs and upgrading completed June 16.

11. Grandmother Slough

As Kerry Mehaffey at Lil'Wat offered to present information to the the Band Council, letter was not drafted.

Moved/Seconded

That the May 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. Secretary's Report – June 2020

Moved/Seconded

That the June 2020 Secretary's Report be received.

CARRIED

2. WorkSafe BC COVID requirement - Office Safety Plan was presented. Will be posted in office.

3. As part of response to COVID crisis, the trustees want Pia to be prepared should she need to work from home.

Moved/Seconded

That staff purchase a laptop computer to be set up for Pia to work remotely at home.

CARRIED

7. BYLAWS

1. Bylaw 246 – Thurber Professional Services Agreement

Moved/Seconded

That bylaw 246 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

1. Thurber 20200610 Miller Lillooet Dike Seismic Assessment 29097

2. Thurber Utilities Clearance Memorandum 29097

B. INFORMATION

1. NHC Digital Field Data Collection System

9. NEW BUSINESS

1. Discussion re proposal to use PVDD mower to mow private ditches for property owners and associated rental rates. To follow up.

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

That pursuant to Section 90(1)(j) 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 7:45 pm the meeting moved to In-Camera

Rise with report at 8:04 pm – employment and O&M works

13. ADJOURNMENT

The meeting was adjourned at 8:04 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 908th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, July 16, 2020, AT THE DISTRICT OFFICE – 7:00 pm**

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

Present:	Chair:	J. Beks
	Trustees:	A. Bush, B. Ronayne, C. Gilmore (B. McLeod - remotely)
	Staff:	K. Clark, (P. Fotsch – remotely and K. Bergen – remotely till 7:20 re power outage)
	Other:	Ted Craddock, Village rep (remotely)

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 18, 2020 Minutes

Moved/Seconded

That the minutes of the June 18, 2020 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 2020
2. Mowing: Miller Lillooet completed – Miller Boneyard and Miller upper are in progress
3. Pemberton Creek
Received UCMZ permit. Old road by Creekside Development to be established as permanent access to eliminate cost of creek crossing.
4. Miller Weir
May have to complete excavation this year after all. To be determined after survey is done once water levels drop.
5. Freshet Update
Highest flow was 529 m3/sec. All freshet issues were result of leaking PVDD infrastructure.
6. Arn Canal
Met with Lil'Wat Forestry Ventures regarding Arn clean up, including Wray property. To be budgeted for 2021.
7. Chipper
As part of Vegetation Management Plan, Kevin would like to purchase a chipper this summer for fall use.

Moved/Seconded

That the PVDD purchase a wood chipper that is driven by the tractor.

CARRIED

Moved/Seconded

That the July 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

- 1. Secretary's Report – July 2020
- 2. Holidays – Pia away August 10 to August 13. Kathie to work in office.

Moved/Seconded

That the July 2020 Secretary's Report be received.

CARRIED

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

VOP Representative Ted Craddock had the following questions/comments:

- Will the Pemberton Creek Sediment Removal take place above or below the highway bridge? It will take place between the highway bridge and the CN Rail bridge in the side channel.
- Clarification on the permanent access for Pemberton Creek. – There will not be any culverts required (nothing in the water) and will not disturb any of the Creekside residence gardens.
- Upper Lillooet Retail Sales – Working with the SLRD to develop possible options.
- Ted also thanked Kevin for establishing an improved relationship with the VOP and complimented him on his communication skills.

12. IN-CAMERA

Moved/Seconded


That pursuant to Section 90(e)(k) 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 8:22 pm – employment and O&M works

13. ADJOURNMENT

The meeting was adjourned at 8:22 pm.



 Chair



 Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 909th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, August 20, 2020, AT THE DISTRICT OFFICE – 7:00 pm**

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

Present:	Chair:	J. Beks
	Trustees:	A. Bush, B. Ronayne (B. McLeod - remotely)
	Staff:	K. Clark, (P. Fotsch and K. Bergen - remotely)
	Other:	Ted Craddock, Village rep (remotely)

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 16, 2020 Minutes

Moved/Seconded

That the minutes of the July 16, 2020 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

B. REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report – August 2020
2. CEPF grant completely rewritten for Arn funding. Trustees had previously agreed to use a portion (invoicing still in progress) of PVDD's allotted \$150k share, toward dike testing for Miller/Lillooet. As the Miller/Lillooet upgrade is not going ahead as of yet, it was:

Moved/Seconded

That the Trustees agree to spend an equal additional amount that will bring the PVDD contribution back to the original amount of \$150,000, for the CEPF-funded Arn Canal project.

CARRIED

3. Mowing

Ryan dike is 65% complete. Left to do is Hungerford, orphaned berm, and Forestry, but waiting on some rain to cool things off before going ahead.

4. Poleyard Dike

NHC revising budget to reflect amount of dike that can be constructed for \$750,000.

5. Grandmother Slough

Having received much appreciated access to the slough from Lil'Wat, I have lowered the level a few times and upstream residents have noticed a difference.

6. Pemberton Creek UCMZ sediment removal

Contract with CME completed and, depending on river levels, project should start in first 2 weeks of September.

7. One Mile Lake

Lake inlet and side channel works completed.

8. Negotiated SROW with property owner for permanent access to Beem bar.

9. Working on compiling storm/high stream flow advisory that will become part of O&M.
10. Call with CN Rail regarding culverts scheduled for September 1.
11. Developing culvert inspection system with Esri GIS; this will become part of O&M inspection system.
12. Working on ROW for Airport Bar.
13. Working with WSC to install a camera system (trial basis) which can read river velocity on Pemberton Creek.
14. Miller Weir permit good to September 15 fish window, and weir is only 50% and water levels are too high. Unlikely for this year. Can excavate dry, if needed, over the winter.
15. Meetings and planning for future projects and funding.

Moved/Seconded

That the August 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. Secretary's Report – August 2020

Moved/Seconded

That the August 2020 Secretary's Report be received.

CARRIED

7. BYLAWS

1. 2020 August Bylaw 247 Draft (please see below)

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

That pursuant to Section 90(e)(k) 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 7:29 pm the meeting moved to In-Camera
Rise with report at 8:18 pm – employment and O&M works

Moved/Seconded

That Bylaw 247 be adopted as presented.

CARRIED

13. ADJOURNMENT

The meeting was adjourned at 8:19 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 910th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, September 17, 2020, AT THE DISTRICT OFFICE – 7:00 pm**

The meeting was called to order at 7:08 pm.

Present:	Chair:	J. Beks
	Trustees:	A. Bush, B. Ronayne, C. Gilmore, (B. McLeod - remotely)
	Staff:	K. Clark, (P. Fotsch and K. Bergen - remotely)
	Other:	Ted Craddock, Village rep (remotely)

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. August 20, 2020 Minutes

Moved/Seconded

That the minutes of the August 20, 2020 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report – September 2020
2. Mowing: Ryan dike completed. Forestry is started, but delayed due to equipment repairs. Hungerford, orphaned berm to follow.
3. PVEMC: Held meeting on September 8 regarding proposed project review for funding intakes. Funding applications are being written. Intake has not been announced yet.
4. Met with local and regional government authorities regarding government level of support. More next meeting.
5. Pemberton Creek UCMZ: Pemberton side channel sediment removal is completed. Cross sections also completed on Pemberton Creek above Hwy 99, to check bed levels, in keeping with O&M Manual. No results yet.
6. Dike Patrol presentation and information binders completed for meeting scheduled on Oct. 1, 2020.
7. Emergency Preparedness meeting for local authorities, including RCMP, Search and Rescue and Pemberton Fire, on October 1, 2020, same day as Dike Patrol meeting but earlier in day.
8. Preparing storm/high stream flow advisory plan (if O&M is away during a high water event).
9. Call with River Forecasting Centre (RFC) and Water Survey of Canada (WSC) regarding river monitoring and forecasting issues, as well as proposed gauges for Miller, Ryan and Green, a possible joint effort. RFC admitted their forecasting can be flawed due to lack of data. Forecast modeling does not currently account for the varying rainfalls and flows that the Lillooet receives from Miller, Ryan and Green.
10. Meeting to be scheduled with Village regarding some potentially problematic culverts in their jurisdiction.
11. CN meeting rescheduled for September 24, 2020, to allow time for CN to have further internal review.
12. Dike inspections in process, and software system is working great. There is a bit of a learning curve involved, but system is working well and successfully creating dike inspection reports. Currently working with ESRI to add a culvert component to the system. Cost is 5K.

- 13. Positive meeting regarding Grandmother Slough issues with Mayor Richman, Chief Dean, and Maxine Bruce.
- 14. Researching a plan for tree planting to keep the Arn free of grass as seen to be effectively working on private property up the valley.
- 15. Installing 2 staff gauges, one at Arn Canal and one at North Arm Channel.
- 16. Gate is needed at Ryan dike as there is too much traffic.
- 17. Many of the flap gates installed on culverts in the valley leak very badly. O&M met with rep from Waterman gates who confirmed that flap gates are not water tight and leak. Considering population and environmental changes in the valley, going forward, the flap gates will be replaced with shut off gates at end of life or when deemed necessary.
- 18. PVEMC Terms of Reference

Moved/Seconded

That the 2020 September PVEMC Terms of Reference be adopted as presented.

CARRIED

Moved/Seconded

That the September 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

- 1. Secretary's Report – September 2020

Moved/Seconded

That the September 2020 Secretary's Report be received.

CARRIED

- 2. 2020 Christmas Dinner: Not even sure at this time if one can be held. Wait for now.

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

- 1. September 2020 UBCM Benefits Renewal
- 2. September 2020 MPP Proposed Changes Announced

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

- 1. Village rep, Ted Craddock, asked if the PVDD had obtained any of the 3 remaining ROW's for Miller/Lillooet dike. - No. Will work to obtaining these, if it becomes apparent that there is a chance that the funding will be approved.

12. IN-CAMERA

Moved/Seconded

That pursuant to Section 90(1)(j) 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 7:39 pm the meeting moved to In-Camera
Rise with report at 8:14 pm – O&M works

13. ADJOURNMENT

The meeting was adjourned at 8:15 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 911th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, October 15, 2020, AT THE DISTRICT OFFICE – 7:00 pm**

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

Present:	Chair:	J. Beks
	Trustees:	A. Bush, (C. Gilmore and B. McLeod - remotely)
	Staff:	K. Clark, (P. Fotsch and K. Bergen - remotely)
	Other:	Ted Craddock, Village rep (remotely, technical issues with connection)

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 17, 2020 Minutes

Moved/Seconded

That the minutes of the September 17, 2020 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report – October 2020
2. Mowing completed.
3. Planning: 2021 and 2022 Vegetation Management Plans are drafted. Also working on 2021 budget and 5-year plan, 2021 schedule of works to secure permits, and 2021 funding applications (PVEMC, close February 2021).
4. Dike Patrol presentation with volunteers completed. Query regarding insurance, and it was confirmed that volunteers are covered by PVDD insurance.
5. CN Rail call regarding culverts through tracks on Arn.
6. Dike inspections completed. PVDD was granted a 1-month extension to transfer the tablet report into a paper pdf for Inspector of Dikes.
7. Discussion with Innergex regarding climate and discharge data sharing. Of note, Tenquille Lake received 57 mm rain in 24 hours during last Friday's storm which helps to explain high water levels in the valley.
8. Chipper is being installed and backlog of chipping will be started.
9. Arn Canal project kick off and design meeting held today.
10. Erosion issue caused by cows crossing Forestry dike was repaired by farmer and PVDD.
11. Sediment bar sample analysis shows material is not so good.
12. Ryan River Gauge: Offer received for 3-way cost share (Feds/Province/PVDD) to install gauge on the Ryan River. Installation costs are \$11k and annual operating costs are \$14k. O&M to discuss at upcoming PVEMC meeting, but recommended that PVDD take advantage of this offer and move forward on this project. It was:

Moved/Seconded

That the Trustees agree to move forward with the installation of Ryan River gauge and subsequently approach the other stakeholders for possible cost share.

CARRIED

Moved/Seconded

That the October 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. Secretary's Report – October 2020

Moved/Seconded

That the October 2020 Secretary's Report be received.

CARRIED

2. Set AGM date and amend COVID Safety Plan to comply with Pemberton Community Centre:

Moved/Seconded

That the AGM will be held on November 5, 2020, at the Pemberton Community Centre, and that the AGM COVID Safety Plan be amended as presented.

CARRIED

7. BYLAWS

1. 2020 October Bylaw 248 Snow Removal

Moved/Seconded

That bylaw 248 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

That pursuant to Section 90(1)(j) 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 7:29 pm the meeting moved to In-Camera

Rise with report at 8:13 pm – O&M works

13. ADJOURNMENT

The meeting was adjourned at 8:13 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 912th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, October 22, 2020, AT THE DISTRICT OFFICE – 7:00 pm**

The meeting was called to order at 7:08 pm.

Present: Chair: J. Beks
 Trustees: A. Bush, B. Ronayne (B. McLeod - remotely)
 Staff: K. Clark, (P. Fotsch and K. Bergen - remotely)
 Other:

1. REASON FOR MEETING

1. This meeting was called to adopt an agreement bylaw for NHC engineering services, for the Arn Canal project. In order to obtain the flow data before freeze up, the work has to begin next week.

2. BYLAWS

1. Bylaw No. 249: A bylaw to authorize the execution of an agreement with Northwest Hydraulics Consultants Ltd.

Moved/Seconded

That Bylaw No. 249 be adopted as presented.

CARRIED

3. ADJOURNMENT

The meeting was adjourned at 7:11 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 913th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, November 19, 2020, AT THE DISTRICT OFFICE – 7:00 pm**

The meeting was called to order at 7:07 pm.

Present:	Chair:	J. Beks
	Trustees:	A. Bush (late), B. Ronayne (C. Gilmore and B. McLeod - remotely)
	Staff:	K. Clark, (P. Fotsch and K. Bergen - remotely)
	Other:	C. James (remotely)

1. ELECTION

An election was held for the position of Chair. C. Gilmore nominated J. Beks who accepted. After 3 calls, nominations were closed, and John Beks was elected Chair by acclamation.

2. PETITIONS AND DELEGATIONS

3. INTRODUCTION OF LATE ITEMS

4. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as amended.

CARRIED

5. ADOPTION OF PREVIOUS MEETING MINUTES

1. October 15, 2020 Minutes

Moved/Seconded

That the minutes of the October 15, 2020 meeting be adopted as presented.

CARRIED

2. October 22, 2020 Minutes

Moved/Seconded

That the minutes of the October 22, 2020 meeting be adopted as presented.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

A. Trustee Bush joined the meeting at 7:11 pm.

7. REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report – November 2020
2. Waiting for response from insurance on whether 2 million Directors and Officers liability is too low.
3. Directly after heavy rainfall, with the Arn Canal completely flooded, Kevin met with CN Rail representatives at the CN culverts where the poor functioning of the culverts could be clearly seen. Kevin does not have high hopes of any action.
4. Tested new tractor and mower that VOP had on demo. It is several times faster and more efficient than PVDD tractor and should be considered when the time comes to replace it in 2-3 years' time.
5. Funding applications are all in.
6. Received a very positive letter from David Campbell of the River Forecast Centre, thanking PVDD for being proactive on the Ryan gauge.
7. Safety manual is complete except for some things like signage yet to be done.

8. Arn Canal Project: Canal surveyed November 2-4 and 12-13. Level loggers were installed during high flow, and this data should be helpful. Permits will likely hold back the completion of this project up until 2022.
9. Clear Course Consulting delivered a report on available funding, and there are some grant streams that PVDD can apply directly for, more directed to habitat enhancement which PVDD requires for offsets.
10. Emergency survey Pemberton Creek. Substantial infill is a big issue.
11. Hired helicopter to fly over grandmother slough to locate beaver dams. Located 2 large new dams between Hwy 99 and Birkenhead not easily accessible. Filed emergency permit to manage.
12. Exploring options for a Ryan Creek North habitat channel.
13. GIS mapping of all tenures; Cascade is helping with this.
14. Performing SROW audit and also negotiating SROWs with several landowners.
15. Sediment issues at Pemberton Creek culverts at trailer park and Pioneer causing flooding. Will need to build side channel to divert river at Pioneer culvert in order to do extraction.

CARRIED

Moved/Seconded

That the November 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. Secretary's Report – November 2020

Moved/Seconded

That the November 2020 Secretary's Report be received.

CARRIED

2. November 5, 2020 AGM Minutes – to be adopted at next year's AGM.

8. BYLAWS

9. CORRESPONDENCE

A. ACTION REQUIRED

1. Surveyor General Re: 0889484 Accretion App Referral
2. Village of Pemberton Re: OR #131 Ecole de la Vallee OCP and Zoning Bylaw Amendment
3. Village of Pemberton Re: DVP# 125 Lot A, DL 203 & 7926, Plan EPP 95387 Wye Lands

B. INFORMATION

1. Surveyor General Re: Accretion referral response.
2. Village of Pemberton Re: Ecole De La Vallee Referral Response
3. 2020 Directors and Officers insurance

10. NEW BUSINESS

11. LATE BUSINESS

12. OPEN QUESTION PERIOD

- C. James left the meeting at 7:47 pm.

13. IN-CAMERA

Moved/Seconded

That pursuant to Section 90(1) (c) and (j) 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 7:47 pm the meeting moved to In-Camera
Rise with report at 8:40? pm – O&M works

14. ADJOURNMENT

The meeting was adjourned at 9:18 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 914th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, December 17, 2020, AT THE DISTRICT OFFICE – 7:00 pm**

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

Present:	Chair:	J. Beks
	Trustees:	A. Bush, (B. Ronayne, C. Gilmore and B. McLeod - remotely)
	Staff:	K. Clark, (P. Fotsch and K. Bergen - remotely)
	Other:	C. James (remotely)

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. November 19, 2020 Minutes

Moved/Seconded

That the minutes of the November 19, 2020 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Directors and Officers Liability Insurance: Current liability amount is adequate.

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report – December 2020
2. Arn project: Level logger data to be gathered early January, runoff estimates in progress, model run should happen early January, and Kevin is pushing to have preliminary design early to end of January in attempt to get applications in as early as possible.
3. GIS training course completed December 7 with another course scheduled in January. All culvert elevations are being entered into the inspection software.
4. Surveyed Ritchie ditch for elevations as residents are claiming it is not draining as well as it used to.
5. Ayers rip rap inspected now that the water has gone down; it needs some work but nothing glaring.
6. Prepared estimate for Lil'wat Poleyard Dike Phase 2. Dyke will require 20,000 m³, and Lillooet sediment could be used.
7. Surveyed Pemberton Creek lower zone.
8. Inspected sediment bars to deal with any issues if funding is received. Large woody debris is needed for fish channels and cannot be brought in.
9. Working on letter to Province regarding PVDD's ability to apply for government funding, still in editing process. Reaching out to other Pemberton Valley stakeholders for support letters, some of which have already been received, and also receiving direction from area MLA and Mayor.
10. 2021 sediment removal contract planning.
11. Working on RFP for Arn Canal.
12. Village of Pemberton waterline issues in North Arm Channel: Survey of the area reveals high points and minimal slope for water conveyance. Will require further investigations.

Moved/Seconded

That the December 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

- 1. Secretary's Report – December 2020

Moved/Seconded

That the December 2020 Secretary's Report be received.

CARRIED

7. BYLAWS

- 1. Draft Bylaw No. 250 Fotsch ROW Agreement
- 2. Draft Bylaw No. 251 Hillary ROW Agreement

Moved/Seconded

That draft Bylaw No. 250 and No. 251 both be adopted as presented.

- 3. Draft Bylaw No. 252 Xerox Lease Agreement

The correspondence in section 9 (1) of the agenda was discussed, and after discussion, it was

Moved/Seconded

That draft Bylaw No. 252 be adopted as presented.

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

- 1. 2020 December Pemberton Cemetery Committee
- 2. 2020 Referral response Harmony Reach Village
- 3. 2021 SLRD Representative will be Russell Mack

9. NEW BUSINESS

- 1. Xerox proposal, staff report and draft lease (see Bylaw No. 252 above).

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

C. James received some clarification on a couple of items discussed and left the meeting at 7:34 pm.

12. IN-CAMERA

Moved/Seconded

That pursuant to Section 90(1), (c) and (j) 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 7:34 pm the meeting moved to In-Camera

Rise with report at 8:21 pm – O&M works.

13. ADJOURNMENT

The meeting was adjourned at 8:21 pm.



Chair



Secretary