

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 915th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, January 21, 2021, 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, C. Gilmore and B. McLeod - remotely)
 Staff: K. Clark, (P. Fotsch and K. Bergen - remotely)
 Other: C. James (remotely) and T. Craddock (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. December 17, 2020 Minutes

Moved/Seconded

That the minutes of the December 17, 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 – January 2021
2. Arn project: Level logger data was retrieved; however, 3 out of 4 loggers failed, and some data was lost. New loggers have been installed free of charge, and the PVDD will receive software to run them at the end of project. Model is running and design scheduled for next month.
3. GIS culvert inspection and maintenance software completed and in testing. Demonstration of how the software functions was provided.
4. Lobby letter to Municipal Affairs (regarding funding eligibility) is complete and out for comment and also waiting on support letters from VOP, SLRD and Lil'wat. MLA is supporting, as well.
5. Lobby letter to IOD (Miller Lillooet upgrade for relaxation of seismic criteria for 1:2475 events) completed and out for comment. Village Council presentation on Feb 2.
6. January culvert inspections completed.
7. Met with Deputy Inspector of Dikes and Trustee McLeod via Zoom in regard to securing rights of way. IOD will provide PVDD a letter to strengthen case for ROW booklet.
8. Tenures are mapped on GIS, and a map layer of acquired SROWs is also completed.
9. Working with WSC to get gauge stage elevations incorporated into emergency procedures and O&M manuals.
10. Working on funding applications: VOP and Lil'wat jointly applying for funding to explore setback dikes and other flood mitigation. PVDD and SLRD applying to model the Ryan River.
11. Continue to explore options for Ryan Creek North habitat channel. Difficult project, with many consequences if done incorrectly.
12. North Arm Channel/VOP waterline plan to regrade channel, move culvert and move waterline.
13. Working on Pemberton Creek LCMZ sediment removal budget, to be completed in 2022.

- 14. Continuing to work on 2021 budgeting, 5-year plan, project planning, acquiring permits, assisting in Poleyard Dike Project, and office space reno.
- 15. Potential partnership opportunity with Lil'wat to replant and slope stabilize Meager Slide path. PVDD can apply directly to Pacific Salmon Foundation for grant money up to \$10,000; there is a 50% matching component that would be covered by PVDD in-kind contributions. Application cost is \$800. This portion of the project is for exploration of options and planning that will eventually go toward compiling a much larger grant application to complete works in the future. It demonstrates to the Province that the PVDD is working to mitigate flood risk associated with the slide, and building habitat credits at the same time.

Moved/Seconded

That the PVDD apply for funding for a joint application with Lil'wat to replant and slope stabilize Meager Slide path.

CARRIED

Moved/Seconded

That the January 2021 O & M Report be received.

CARRIED

Trustee Ronayne had internet technical issues and was disconnected from the meeting at 7:38 pm.

B. SECRETARY'S REPORT

- 1. Secretary's Report – January 2021

Moved/Seconded

That the January 2021 Secretary's Report be received.

CARRIED

- 2. The Court of Revision date is set for March 26, 2021.
- 3. The Tax Sale date is set for August 27, 2021.
- 4. Reminder for Board to sign documents at Bank of Nova Scotia.
- 5. The audit is scheduled in February 2021, all to be done remotely.
- 6. New Xerox machine set to arrive January 25, 2021.
- 7. 2021 AGM: Improvement Districts are now authorized to conduct AGM meetings separate from elections, and AGM meetings can now be held electronically. When and how to be decided at next meeting, to give some time for everyone to decide on the best approach.

7. BYLAWS

- 1. 253 2021 Draft Assessment Roll Bylaw

Moved/Seconded

That draft Bylaw No. 253 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

- 1. VOP Mobile Home Park Storm Water Management response.

B. INFORMATION

- 1. 2021 BlueShore Credit Union Information

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

- 1. Ted Craddock informed the board that many local stakeholders are writing letters to Scotiabank expressing concerns of the bank relocating to Whistler, and asked if PVDD would consider to also send a letter.

2. Ted Craddock asked for clarification regarding the waterline relocation in North Arm Channel. More investigations will be needed before it is known to what degree the culvert has to be moved and who is going to do it.

Ted Craddock and Christina James left the meeting.

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 8:04 pm the meeting moved to In-Camera
Rise with report at 8:47 pm – O&M works.

13. ADJOURNMENT

The meeting was adjourned at 8:47 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 916th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, February 18, 2021, 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, (C. Gilmore and B. McLeod - remotely)
	Staff:	K. Clark, (P. Fotsch and K. Bergen - remotely)
	Other:	C. James (remotely) and T. Craddock (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. January 21, 2021 Minutes

The Court of Revision date of March 27, 2021, was incorrectly stated at the last meeting; date has been changed to March 26, 2021.

Moved/Seconded

That the minutes of the January 21, 2021 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 – February 2021
2. Arn project: Preliminary design next week. Removal of concrete headwalls from scope due to weight issues and geo-tech requiring piles to hold them up. This would be cost prohibitive. To use rip rap instead. Function will be the same.
3. Sediment removal contract negotiations: Lil'wat will likely require 28,000 to 32,000 m3. Should know more for next meeting.
4. Lobby letters are both completed. Once support letter from SLRD arrives, they will be sent to their respective ministries.
5. O&M budget is complete. Staff will review and finalize for submission for board approval at March meeting.
6. Flood Mitigation Planning applications: Drafts sent to Lil'wat and VOP for February 26 submissions.
7. MOTI lobby effort regarding Meadows Road elevation and effects on Ritchie Ditch and North Arm Channel.
8. Poleyard Dike re sediment: Cost savings on sediment if used and able to build more dyke.
9. Pemberton Creek LCMZ sediment removal budgeting: Filled in with sediment in last 2-3 years – over 1,000 m3 – Pioneer Park starting to be affected. Planning to design project this year and complete work in 2022.
10. Surveyed Ayers Dyke corner for project feasibility planning and to establish material volumes.
11. Planning for beaver piping works this spring. Permits are in place.
12. Designed dyke gates that would be more economical and functional than current swing gates, for Ryan and Pemberton Farm Road west.

13. Sediment removal 2021 planning: Waiting for permit. There were many permit amendments this year but still looks fine, might be delayed by a week. In future, may be able to directly apply for a 3-year permit.
14. Arn Canal project planning and RFP development: Want to have contracts in place this year.
15. Hydrometric gauge project planning: NHC has locations. Would like to have them in pre-freshet to retrieve data.
16. North Arm Channel project planning: Received funding to start on design. RFP this year for 2022.
17. MOTI/Riverlands gate project planning. RFP this year for 2022.
18. Funded projects: Some sediment/gauges will happen in 2021. Permitting will hold up other jobs until 2022, but will use the time to do designs.
19. Pacific Salmon application with Lil'wat to replant and slope stabilize Meager slide path went in. Will find out if funding is approved in mid-April.
20. Continuing to work on Ryan gauge "stage" reading, SROW information package, budget and 5-year plan, project planning, acquiring permits, assisting in Poleyard Dike Project, and office space reno.

Moved/Seconded

That the February 2021 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. Secretary's Report – January 2021

Moved/Seconded

That the February 2021 Secretary's Report be received.

2. 2021 AGM: Postpone until next meeting.

7. **BYLAWS**

1. Bylaw 254 Meeting Procedures Bylaw

Moved/Seconded

That draft Bylaw No. 254 be adopted as presented.

CARRIED

8. **CORRESPONDENCE**

A. ACTION REQUIRED

B. INFORMATION

1. February 2021 BNS Closure Letter
2. February 2021 PVDD Re: Scotiabank Pemberton Closure
3. February 2021 FCAC Re: BNS Closure
4. February 2021 BDO Engagement Letter

9. **NEW BUSINESS**

10. **LATE BUSINESS**

11. **OPEN QUESTION PERIOD**

1. Ted Craddock thanked Kevin for his presentation to Village Council.
2. Q: Ted Craddock asked for clarification regarding the waterline relocation in North Arm Channel. A: We plan to get in when possible in spring to establish depth of waterline. This will paint a picture of what the next steps will be.
3. Q: Ted Craddock enquired about the gate being installed on Pemberton Farm Road West that will close access to the dyke in that area. A: This area of dyke is located on private property, and the PVDD does not have the power to authorize or condone anyone walking on a dyke when located on private property.

Ted Craddock and Christina James left the meeting.

12. IN-CAMERA

Moved/Seconded

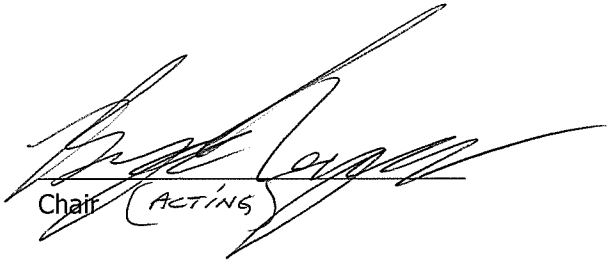
That pursuant to Section 90(1), (k) of the Community Charter, the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

CARRIED

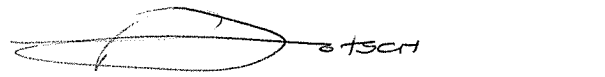
At 7:39 pm the meeting moved to In-Camera
Rise with report at 8:10 pm – O&M works.

13. ADJOURNMENT

The meeting was adjourned at 8:10 pm.



Chair (ACTING)



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 917th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, March 18, 2021, AT THE DISTRICT OFFICE – 7:00 pm**

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

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

Moved/Seconded

That in the absence of J. Beks, B. Ronayne be appointed Acting Chair for the meeting.

CARRIED

- 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 18, 2021 Minutes

Moved/Seconded

That the minutes of the February 18, 2021 meeting be adopted as presented.

CARRIED

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

- 6. REPORTS**

A. OPERATIONS AND MAINTENANCE REPORT

O&M Report – March 2021

1. Arn project preliminary design complete. RFP to go out after design is confirmed.
2. Both lobby letters have been sent.
3. Flood mitigation applications have been submitted; should know by end of May.
4. Tractor is at JT for a blade change so it's ready for mowing season.
5. Sent letter to MOTI regarding McRae road culvert and also sent letter regarding Riverlands culvert.
6. Sediment removal is underway. Airport bar completed and material delivered to Poleyard dike project. Removals at Big Sky started March 15 and at Voyageur started March 17.
7. NHC meeting regarding long-term sediment removal study that on completion should justify the efficacy of sediment removal. Cost estimate is 100k for single survey and 1 year of level logger data collection and processing. PVDD needed to include a plan such as this in order to get the sediment removal permit this year. Sediment sales should cover this.
8. Facebook page is under construction – few weeks away from launch.
9. Working on 2021 maintenance schedule.
10. Corresponding with Ministry of Municipal Affairs regarding where improvement district policy changes are coming from as well as lobby effort to EMBC and UBCM regarding new funding clause regarding transfer of asset ownership to applicant in order to receive funding. Several ministries have a say on how funding is administered. Need to find out where the pressure is coming from. More complicated than at first thought. 2021 will be last year for flood protection funding programs. Currently there is no indication of what funding streams will replace them.

- 11. Sedimentation rate in Pemberton Creek has been significant. Possibly a slide or faster than usual glacial melt could be the cause. There is a large sandbar on right bank in the area of Pemberton Creek bridge and WSC gauge. Volumes are not known at this time, but curve for flow is changing rapidly. Once snow is gone, the O&M has budgeted for a helicopter inspection of the area. Investigating possible sediment trap in Pemberton Creek. Lake would be more costly due to fish/habitat.
- 12. Continuing to work on Pemberton Creek LCMZ sediment removal, hydrometric gauge project planning, SROW information package, 5-year plan, gate design, RFP development, assisting in Poleyard Dike Project, and other project planning.

Moved/Seconded

That the March 2021 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

- 1. Secretary's Report – January 2021

Moved/Seconded

That the March 2021 Secretary's Report be received.

CARRIED

- 2. 2021 Tax Sale is no longer required. All 3rd year delinquents have been paid.
- 3. Draft PVDD 2020 December 31 Financial Statements were presented.
- 4. 2021 Mill rates deferred to after in-camera (please see below).

7. BYLAWS

- 1. Bylaw 255 To authorize execution of an agreement with Northwest Hydraulic Consultants Ltd., for 2021 Sediment Removal funded project.
- 2. Bylaw 256 To authorize execution of an agreement with Northwest Hydraulic Consultants Ltd., for 2021 North Arm Channel funded project.

Moved/Seconded

That draft Bylaws No. 255 and No. 256 be adopted as presented.

CARRIED

- 3. Bylaw 257 Taxation bylaw deferred to after in-camera (please see below).

8. CORRESPONDENCE

A. ACTION REQUIRED

- 1. 2021 March External Referral Package.

B. INFORMATION

- 1. 2021 March Bylaw 254 (sent for registration).

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

- 1. Ted Craddock requested that the Village be informed of the PVDD 2021 mill rate once the bylaw is adopted.

12. IN-CAMERA

Moved/Seconded

That pursuant to Section 90(c), (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 7:40 pm the meeting moved to In-Camera
Rise with report at 8:16 pm – O&M

Moved/Seconded

That the 2021 Residential Mill Rate be set at \$0.62 per one thousand dollars of assessed value and that the minimum tax rate be increased to \$260.00.

CARRIED

Moved/Seconded

That Taxation Bylaw 257 be adopted as presented

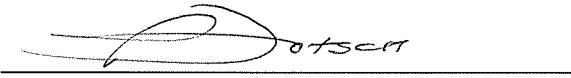
CARRIED

13. ADJOURNMENT

The meeting was adjourned at 8:25 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 918th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, April 15, 2021, 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 - remotely)
 Staff: K. Clark, (P. Fotsch and K. Bergen - remotely)
 Other: T. Craddock (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. March 18, 2021 Minutes

Moved/Seconded

That the minutes of the March 18, 2021 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE REPORT

O&M Report – March 2021

1. Arn project detailed design complete. RFP to, hopefully, go out in May. New permit required due to geotechnical issues; project was altered to use rip rap instead of headwalls. If permit cannot be approved in time, project will be completed in 2022. Will not know final budget and schedule until work is tendered.
2. Sediment removals complete tomorrow. Beem Bar survey next week. Level loggers to be installed next week to track efficacy of sediment removals, 3 installed where gravel was removed and 2 where no gravel was removed.
3. April 22 meeting with MOTI regarding McRae Road and Riverlands culverts.
4. Attended PVEMC meeting April 12:
 - Poleyard Dike construction on track for June and July.
 - Level loggers are installed in Grandmother Slough and tracking all spring. Currently, there is zero flow due to snow pack. Historic low river levels.
 - PVDD will be pursuing MOTI regarding a Pemberton Creek sediment trap that was offered a few years ago.
 - Major concerns highlighted regarding the future of funding and projects due to new funding stipulations. Possible committee of CEO's and MLA Sturdy to look at how best to follow up with lobby effort.
 - VOP and Lil'wat were required to resubmit the Flood Mitigation planning application separately.
 - PVDD to prepare annual cost estimate for river gauges for PVEMC review, for how to best run and maintain gauges as a group.
5. Jet boat replacement – Due to low river levels, all the sediment forming bars in the river and the lack of protection to the underside of the jet boat, pre-freshet dike inspections will be done by helicopter. Pricing out replacement for a new jet boat, as this is an integral part of PVDD inspection process.
6. Economical gate design – Gates ordered for Ryan and Pemberton Farm Road.
7. Hydrometric Gauge Installation:

- Ryan gauge is in progress but may not go in until fall due to land access issues.
 - Green gauge: BC Hydro "Compatible use permit" submitted as gauge is in BC Hydro ROW. FLNRORD permit to be submitted next week. Hope to install in May.
 - Miller gauge: Tweaking design and hope to apply for permit next week with installation in June.
 - Arn gauge: Will purchase hardware with other gauges for cost savings and will be installed when culverts are replaced.
8. North Arm channel outlet project engineering complete. Level loggers installed 1st week in May.
 9. SROW on North Arm Farm submitted to owner.
 10. Jet boat shed door installation and clean up. Jet boat oil change and new trailer lights.
 11. Flap gate replacement list: The Waterman F-10 flap gates that have been used here in the past do not have a seal and leak badly. Looking at replacing with Waterman AF Series that have a good, neoprene, replaceable seal. To all be replaced as budget allows, starting with problematic areas.
 12. Ditch mowing: Feedback regarding trial ditch mowing was very good. Drainage was improved. Looking to mow more ditches this year. Will need to compile a list of people with ditches for mowing and finalize hourly rate.
 13. Freshet Update: 2020 freshet started April 15. Freshet peaked on June 24 at 577 m³/sec. There were 3 notable high water events: August 21 at 597 m³/sec, October 10 at 600 m³/sec and, for Pemberton Creek, November 4, highest flow in 10 years.
In 2021, the main difference is the small amount of snow below 4000 feet. Snow pack at Tenquille Lake is roughly the same as last year at this time.
 14. Continuing to work on sediment excavation and sales plan for 2022, SROW information package, 5-year plan, PVDD Facebook page, 2021 maintenance schedule, assisting in Poleyard Dike Project, and other project planning.

Moved/Seconded

That the April 2021 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. Secretary's Report – April 2021

Moved/Seconded

That the April 2021 Secretary's Report be received.

CARRIED

2. The PVDD Assessment Management Tax Program has been upgraded to run on Microsoft Access 365.
3. Final PVDD 2020 Financial Statements were presented.

Moved/Seconded

That the Final 2020 Financial Statements be approved as presented.

CARRIED

4. 2021 Authenticated Tax Roll was presented.

Moved/Seconded

That the 2021 Authenticated Tax Roll be adopted as presented.

5. 2021 Budget

Moved/Seconded

That the 2021 Budget with Renewal Reserve amendments be adopted as presented.

CARRIED

7. BYLAWS

- 2021 Bylaw 254 Meeting Procedure Bylaw has been registered.
- 2021 Bylaw 257 Taxation Bylaw has been registered.

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

1. 2021 April EMBC Funding Information – Sara Morgan of SLRD emailed EMBC regarding clarification on funding eligibility. Response confirmed that PVDD was not eligible; applicants must be the owner of the asset. SLRD or VOP are not owners of assets under DD’s jurisdiction, so cannot apply on PVDD behalf.

9. NEW BUSINESS

1. 2021 April EMBC Funding – Changes to the funding program is the result of a combination of Ministers making policy changes in their own bubbles. PVEMC have discussed, as a group, to reach out to consultant groups who have access directly to Ministers, and get an estimate for services to build a report in PVDD’s unique case. Not just a dyking problem but a problem for all local government considering the sedimentation rate of all rivers in the valley.

10. OPEN QUESTION PERIOD

11. IN-CAMERA

Moved/Seconded

That pursuant to Section 90 (1) (c), (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 8:00 pm the meeting moved to In-Camera


Rise with report at 8:03 pm – O&M

12. ADJOURNMENT

The meeting was adjourned at 8:03 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 919th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, May 20, 2021, 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, (B. McLeod and C. Gilmore - remotely)
Staff: K. Clark, (P. Fotsch and K. Bergen - remotely)
Other: T. Craddock (remotely) and C. James for a short while (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. April 15, 2021 Minutes

Moved/Seconded

That the minutes of the April 15, 2021 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE REPORT

O&M Report – May 2021

1. Arn project: IFC drawings will be issued tomorrow. Kick-off meeting with CME was held on May 11. Environmental kick-off meeting was held Friday, May 14 with CME and Cascade Environmental.
2. Sediment removals are complete. Level loggers are tracking the level of Lillooet as the bars fill in.
3. Met with MOTI April 20th, to review North Arm Channel project and Riverlands gate project. Pressured MOTI about putting a culvert at Ritchie Ditch.
4. Pemberton Creek dike culverts are all brushed and cleaned out.
5. Jet boat shed is fully organized and cleaned out.
6. Beaver pipes for Grandmother Slough were installed.
7. Summer labour has started. Ayers Dike mowing is completed. Starting Pemberton Creek tomorrow. A notice was posted on Facebook, about the mowing PVDD performs every year and about safety when approaching the mower.
8. Looking at jet boat replacement options. Quotes hard to get because of cost increases.
9. Hydrometric gauge project planning and permitting: FLNRORD has informed that we need to apply for tenure for the Green River gauge, and that the tenure we have for Miller Weir must be amended to accommodate the gauge, as well. Could be a 12- to 24-month delay.
10. Engineering kick-off meeting was held on May 6th, for North Arm Channel outlet project.
11. Facebook page is up. Working on a content plan. Page has received 1,000 views so far.
12. Exploring sediment trap on Pemberton Creek. MOTI has expressed interest in this as a possible partner.
13. SROW for North Arm Farm: Owner has been away. Meeting scheduled May 26th.

14. PVEMC:

- Poleyard Dike project is out for tender now with construction slated for June and July. Dike is cleared of all trees and ready.
- Prepared annual average maintenance costs of river gauges for PVEMC review. Cost is 45K per year. Once reviewed, the PVEMC will decide how best to run and maintain gauges as a group.

15. Freshet update: Still seeing unseasonal low flows. At this time last year, the flows were double what they are now. Upper snowpack is coming down slowly, and it could be a late melt barring any significant spring rains.

16. Ministry of Municipal Affairs regarding long-term existence of the PVDD: Letter received indicated that there are no plans to grant the PVDD or any other "Improvement District" the right to access government grants with a recommendation for the PVDD to explore how to merge with the SLRD. SLRD has interest in other villages and town, and often, with only 1 application per fund, the PVDD will have to compete to get an application in. The VOP is locally centered, under the same governance structure as PVDD and has more in common, such as equipment and works department. Will explore this topic further.

17. Inspector of Dike request for the relaxing of seismic guidelines: The IOD seems not to have understood our request. They are asking the PVDD to design a dike, then apply to see if it meets their criteria. The PVDD took the position that spending a large amount of tax dollars to design a dike for the IOD to review without prior conversation is not fiscally responsible. The PVDD and NHC have a call with the IOD office Friday, May 21st.

18. Continue to work on 2021 maintenance schedule, sediment excavation and sales plan for 2022, flap gate replacement list for next year's budget, SROW information package, 5-year plan, PVDD Facebook page, assisting in Poleyard Dike Project, and other project planning.

Q. – John Beks asked how far downstream the sediment is moving in Pemberton Creek.

A. – Sediment is making it to Underhill bridge for sure, and very likely past there, but this has not been confirmed.

Moved/Seconded

That the May 2021 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. Secretary's Report – May 2021

Moved/Seconded

That the May 2021 Secretary's Report be received.

CARRIED

2. The adopted 2021 Final Budget was presented showing Renewal Reserve contributions.

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. OPEN QUESTION PERIOD

11. IN-CAMERA

Moved/Seconded

That pursuant to Section 90 (1) (c), (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 7:24 pm the meeting moved to In-Camera

Rise with report at 8:15 pm – O&M

12. ADJOURNMENT

The meeting was adjourned at 8:15 pm.



Chair

Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 920th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, June 17, 2021, AT THE DISTRICT OFFICE – 7:00 pm**

The meeting was called to order at 7:01 pm.

Present: Chair: J. Beks
Trustees: A. Bush, B. Ronayne, (B. McLeod and C. Gilmore - remotely)
Staff: K. Clark, (P. Fotsch and K. Bergen - remotely)
Other: T. Craddock and 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. May 20, 2021 Minutes

Moved/Seconded

That the minutes of the May 20, 2021 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE REPORT

O&M Report – June 2021

1. Arn project: Materials ordered. Adjacent landowner agreed to allow a trail through their property to keep a trail open to appease the public. Working with VOP on public notification and signage. Culvert costs have increased by 66% since December. Working with contractor to firm up budget and get contract written. PVDD may have to use reserves to complete depending on costs.
2. Met with MOTI June 9th, to discuss sediment removals on Pemberton Creek. They agree that the bridge needs sediment removed for high flows. Kevin sent them a cost to include that portion of the river in the survey and modelling that PVDD will be doing. Will be exploring upstream sediment trap with MOTI as a potential partner.
Also brought up flap gate concerns to see if they will help with replacement at PMR and Grandmother Slough. Sent them a list and rationale.
3. Mowing: Completed Ayers, lower Pemberton Creek and Adventure Ranch. Miller Lillooet is 50% done.
4. Beaver pipes for Grandmother Slough are working well but will need more piping to get flows in check. Material is ordered but all on backorder.
5. Final reporting for sediment removals has been submitted to SLRD.
6. Hydrometric gauge project planning and permitting: With the help of our MLA, we have received all the permits and authorizations for the (2) hydrometric gauges and hoping to install them in July. Ryan gauge is up and running. WSC is still developing rating curve. They were provided with PVDD LiDAR and survey data that could help speed things up.
7. Mower repairs: Hydraulic problem with mower head and had trouble ordering parts. Kevin picked up coil in Chilliwack and got mower running next day.
8. Jet boat replacement: Looking for barest bones possible. Narrowed down to 2 manufacturers.
9. Wording for North Arm Farm SROW agreed on. Wording in contract will create a new template for future SROWS.
10. Sediment excavation and sales plan for 2022. Meetings with potential partners scheduled for next few weeks.

- 11. NHC to resurvey Lillooet in late June or July. Will have aggradation results shortly after that and a full report this fall.
- 12. Meeting with FLNRORD, Municipal Affairs and EMBC. Attendees from PVDD, VOP and SLRD were also present. PVDD did a short presentation regarding the history of issues and the PVEMC successes since 2019. FLNRORD commended the PVEMC for its work so far; however, the same message was repeated that the sediment load is so high that there is no cost-effective, long-term solution at this time.
The discussion around funding was much better. Government officials were unaware of how their new policies around eligibility were affecting the area. SLRD and VOP were supportive. Grateful to the VOP CEO for an effective presentation. It does look like there is the possibility that PVDD can continue to carry on its way if dyking infrastructure is owned by PVDD, VOP and SLRD.

13. Freshet is late this year, but we are getting past the high flow snowpack and look to be in good shape.
Moved/Seconded

That the June 2021 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

- 1. Secretary's Report – June 2021

Moved/Seconded

That the June 2021 Secretary's Report be received.

CARRIED

- 2. AGM - possible locations.

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

- 1. VOP DP88 Referral – The Aspect
- 2. 2021 June Insurance Policy – Re: Construction costs and their effect on replacement values. No changes to the policy were made at this time, but this will be revisited in the fall.

B. INFORMATION

9. NEW BUSINESS

10. OPEN QUESTION PERIOD

11. IN-CAMERA

Moved/Seconded

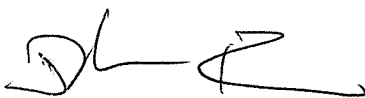
That pursuant to Section 90 (1) (c), (j) of the Community Charter, the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

CARRIED

At 7:29 pm the meeting moved to In-Camera
Rise with report at 8:10 pm – O&M

12. ADJOURNMENT

The meeting was adjourned at 8:10 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 921st
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, July 15, 2021, 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, B. McLeod and C. Gilmore
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

Trustee McLeod asked to add a late item regarding a mowing issue that came up last week.

Moved/Seconded

That the agenda be approved as amended.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. June 17, 2021 Minutes

Moved/Seconded

That the minutes of the June 17, 2021, meeting be adopted as presented.

CARRIED

B. McLeod asked that, in future, acronyms not be used in the minutes unless expanded at first in each document, to avoid confusion.

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE REPORT

O&M Report – July 2021

1. Arn project: Budget review and execution planning. Dike Maintenance Act approved.
2. Mowing: Ayers, lower Pemberton Creek, Adventure Ranch and Miller Lillooet are complete. Shut down now due to fire risk.
3. Purchased replacement jet boat.
4. Worked through June 25 High Water Event. Performed role of Operations Chief in the SLRD/VOP Emergency Operations Centre. Engaged NHC to gather high flow data for later use. This will help to develop the rating curves for the new gauges.
5. Secured funding from MOTI to survey Pemberton Creek Bridge area, and they have indicated that they will pay for PVDD to remove gravel from under the bridge.
6. Attended BC Flood Resilience Workshop: New framework that the provincial flood strategy will use as its guiding principles. It outlays the future of flood risk management and the provinces expectations for land use planning, flood protection and resilience in the event of a flood. Sediment removal program has ended.
7. Attended Community Disaster planning workshop put on by VOP.
8. Met with FLNRORD GIS team. They offered to help PVDD with GIS portal and may even do it for free.
9. Met with Municipal Affairs and Housing (MAH) about PVDD next steps.
10. Met with Richmond Diking Authority regarding seismic issues and long-term planning.
11. NHC river surveys on Green to Ryan and middle reach, July 12-16.
12. Working on Arn culvert contract.
13. Working on North Arm Design.
14. Miller weir planning.

15. Working with VOP on signage for Arn project.
16. Finishing paperwork from High Water Event.
17. Meeting with possible sediment management partners to keep this work going in absence of funding.
18. Prepare document for MAH to outline issues around PVDD merging with another local government. PVDD next steps are to work with VOP and SLRD to write a document to outline all the options that we have explored and the pros and cons of each. Kevin needs support of VOP and SLRD on this. This may take a long time as everyone is overstretched.
19. Exploring pump options and suppliers to be ready for the next high-water event, so we know what to order and from whom, now that we have a good idea of where and what we need and the capacities required.
20. Installation of Green and Miller gauges scheduled for July 19-30.
21. Exploring possible role that PVDD can play on supplying water to farms for irrigation as the province is actively patrolling the valley this year for illegal water use.
22. Planning for 2021 AGM.
23. Working to support Veronica Woodruff in her PHD thesis. The content of the thesis is valuable to PVDD and the valley's flood planning and local governance issues.
24. O&M manual planning. Working with a consultant. This is going to be a multi-year project that lays out our annual works, hydrometric measuring, dike inspections, emergency preparedness and engineering requirements. This is a software manual.
25. Working through Provincial audit of PVDD by Inspector of Dikes (IOD).
26. Preparing PVDD jet boat to sell and preparing new jet boat for operation.
27. Preparing PVEMC high water event presentation for July 19 meeting and action item list.
28. Reaching out to Flood Risk Strategy with further information about our current situation.
Moved/Seconded
That the July 2021 O & M Report be received.

CARRIED**B. SECRETARY'S REPORT**

1. Secretary's Report – July 2021
Moved/Seconded
That the July 2021 Secretary's Report be received.

CARRIED

2. 2021 AGM – Returning Officer.
Moved/Seconded
That Valerie Brooksbank be appointed as the Returning Officer for the 2021 AGM.

CARRIED**7. BYLAWS****8. CORRESPONDENCE****A. ACTION REQUIRED****B. INFORMATION**

1. July 2021 Local Government Act Amendments
2. July 2021 Aspect Development Referral Response

9. NEW BUSINESS**10. LATE BUSINESS**

A farmer complained that PVDD left gate open while mowing; however, the person mowing was certain that he did not leave the gate open, and he contacted the farmer to let her know.

11. OPEN QUESTION PERIOD**12. IN-CAMERA**

Moved/Seconded

That pursuant to Section 90 (1)(a) and (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.

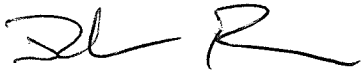
CARRIED

At 7:44 pm the meeting moved to In-Camera.

Rise with report at 9:33 pm – O&M

13. ADJOURNMENT

The meeting was adjourned at 9:33 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 922nd
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, August 19, 2021, AT THE DISTRICT OFFICE – 7:00 pm**

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

Present:	Chair:	J. Beks
	Trustees:	A. Bush, C. Gilmore, and B. McLeod (remotely)
	Staff:	K. Clark, P. Fotsch, and K. Bergen (remotely)
	Other:	C. James-late (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 15, 2021 Minutes

Moved/Seconded

That the minutes of the July 15, 2021, meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

C. James joined the meeting.

A. OPERATIONS AND MAINTENANCE REPORT

O&M Report – August 2021

1. Arn project: Area isolated and dewatered. One hot day, the water came up and it back flowed. Dike fill material removed and stockpiled as it can be reused. Old culverts removed and new culverts installed. Rip rap works completed to top of bank.
2. Gauges installed at Green and Miller and running. Still waiting to establish rating curves.
3. Sold the jet boat.
4. Paperwork/permitting for beaver dam removals at Arn Canal.
5. Submitted letter to MOTI from PVEMC regarding flood risk issues identified with MOTI infrastructure during June high water event. All stakeholders will sign the letter and a followup meeting will be requested.
6. Miller Weir planning; however, the water is still too high.
7. Action item list from high water event.
8. Standards document for culverts, gates and installation practices.
9. Meeting on August 20 with FLNRORD, SFU, Lil'wat, NHC, and Clear Course regarding possible sediment works in the upper Meager area.
10. Disaster Mitigation Adaptation Fund (DMAF): Only Lil'wat is eligible but met with Lil'wat and Clear Course August 17, to see if there is support for a "Watershed Approach" to this funding. If there is support, we could go for over 20 million in funding to perform much needed work in the Valley. If PVDD was eligible, would still only be able to get 60% of project covered and would have to cover the rest ourselves. Speaks to PVDD's lack of reserve funds.

- 11. Working with NHC on alternate diking designs that may reduce costs and increase chances of meeting seismic guidelines.
- 12. Received funding from 2020 intake for SLRD/PVDD funding to map the Ryan Creek watershed, and received funding for VOP/PVDD setback diking study, as well.
- 13. Spoke to Municipal Affairs who are still working behind the scenes to figure out a way for PVDD to exist.
- 14. Shared picture that was taken of the braided channels on the heli trip to Meager has been shared to the world of academia and has drawn interest from many circles. There is a meeting to go through options for this area tomorrow. This is good, as the ability to slow the release or meter the sediment into the Lillooet would be the biggest way to affect change. NHC estimates of 200,000 to 250,000 cubic meters of sediment are entering the river annually, and PVDD removes 60,000, which is only 24%. Finding a way to slow the sediment into the river by only 24% through channelizing or filtering through vegetation would have the same effect as the sediment removals and would be more sustainable. Many are showing interest, including Innergex and 5 PhD candidates who want to use this as a thesis topic.
- 15. Continue to work on dike maintenance, AGM planning, O&M manual planning, Inspector of Dikes audit,
Moved/Seconded

That the August 2021 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

- 1. Secretary's Report – August 2021
Moved/Seconded
That the August 2021 Secretary's Report be received.

CARRIED

- 2. Official motion to move AGM date to August 26, 2021, re change of venue.
Moved/Seconded
That the AGM date be moved to August 26, 2021.

CARRIED

- 3. Election Voting Procedure Policy
Moved/Seconded
That the changes to the Election Voting Procedure Policy be adopted as presented.

CARRIED

7. BYLAWS

- 1. Bylaw 258 Coastal Mountain Excavation - Arn Canal Upgrade Contract
Moved/Seconded
That Bylaw 258 be adopted as presented.

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)(l) 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 7:32 pm the meeting moved to In-Camera.

Rise with report at 8:14 pm – O&M

13. ADJOURNMENT

The meeting was adjourned at 8:14 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 923rd
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, August 26, 2021, AT THE DISTRICT OFFICE – 7:00 pm**

The meeting was held directly after the Annual General Meeting to select a chair for the year.
The meeting was called to order at 8:35 pm.

Present:	Trustees:	J. Beks, A. Bush, C. Gilmore, B. McLeod, and B. Ronayne
	Staff:	K. Clark, P. Fotsch

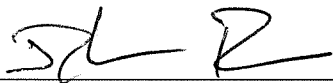
1. ELECTION

- For the position of Chair

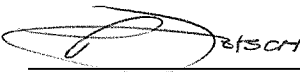
Trustees voted by secret ballot: J. Beks 3 – B. McLeod 2

John Beks was elected Chair.

The meeting was adjourned at 8:43 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 924th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, September 16, 2021, 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 (remotely)
 Staff: K. Clark, P. Fotsch, and K. Bergen (remotely)
 Other: T. Craddock (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 19 and August 26, 2021 Minutes

Moved/Seconded

That the minutes of the August 19 and August 26, 2021, meetings be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE REPORT

1. O&M Report – August 2021

- Arn project: Waiting on final engineering report to prepare final funder report so PVDD can get paid. Even with the huge material cost increases, the project was on budget.
- Dyke inspection: Completed and data is being processed for October submission.
- Dike mowing: Abandoned berm and some ditches are left to do.
- Culvert inspections completed. Despite needed repairs/replacements, all are working.
- Cleanout of upper valley ditch.
- Installation of upper valley ditch/culvert gate.
- Chain operators for Arn gates. Access platform not built. A pull chain will be used to open and close.
- Arn level monitoring station installation to be done end of September. Sensors taking too long to get.
- Miller Weir planning: Only will be getting 60% out because the current design is not good as there is no bypass. Working on ideas for future removals.
- Meeting with possible partner for sediment removals 2022.
- Budget 2022.
- SROW documents over winter.
- Fall public engagement survey.
- Pemberton Creek culvert replacements. Working with IOD and NHC to come up with a cost-effective strategy.
- Ryan River log jam: If left could put pressure on dike. Kevin thinks that Cascade would agree that they could put some cuts in the logs and high water will move it out.
- Continue to work on O&M manual planning, Inspector of Dikes audit, action items from high water event, followup lobby letter to Municipal Affairs.

Moved/Seconded

That the September 2021 O & M Report be received.

CARRIED

- 2. 2021 Resolution and MOU for Ryan River Modeling

Moved/Seconded

That the attached resolution for MOU Ryan River Modeling be adopted as presented.

CARRIED

B. SECRETARY'S REPORT

- 1. Secretary's Report – September 2021

Moved/Seconded

That the September 2021 Secretary's Report be received.

CARRIED

- 2. 2021 AGM Draft Minutes

For review only. To be adopted at next AGM.

- 3. 2021 Christmas Dinner

Hold off for now and think about options.

7. BYLAWS

- 1. 2021 Renewal Reserve Fund Disbursement Bylaw No. 259

Moved/Seconded

That Bylaw 259 be adopted as presented.

8. CORRESPONDENCE

A. ACTION REQUIRED

- 1. 09 09 21 Benchlands Nkwukwma External Referral Package

Kevin has concerns about drainage. Kevin to draft response and forward to Board for review.

B. INFORMATION

- 1. 2021 UBCM Group Benefits Renewal Rates

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

That pursuant to Section 90 (1)(l) 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 7:27 pm the meeting moved to In-Camera.

Rise with report at 8:01 pm – O&M

13. ADJOURNMENT

The meeting was adjourned at 8:01 pm.



Chair



Secretary

PEMBERTON VALLEY DYKING DISTRICT

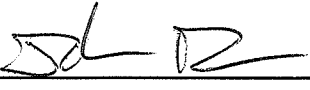
Ryan River Modelling and Floodplain Mapping Project Resolution

WHEREAS the Squamish Lillooet Regional District (SLRD) received grant funding of up to \$99,500 under the UBCM Community Emergency Preparedness funds 2021 Flood Risk Assessment, Flood Mapping and Flood Mitigation Planning Stream (the "Grant") for the purpose of the Ryan River Modelling and Floodplain Mapping project (the "Project").

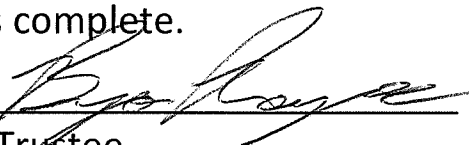
AND WHEREAS the question as to whether the Pemberton Valley Dyking District (PVDD) should enter into a Memorandum of Understanding (MOU) with the SLRD to set out their common understanding and principles with respect to the Project.

AND WHEREAS the Trustees deem it appropriate to enter into a MOU with the SLRD regarding the Project for which the PVDD will be "Project Manager".

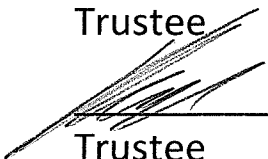
THEREFORE, BE IT RESOLVED that: the PVDD enter into a MOU with the SLRD until which time the Project is complete.




Trustee



Trustee



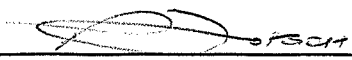
Trustee



Trustee

Trustee

Certified true copy of the resolution adopted by the Trustees of the Pemberton Valley Dyking District on the 16th day of Sept, 2021.



Officer

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 925th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, October 28, 2021, 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, and B. McLeod (remotely)
Staff: K. Clark, P. Fotsch, and K. Bergen (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. September 16, 2021 Minutes

Moved/Seconded

That the minutes of the September 16, 2021, meetings be adopted as presented.

CARRIED

Kevin updated the Board on the Ryan log jam. A permit was submitted to obtain authority to cut the wood up into smaller pieces when it freezes.

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE REPORT

1. O&M Report – October 2021

- Arn project: Gate chain operators modified. Slip on gear box to be installed next week.
- Annual provincial dike inspections.
- Cleanout of upper valley ditch.
- Fallen trees cleaned up off of Ryan Dike.
- Arn Canal real time level sensors installed and functioning.
- Meeting with Benchland's developers regarding drainage and boundaries.
- Dike modeling kick-off meeting with Lil'wat and NHC.
- Meeting with NHC and Neil Peters to discuss streamlining of culvert replacements in dikes. Looking to install aluminum culverts with fusion welded flanges. Only downfall is that boreholes will have to be drilled at every replacement.
- Pemberton Creek survey for sedimentation evaluation. MOTI contributed and survey was extended to under Pemberton Creek Bridge. MOTI may pay PVDD to remove gravel, as well.
- Lillooet River Survey meeting with NHC. Areas ¼ to ½ km below not aggrading. NHC to vet the data, as it will have to be interpreted the same way when the next survey is done.
- Meeting with local governance regarding next steps of PVDD designation issue.
- Excavated Miller Weir – 1900 m3. Day after it was finished the whole thing flooded. Kevin would like to purchase a Tiger Dam (\$5,000) that could be a useful tool in making excavations more efficient.

- Provincial Dike Audit.
- Letter to Minister of Agriculture regarding farmland drainage issues. Seeking funding to use the PVDD's LIDAR data to create a plan for the valley.
- Working with committee from VOP and SLRD to look at set-back dike routing through the most populated areas.
- 10-year capital spending plan for equipment and Industrial Park yard.
- Continue to work on Arn Canal final report, O&M manual, Budget 2022, SROW documents, fall public engagement survey.
- October 17 heavy rain – Drainage works completed at Pemberton Creek were valuable but the culvert, located in Pemberton Creek Dike that drains most of the area, back flowed badly due to the condition of the gate. A new gate is on order (8 week delivery) and will be installed upon arrival.
- Miller Creek Lower Reach Sediment Survey: Seven historical cross sections were resurveyed to provide channel monitoring information. Preliminary results are good. It appears that the Miller Sediment Weir has been working well, and PVDD should continue removing sediment from the weir.

Moved/Seconded

That the October 2021 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. Secretary's Report – October 2021

Moved/Seconded

That the October 2021 Secretary's Report be received.

CARRIED

2. Employee Review Reminder – November 2021

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

1. October 2021 GICs purchased.
2. October 2021 MOU with VOP
3. 2022 Pension Rates

9. NEW BUSINESS

10. LATE BUSINESS

1. Working in congruence with Lil'wat, Veronica Woodruff from Clear Course, BCIT, and Royal Roads, PVDD is eligible to apply to the Habitat Conservation Trust Fund for 10-12k to use the collected data to get more money for the Meager stabilization project. The Board agreed this is money well spent if the final result helps to minimize sediment deposits into local water courses.

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

That pursuant to Section 90 (1)(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.

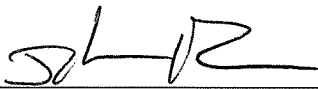
CARRIED

At 7:42 pm the meeting moved to In-Camera.

Rise with report at 8:34 pm – O&M

13. ADJOURNMENT

The meeting was adjourned at 8:34 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 926TH REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, NOVEMBER 18, 2021, AT THE DISTRICT OFFICE**

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

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

Moved/Seconded

That the minutes of the October 28, 2021, meeting be adopted as presented.

CARRIED

- 5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS**
- 6. REPORT**

A. NOVEMBER OPERATIONS AND MAINTENANCE REPORT

1. Arn project: Installation of gate operators.
2. Survey of upper valley ditch for elevations in relation to drainage options and MOTI culverts.
3. Repairs to animal damage on Forestry dike.
4. Survey of sediment bars – no results yet.
5. Meetings with possible sediment removal partners.
6. Sent letter to MLA Sturdy's office to see if his office can help get us a meeting with CN Rail, as it has been a year since Kevin met with them. CN is working to set up a meeting.
7. North Arm Channel outlet planning: Dealing with issues of access through reserve. Materials ordered.
8. Riverlands gate replacement meeting with MOTI to plan out works. Would like to get assist from MOTI as most issues are theirs.
9. Meeting with Municipal Affairs on November 24.
10. Working on LIDAR data layer for our GIS. Will eventually be able to read elevations throughout the valley from this data.
11. PVDD long-term development planning.
12. Permitting for 2022.
13. Continue to work on Arn Canal final report, budget 2022, public survey results, 10 year plan.
14. Summary of November 15 High Water Event:
The forecast that River Forecast Centre (RFC) and Environment and Climate Change Canada (ECCC) put out were quite accurate. Revised forecast on Sunday stated that the storm would pass to the south of us. Freezing levels were low to the North and East. Pemberton Creek, Arn Canal, and Grandmother Slough were expected to be the biggest issues – all the steep, low-level, rain-affected slopes.

Sunday:

- Rebuilt the two berms at Peaks/Pioneer that were built for the heat wave.
- Got Justin Davies to flip up remaining two beaver deceivers – one was done on Friday, October 12th.
- Contacted VOP to notify them of possible issues for Monday.
- Checked culverts along Pemberton Creek to ensure flap gates were closed and clear of debris.
- Contact MOTI as it looked like Pemberton Creek may overtop on Monday.

Monday:

Rain was intense Sunday night, but freezing levels remained favourable. Innergex informed that it was snowing at Upper Lillooet and temps were below zero and steady. Arn was very high, Grandmother Slough was very high with one culvert still blocked - Kevin called MOTI as beaver debris was not cleared by Miller Cap. Owner at trailer park had been pumping since 3 am and water was nearly going into some trailers. Got PVDD pumps on it, as well. At 10 am called VOP to request Pemberton Fire assistance as it appeared that the trailer park and Peaks were in trouble. Decision was made to get pumper truck and fire pumps to assist. By 11:30 am, there were 9 gas pumps and a fire truck pumping out the area (2500 gallons per minute) into Pemberton Creek until 5:30 pm. Only after the rain slowed, at 3 pm, did the pumps start to make progress, otherwise they were just keeping up with the rain. Kept gas pumps running till after midnight.

There was also localized flooding around One Mile Lake, Arn Canal along Urdal Road, Taylor Road ditch, Collins Road; McRae Road, and Sunstone's drainage and retention ponds.

Tuesday:

Water was still high everywhere. Removed berms at Peaks. Removed debris from Arn with help of VOP that was impeding flow. Things returning to normal, and the weather was getting cold.

Moved/Seconded

That the November 2021 O&M Report be received.

CARRIED

15. 2021 November Employer Overtime Policy

Moved/Seconded

That the Employer Overtime Policy be adopted as presented.

CARRIED

B. SECRETARY'S REPORT

Moved/Seconded

That the November 2021 Secretary's Report be received.

CARRIED

7. BYLAWS

16. 2021 Bylaw 260 Snow Removal

Moved/Seconded

That Bylaw 260 be approved 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

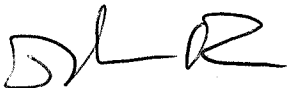
That pursuant to Section 90 (1)(c) and (k) of the Community Charter, the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

At 7:41 pm the meeting moved to in-camera.


Rise with report at 9:30 pm Manager Items and Employee Reviews

13. ADJOURNMENT

The meeting was adjourned at 9:30 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT.
MINUTES OF THE 927th REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, DECEMBER 16, 2021, AT THE DISTRICT OFFICE**

The meeting was called to order at 7:14 pm.

Present:	Chair:	J. Beks
	Trustees:	A. Bush, C. Gilmore, and B. McLeod (remotely)
	Staff:	K. Clark, and P. Fotsch, K. Bergen (remotely)
	Village Rep:	T. Craddock (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

Moved/Seconded

That the minutes of the November 18, 2021, meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORT

A. NOVEMBER OPERATIONS AND MAINTENANCE REPORT

1. Arn project final reporting is complete. Will submit next week.
2. November complicated with 3 large rain events. Spent a week working in the EOC with the SLRD.
3. Attended meeting with Municipal Affairs.
4. High flow measurement on the Green done by NHC.
5. Survey of sediment bars done.
6. Met with landowners whose lands we cross for sediment removals.
7. Emergency removal of North Arm Channel culvert that was collapsed. Will replace with 1 or 2 culverts in future.
8. North Arm Channel outlet planning. Materials on order.
9. Riverlands gate replacement meeting. Trying to get MOTI to assist in some way. Permit was submitted.
10. Letter to Agriculture and Transportation Ministers re farm issues with infrastructure.
11. Public Survey presentation to be held on Zoom January 12th at 7 pm. Will go through feedback and answer questions from the survey.
12. Upper Valley ditch survey and planning.
13. Continue to work on budget 2022, 10 year plan, and long term development planning.
14. High Water Event Review: In the lead up to November 15th event, there was a manageable amount of rain, less than 10 mm per day. Then received 90.4 mm in 48 hours with a mean freezing level of about 1500 – 1600 metres and a Snow Water Equivalent (SWE) of 355 mm at 1669 metres at Tenquille Lake. Then had 9 days with little or no precipitation which allowed drainage systems to drain out.

On November 25, we received 18.2 mm of rain, 21.2 mm on the 27th, and then another 25 mm on the 28th. This filled the valley to the brim. Between November 15 and 30, the SWE at Tenquille gained from 355 mm to over 500mm. This saved us.

After one day reprieve, on the 30th late in the day we received 27 mm and then another 51.6 mm fell by 8 pm on December 1. We received 78.6 mm of rain in under 30 hours. Freezing level went to mountain tops. The Arn Canal was above a 50-year flow rate; Pemberton Creek went to a 15-year flow and the Green to a 100-year flow. Green went to about 450 m³/sec, equal to the high of the Lillooet plus Ryan and Miller additions. Flooding issues were in the same areas as previous high water event.

The saving grace was that by the time the Lillooet spiked to 450 m³/sec, the other rivers had all turned down and the rain had stopped. This allowed the drainage system to keep up for a time before the backwatering was realized.

If we got this event on the snowpack we had during the November 15th event, Pemberton would have seen a fall flood. The high amounts of snow we had during the second event were able to absorb all of the water up top and did not add to the flows.

Pumps were installed at the North Arm Channel to help with water issues when the Lillooet came up. Pumps for the Arn were on the way but, due to highway closures, they did not make it in time. The new Arn Canal outlet performed well, and Kevin is confident that there would have been significant flooding issues if old outlet was still in place.

15. As a group, the EOC communicated well during this event but need to do much better in future as this was a small event. Kevin identified issues that for future events require solutions and these were addressed at a meeting today and all agreed that they need to be better prepared for next time.
 - a. PVDD trying to manage 2 EOCs, 1 for VOP and 1 for SLRD is an issue as PVDD too short on manpower.
 - b. PVDD does not have anyone to replace Kevin in the event he is away, sick, or just needs a break.
 - c. VOP and SLRD do not have information on what pumps and equipment are required at each location where there are issues. PVDD must get quotes and equipment costs to submit to VOP or SLRD for PREOC approvals, and Kevin is already stretched too thin at that point.
 - d. VOP not utilizing the public works crew to its full potential during these events. PVDD working unrealistic hours.
 - e. VOP should utilize and staff the EOC as the SLRD does, to support the VOP Emergency Planner and PVDD, as undo pressure is put on SLRD EOC to fill the gaps.
 - f. The PVDD is looked to, to report on areas that need to be put on order or evacuated. PVDD must provide maps and this is difficult to figure out when Kevin is out in the field.
 - g. The area from the new rec site, Sunstone drainage, Ritchie ditch, McRae Road ditch and North Arm Channel lacks capacity to deal with the amount of water involved. A big issue that crosses many jurisdictions.
16. Kevin will be off for 2 weeks over Christmas starting Monday the 20th. Will likely be working a bit from home so as to not fall too far behind.

Moved/Seconded

That the December 2021 O&M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. 2021 December Secretary's Report was presented.

Moved/Seconded

That the December 2021 Secretary's Report be received.

CARRIED

2. Trustee Remuneration for J. Beks was presented.
3. 2021 BDO Summary of Services was presented.

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

1. 2021 December Ext Referral Package 1641 Airport Road Non-farm use Application

B. INFORMATION

1. 2021 Dec FLNRO File 2402012
2. 2021 Dec FLNRO File 2402015
3. 2021 Dec FLNRO File 2402023
4. 2021 Dec FLNRO File 2402024
5. 2021 Dec SLRD PVDD 2022 Representative-Russel Mack

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

1. T. Craddock asked for clarification on the EOC issues. Kevin explained that the issues were addressed at the meeting and that the group agreed to work toward being more efficient for the next event.

12. IN-CAMERA

Moved/Seconded


That pursuant to Section 90 (1)(c) and (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.

At 7:44 pm the meeting moved to in-camera.


Rise with report at 8:52 pm Manager Items and Admin Items

13. ADJOURNMENT

The meeting was adjourned at 8:52 pm.



Chair



Secretary