

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 869th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, January 19 2017 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present: Chair: B. McLeod
 Trustees: B. Mitchell, B. Ronayne and J. Beks
 Staff: S. Miller , P. Fotsch and S. Flynn

 Other: VOP Rep – Ted Craddock

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the agenda for this January 17, 2017 meeting be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. December 15, 2016 Meeting Minutes

Moved/Seconded

That the minutes of the December 15, 2016 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 2017 verbal only
- funding of \$222,000 for the Recovery project for the November 9, 2016 High Water Event has been approved for Projects 1 – 5 (80/20 split). Project 6 \$150,000 pending approval (requires cost estimates and an engineering report).- see attached.

Moved/Seconded

That the January 2017 O&M Report be received.

CARRIED

1. Draft Five Year Plan and 2. Draft O & M Budget – still need a few more adjustments - to be reviewed again at the next meeting

Notes: the piles at the Green River pit will need to be burned this year and blasting of rip rap at the Valleau pit for stock piling will also be required.

- North Arm Channel will be tidied up

-it is possible that funding opportunities from National Disaster Mitigation Program (NDMP) will be available for application in August – will keep trustees posted

B. SECRETARIES REPORT

1. Balance Sheet/Income Statement/Accounts Paid/Account Summary
- Account Transfer Authority Letter- as the signing arrangements for the BNS bank accounts are 2 to sign (one Trustees plus one Administrator or any two Trustees) the Board made a motion as follows:

Moved and Seconded

That staff members Pia Fotsch or Sarah Miller are authorized to individually transfer funds up to a maximum of \$150,000.00 between the BNS business chequing account and the BNS business savings account as required - to allow for banking transactions to be carried out in a timely manner.

CARRIED

Moved/Seconded

That the January, 2017 Secretaries Report be received.

CARRIED

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

1. From: VOP Re: TUP No. 008 Pemberton Music Festival – Referral Package
2. From: SLRD Re: Temporary Use Permit Application – TUP No. 47 (Pemberton Music Festival TUP Renewal)
3. From SLRD Re: Temporary Use Permit Application – TUP No. 48 (Pemberton Music Festival Additional Parking) – New Application Referral

B. INFORMATION

1. To: FLNRO Honourable Steve Thomson (joint letter PVDD/VOP/SLRD/Lil'Wat Re: River Forecast Center
2. Communications – PVDD/VOP/SLRD/Lil'Wat Re: Lilloet River Gauge Monitoring – 4 partners shared the cost of the installation and continue to share the cost of maintenance but only the PVDD has responded to notifications since the gauge was installed in 2014. Steve has notified the other stakeholders that this duty needs to be shared equally. He has offered to hold a training session on how to monitor the system. Other than the communication from the SLRD the response to date has been negative. Steve intends to set a date and organize a training session for all 4 parties. The system requires two people to be available to respond to the system at all times – a regular attendant and a back-up attendant as concern for public safety needs to be taken seriously.
3. To: MoTI Amy Baker (cc'd to property Owner) response to subdivision application referral for 9236 Pemberton Meadows Road
4. From DFA Re: Recovery Plan Interim Payment: DFAGEN 15/16 Sept 20 to Sept 21, 2015 – Pemberton Creek
5. From DFA Re: Recovery Plan Approval: DFAGEN 16/17 November 9 – 14, 2016 – High water event
6. To BNS RE: GIC Investments
7. Communications – PVDD/PACC Re: Art Barn Storage
8. To Stewart McDannold Stuart (SMS) Re: PVDD signing of Application to Deposit Plan EPP66105
9. Communications –PVDD/SMS Re: Copy of fully signed Application to Deposit
10. From: VOP Re: Property Owner/Occupier (drinking water)

9. NEW BUSINESS

10. LATE BUSINESS

11. 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.

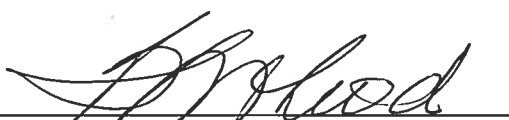
CARRIED

At 8:05 pm the meeting moved to In-Camera

Rise without report at 9:09

12. ADJOURNMENT

The meeting was adjourned at 9:09 pm.



Chair



Secretary

DFAGEN 16/17 - 1617-03

PEMBERTON VALLEY DYKING DISTRICT #1617-03

PROJECT STATUS REPORT
January 04, 2017

Project Number	Project Name	Recovery Plan Approved Amount at 100%	Invoices Paid at 100%	Invoices Paid at 100%	Invoices Paid at 100%	Invoices Paid at 100%	Invoices Paid at 100%	Invoices Paid at 100%	Invoices Paid at 100%	Invoices Paid at 100%	Project Total	Project Status	Project Forecast
01	Lilloet River Bridge	\$50,000.00									\$0.00	Approved	\$50,000.00
02	Pemberton Creek	\$64,000.00									\$0.00	Approved	\$64,000.00
03	Miller Creek South	\$40,000.00									\$0.00	Approved	\$40,000.00
04	Miller Creek North	\$48,000.00									\$0.00	Approved	\$48,000.00
05	Meadows Road	\$20,000.00									\$0.00	Approved	\$20,000.00
06	Bigsky, Belkin & Beam Bar	\$150,000.00									\$0.00	Approval Pending	\$222,000.00
	Sub Total at 100%	\$372,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$222,000.00
	Less \$1,000	\$1,000.00											
	Sub Total	\$371,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$222,000.00
	Total (Payable at 80%)	\$296,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$177,600.00

Total Paid To Date: \$0.00

LOCAL GOVERNMENT BODY RECOVERY PLAN

Local Government Body Name: Pemberton Valley Drying District
 Date of Event: 09-Nov-16
 Event Name: Nov 09 2016 - High Water Event

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	
Project #	Date of damage	Site location	What infrastructure was damaged?	What caused the damage?	Describe the damage	Describe what was damaged (materials, including quantities, and/or extent of damaged infrastructure)	Describe the repair work required to restore to pre-event condition	Describe the materials, including quantities, to repair to pre-event condition	Estimated cost of project (monthly/year)	Estimate or actual cost of (total) project (incl. taxes)	FOR EMBC USE ONLY	EMBC Comments	
#1	09-Nov-16	800 m above Highway 99, Lilboot River Bridge on the left bank of Lilboot River	Ayers Dike Bank Failure	Extreme high water flows	Two areas of the bank protecting the Ayers Dike failed and as a result the dike was overtopped. Excavation and backfill by the Lilboot River	Two areas approx. 38 m in length each failed causing a breach in the dike. The failure was caused by the high water moving the dike and as a result the dike was overtopped. Excavation and backfill by the Lilboot River	Engineered design design, retaining and placement of rip rap. Estimated cost \$18,000. Engineers \$7000. Environmental monitor and engineering firm. Purchase of 500 m ³ of rip rap	Approx 500 m ³ of D-80 500mm of rip rap \$22,000. 500mm of rip rap \$22,000. 500mm of rip rap \$22,000. Engineers \$7000. Environmental services \$3,000	2016-03-30	\$ 50,000.00 \$ 50,000.00			
#2	09-Nov-16	Pemberton Creek	Pemberton Creek	Extreme High Water Flow	Significant gravel Aggregation resulting in loss of debris	Upstream and cross section survey (completed) as assessed by an engineering firm and Dymally Inspectors of Daves	Survey Crew, Sediment Engineer removal design Environmental \$9,000	Cross section survey \$5,000 Engineer removal design \$10,000 Removal \$40,000 Environmental \$9,000	2016-09-30	\$ 64,000.00 \$ 64,000.00			
#3	09-Nov-16	Miler Creek 1 km south of Meadows Road Bridge	Miler Creek	Extreme high water flows in Miler Creek	Damage to the Sediment Collection Weir by the force of the high water moving the weir which near structure down stream	Approx 60 very large boulders that formed the down stream portion of the weir need to be replaced	FF new boulders into place in a manner that we ensure the weir is able to handle high water events	Surveying \$4,000 Engineer removal design \$15,000 Escalator \$5,000 Environmental \$5,000	3-30-2016	\$ 40,000.00 \$ 40,000.00		Enhancements (i.e. unless it is least cost option). Must provide cost for both options.	
#4	09-Nov-16	Miler Creek 100 m north of Meadows Road Bridge	Miler Creek	Extreme high water flows in Miler Creek	Significant gravel Aggregation	Approx 500 m ³ of sediment was deposited 100 m south of Meadows Road Bridge and approx 2000 m ³ of sediment was deposited 100 m north of Meadows Road Bridge. Large bars that restrict flows and affect the dike elevations	Survey Bars, Engineer removal design. Apply for permits. Remove material. At full survey	Survey Bars \$4,000 Engineer removal design \$7,000 Escalator material \$20,000 Environmental \$7,000	3-30-2016	\$ 40,000.00 \$ 40,000.00		Report must confirm sediment removed was from this event only	
#5	09-Nov-16	23 km on Meadows Road north of Pemberton	Lilboot River	Large woody debris jammed into the weir causing damage in a critical area on a 90 degree bend on the Lilboot River	Damage to Bank Armor	The top section of bank was damaged over a 75m length	Transport 400 m ³ of rip rap to location and repair damage	Rip Rap Material \$5,000 Trucking \$4000 Escalator \$5000	3-30-2016	\$ 20,000.00 \$ 20,000.00			
#6	09-Nov-16	Diply Bar, Heikin Bar and Baum Bar	Lilboot River	Extreme high water flow	Significant gravel Aggregation resulting in loss of debris	The three bars were scoured away resulting in a large area of sediment deposition as a result of the Nov 9 2016 high water event	Conduct a topographic survey to determine the scope of erosion and develop a removal design to remove sediment back to a pre high water event elevation. Removal design based on design	Volume to be removed will be determined based on survey but is estimated to be in the 15,000 m ³ range	3-30-2016	\$ 150,000.00		Permitting approval Required. Request cost estimates and Engineer report.	
										Total Recovery Plan Costs:	\$ 372,000.00	\$ 272,000.00	
										Less first \$1,000:	\$ 371,000.00	\$ 271,000.00	
										Eligible Recovery payable @ 80%:	\$ 296,800.00	\$ 176,800.00	

NOTE: All invoices submitted based on these cost recovery approvals must still individually qualify under the DFA Regulation to be considered eligible. Approvals are based on general description only and costs may, in fact, be ineligible due to other detailed information that may not have been provided.

[Signature]
 Manager, Recovery and Funding Programs

[Signature]
 Approval Date

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 870th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, February 16, 2017 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present: Chair: B. McLeod
 Trustees: S. Noort, J. Beks, B. Ronayne
 Staff: P. Fotsch, S. Miller and S. Flynn

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. January 2017 meeting minutes

Moved/Seconded

That the minutes of the January 19, 2017 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. February 2017 O&M Report

Issues of concern:

1. Lillooet River Early Warning System
2. Storm Water Drainage
3. Pemberton Music Festival – ALC Re: Agricultural Enhancements – New

Previous attempts to communicate the PVDD's concerns to the VOP regarding items 1 and 2 have been stalled at Staff level and item 3 is a newly found concern.

Moved/Seconded

That a letter be sent to the VOP Mayor and Council requesting a meeting be arranged to address these issues of concern as it is felt that they are critical in nature and need to be rectified.

CARRIED

Moved/Seconded

That the February 16, 2017 O&M Report be received.

CARRIED

2. Draft 2017 O & M Budget – reviewed

3. Draft 2017 Five Year Plan – reviewed

B. SECRETARIES REPORT

1. February 2017 Secretaries Report

Moved/Seconded

That the February 16, 2017 Secretaries Report be received.

2. Auditors were at the PVDD office February 14 -16 performing the audit for the year ended December 31, 2016. Draft Financial Statements are to be presented at the March meeting.
3. Court of Revision

Moved/Seconded

That the 2017 Court of Revision date be set for Thursday, March 23, 2017.

CARRIED

4. 2017 AGM

Moved/Seconded

That the 2017 Annual General Meeting of the Pemberton Valley Dyking District be held Thursday, April 13, 2017 at 7:00 pm at the Pemberton Community Center.

CARRIED

5. 2017 Tax Sale

Moved/Seconded

That the 2017 Tax Sale be held Friday, August 25, 2017 at Dyking District office.

CARRIED

6. Appoint Returning Officer

Moved/Seconded

That Allison MacDonald be appointed as Returning Officer for the 2017 Trustees Election.

CARRIED

7. Cost of Living Increase – 1.8%

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

1. From: UBCM Re: Letter of Understanding (LOU) – UBCM Group Benefits Plan
2. To: BNS Re: Account Transfer Authority
3. To: VOP Re: Temporary Use Permit Application – TUP No. 008 Pemberton Music Festival
4. To: VOP Re: Storm Water Concerns
5. From: nhc Re: Lillooet River – Emergency sediment removal Disaster Financial Assistance preliminary report
6. To: SLRD Re: Temporary Use Permit Application – TUP No. 008 Pemberton Music Festival
7. From: EMBC Re: Disaster Financial Assistance Recovery Plan Approval: DFAGEN 16/17 November 9-14, 2016, Project #6
8. From: DFA (email) Re: 1617-03 PVDD CRP
9. To: DFA (email response) Re: Recovery Plan Letter DFAGEN 1617-03, Nov 9-14, 2016
10. To: Public Re: Request for Proposal RFP#SR001-2017a – Lillooet River Sediment Removal 2017 (closing date February 21, 2017 – 4:00 pm)

9. NEW BUSINESS

10. LATE BUSINESS

10.1. IN-CAMERA

Moved/Seconded

That pursuant to Section 90(1)(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.


At 8:26 pm the meeting moved to In-Camera
Rise without report at 8:40 pm

12. ADJOURNMENT

The meeting was adjourned at 8:41 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 871st
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, March 16, 2017 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present:	Chair:	B. McLeod
	Trustees:	B. Mitchell, J. Beks, B. Ronayne
	Staff:	P. Fotsch, S. Miller and S. Flynn
	Other:	VOP Rep – 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. February 2017 meeting minutes

Moved/Seconded

That the minutes of the February 16, 2017 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. March 2017 O&M Report - verbal
 - Lillooet River Emergency Sediment Removal – Big Sky Bar will be completed tomorrow and Belkin and Beem Bars will be completed next week.
 - Miller Creek – weir repairs and sediment removal will commence in the beginning of April.
 - Ayers Dike Bank Failure, Monument Dike culvert clean out, Miller's ditch and extension to culvert behind Ronayne's to be completed before spring freshet. Wilson Road rip rap repairs will be done when snow levels permit.

Moved/Seconded

That the March 16, 2017 O&M Report be received.

CARRIED

2. Draft Contribution Agreement – reviewed – Steve very satisfied with content of the agreement
3. Draft Contribution Agreement Schedule A – reviewed – one adjustment has been submitted – awaiting final copy

B. SECRETARIES REPORT

1. March 2017 Secretaries Report

Moved/Seconded

That the March 16, 2017 Secretaries Report be received.

2. Confirmation of 2017 AGM – Thursday, April 13, 2017 Pemberton Community Center at 7:00 pm.
3. Draft 2017 Voting Procedure Policy

Moved/Seconded

That the 2017 Voting Procedure Policy be adopted as presented

CARRIED

4. Draft 2016 AGM Minutes – reviewed for adoption at the 2017 AGM

5. Draft 2016 SGM Minutes – reviewed for adoption at the 2017 AGM
6. Draft 2017 Budget/5 Year Plan/Capital Projects – reviewed
7. Draft 2017 Mill Rates – staff to send Board draft bylaw for review
8. Draft 2016 Financial Statements – to be reviewed for adoption at the 2017 AGM

7. BYLAWS

1. Bylaw No. 222 – Re: 2017 Lillooet River Sediment Removal

Moved/Seconded

That bylaw No. 222 cited as "CME – 2017 Lillooet River Sediment Removal Contract Bylaw" be adopted as presented.

CARRIED

2. Bylaw No. 224 Re: Pemberton Valley Flood Mapping Contribution

Moved/Seconded

That bylaw No. 224 cited as "Contribution Agreement Contract #EMBCK06CS0001 Bylaw" be adopted as presented but not to be signed until final copy of agreement/schedule A has been received and attached to bylaw.

8. CORRESPONDENCE

A. ACTION REQUIRED

1. From: VOP Re: Pemberton Valley Dyking District Meeting Request – staff to confirm time as Village Rep mentioned that the scheduled time had been changed. Once new meeting time is received send confirmation that the PVDD will be represented at the meeting.

B. INFORMATION

1. To: VOP Re: Meeting Request
2. From: MoFLNRO Re: Emergency Works Approval to make changes in and about Lillooet River
3. From: MoFLNRO Re: Emergency Works Approval to make changes in and about Miller Creek
4. From: MoTI Re: DMF Emergency Management BC Project #EMBCK06CS0001 Pemberton Valley Flood Mapping
5. From: UBCM Re: Letter of Understanding (LOU) – UBCM Group Benefits Plan - signed
6. From: EnCompass Re: Group Benefit Plan Marketing
(our current benefit package through Pacific Blue Cross is quite comparable to what Sun Life and Manulife could offer – will continue with PBC for now but will inquire about possible additional benefits.)

9. NEW BUSINESS

10. LATE BUSINESS

11. IN-CAMERA

Moved/Seconded

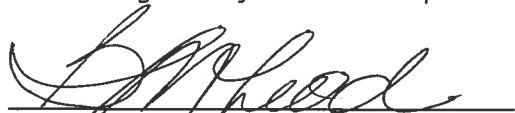
That pursuant to Section 90(1)(j) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

At 8:35 pm the meeting moved to In-Camera

Rise without report at 8:39 pm

12. ADJOURNMENT

The meeting was adjourned at 8:40 pm.



Chair

Secretary

PEMBERTON VALLEY DYKING DISTRICT
Minutes OF THE 872 nd REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, April 20, 2017 AT THE DISTRICT OFFICE – 7:00 P.M.

meeting was called to order at 7:13 pm.

Present: Chair: B. McLeod
Trustees: B. Mitchell, J. Beks and B. Ronayne
Staff: P. Fotsch, S. Miller and S .Flynn
Other: VOP Rep: T. Craddock

1. ELECTION

J. Beks nominated B. McLeod who accepted. After three calls nominations were closed and Brenda McLeod was re-elected as Chair by acclamation.

2. PETITIONS AND DELEGATIONS

3. INTRODUCTION OF LATE ITEMS

1. From: PVDD Re: Meeting Outline with the VOP that took place April 11th, 2017 at 2:00PM at the VOP office. Moved to Section 8.A.2.

4. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as presented.

CARRIED

5. ADOPTION OF PREVIOUS MEETING MINUTES

1. March 16, 2017 Meeting Minutes

Moved/Seconded

That the minutes of the March 16, 2017 meeting be adopted as presented.

CARRIED

2. April 13, 2017 AGM Minutes

- Reviewed only- to be adopted at 2018 AGM

6. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

7. REPORTS

A. OPERATIONS AND MAINTENANCE

1. April 2017 O&M Report-verbal

- Lillooet River Emergency Sediment Removal Funded Project #6- Belkin and Beem bars were completed and the dyking infrastructure was brought back to its existing state.
- Miller Creek- Funded Project #3 weir repairs, and the non-funded sediment removal are currently in progress. In August, two bars will be removed by the bridge.
- Ayers Dike Bank Failure was completed and under budget.
- Monument Dike culvert was cleaned out.
- Dream Catcher rip rap repairs to be completed by next week.
- Ryan Creek flap gate repairs to take place within the month.
- Dyke inspections to take place this month and next month.

Moved/Seconded

That the April 20, 2017 O&M Report be received.

CARRIED

B. INFORMATION

1. To: SLRD Re: Temporary Use Permit Application-TUP No. 51
2. From: MoFLNRO Re: River Forecast Centre's Ability to Forecast Fall Flooding Events on the Lillooet River
3. From: EMBC Re: Confirmation Letter Approving Project #EMBCK06CS0001MBCK06CS0001-Pemberton Valley Flood Mapping
4. From: PVDD Re: Enclosure Letters to Lauren Kerr from the MCSCD
5. From: BDO Re: Representation Letter for 2016 Audit

10. NEW BUSINESS

1. Special General Meeting- *set date, location, and appoint the Returning Officer*

Moved/Seconded

That a Special General Meeting be held Thursday May 18, 2017 at 6:30PM at the PVDD office to elect one trustee for a three year term and that the regular monthly meeting for May 2017 follow the election.

CARRIED

- Allison McDonald has accepted the Returning Officer position for the SGM.

2. Bank Signing Authority Documents. Signed by B. McLeod

11. LATE BUSINESS

12. INCAMERA

13. ADJOURNMENT

The meeting was adjourned at 8:08 pm.



Chair



Secretary

PEMBERTON VALLEY DYKING DISTRICT
Minutes OF THE 873 rd REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, May 18, 2017 AT THE DISTRICT OFFICE – 7:00 P.M.

meeting was called to order at 6:50 pm.

Present: Chair: B. McLeod
Trustees: B. Mitchell, J. Beks, B. Ronayne, and C. Gilmore
Staff: P. Fotsch and S. Miller
Other: VOP Rep: 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. April 20, 2017 Meeting Minutes

Moved/Seconded

That the minutes of the April 20, 2017 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. May 2017 O&M Report

-S. Flynn had his holidays during the week of May 15-May 19. Tyler Krausher was on call during S. Flynn's absence. S. Flynn mentioned, before his holidays, that all major projects were completed and that only minor projects are left to be completed within the next few months.

Moved/Seconded

That the May 2017 O&M Report be received.

CARRIED

B. SECRETARIES REPORT

1. May 2017 Secretaries Report

Moved/Seconded

That the May 20, 2017 Secretaries Report be received.

CARRIED

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

1. From: VOP Re: April 11, 2017 Meeting follow up. Letter addressed to Steve Flynn. Request to have a PVDD member volunteer to be one of the technical advisors to the Agricultural Enhancement Advisory Commission which was established by the VOP May 4, 2017. To be addressed once S. Flynn has been able to review and address the board with his recommendations on this matter.
2. From: MoFLNRO Re: Right of Way Application File#2410851. To be addressed once all staff is present and has provided further details regarding the legal description and mapping to ensure that all recent alterations, if any, within the ROW area have been incorporated into the ROW Agreement's plan details.

B. INFORMATION

1. From: PVDD Re: Enclosure Letter to the Inspector of Municipalities from the Ministry of Community Sport and Cultural Development Local Government Infrastructure & Finance Department for Bylaw No. 223.
2. From: Sarah North-North West Hydraulic Consultants Re: Draft copy of the Lillooet River Floodplain Mapping Study Area Map.
3. From: Rachel Pennington-Village of Pemberton Re: Emergency Preparedness Open House follow up.

9. NEW BUSINESS

1. Bank Signing Authority Documents. Staff will notify when documents are ready to be signed by B. McLeod

10. LATE BUSINESS

11. INCAMERA

12. ADJOURNMENT

The meeting was adjourned at 7:30 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 874th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, June 15, 2017 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present: Chair: B. McLeod
Trustees: B. Mitchell, J. Beks, and C. Gilmore
Staff: P. Fotsch, S.Flynn and S. Miller
Other: VOP Rep: T. Craddock and SLRD Rep. R. Mack

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 18, 2017 Meeting Minutes

Moved/Seconded

That the minutes of the May 18, 2017 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. From: VOP Re: April 11, 2017 Meeting follow up. S. Flynn drafted a letter to address N. Gilmore's letter dated May 5, 2017. Board to review the letter and make any comments or revisions if necessary via email.
2. From: MoFLNRO Re: Pemberton Creek Right of Way Application File#2410851. To be signed once revisions have been made by MoFLNRO. Still in the process of being finalized.

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. June 2017 O&M Report

- S. Flynn addressed the status of projects' 1-6 stating that project #4 (Miller Sediment Removal), project #2 (Pemberton Creek Sediment Removal), and project #3 (Miller Weir Repair) are to be completed during the August fish window. S. Flynn is attending to DFO's concerns regarding the identification of projects' #4 and #2 being stated as emergency projects. DFO requested to have these projects stated as normal projects which means that a letter of credit is required; part of DFO's standard protocol for authorization; which is not within the PVDD's budget. S. Flynn addressed NHC's quote for the Lillooet Early Warning System Camera Upgrade and also provided his email correspondence with the VOP, SLRD and Lilwat Nation regarding this matter. S. Flynn has been working closely with NHC, since May 7th when the contract between the PVDD and NHC for the Floodplain Mapping Project was approved by the board and signed off by S. Flynn. S. Flynn has stated that the surveying process started after the contract was signed in May and will continue for six more weeks; the final completion is not expected until the spring of 2018. S. Flynn went over the status of the annual mowing of the dykes which started at the end of May. He mentioned that mowing will continue on for the next couple of weeks and that currently there hasn't been any issues.

Moved/Seconded

That the board makes a motion to support the purchase of the camera upgrade for the Lillooet Early Warning System.

CARRIED

Moved/Seconded

That the June 2017 O&M Report be received.

CARRIED

B. SECRETARIES REPORT

- 1. June 2017 Secretaries Report

Moved/Seconded

That the June 2017 Secretaries Report be received.

CARRIED

7. BYLAWS

- 1. Bylaw No. 225-NHC Agreement for Professional Services Contract No. 3302903-1 Bylaw

Moved/Seconded

That Bylaw No. 225 cited as "Agreement For Professional Services Contract No. 3302903-1" be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

- 1. From: S.Flynn To: P.Tapp Re-One Mile Lake Nature Centre Site Servicing.
- 2. From: S.Flynn To: Local Gov. Rep's Re-Lillooet River Early Warning System camera upgrade.
- 3. From: MCSCD To: PVDD Re-Registered copy of Bylaw No. 223.
- 4. To: BNS & BSF From: PVDD Re-2017-2018 Bank Signing Authority Letter.

9. NEW BUSINESS

.0. LATE BUSINESS

11. INCAMERA

That pursuant to Section 90(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.

- 1. Confidential #1
- 2. Confidential #2

At 8:00 pm the meeting moved to In-Camera
Rise without report at 8:47 pm

12. ADJOURNMENT

The meeting was adjourned at 8:47 pm.



Chair



Secretary

AUGUST 17, 2017

Meeting was canceled

No Quorum

Next meeting - September 17

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 875th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, July 20, 2017 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present: Chair: B. McLeod
 Trustees: C. Gilmore, B. Mitchell, J. Beks and B. Ronayne
 Staff: S. Miller, P. Fotsch and S. Flynn

 Other: SLRD Rep – R. Mack and VOP Rep – 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. June 15, 2017 Meeting Minutes

Moved/Seconded

That the minutes of the June 15, 2017 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. From: MoFLNRO Re: Pemberton Creek Right of Way Application Crown File 2410851

Moved/Seconded

That staff proceed to obtain a Statutory Right-of-Way Plan on Pemberton Creek as per Crown File No. 2410851

CARRIED

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. July 2017 O&M Report

-Flood threats have stabilized and the snow pack has rapidly diminished with less likelihood of future flooding issues this summer.

-Staff to pursue 80% funding from the Province to decrease the approximate \$9,500.00 budget overage for the 2016 Pemberton Creek Sediment Removal Project.

-Staff to continue working on DFO authorization approval without a Letter of Credit for the upcoming 2017 Pemberton Creek Project.

-DFO waived the Letter of Credit for the 2017 Miller Creek Project that will commence during the August fish window.

-Lillooet EWS Camera upgrade progression report – PVDD working on clarifying responsibilities of the jointly owned camera. There has been communication with the SLRD and VoP, and currently no communication with the Lil'wat Nation. Due to the importance of this feature, Chair McLeod suggested that this issue be sent as a delegation to the Chief and Council. The PVDD will be researching the possibility of obtaining 100% funding and maintenance for the Lillooet EWS Camera through the Province, and have the monitoring be done locally. Staff to organize a complete training session with all parties involved.

-Mowing ceased on July 6th due to the extreme fire hazard in the area. Mowing will commence as soon as it is safe to do so.

Moved/Seconded

That the July 2017 O&M Report be received.

CARRIED

B. SECRETARIES REPORT**1. July 2017 Secretaries Report**

Moved/Seconded

That the July 2017 Secretaries Report be received.**CARRIED****7. BYLAWS****1. Draft Bylaw 226 – Six 2 North Productions Inc. – Bosnia Field-104 Exit-Location Agreement Bylaw**

Moved/Seconded

That Bylaw 226– Six 2 North Productions Inc. – Bosnia Field-104 Exit-Location Agreement Bylaw be adopted as presented**CARRIED****8. CORRESPONDENCE****A. ACTION REQUIRED**

1. From: J .Lunn (Highmark) To: S. Flynn Re-Carpenter Road SRW Plan A18341 proposed amendments – decrease width of right-of-way portion located on Industrial Park Lots' 20 and 27 to provide better land usage as requested by the property owners.

Moved/Seconded

That the proposed amendments to Statutory Right-of-Way Plan A18341 be approved.**CARRIED**

2. From: DFO (Marlene Fournier) Re: File A-2016-01096 / DMD - (FOI) – No objections to release of requested information.
3. To/From: Marie Maddatu/Steve Flynn Re: Dyke Drawing – Adventure Ranch
4. From: Marie Maddatu Re: Friendship Bridge Approach – Adventure Ranch Dyke – Staff to request for further details on Friendship Trail Bridge Plan which relate to the portions of trail that are on or near the dyke. Staff to express concerns regarding possible damages which would affect the integrity of the dyke, and that a Dyke Maintenance Agreement would be required.

B. INFORMATION

1. From: A. Zimmermann (NHC) To: S. Flynn Re-Lillooet River EWS Camera upgrade status.
2. From: S. Flynn To: Base Technology Ltd. Re-Pemberton Meadows Commercial Internet Service Agreement.
3. From: T. Lai (MoTI) Re-Pemberton Meadows Salmon Quarry – Licence of Occupation has lapsed and the PVDD will not be renewing due to safety concerns. PVDD to suggest to MoTI stock piling of any suitable riprap material for emergency purposes.
4. From: S. Flynn To: Nikki Gilmore (VoP) Re-April 11, 2017 Committee of the Whole Meeting Follow Up.
5. From S. Flynn To: PVDD & K. Renz (Six 2 North) Re-Six 2 North Productions' Request to use the Forestry Dyke by the Forestry Bridge (Van Loon property) – Filming completed – Damage control flat fee payment received in full.
6. From: S. Flynn To: B. Rotinsky (DFO) Re-Miller Creek Sediment Basin-DFO Emergency Authorization.
7. To: VOP (Lisa Pedrini) Re: S067 Sunstone Ridge – 21 Fee Simple Lots Subdivision Application Referral.

9. NEW BUSINESS

1. Lack of Question and Answer period at PVDD meetings. This topic was brought to the O & M Manager's attention at a VoP regular meeting by Councilor T. Craddock – PVDD Board agreed to have this issue addressed for future meetings.

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

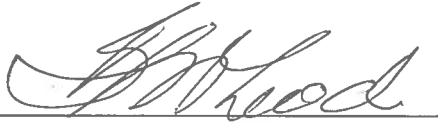
Moved/Seconded

That pursuant to Section 90(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 8:16 pm the meeting moved to In-Camera (VOP and SLRD representatives left the building)
Rise without report at 8:36 pm.

12. ADJOURNMENT

The meeting was adjourned at 8:37 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 877th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, September 21, 2017 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present: Chair: B. McLeod
 Trustees: C. Gilmore, B. Mitchell, J. Beks and B. Ronayne
 Staff: S. Miller, P. Fotsch and S. Flynn

 Other: VOP Rep – 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. July 20, 2017 Meeting Minutes

Moved/Seconded

That the minutes of the July 20, 2017 meeting minutes be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. Funding for DFA 2016 Pemberton Creek Claim Overage & current correspondence
2. Open Question Period Policy

Moved/Seconded

That the Open Question Period Policy be adopted as presented.

CARRIED

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. August/Sept 2017 O&M Report-Verbal

-Pemberton Creek Sediment Removal Funded Project was completed last week. The gravel bar on the main channel was removed in one day. Another gravel bar was removed right above the bridge.

-Miller Creek Sediment Removal Funded Project was completed this week. Three gravel bars were removed by the bridge with approximately 4,100m³ taken out and stockpiled at the Gilmore's property. A one meter high hydrostatic berm composed of an impermeable barrier was made to help reinforce a part of the Miller Creek dyke that was having issues when the November 2016 High Water Event occurred.

-Miller Creek Weir Funded Project will be completed by next Monday with more reinforcements added into the weir to allow for the weir to withstand stronger water pressure flow when flooding events occur. A fish ladder was also installed.

-Flood Plain Mapping Funded Project has been going smoothly. The surveying portion of the project is almost complete and then the data processing part of the project will be taking place.

2. Letter of Credit Info Re: Sediment Removal Projects

Moved/Seconded

That the August/September 2017 O&M Report be received.

CARRIED

B. SECRETARIES REPORT

1. August/September Secretaries Report

Moved/Seconded

That the August/September 2017 Secretaries Report be received.**CARRIED****7. BYLAWS**

1. Draft Bylaw No. 227 – Meeting Procedure Bylaw + attachment

Moved/Seconded

That Bylaw 227– Meeting Procedure Bylaw be adopted as presented**CARRIED**

2. Draft Bylaw No. 228 – Officer Positions Establishment Bylaw + attachment (Administrator Position)

Moved/Seconded

That Bylaw 228– Officer Positions Establishment Bylaw be adopted as presented**CARRIED**

3. Draft Bylaw No. 229 – Officer Positions Establishment Bylaw (O&M Position)

Moved/Seconded

That Bylaw 229– Officer Positions Establishment Bylaw be adopted as presented**CARRIED****8. CORRESPONDENCE****A. ACTION REQUIRED AUGUST**

1. From: VOP – N. Gilmore Re: Lillooet River Early Warning System and Committee of the Whole Follow Up. Staff has issued a bill to the VOP, along with other local parties involved, for work that has been currently completed on the Lillooet River EWS.
2. From: Peak Strata Council – M. Van Beek Re: Sediment Removal of Arn Canal. S. Flynn has addressed the Peaks Strata Council's concerns regarding the Arn Canal.

Moved/Seconded

That the PVDD staff to collaborate on setting up a meeting with local parties involved to discuss future monitoring and ongoing maintenance on the Lillooet River Early Warning System.**CARRIED****B. ACTION REQUIRED SEPTEMBER**

1. From: VOP-N. Gilmore Re: Proposal to extend PVDD Boundary to include the Benchlands Neighborhood. Staff to create a report in point form on the history of this development including any previous boundary extension requests and to have this report ready for the next scheduled meeting.
2. From: Holly Nunn Re: Staff Christmas Party Booking at Big Sky. Staff to gather information from other surrounding venues and to report at the next meeting.
3. From: Niki Madigan Re: Proposal to add a PVDD Exhibit at the Pemberton Museum.

Moved/Seconded

That a partnership take place with the Pemberton Museum to create a permanent exhibit at the museum to inform and educate the public about flooding and how it has been combatted through the long term efforts of the PVDD. The dyking district Board of Trustees also agrees to pay 50% of the exhibit panel and gauge project fee.**CARRIED****C. INFORMATION AUGUST**

1. Communications (to/from) Re: Friendship Bridge
2. Communication (to/from) Re: SWR No. 243317-Pemberton Creek SRW
3. To: MCSCD RE: Bylaw No. 226 (Six 2 North Productions)
4. Notification Re: Pemberton Creek Sediment Removal and Trail Closures

D. INFORMATION SEPTEMBER

1. Communications (to/from) Re: Lots 20 and 27 Carpenter Road SRW Plan EPP75032

2. From: Steve Flynn Re: Miller ROW amendment
3. From: UBCM Re-2017 UBCM Group Benefits Plan Renewal

9. LATE BUSINESS

10. IN-CAMERA

1. CONFIDENTIAL #1
2. CONFIDENTIAL #2

Moved/Seconded

That pursuant to Section 90(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 8:29 pm the meeting moved to In-Camera (VOP representative left the building)
Rise without report at 8:44 pm.

11. ADJOURNMENT

The meeting was adjourned at 8:45 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 878th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, October 19, 2017 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present: Chair: B. McLeod
Trustees: C. Gilmore, B. Mitchell (arrived at 7:20pm) and J. Beks
Staff: S. Miller, P. Fotsch and S. Flynn
Other: VOP Rep – T. Craddock, and C. McIvor (left the meeting after his delegation)

1. PETITIONS AND DELEGATIONS

1. Cam McIvor Re: the Ridge Development. Staff and Trustees are to review the Stormwater Management Letter from Creus Engineering Ltd. Re: The Ridge development. Staff and Trustees are invited to have a walkthrough of The Ridge development with C. McIvor to gather further insight on the stormwater infrastructure which will be used on this development.

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the October 19, 2017 agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. September 21, 2017 Meeting Minutes

Moved/Seconded

That the minutes of the September 21, 2017 meeting minutes be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. VoP proposal to extend PVDD Boundary to include the Benchlands Neighborhood. Staff to respond to the VoP by stating that the PVDD is looking into this request and will be creating a cost/benefit report to aid in the decision of the PVDD boundary expansion.
2. PVDD Staff Christmas party. Trustees and staff have agreed on a location and staff will pursue booking a date and time at the decided upon location. Staff to update trustees on date and time via email.

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. October 2017 O&M Report

-All of the 2016 High Water Event Projects have been completed up to date. Project #6 Lillooet River Sediment Removal removed a total volume of 15,500m³ and was under budget by \$33,000. Project #5 Dream Catcher Rip Rap was \$15,500 under budget. Project #4 Miller Creek Sediment Removal is tracking on budget. Two bars were removed, one above Meadows Road Bridge and one below. Project #3 Miller Weir Repairs is tracking on budget. Project #2 Pemberton Creek Sediment Removal is tracking on budget. Sediment was removed from the main channel below the bridge and one bar was removed above the bridge. The Side channel is working extremely well. Project #1 Ayers Dyke Bank Armor was \$27,000 under budget.

-The 2015-2016 Pemberton Creek Emergency Works project has been completed with EMBC and was \$9,500 over the \$350,000 budget. EMBC approved the overage at 80%.

-Non-Funded Miller Weir Sediment Removal was completed and is tracking on budget.

-Lillooet River Early Warning System Gauge Camera Installation Project has been completed with the installation of a visual gauge on the bridge piling to be completed in a very low water condition this fall. The PVDD is exploring the possibility of having Water Survey Canada and/or the Province take over the gauge. The next step with the EWS include scheduling a stakeholders meeting to include the VoP, SLRD, Lil'wat Nation,

EMBC, and the BC Ministry of Environment to go over the ownership of the system, funding, maintenance and monitoring responsibilities, and incorporate the system into all stakeholder's emergency response plans.

Moved/Seconded

That the October 2017 O&M Report be received.

CARRIED

B. SECRETARIES REPORT

- 1. October Secretaries Report

Moved/Seconded

That the October 2017 Secretaries Report be received.

CARRIED

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED OCTOBER

- 1. From Heather Johnstone Re: Hydrometric Gauge at Lillooet River Forest Service Bridge (Lillooet River EWS). S. Flynn to follow up with the provincial requirements involved. See O&M October 2017 Report for further details.

B. INFORMATION OCTOBER

- 1. From Tom Docking Re: Transfer of Staehli-Talbot ROW
- 2. From VOP & PVDD Re: Letter to the Peaks' Strata Council
- 3. From PVDD Re: Bylaw No's. 227-229 enclosure letter.
- 4. From EMBC Re: 2015-2016 Pemberton Creek Final Claim & Project #6 Claim #1 Submissions

9. LATE BUSINESS

10. IN-CAMERA

- 1. CONFIDENTIAL #1
- 2. CONFIDENTIAL #2

Moved/Seconded

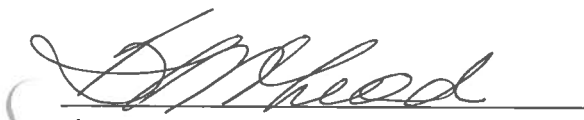
That pursuant to Section 90(c) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an In-Camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

CARRIED

At 8:21 pm the meeting moved to In-Camera (VoP representative left the building)
Rise with report at 8:50 pm. Staff annual reviews were addressed.

11. ADJOURNMENT

The meeting was adjourned at 8:51 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 879th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, November 16, 2017 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present: Chair: B. McLeod
 Trustees: B. Mitchell, J. Beks, and B. Ronayne
 Staff: S. Miller, P. Fotsch and S. Flynn

 Other: VOP Rep – T. Craddock, and SLRD Rep – R. Mack

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the November 16, 2017 agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. October 19, 2017 Meeting Minutes

Moved/Seconded

That the minutes of the October 19, 2017 meeting minutes be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

1. VOP proposal to extend PVDD Boundary to include the Benchlands Neighborhood. Staff to schedule a meeting with the VoP and will report back to the Board.
2. Health & Wellness Draft Policy 8.14 to be reviewed by the Board of Trustees for approval.

Moved/Seconded

That the Health & Wellness Policy - to commence January 1, 2018 - be adopted as presented.

CARRIED

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. November 2017 O&M Report Verbal

-All of the 2016 High Water Event Projects have been completed up to date and claims have been submitted to EMBC for reimbursement of 80% of expenses incurred for Projects' 1, 5, and 6. The PVDD is waiting for post reports from the engineering firm on Projects' 2, 3, and 4 and will then submit final claims to EMBC.

-SLRD Area C to reimburse PVDD for the trail camera purchased for security purposes towards the Lillooet River Early Warning System. The trail camera has been installed. The dyking district may purchase another trail camera for enhanced security.

-Flood Plain Mapping Project is currently in progress and has had a minor extension on timing due to technical issues with Lidar data received from the Province. The timing delay will not increase any cost to the FPM Project.

-Green River Quarry burn piles have been cleared over the past week to allow for more space at the quarry.

Moved/Seconded

That the November 2017 O&M Report be received.

CARRIED

B. SECRETARIES REPORT

- 1. November Secretaries Report

Moved/Seconded

That the November 2017 Secretaries Report be received.

CARRIED

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED OCTOBER

- 1. From: S. Flynn Re: Request for change to the PVDD SROW on Lot 21 in the Industrial Park.

Moved/Seconded

That the requested amendment to the section of the PVDD SROW located on Lot 21 in the Industrial Park be approved as presented.

CARRIED

B. INFORMATION OCTOBER

- 1. From: Gobert's Backhoe Re: 2017/2018 Snow Clearing Contract - O&M Manger has accepted and signed contract
- 2. From: Municipal Pension Plan Re: Contribution rates for 2018
- 3. From : Young Anderson Re: Annual Local Government Law Seminar invitation

9. LATE BUSINESS

0. IN-CAMERA

- 1. CONFIDENTIAL #1
- 2. CONFIDENTIAL #2

Moved/Seconded

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

CARRIED

At 7:24 pm the meeting moved to In-Camera (VoP & SLRD representatives left the building)
Rise with report at 8:09 pm. Discussion regarding storm water management and development.

11. ADJOURNMENT

The meeting was adjourned at 8:09 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 880th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
Thursday, December 21, 2017 AT THE DISTRICT OFFICE – 7:00 pm**

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

Present: Chair: B. McLeod
Trustees: B. Ronayne, J. Beks, B. Mitchell and C. Gilmore (arrived – 7:15 pm)
Staff: S. Millar, P. Fotsch and S. Flynn
Other: VOP Rep - T. Craddock and SLRD Rep – R. Mack

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

1. Amendment request to SROW on Lot 28 of the Industrial Site – See Section 8 A 1. Correspondence – Action Required

3. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

2. November 16, 2017 Meeting Minutes

Moved/Seconded

That the minutes of the November 16, 2017 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

. REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report for December 2017

- November 23, 2017 High Water Event – affecting mostly creeks and smaller water ways – not eligible for disaster assistance – will provide draft 2018 budget amounts for the repairs. The river Forecast Center was very helpful for this event (quite accurate in their forecasts). A big thank you to the Patrol Volunteers who were also extremely helpful.
- The Flood Plain Mapping project is expected to be completed in June 2018
- VOP Recreation Site Drainage – considerable amount of water being directed in to ditch leading in to the Macrae Road ditch, neither of which is designed for such high volume water flow – Steve and Tim Harris of VOP did an onsite visit to view the drainage situation – Tim was to look into the engineered Stormwater Management plans for the Sunstone/Ridge developments – No response yet.
- 2018 Possible Projects:
 1. Arn Canal Vegetation Control Pemberton Creek Dyke to Railway Culverts
 2. Arn Canal – Dredging from Pemberton Creek Dyke to Highway 99 Bridge
 3. North Arm Channel – Vegetation Control from Highway 99 to Lillooet River
 4. Ritchie Ditch – Dredge ditch from pond to Highway 99
 5. Pemberton Creek – Sediment removal in UCMZ side channel and installation of rock sediment deflection
 6. Miller Creek – Sediment removal from Weir, 50% in spring and 50% in September
 7. Miller Creek – Habitat Compensation Back Channel Construction
 8. Long Term Approvals

Staff and Board agreed that projects 2, 4, 5, 6 and 8 are priority but Steve will provide draft budget numbers for all projects.

Moved/Seconded

That the December 2017 O&M Report be received.

CARRIED

B. SECRETARIES REPORT

1. Secretaries Report for December 2017
2. Interagency Emergency-Operations Meeting – held December 5, 2017 at the Village Office (white building)

- Room "B" of the Pemberton Community Centre is being equipped with telephone lines so that it can be used as an Emergency Operations Centre (EOC) for any future disasters – fire, flood, landslides, etc.
- possibly a common radio channel for all safety departments for easier communications in any disaster situation will someday be available in Pemberton and area
- a meeting where simulated emergency situations could be set up for practice may be organized in the New Year
- full lock down Safety Alert systems are currently practiced at both the elementary and high schools

Moved/Seconded

That the December 2017 Secretaries Report be received.

CARRIED

7. BYLAWS

1. Bylaw No. 230 – Gobert's Backhoe Service Snow Clearing for the 2017/18 Winter Season

Moved/Seconded

That the Gobert's Backhoe Service Snow Clearing Agreement for the 2017/18 Winter Season - Bylaw No. 230 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

1. From: S. Flynn (re J. Robertson email) Re: Request for change to the PVDD SROW on Lot 28 Plan KAP 73972 in the Industrial Park – 1927 Carpenter Road

Moved/Seconded

That the requested amendment to the section of the PVDD SROW located on Lot 28 (5748535 Manitoba Ltd – company name) in the Industrial Park be approved as presented.

CARRIED

B. INFORMATION

1. From: Kristen Clark – SLRD Re: 2018 Squamish-Lillooet Regional District Representative appointment – Russell Mack
2. Email To: Chris Brown Re: Lot 21 SROW Amendment Approval
3. From: Sunny Hsu of T. Docking's office Re: Registered SROW Amendment for Lot 21 – registration has been completed

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

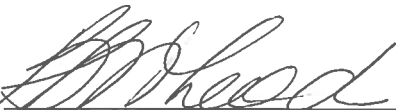
That pursuant to Section 90(2)(b) of the Community Charter the Trustees of the Pemberton Valley Dyking District serve notice to hold an in-camera meeting on today's date for the purpose of dealing with matters for which the public shall be excluded from attending.

At 8:22 pm the meeting moved to In-Camera (VoP & SLRD representatives left the building)

Rise with report at 8:46 pm – discussion of jurisdictional boundaries of PVDD

13. ADJOURNMENT

The regular meeting was adjourned at 8:52 pm.



 Chair



 Secretary