

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

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

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

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. November 21, 2019 Minutes

Moved/Seconded

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

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

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

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

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

Moved/Seconded

That the January 2020 O & M Report be received.

CARRIED

B. SECRETARIES REPORT

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

Moved/Seconded

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

CARRIED

Moved/Seconded

That the January 2020 Secretaries Report be received.

CARRIED

7. BYLAWS

1. Bylaw 241 – Assessment Roll Bylaw – 2020

Moved/Seconded

That Bylaw 241 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

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

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

No Questions

12. IN-CAMERA

Moved/Seconded

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

CARRIED

At 8:19 pm the meeting moved to In-camera

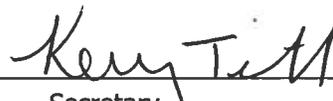
Rise at 8:59 pm

13. ADJOURNMENT

The meeting was adjourned at 8:59 pm.



Chair



Secretary

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

CEPF Funding

Funding applications that directly relate to flood protection include:

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

Funding announcement is expected by end of Jan 2020.

Lillooet River Sediment Removal – 60,000 m³ Lower Reach

Completed to date:

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

Next Steps

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

Lillooet River Sediment Trap – Upper Reach

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

Hello Steve and Adrien,

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

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

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

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

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

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

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

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

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

Other CEPF Projects

Next steps

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

Statutory Right of Ways

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

SROWs and Land Tenure Mapping

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

Operations and Maintenance Manuals

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

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

Pemberton Valley Emergency Management Committee

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

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

Integrated Emergency Response Plan (IERP)

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

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

2020 Budget & 5 Year Plan

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

Grandmother Slough

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

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

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

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

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. January 16, 2020 Minutes

Moved/Seconded

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

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report – February 2020
2. 2020 Draft O&M Budget
3. 2020 Draft 5 Year Plan

Moved/Seconded

That the February 2020 O & M Report be received.

CARRIED

B. SECRETARIES REPORT

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

Moved/Seconded

That the AGM be Thursday 9th April, 2020.

CARRIED

Moved/Seconded

That the February 2020 Secretaries Report be received.

CARRIED

7. BYLAWS

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

Moved/Seconded

That Bylaw 242 be adopted as presented.

CARRIED

- 2. Bylaw 243 – Meeting Procedure Bylaw – Revised

Moved/Seconded

That Bylaw 243 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

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

12. IN-CAMERA

Moved/Seconded

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

CARRIED

At 8:14 pm the meeting moved to In-Camera

Rise at 9:34 pm

13. ADJOURNMENT

The meeting was adjourned at 9:34 pm.

Chair

Secretary

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

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

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

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. February 20, 2020 Minutes

Moved/Seconded

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

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

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

Moved/Seconded

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

CARRIED

B. SECRETARIES REPORT

1. Secretaries Report – March/April 2020
 2. 2019 Draft Financials with COVID Disclosure
- Moved/Seconded
- That** the 2019 Financial Statements be adopted as presented

CARRIED

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

Moved/Seconded

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

CARRIED

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

9. 2020 Returning Officer Valerie Brooksbank

Moved/Seconded

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

CARRIED

Moved/Seconded

That the March/April 2020 Secretaries Report be received.

CARRIED

7. BYLAWS

1. Bylaw 244 – 2020 Taxation Bylaw

Moved/Seconded

That Bylaw 244 – 2020 Taxation bylaw be adopted.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

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

Kevin emailed questions but has not had any response to date

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

Kevin sent pertinent information

B. INFORMATION

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

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

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

CARRIED

At 8:29 pm the meeting moved to In-Camera Rise with report at 8:30 pm – audit reporting

13. ADJOURNMENT

The meeting was adjourned at 8:31 pm.

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

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

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

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. April 23, 2020 Minutes

Moved/Seconded

That the minutes of the April 23, 2020 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

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

Moved/Seconded

That the May 2020 O & M Report be received.

CARRIED

B. SECRETARIES REPORT

1. Secretaries Report – May 2020

Moved/Seconded

That the May 2020 Secretaries Report be received.

CARRIED

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

Moved/Seconded

That the 2020 Authenticated Tax Roll be adopted as presented.

CARRIED

- 3. 2020 Budget

Moved/Seconded

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

CARRIED

- 4. 2020 Liability Insurance - signed
- 5. 2020 Property Insurance - signed

7. BYLAWS

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

Moved/Seconded

That Bylaw 245 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

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

B. INFORMATION

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

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

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

CARRIED

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

13. ADJOURNMENT

The meeting was adjourned at 8:36 pm.

Chair

Secretary

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

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

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

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. May 21,2020 Minutes

Moved/Seconded

That the minutes of the May 21, 2020 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report – June 2020

2. Sediment Removals

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

3. North Arm Channel

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

4. Arn Canal

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

5. CN Rail Culverts

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

6. Mini-excavator

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

7. Chipper for excavator \$4,000

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

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

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

9. Freshet update

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

10. LREWS

Repairs and upgrading completed June 16.

11. Grandmother Slough

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

Moved/Seconded

That the May 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

1. Secretary's Report – June 2020

Moved/Seconded

That the June 2020 Secretary's Report be received.

CARRIED

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

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

Moved/Seconded

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

CARRIED

7. BYLAWS

1. Bylaw 246 – Thurber Professional Services Agreement

Moved/Seconded

That Bylaw 246 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

1. Thurber 20200610 Miller Lillooet Dike Seismic Assessment 29097

2. Thurber Utilities Clearance Memorandum 29097

B. INFORMATION

1. NHC Digital Field Data Collection System

9. NEW BUSINESS

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

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

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

CARRIED

At 7:45 pm the meeting moved to In-Camera

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

13. ADJOURNMENT

The meeting was adjourned at 8:04 pm.

Chair

Secretary

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

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

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

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. June 18, 2020 Minutes

Moved/Seconded

That the minutes of the June 18, 2020 meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

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

Moved/Seconded

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

CARRIED

Moved/Seconded

That the July 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

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

Moved/Seconded

That the July 2020 Secretary's Report be received.

CARRIED

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

VOP Representative Ted Craddock had the following questions/comments:

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

12. IN-CAMERA

Moved/Seconded

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

CARRIED

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

Rise with report at 8:22 pm – employment and O&M works

13. ADJOURNMENT

The meeting was adjourned at 8:22 pm.

Chair

Secretary

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

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

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

1. PETITIONS AND DELEGATIONS

2. INTRODUCTION OF LATE ITEMS

3. APPROVAL OF AGENDA

Moved/Seconded

That the agenda be approved as presented.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. July 16, 2020 Minutes

Moved/Seconded

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

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORTS

A. OPERATIONS AND MAINTENANCE

1. O&M Report – August 2020

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

Moved/Seconded

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

CARRIED

3. Mowing

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

4. Poleyard Dike

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

5. Grandmother Slough

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

6. Pemberton Creek UCMZ sediment removal

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

7. One Mile Lake

Lake inlet and side channel works completed.

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

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

Moved/Seconded

That the August 2020 O & M Report be received.

CARRIED

B. SECRETARY'S REPORT

- 1. Secretary's Report – August 2020

Moved/Seconded

That the August 2020 Secretary's Report be received.

CARRIED

7. BYLAWS

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

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

Moved/Seconded

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

CARRIED

At 7:29 pm the meeting moved to In-Camera
Rise with report at 8:18 pm – employment and O&M works

Moved/Seconded

That Bylaw 247 be adopted as presented.

CARRIED

13. ADJOURNMENT

The meeting was adjourned at 8:19 pm.

Chair

Secretary