

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 967th REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
WEDNESDAY, January 22, 2025, AT THE DISTRICT OFFICE**

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

Present: Acting Chair: C. Gilmore
 Trustees: A. Bush, B. Ronayne and E. Ayotte (remotely)
 Staff: K. Clark, and P. Fotsch, K. Bergen (remotely)
 SLRD Rep: Russell 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. Moved/Seconded

That the minutes of the December 18, 2024, meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORT

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Ongoing water level management in GM Slough.
2. Letter of Credit for "Habitat Compensation" for Lillooet River sediment removals.
3. VOP Referral for Main Roads yard development.
4. Meetings with landowners about 2025 sediment removals. 1 signed and 2 pending for 3-year deal at \$0.50 per cubic meter.
5. Sediment removal provincial reporting.
6. Letter to Fraser Road property owner.
7. Twin River 2025 contract for sediment removal.

Works in Progress:

8. Working with Legal to try to figure out a path forward with SLRD agreement. EAF and Stream channel restoration. I think we have reached a workable agreement. Just waiting for final copy from SLRD for signature.
9. 2025 Budget.
10. 2025 Work schedule.
11. 2025/26 permitting.
12. Costing and planning for Pemberton Creek Dike culvert replacement in summer 2025.
13. MOU for Mt. Meager funding from SLRD (Waiting since September 30th for this). This may push works into 2026 due to this delay. We still do not have the funds but just received the MOU. Should be in the next few weeks.
14. Lil'wat Nation has asked us to perform the installation works of the new Tenas Creek Gauge. MOU is signed but the PVDD has yet to receive the funds.
15. GM Slough flap gate replacement in partnership with Lil'wat Nation. It is the nations money, but we will coordinate the works.

- 16. McRae road drainage issues resulting from new MoTI use for road. Working with CATA Management Ltd., who will be doing most of the work, to find workable solutions to present to MoTI.

Birkenhead Gauge:

The new gauge is 22 kms upstream of the current gauge. Both gauges are required as there are other tributaries that join the Birkenhead below the upper gauge. The new gauge will have "real time" rainfall, temperature and flow data. This will be a huge help in our flood preparedness as it will give us several more hours of warning as to flow conditions incoming. River Forecast Centre manager has offered to help with tenure as it falls in two government jurisdictions.

Mt. Meager Monitoring/Warning:

This project is reliant on many external partners. This makes logistic quite nuanced. The timeline for this work will likely be summer 2026 by the time we can get all the moving parts in order.

Snowpack Update:

This year's snowpack in the Pemberton area is above last years; however, the provincial snow survey is returning a snow pack of 87% of average due to some areas being well below.

Moved/Seconded

That the January 2025 O&M Report be received.

CARRIED

B. SECRETARY REPORT

- 1. 2025 January Secretary Report
 - CPI = 2.6% in 2024 vs 3.9% in 2023.
 - 2024 BDO Audit to commence February 3, 2025.

Moved/seconded

That the January 2025 Secretary Report be received.

- 2. a 2025 Court of Revision Date
- 2. b 2025 Tax Sale – date, time and place

Moved/Seconded

That the Court of Revision be set for May 15, 2025, at 7 pm and that the Tax Sale date be set for August 28, 2025, at 2 pm.

CARRIED

7. BYLAWS

- 1. Bylaw 270 Draft Assessment Bylaw 2025

Moved/Seconded

That Bylaw 270 be adopted as presented.

CARRIED

8. CORRESPONDENCE

- A. ACTION REQUIRED
- B. INFORMATION

- 1. Blue Shore Financial is officially now a Division of Beem Credit Union.

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

That pursuant to Section 90 (1)(j) 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.

Moved/Seconded

That the meeting be moved to in-camera.

CARRIED

At 7:20 pm the meeting moved to in-camera.

Rise with report at 7:34 pm – Manager and Admin items

13. ADJOURNMENT

The meeting was adjourned at 7:35 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 968th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
TUESDAY, February 25, 2025, AT THE DISTRICT OFFICE**

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

Present: Acting Chair: C. Gilmore
 Trustees: A. Bush, E. Ayotte, and J. Beks (remotely)
 Staff: K. Clark, and P. Fotsch, K. Bergen (remotely)
 SLRD Rep: Russell Mack
 VOP Rep: Ted 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. Moved/Seconded

That the minutes of the January 22, 2025, meeting be adopted as presented.

CARRIED

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

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Disaster Resilience and Innovation Funding (DRIF) Program application for "Flood Mitigation Planning" was submitted through VOP in partnership with Lil'wat and SLRD for \$296,000. Resolutions will be provided by Lil'wat and SLRD. Application fees covered by province.
2. Started Arn Canal Pumpstation (Phase 2 Design) – Funded by CEPF funding through VOP. Funding is to design drawing and come up with costs and justification to build. Next phase we would be in a position to build.
3. Received permit for Culvert replacements (2) in Pemberton Creek Dike for this summer and next summer.
4. Two Landowner agreements for sediment storage are done. I will have third done next week.
5. SLRD agreement for "Stream channel restoration works" was agreed upon and executed.
6. Received sediment removal permit for this year's works, and it is good until 2029 as we got a 5-year permit. It took 5 years to get it, so Kevin is already working on next compensation project.
7. Local Governance meeting with VOP, SLRD and Lil wat.

Works in Progress:

8. Tractor repairs season (boom hydraulic cylinder and full service), so we are ready for mowing.
9. 2025 Budget.
10. 2025 Work schedule.
11. 2025/26 permitting.
12. Costing and planning for Pemberton Creek Dike culvert replacement in summer 2025. There has been a change to add large rocks on installation to help prevent debris buildup.
13. Tenure application for Birkenhead Upper Stream gauge has got more complicated. Will need to get tenure on forestry logging road. There will also be some design changes as radar on the bridge is allowed and will bring costs down. Pushing project to 2026.

- 14. Manager job manual, 50% done-47 pages.
- 15. Planning for Ryan Creek Habitat project – works are scheduled for April.
- 16. Kevin is on vacation from Feb 27 returning to work on March 10th.

Sediment Removals:

Planning to start Voyageur bar on March 4th and Beem Bar on March 10. Kevin will be away, but everything is organized with the same crew as last time and Kevin can deal with any issues remotely. Volumes are down a bit as bars eroded in the summer and used last excavation designs.

Moved/Seconded

That the February 2025 O&M Report be received.

CARRIED

B. SECRETARY REPORT

- 1. 2025 February Secretary Report
There will not be a tax sale in 2025.
- 2. 2025 AGM considerations.
Tentative date July 10, 2025, at the Pemberton & District Community Centre.

Moved/seconded

That the February 2025 Secretary Report be received.

CARRIED

7. BYLAWS

8. CORRESPONDENCE

- A. ACTION REQUIRED
- B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

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

Moved/Seconded

That the meeting be moved to in-camera.

CARRIED

At 7:22 pm the meeting moved to in-camera.

Rise with report at 7:50 pm – Manager and Admin items

13. ADJOURNMENT

The meeting was adjourned at 7:52 pm.



Chair



Secretary

PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 969th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, March 20, 2025, AT THE DISTRICT OFFICE

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

Present:	Chair:	J. Beks
	Trustees:	E. Ayotte and C. Gilmore
	Staff:	K. Clark, and P. Fotsch, K. Bergen (remotely)
	SLRD Rep:	Russell 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. Moved/Seconded

That the minutes of the February 25, 2025, meeting be adopted as presented.

CARRIED

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

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Voyageur and Belkin bars are completed, Beem 50%.
2. 2025 budget.
3. 2025 schedule.
4. Landowner agreements for access – Arn Canal and Ritchie Ditch vegetation management.
5. Meeting with Natural Resources Canada (NRCan) and Simon Fraser University (SFU) about Meager Project.
6. PVEMC meeting.
7. A 3-year agreement was reached for gauge funding with Lil'wat, SLRD and VOP. Previously, we had the full amount in the PVDD budget, now we will have only PVDD portion.
8. Notified Ministry of Forests (MOF) about bank erosion occurring on Miller FSR, just past Strobl Dyke before the turn.

Works in Progress:

9. Tractor repairs (boom hydraulic cylinder, air conditioning, and full service) so we are ready for mowing season.
10. Excavator going in for repairs next week for annual maintenance and track tensioners. Computer screen is not working well, too dim.
11. 2025/2026 permitting.
12. Costing and planning for Pemberton Creek Dike culvert replacement in summer 2025.
13. Tenure application for Birkenhead Upper Stream gauge.
14. Manager job manual.
15. Planning for Ryan Creek Habitat project – Works scheduled for 2nd or 3rd week in April.
16. Mt. Meager Monitoring Project.

Sediment Removals:

Bars should be done 1st or 2nd week of April. The rain event did not affect the sediment removals or cause any issues. Of note, Tenquille received 83 cm of snow.

Moved/Seconded

That the March 2025 O&M Report be received.

CARRIED

B. SECRETARY REPORT

- 1. 2025 March Secretary Report

Moved/Seconded

That the 2025 March Secretary Report be received.

CARRIED

- 2. 2025 AGM and Election (terms up for Trustees Ronayne and Ayotte) are set for 7:00 pm on Thursday, July 10, 2025, at the Community Centre.

- 3. 2025 Mill Rates

After the In-Camera meeting, it was agreed that the mill rate for 2025 will be set at \$0.62 per \$1,000 of value and the minimum tax at \$437.

7. BYLAWS

- 1. After the In-Camera meeting was held, the Draft 2025 Taxation Bylaw No. 274 was presented, and it was:

Moved/Seconded

That Taxation Bylaw No. 274 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

That pursuant to Section 90 (1)(l), (e) and (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.

Moved/Seconded

That the meeting be moved to in-camera.

CARRIED

At 7:16 pm the meeting moved to in-camera.

Rise with report at 8:04 pm – Manager and Admin items, see Section 6.B.3 and 7.1

13. ADJOURNMENT

The meeting was adjourned at 8:07 pm.


Chair


Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 970th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, April 17, 2025, AT THE DISTRICT OFFICE**

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

Present:	Chair:	J. Beks
	Trustees:	E. Ayotte, A. Bush and C. Gilmore
	Staff:	K. Clark, and P. Fotsch, K. Bergen (remotely)
	SLRD Rep:	Russell Mack
	VOP Rep:	Ted Craddock

1. PETITIONS AND DELEGATIONS
2. INTRODUCTION OF LATE ITEMS
3. APPROVAL OF AGENDA

1. Kevin requested to add Local Governance to late items.

Moved/Seconded

That the agenda be approved as amended.

CARRIED

4. ADOPTION OF PREVIOUS MEETING MINUTES

1. Moved/Seconded

That the minutes of the March 20, 2025, meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORT

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Sediment Removals. We were under our volumes this year due to changes in the bar shape and stockpile issues; however, we still removed 44,671 m³.
2. DFO meeting on One Mile Lake Inlet Channel for clean out this summer.
3. Tractor repairs complete.
4. Extension for Mt. Meager monitoring funding approved.
5. Agreement with SLRD, VOP and Lil'wat for PVEMC Gauge funding (3 Years), received VOP and SLRD so far.
6. Site visit with NHC and MOF at Birkenhead Upper Gauge Location; Ministry of Forests ROW is 75 m wide.
7. NHC spring maintenance of hydrometric gauges, issue with upstream Arn Gauge oscillating.
8. Ryan Creek Habitat project. Performed in not the best conditions (high river levels) due to 45-day notification requirement.

Works in Progress:

9. Mt. Meager Monitoring Project.
10. Arn Canal Pumpstation Project drawings.
11. Clearing dikes of downed trees to prep for mowing.
12. Pre-freshet flap gate and culvert checks.
13. Pre-freshet dike inspections.
14. Road and dike repairs from sediment removals.
15. Mt. Meager Monitoring Project.

Disaster Resilience and Innovation Fund:

There is an opportunity to apply for funding to perform the flood plain mapping on the last two rivers in Pemberton that have not been done, Miller Creek and Pemberton Creek. Kevin is working with the PVEMC group to see if someone who is eligible will apply and will report back when he has more information. This would be a good project as it would complete the PVDD maps and give good information on the Highway 99 bridge over Pemberton Creek.

Moved/Seconded

That the April 2025 O&M Report be received.

CARRIED

PVDD Manager’s Salary Grid:

Kevin presented the draft final document.

Moved/Seconded

That the Manager’s Salary Grid be approved as presented.

CARRIED

2025 Draft Budget

Kevin outlined the planned projects for the year.

Moved/Seconded

That the 2025 Budget be adopted as presented.

CARRIED

B. SECRETARY REPORT

1. 2025 April Secretary Report

Moved/Seconded

That the 2025 April Secretary Report be received.

CARRIED

2. 2025 Authenticated Tax Roll

Moved/Seconded

That the 2025 Authenticated Tax Roll be adopted as presented.

CARRIED

3. 2024 PVDD Financial Statements

Moved/Seconded

That the 2024 PVDD Final Financial Statement be approved as presented.

CARRIED

4. 2025 AGM Returning Officer – Ethlyn Sutherland

Moved/Seconded

That Ethlyn Sutherland be appointed as Returning Officer for the 2025 Annual General Meeting.

CARRIED

7. BYLAWS

1. Bylaw 275 Twin River Gravel (TRG) Lillooet River Sediment Removal Contract

Moved/Seconded

That Bylaw No. 275 be adopted as presented.

CARRIED

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

1. **Local Governance:** At the last meeting, the group concluded that no local government was prepared to amalgamate with PVDD, and that the amount of funding was not enough to do a proper study. Kevin was not present at this meeting.

11. OPEN QUESTION PERIOD

12. IN-CAMERA

That pursuant to Section 90 (1) 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.

Moved/Seconded

That the meeting be moved to in-camera.

CARRIED

At 7:27 pm the meeting moved to in-camera.

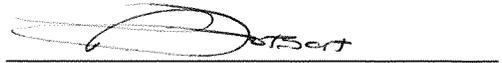
Rise with report at 7:55 pm – Manager and Admin items.

13. ADJOURNMENT

The meeting was adjourned at 7:55 pm.



Chair



Secretary

PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 971ST
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, May 15, 2025, AT THE DISTRICT OFFICE

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

Present:	Chair:	J. Beks
	Trustees:	E. Ayotte, A. Bush, C. Gilmore, and B. Ronayne
	Staff:	K. Clark, and P. Fotsch, K. Bergen (remotely)
	SLRD Rep:	Russell 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. Moved/Seconded

That the minutes of the April 17, 2025, meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORT

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Meeting about final funding reporting, for Meager replant and sediment control study.
2. Measurement for gates at Grandmother Slough and Highway 99 (took a week and beavers were an interesting adversary). Beaver dam management is going to be labour intensive this year as we have found 7 new dams.
3. Piped one new beaver dam in Grandmother Slough.
4. Miller-Lillooet Dike topping from Clover Road to highway.
5. Vegetation management on the Airport Road end of Pemberton Creek Dike. Lots of trees and debris.
6. Pre-freshet dike inspection.
7. Pre-freshet drainage and floodgate inspections.
8. 2025 sediment removal final reporting to Fisheries and Oceans (DFO) and Water Sustainability Act (WSA). Report has been submitted.

Works in Progress:

9. Mt. Meager Monitoring Project. Working on a funding resubmission for scope change.
10. Arn Canal Pumpstation Project, 50% complete.
11. Arn water license and tenure for pumpstation.
12. 2026 permits.
13. Material orders for Pemberton Creek Dike culvert replacement. Tariffs were involved.
14. Mowing Pemberton Creek Dike.
15. Prepping for upper valley drainage culvert replacement.
16. Excavator repairs (had to send thumb cylinder out for repairs).
17. Beaver dam piping prototype trials. We are trying to come up with new designs to reduce the labour required for installation and maintenance.

SROW from French School:

Kevin helped them and a SROW for the property is in process.

Moved/Seconded

That the May 2025 O&M Report be received.

CARRIED

B. SECRETARY REPORT

- 1. 2025 May Secretaries Report

Moved/Seconded

That the May Secretary Report be received.

- 2. Possible Postal Strike – This could cause a mailing delay for the 2025 tax notices.
- 3. Court of Revision was held today. There were no appeals brought to the office.

7. BYLAWS

8. CORRESPONDENCE

- A. ACTION REQUIRED
- B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

That pursuant to Section 90 (1)(e),(g) 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.

Moved/Seconded

That the meeting be moved to in-camera.

CARRIED

At 7:15 pm the meeting moved to in-camera.

Rise with report at 7:37 pm – Manager and Admin items.

13. ADJOURNMENT

The meeting was adjourned at 7:37 pm.



 Chair



 Secretary

PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 972nd
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, June 19, 2025, AT THE DISTRICT OFFICE

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

Present: Acting Chair: C. Gilmore
 Trustees: E. Ayotte, A. Bush
 Staff: K. Clark, and P. Fotsch, K. Bergen (remotely)
 SLRD Rep: Russell Mack
 Village Rep: Ted 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. Moved/Seconded

That the minutes of the May 15, 2025, meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORT

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Blue house culvert.
2. Miller Culvert.
3. Helmer Culvert – will be done tomorrow.
4. Mowed Pemberton Creek Dike, Adventure Ranch and ¼ of Ryan Dike.
5. Topping of Miller-Lillooet, Daisey's Trail, to Highway 99.
6. Access repairs from sediment removals.
7. Dust proofing for sediment removal trucking.
8. New tractor tire from sidewall tear.
9. Access work to Pemberton Creek Dike behind Lodge, low spot repaired.
10. Jet boat repairs are done (hopefully a sea trial soon).
11. Truck is repaired but needs to go back at the end of July again for a part.

Works in Progress:

12. Mt. Meager Monitoring Project – First meeting with NHC.
13. Arn Canal Pumpstation Project – Rationale, best- and worst-case scenarios.
14. Dike mowing – one mower broke and now rebuilding mower head.
15. Ditch cleaning – Mitchell, Dingle, Ronayne, Ross area, mostly grass.
16. Planning for Pemberton Creek Dike culvert replacement in August.
17. Still working on final reporting for Meager replant from 2024 as the funder is being a bit tricky. Retroactively changing the project scope.
18. Kickoff of funded project for new dike modelling with NHC.
19. Repairs to broken mower (had to switch to old mower head).

- 20. Ongoing beaver issues.
- 21. DFO reporting for habitat project (Ryan Creek). Project is completed. Application is required to release funds held for Letter of Credit.
- 22. Working on a long-term (7-9 year) habitat project on Pasture Creek with Lil'wat Nation for compensation credits with DFO for future projects.
- 23. Main Street Culvert replacement with Lil'wat Nation.
- 24. Highway 99 at Grandmother Slough - culvert flap gate replacement with Lil'wat Nation.

Miller-Lillooet Dike:

The section of dike recently topped had been ripped up by a side by side. After posting on Facebook that the public walking trail could be blocked, the damaged areas have been anonymously raked.

Moved/Seconded

That the June 2025 O&M Report be received.

CARRIED

June SROW Expropriation

Tabled to July Regular Meeting.

B. SECRETARY REPORT

- 1. 2025 June Secretaries Report

Moved/Seconded

That the June Secretary Report be received.

- 2. 2025 AGM Notice was presented.
- 3. 2025 Trustee Remuneration-no changes requested.
- 4. Policy 8 20 - 2025 Election Voting Procedure Policy was presented.

7. BYLAWS

- 1. 276 Draft Bylaw 2025 Renewal Reserve Disbursement

Moved/Seconded

That Bylaw 276 – 2025 Renewal Reserve Disbursement be adopted as presented.

CARRIED

8. CORRESPONDENCE

- A. ACTION REQUIRED
- B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

That pursuant to Section 90 (1)(e),(g) 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.

Moved/Seconded

That the meeting be moved to in-camera.

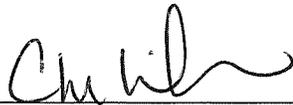
CARRIED

At 7:16 pm the meeting moved to in-camera.

Rise with report at 7:27 pm – Manager and Admin items.

13. ADJOURNMENT

The meeting was adjourned at 7:27 pm.



Chair



Secretary

PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 973rd REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, July 10, 2025, AT THE DISTRICT OFFICE

The meeting was called to order at 7:42 pm.

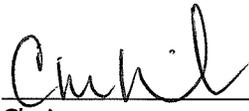
Present:	Chair:	J. Beks
	Trustees:	B. Ronayne, E. Ayotte, A. Bush
	Staff:	P. Fotsch and K. Bergen

1. ELECTION FOR POSITION OF CHAIR

- Trustee B. Ronayne nominated J. Beks, who accepted. After 3 calls, nominations were closed, and J. Beks was elected Chair by acclamation. Trustee E. Ayotte offered to be acting chair when John is not present.
- Discussion regarding changing the time of winter meetings to be brought to the next meeting to be held on August 21, 2025.

2. ADJOURNMENT

The meeting was adjourned at 7:46 pm.



Chair



Secretary

PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 974th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, August 21, 2025, AT THE DISTRICT OFFICE

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

Present: Acting Chair: C. Gilmore
 Trustees: E. Ayotte, A. Bush, B. Ronayne
 Staff: K. Clark, and P. Fotsch, K. Bergen (remotely)
 SLRD Rep: Russell 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. Moved/Seconded

That the minutes of the June 19, 2025, and the July 10, 2025 (short) meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORT

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Dike mowing Ryan, Strobl, Boneyard, Miller Lillooet.
2. Upper valley ditch cleaning Mitchell, Dingle, Ronayne and Beks.
3. Ritchie ditch cleaning. Nine culvert crossings and none are working well. Will be working toward getting a larger culvert through the highway.
4. One Mile Lake fish channel cleanout.
5. Arn Canal at Sturdy Cleanout.
6. Finally received final payment for Mt. Meager planting study from 2023.
7. Meeting with DFO for compensation credits for Pasture Creek habitat project. DFO was noncommittal; issue is that the project has nothing to do with the habitat we are disrupting.
8. Miller Lillooet Dike Crest elevation survey for submission to Province.

Works in Progress:

9. Prepping for culvert replacement in Pemberton Creek Dike (September 8th).
 - Material from Twin River Gravel has been tested and passed.
 - Dike Maintenance Act (DMA) and Water Sustainability Act (WSA) permits are good to go.
 - Dealing with parking and access issues with property owners and strata. Will be posting signage and barriers next week.
 - Premeasured and have a plan to preinstall flood gates prior to project to ensure that we don't have any issues.
10. Mt. Meager Monitoring Project. Equipment is all here; will be doing after Pemberton Creek.
11. Mt. Meager Shake Boom and Infrasound test equipment (install late September).
12. Arn Canal Pumpstation Project.
13. Flood mitigation planning project.
14. Arn Canal cleanout (section beside Miller Capilano yard in the Industrial Park).

15. 2026 Budget and permitting
Moved/Seconded
That the August 2025 O&M Report be received.

CARRIED

B. SECRETARY REPORT

1. 2025 August Secretaries Report
2. 2025 West Xerox Lease was renewed. New machine is expected at the end of August. Cost is minimally higher than previous lease.

Moved/Seconded
That the August Secretary Report be received.

3. 2025 AGM Minutes – for trustees’ review; to be adopted at the 2026 AGM.

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

1. Kaleden Improvement District – Provincial funding restrictions excluding improvement districts – There was not enough support for legal action against the province.

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

That pursuant to Section 90 (1)(e), (g) 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.

Moved/Seconded
That the meeting be moved to in-camera.

CARRIED

At 7:21 pm the meeting moved to in-camera.
Rise with report at 7:41 pm – Manager and Admin Items.

13. ADJOURNMENT

The meeting was adjourned at 7:41 pm.



Chair



Secretary

PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 975th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, September 18, 2025, AT THE DISTRICT OFFICE

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

Present: Acting Chair: J. Beks
 Trustees: E. Ayotte, A. Bush, B. Ronayne and C. Gilmore
 Staff: K. Clark, and K. Bergen (remotely)
 SLRD Rep: Russell 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. Moved/Seconded

That the minutes of the August 21, 2025, meeting be adopted as presented.

CARRIED

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

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Finished mowing Miller Lillooet Dike (just Ayers to do now).
2. Cleanout of Arn Canal North. The rented Shearforce mower worked very well. Will try hammer knives instead of cutter knives next time.
3. Erosion protection installation around culverts in North Arm Channel.
4. Pemberton Creek dike culvert and dike topping.
5. GM Slough clean out at Industrial Park. Condition was worse than originally thought. Trucked 12 loads of debris out.

Works in Progress:

6. "As built" survey of new culvert for record drawings.
7. Survey of Culvert 3 (the next one we must do) to change some design theory based off of lessons learned from this year's project.
8. McRae Road culvert (under highway) working with CATA to establish what the cost may be. Possibly for a 2026/27 project.
9. 2026 dike inspection reports for submission to Province.
10. Working through issues with leasing of new tractor.
11. Ongoing issues with PVDD truck. Fuel tank is being replaced.
12. Winterizing equipment that we are done with for the year.
13. 2026 Budget and permitting.
14. Mt. Meager monitoring – Installing temp sensors to collect data in October and resubmitting funding scope change.

Tractor Lease: New Holland Work Master 105

Trustees agreed to go with the larger machine. Pre-tax cost is \$115,906 – 48-month lease at \$1677.02 plus taxes per month, with a 50% residual if purchased at the end of lease.

Moved/Seconded

That the September 2025 O&M Report be received.

CARRIED

2025 Right-of-Way Expropriation on Fraser Road

As previously outlined to the trustees, the next step is to cause an appraisal report. This will give the appraiser the authority to enter onto the property. The trustees can decide whether to move forward with the expropriation after the appraisal is completed.

Moved/Seconded

That the Board of Trustees resolves that the Pemberton Valley Dyking District expropriate a statutory right of way over that portion of the lands located at 1527 Fraser Road, Pemberton, BC as shown on Plan 41933 for the purpose of dyking.

CARRIED

The full resolution was signed by all of the trustees.

B. SECRETARY REPORT

- 1. 2025 September Secretary Report

Moved/Seconded

That the ~~August~~ ^{September} Secretary Report be received.

September
AEB

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

- 1. VOP Draft Hillside Neighbourhood Plan

B. INFORMATION

- 1. 2025 UBCM Rate Changes

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

That pursuant to Section 90 ()() 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.

13. ADJOURNMENT

The meeting was adjourned at 7:25 pm.



Chair



Secretary

Expropriation of a portion of 1527 Fraser Road, Pemberton, BC.

Kevin Clark, Manager, spoke to the Explanatory Memo previously presented at the May 2025 In Camera meeting.

It was MOVED and SECONDED

1. THAT the Board of Trustees of the Pemberton Valley Dyking District, as expropriating authority under the *Expropriation Act*, resolves that:

The Pemberton Valley Dyking District expropriate a statutory right of way over that portion of the lands located at:

Address: 1527 Fraser Road, Pemberton, BC

PID: 006-350-666

Folio: 08-748-00440.000

Legal: Lot 17, Plan KAP883, District Lot 165, Lillooet Land District, Except Plan B3325

shown on Plan 41933 for the purpose of dyking.

2. An expropriation notice under section 6 of the *Expropriation Act* be issued with respect to the expropriation;

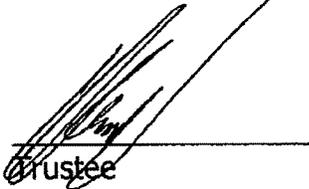
3. the Manager or designate is authorized and directed to:

- a. cause an appraisal report to be prepared in accordance with the *Expropriation Act*;
- b. approve the form of the expropriation notice;
- c. sign and seal the expropriation notice;
- d. cause the expropriation notice to be filed in the land title office;
- e. cause the expropriation notice, together with a copy of the *Expropriation Act*, to be served on the registered owner of the subject property and on such other owners (as defined in the *Expropriation Act*) as required under section 6(1)(a) of the *Expropriation Act*;
- f. cause an expropriation sign to be placed on each of the subject property in accordance with the *Expropriation Act*; and
- g. cause the expropriation notice to be served on the approving authority for the expropriations under the *Expropriation Act*.

CARRIED

PEMBERTON VALLEY DYKING DISTRICT
Resolution

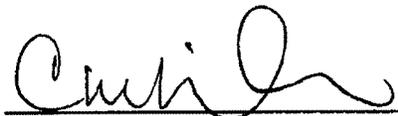
Re: Expropriation of a portion of 1527 Fraser Road, Pemberton, BC,



Trustee



Trustee



Trustee



Trustee



Trustee

Certified a true copy of the resolution adopted by the Trustees of the Pemberton Valley Dyking District on the 18th day of September, 2025.



Officer

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 976th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, October 16, 2025, AT THE DISTRICT OFFICE**

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

Present: Acting Chair: J. Beks
 Trustees: E. Ayotte, A. Bush, B. Ronayne and C. Gilmore (remotely)
 Staff: K. Clark, and P. Fotsch, K. Bergen (remotely)
 SLRD Rep: R. Mack
 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. Moved/Seconded

That the minutes of the September 18, 2025, meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORT

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. All dikes are mowed, except Hungerford, Smuks and Forestry as we do not need to do them every year.
2. Attended flood information evening at the Barn, during the farmers market with the VOP Planning Director.
3. New tractor is here.
4. Provincial dike inspections are submitted.
5. 2026 Sediment removal contract with Twin River is signed.

Works in Progress:

6. Building enclosure for the "Shakeboom" (Infrasound device) to install at Innergex landslide pad for winter monitoring. Hope to install next week.
7. Fall bar surveys as weather permits.
8. Monitoring incoming weather system. Expecting snow in the alpine on Saturday and Sunday, but the concern is more with the warmer systems expected into next week.
9. Trucking out sediment from Pemberton Creek, from fish channel dredging.
10. 2026 planning and budgeting.
11. Diking maintenance act application for the next Pemberton Creek dike culvert (they are currently on strike).
 - o Water Sustainability Act (WSA) permit extension request.
12. Pricing out enclosure for the jet boat at the Industrial Park.
13. Pricing out a welding machine for field repairs of mower heads for next year, to reduce downtime.

- 14. Looking at rear mower options for the new tractor as there are some other options available. The Bomford seems to be the best looking. Bomford has advised they need a heads up in the next few days for it to be here in May. The lease is 4 years for \$250 per month with an option of a \$9,000 buyout at end of lease. Trustees agreed to go ahead.

Moved/Seconded

That the October 2025 O&M Report be received.

CARRIED

B. SECRETARY REPORT

- 1. 2025 October Secretary Report
- 2. 2025 Christmas Celebration – It was agreed that the Christmas lunch will be held in the office December 11 at 12 pm.

Moved/Seconded

That the October Secretary Report be received.

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

- 1. R. Mack inquired about the possibility of getting gravel from PVDD gravel removals for an SLRD project.

12. IN-CAMERA

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.

Moved/Seconded

That the meeting be moved to in-camera.

CARRIED

At 7:14 pm the meeting moved to in-camera.

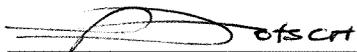
Rise with report at 7:21 pm – Manager and Admin items.

13. ADJOURNMENT

The meeting was adjourned at 7:21 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 977th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, November 20, 2025, AT THE DISTRICT OFFICE**

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

Present: Acting Chair: J. Beks
 Trustees: E. Ayotte, C. Gilmore
 Staff: K. Clark, and P. Fotsch, K. Bergen (remotely)
 SLRD Rep: R. Mack
 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. Moved/Seconded

That the minutes of the October 16, 2025, meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORT

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Installed infrasound test monitor at Innergex Camp. Not up and running yet.
2. Moved 60 size machine from property up the Meadows to Kevin's house as it needs to be plugged in as it has a battery draw. Also, it may be necessary to use through the fall and spring to deal with drainage issues.
3. Received materials for a new Beaver Deceiver design. We have a trial going on in Grandmother Slough right now and is working well so far.
4. Upgraded Birkenhead gauge installation as the old one was falling apart. DFO received funding and has also installed a turbidity meter on the Birkenhead and is using our gauge for data transmission. All done at no cost to PVDD.
5. Reviewed Meadows bleed of ditch report and findings. Two level loggers were run in the upper meadows ditch and Ryan Creek. This was to see if we could bleed water out during rain events, spring valley run off, snow melt and other instances. The conclusion is that it would work, but not for when we most need it, and the cost would be high. It does not make sense to do the project today but may in the future.
6. Cleared issue in Meadow's ditch.
7. Unplugged one of the two culverts in Grandmother Slough with Miller Cap.
8. Received email from Ministry of Forest that the Birkenhead Upper Gauge location is in the spotted owl area and they will report back to us.

Works in Progress:

9. Working with Miller Capilano to get culverts unplugged at Grandmother Slough and Riverlands.
10. 2026 Budget.

- 11. 2026 Sediment removals.
- 12. Ongoing engineering reviews of funded flood mitigation project.
- 13. Ongoing Arn pump station design reviews. We will be complete by the end of the year, and then we will have to do the final reporting. The pumping capacity is too large for any funding programs currently available. Will keep it on the shelf and wait for the right funding.
- 14. Working with VOP and ISL Engineering on VOP master drainage plan. ISL needs information about how the Arn Canal and other PVDD watercourse's function. Kevin is compiling information for them.
- 15. Ongoing culvert and flap gate cleaning due to never ending rain.

Moved/Seconded

That the November 2025 O&M Report be received.

CARRIED

B. SECRETARY REPORT

- 1. 2025 November Secretary Report

Moved/Seconded

That the November Secretary Report be received.

7. BYLAWS

8. CORRESPONDENCE

- A. ACTION REQUIRED
- B. INFORMATION

- 1. Village of Pemberton Re: Water Meter Installation Program

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

- 1. T. Craddock inquired about the Mt. Meager Project.

12. IN-CAMERA

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.

Moved/Seconded

That the meeting be moved to in-camera.

CARRIED

At 7:14 pm the meeting moved to in-camera.

Rise with report at 7:55 pm – Manager and Admin items.

13. ADJOURNMENT

The meeting was adjourned at 7:55 pm.



Chair



Secretary

**PEMBERTON VALLEY DYKING DISTRICT
MINUTES OF THE 978th
REGULAR MEETING OF THE BOARD OF TRUSTEES HELD
THURSDAY, December 18, 2025, AT THE DISTRICT OFFICE**

The meeting was called to order at 11:36 am.

Present:	Chair:	J. Beks
	Trustees:	E. Ayotte, C. Gilmore, B. Ronayne and A. Bush
	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. Moved/Seconded

That the minutes of the November 20, 2025, meeting be adopted as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES AND UNFINISHED BUSINESS

6. REPORT

A. OPERATIONS AND MAINTENANCE REPORT

Works Completed:

1. Spotted Owl habitat survey at potential location of Birkenhead weather station.
2. End-of-year sediment monitoring reports to Province.
3. Weather event.

Works in Progress:

4. Sediment removal planning.
5. McRae road culvert replacement negotiations.
6. Working on a possible funding opportunity to flood plain map Pemberton and Miller Creeks. It may also update the entire valley into 1 set of flood maps.
7. Main Street culvert project planning (Lil'wat project). Kevin is performing project management duties to help with Lil'wat staff shortages.
8. Meetings with NHC and Stantec Engineering groups to look at engineering projects for the next year so they can provide pricing (McRae Road culvert, Ryan dike bank failure and Ryan dike culvert near Ryan FSR).
9. Updates to the Aquarius system.
10. Flood plain mapping project meetings.

Sediment Removals 2026

The project this year is likely going to be scaled down. Airport bar has already been removed from the program due to the economics of working in that location. There is also too much material left at the laydown area at Beem and Belkin bar, so we do not have adequate storage to perform removals at both bars. This year it is likely going to be Voyageur, Beem and Big sky bars only. Should be around 40,000 m³. Belkin bar is also changing rapidly, and it may be the removals that are causing it. There is a large sediment bar growing across from Belkin bar. We cannot access this bar and, as it grows, it is reducing the size of Belkin bar. We may want to leave it and see if we can get the river to move towards the left bank again.

VOP Referral Bylaw 654

The bylaw is in response to the Provincial government imposing a "housing needs assessment" on Municipalities in BC. The province is basically mandating that local governments build housing to support the assessment. Looking at this from the PVDD context our concerns would mostly be in the drainage context. Given that we have the referral process for development and building permit stages, we do have 2 chances to comment on any development that will happen.

December 15th Weather Event

Saturday and Sunday all local stakeholders met with the River Forecast Centre (RFC) and Environment and Climate Change Canada (ECCC). All the maps were ready so that if the rivers looked to be responding much higher than was expected, plans were ready to be put into action.

The forecast was for 80 mm of rain and freezing levels of up to 2500 meters. There was not much snow below 2000 meters and that likely made a huge difference. Monday morning, after receiving over 30 mm of rain at both Tenquille and the Airport, the only 2 rivers that moved were the Green and Pemberton Creek. Inflows from the Upper Lillooet were only 30 CMS (we can often see over 100). The Ryan and Miller had not moved.

We now have amazing real time weather data for many areas around Pemberton. We have real time charts for Callaghan, Mt. Cayley, Airport, Upper Squamish River and Whistler. Now we can track in real time what the (RFC) forecast is versus what we are seeing, so if we are tracking over or under, we know right away.

We can also track the heavy rain in real time with radar. We can look at the areas with the heaviest rain and see how the rivers are responding over time. We could tell that freezing levels were lower than expected, and it was snowing up top all day. It only got warm in the late afternoon, and the rain had stopped by that point.

The Arn Canal was the biggest problem but mostly since the canal was already overbank full upstream of the railway tracks prior to the rain beginning. One house was affected but also prepared. One culvert in the CN tracks was noticed to be flowing a minimal amount of water but until the levels drop it is impossible to see anything.

Moved/Seconded

That the December 2025 O&M Report be received.

CARRIED

B. SECRETARY REPORT

1. 2025 December Secretary Report

Moved/Seconded

That the December Secretary Report be received.

7. BYLAWS

8. CORRESPONDENCE

A. ACTION REQUIRED

1. Improvement District Petition
2. VOP Appendix C Housing Strategy 2024 - see Manager Report

B. INFORMATION

9. NEW BUSINESS

10. LATE BUSINESS

11. OPEN QUESTION PERIOD

12. IN-CAMERA

That pursuant to Section 90 (()) 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.

13. ADJOURNMENT

The meeting was adjourned at 12:30 pm.



Chair



Secretary