

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

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

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

**1. ELECTION**

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

**2. PETITIONS AND DELEGATIONS**

**3. INTRODUCTION OF LATE ITEMS**

**4. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as amended.

**CARRIED**

**5. ADOPTION OF PREVIOUS MEETING MINUTES**

1. October 15, 2020 Minutes

Moved/Seconded

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

**CARRIED**

2. October 22, 2020 Minutes

Moved/Seconded

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

**CARRIED**

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

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

**7. REPORTS**

**A. OPERATIONS AND MAINTENANCE**

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

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

**CARRIED**

Moved/Seconded

**That** the November 2020 O & M Report be received.

**CARRIED**

#### B. SECRETARY'S REPORT

1. Secretary's Report – November 2020

Moved/Seconded

**That** the November 2020 Secretary's Report be received.

**CARRIED**

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

### 8. BYLAWS

### 9. CORRESPONDENCE

#### A. ACTION REQUIRED

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

#### B. INFORMATION

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

### 10. NEW BUSINESS

### 11. LATE BUSINESS

### 12. OPEN QUESTION PERIOD

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

**13. IN-CAMERA**

Moved/Seconded

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

**CARRIED**

At 7:47 pm the meeting moved to In-Camera  
Rise with report at 8:40? pm – O&M works

**14. ADJOURNMENT**

The meeting was adjourned at 9:18 pm.



Chair



Secretary

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

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

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

**1. PETITIONS AND DELEGATIONS**

**2. INTRODUCTION OF LATE ITEMS**

**3. APPROVAL OF AGENDA**

Moved/Seconded

**That** the agenda be approved as presented.

**CARRIED**

**4. ADOPTION OF PREVIOUS MEETING MINUTES**

1. November 19, 2020 Minutes

Moved/Seconded

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

**CARRIED**

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

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

**6. REPORTS**

**A. OPERATIONS AND MAINTENANCE**

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

Moved/Seconded

**That** the December 2020 O & M Report be received.

**CARRIED**

**B. SECRETARY'S REPORT**

- 1. Secretary's Report – December 2020

Moved/Seconded

**That** the December 2020 Secretary's Report be received.

**CARRIED**

**7. BYLAWS**

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

Moved/Seconded

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

- 3. Draft Bylaw No. 252 Xerox Lease Agreement

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

Moved/Seconded

**That** draft Bylaw No. 252 be adopted as presented.

**8. CORRESPONDENCE**

A. ACTION REQUIRED

B. INFORMATION

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

**9. NEW BUSINESS**

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

**10. LATE BUSINESS**

**11. OPEN QUESTION PERIOD**

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

**12. IN-CAMERA**

Moved/Seconded

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

**CARRIED**

At 7:34 pm the meeting moved to In-Camera

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

**13. ADJOURNMENT**

The meeting was adjourned at 8:21 pm.



Chair



Secretary