



REGULAR MEETING OF MUNICIPAL COUNCIL
AGENDA

Tuesday, December 5, 2023, 5:30 p.m.

Franz Wilhelmssen Theatre at Maury Young Arts Centre
4335 Blackcomb Way, Whistler, BC V8E 0X5

1. CALL TO ORDER

The Resort Municipality of Whistler is grateful to be on the shared, unceded territory of the Lílwat People, known in their language as Lilwat7úl, and the Squamish People, known in their language as Skwxwú7mesh. We respect and commit to a deep consideration of their history, culture, stewardship and voice.

2. ADOPTION OF AGENDA

That Council adopt the Regular Council Meeting agenda of December 5, 2023.

3. ADOPTION OF MINUTES

That Council adopt the Regular Council Meeting minutes of November 21, 2023.

4. PUBLIC COMMENT AND QUESTION PERIOD

5. MAYOR'S REPORT

6. ADMINISTRATIVE REPORTS

6.1 2024-25 Union of British Columbia Municipalities Community Resiliency Investment
Firesmart Community Funding Stream Grant Allocation Report No. 23-120 File No.1855-20

No presentation.

That Council endorse the 2024 Union of British Columbia Municipalities (UBCM) Community Resiliency Investment (CRI) Program grant allocation application attached as Appendix A to Administrative Report No. 23-120 and, if successful, direct staff to provide overall grant management as per UBCM's grant requirements, and;

That Council endorse staff to apply for the 2025 UBCM CRI Program grant allocation when intake becomes available, and if successful, direct staff to provide overall grant management as per UBCM's grant requirements.

6.2 DP001902 - 5298 Alta Lake Road Employee, Market and Tourist Accommodation Housing
DP Issuance Report No. 23-121 File No. 3060-20-1902

A presentation by municipal staff.

That Council approve the issuance of Development Permit DP001902 for the proposed townhouse development at 5298 Alta Lake Road, location attached as Appendix A of Administrative Report to Council No. 23-121, of 21 employee housing units, 11 market housing units, 11 tourist accommodation housing units and associated amenities, with permit terms and conditions as follows:

1. The site planning, architecture and landscape shall be completed in accordance with the architectural and landscape plans attached as Appendix B and listed for reference as Appendix C to this Administrative Report to Council No. 23-121;
2. The civil works, site servicing and stormwater management shall be completed in accordance with the civil plans attached as Appendix D and listed for reference in Appendix C to this Administrative Report to Council No. 23-121, and in addition, the sanitary routing from Buildings 4 to 7 to the connection point adjacent to the CN Railway line shall be field fit to minimize impact to mature trees and their critical root zones;
3. The Resort Municipality of Whistler “Zoning and Parking Bylaw No. 2303, 2015” (Zoning Bylaw) is varied to permit tandem parking for the proposed townhomes as illustrated on the architectural plans attached as Appendix B and listed for reference as Appendix B to this Administrative Report to Council No. 23-121;
4. All outdoor lighting shall have full cut-off and fully shielded fixtures to reduce glare;
5. The gradient of the accessible parking stall shall adhere to the Zoning Bylaw requirements;
6. Prior to any construction of new buildings proposed on the architectural plans attached as Appendix B and listed for reference as Appendix B to this Administrative Report to Council No. 23-121, provide a landscape security in the amount of \$305,217.45 to ensure that the hard and soft landscaping works are carried out consistently with the terms and conditions of the Development Permit, with security to be administered in accordance with Council Policy G-9: Landscape Security for Development Permit; and further
7. To ensure additional screening of the development, plant a total of 20 additional deciduous trees on the south side and east side of the townhouse development footprint. A portion of the landscape security above will be held back until the additional required tree planting is completed.

6.3 South Whistler Water Supply Upgrade Project Phase II Report No. 23-122 File No. E203-07

A presentation by municipal staff.

That Council award the contract for the South Whistler Water Supply Upgrade Project Phase II in the amount of \$6,138,500 (exclusive of GST) to Drake Excavating (2016) Ltd. in accordance the E203-07 Tender Award Recommendation, attached as Appendix A to Administrative Report No. 23-122.

6.4 Public Comment and Question Pilot Results Report No. 23-123 File No. 0550-20

A presentation by municipal staff.

That Council approve the implementation of the Public Comment and Question Period (C&Q) during Regular Council Meetings with the following parameters:

- a) Continue to have C&Q Period at the beginning of the Meeting;
- b) Expand C&Q Period to allow the public to make comments as well as ask questions;
- c) Reduce the time limit for each speaker from five to three minutes;
- d) Request speakers sign up to speak in advance of the Meeting either online or in person before the Meeting begins - including their name, agenda item and, if applicable, question(s);
- e) Restrict speaker's C&Q to agenda topics only, including agenda topics from the prior two Meetings;
- f) The order of speakers respects the order of sign up;
- g) The overall time allocated be limited to up to 30 minutes;
- h) The Chair has discretion to extend the time limit of parameters (c) and (g); and
- i) The C&Q exit survey be continued for the next 12 months.

7. MINUTES OF COMMITTEES AND COMMISSIONS

7.1 Governance and Ethics Standing Committee

That Council receive the Regular Meeting minutes of the Governance and Ethics Standing Committee of July 31, 2023.

7.2 Liquor Licence Advisory Committee

That Council receive the Regular Meeting minutes of the Liquor Licence Advisory Committee of October 12, 2023.

8. BYLAWS FOR ADOPTION

8.1 Parks and Recreation Fees and Charges Bylaw No. 2420, 2023

That Council adopt "Parks and Recreation Fees and Charges Bylaw No. 2420, 2023".

8.2 Mutual Aid Agreement Repealing Bylaw No. 2421, 2023

That Council adopt "Mutual Aid Agreement Repealing Bylaw No. 2421, 2023".

9. CORRESPONDENCE

9.1 Surrey Police and BC Taxpayers File No. 3009

Correspondence from R. Kaptyn and I. Scott regarding the change from RCMP to Surrey Police and its implications for BC taxpayers.

9.2 Grizzly Bear File No. 3009

Correspondence from J. Reid regarding the grizzly bear in Whistler.

9.3 New Flag for Whistler File No. 3009

Correspondence from L. Anderson regarding a proposal for a new flag for the Resort Municipality of Whistler.

9.4 Amendment to the Criminal Code File No. 3009

Correspondence from P. Julian requesting support for their Private Member's Bill C-273 - An Act to Amend the Criminal Code.

9.5 Light-up and Proclamation Requests

a. Name of Celebration/Day File No. 3009.1

Correspondence from T. Sedlak requesting the Fitzsimmons Covered Bridge be lit red on February 13, 2024, in support of women's heart health during Wear Red Canada Day.

b. Name of Celebration/Day File No. 3009.1

Correspondence from H. Legault, requesting the Fitzsimmons Covered Bridge be lit blue, on November 20, 2024, in support of World Children's Day.

10. TERMINATION

That Council terminate the Regular Council Meeting of December 5, 2023.



**REGULAR MEETING OF MUNICIPAL COUNCIL
RESORT MUNICIPALITY OF WHISTLER
MINUTES**

Tuesday, November 21, 2023, 5:30 p.m.
Franz Wilhelmson Theatre at Maury Young Arts Centre
4335 Blackcomb Way, Whistler, BC V8E 0X5

PRESENT: Mayor J. Crompton
Councillor A. De Jong
Councillor J. Ford
Councillor R. Forsyth
Councillor C. Jewett
Councillor J. Morden
Councillor J. Murl

STAFF PRESENT: Chief Administrative Officer, V. Cullen
General Manager of Corporate Services and Public Safety, T. Battiston
General Manager of Infrastructure Services, J. Hallisey
General Manager of Climate Action, Planning and Development Services, D. Mikkelsen
General Manager of Community Engagement and Cultural Services, K. Elliott
Fire Chief, T. Doherty
Manager of Development Planning, Melissa Laidlaw
Manager of Communications, J. Smith
Manager of Recreation, R. Weetman
Manager of Legislative Services/ Corporate Officer, P. Lysaght
Deputy Corporate Officer, C. Hodgson
Firefighter/Inspector, D. Sibbald
Firefighter, C. Tilley
Communications Senior Officer, J. Montague
Planning Analyst, B. McCrady
Council Coordinator, P. Mendieta

OTHERS: Whistler Blackcomb Chief Operating Officer, Belinda Trembath
Members of the Whistler Fire Rescue Service

1. CALL TO ORDER

Mayor J. Crompton recognized the Resort Municipality of Whistler is grateful to be on the shared, unceded territory of the Lílwat People, known in their language as Lílwat7úl, and the Squamish People, known in their language as Skwxwú7mesh. We respect and commit to a deep consideration of their history, culture, stewardship and voice.

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2. ADOPTION OF AGENDA

Moved By Councillor R. Forsyth

Seconded By Councillor C. Jewett

That Council adopt the Regular Council Meeting agenda of November 21, 2023, as amended to remove the Code of Conduct presentation from Agenda Item 7.5.

CARRIED

3. ADOPTION OF MINUTES

Moved By Councillor J. Morden

Seconded By Councillor J. Ford

That Council adopt the Special Regular Council Meeting minutes of November 2, 2023 and the amended Regular Council Meeting minutes of November 7, 2023, circulated on November 21, 2023.

CARRIED

4. PRESENTATIONS AND DELEGATIONS

4.1 Presentation of Fire Helmet – UBCM Training Session

A presentation was given Fire Chief, T. Doherty and Firefighter/Inspector, D. Sibbald regarding the Fire Helmet – UBCM Training Session.

4.2 Whistler Blackcomb Winter Operations Update

An update was given from Whistler Blackcomb's Chief Operating Officer, B. Trembath, regarding Winter Operations at Whistler Blackcomb.

5. PUBLIC COMMENT AND QUESTION PERIOD

Questions asked in person.

Stephanie McHugh, Alpine Meadows

Stephanie McHugh asked Council to consider their vote regarding the Code of Conduct Bylaw in tonight's agenda. Ms. McHugh highlighted a key concern mentioned in the staff report, which suggested that one reason for voting against staff recommendation was the apprehension about Council members having to act as both judge and jury in matters involving a fellow Council member.

She asked Council to reflect on several outcomes of adopting Option B: ethical duties are outlined in both the Code of Conduct and the *Community Charter*. Having a Code of Conduct would serve as a guide to help Council members avoid errors by clearly outlining prohibited conduct in a readily accessible document rather than requiring constant reference to the *Community Charter*. Ms. McHugh asked the Council members

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if they knew how to locate ethics prohibitions in the *Community Charter* to fulfill their ethical duties.

In response, Mayor Crompton shared his belief that the *Community Charter* is an accessible document, and he frequently refer to it. He acknowledged that one of the goals of the proposed code is to enhance Council members' accessibility to these provisions.

Alexandra Kanitz, Alpine Meadows

Alexandra Kanitz outlined potential impacts on the Resort Municipality of Whistler and Whistler electors if Council opts for Option B in the Code of Conduct staff report. First, she drew attention to the significant financial implications, noting that the cost of court proceedings for a disqualification application could range from \$50,000 to \$500,000, excluding potential appeals. Ms. Kanitz questioned whether these expenses have been budgeted for in 2024?

Additionally, Ms. Kanitz expressed concerns about the potential disruption to the work and productivity of the Council. She asked Council if they could guarantee no disruption to productivity if a member were required to step down pending a court resolution? Furthermore, she inquired about the likelihood of the Council initiating court proceedings, given that a two-thirds majority vote is required under Option B?

Ms. Kanitz also raised transparency and accountability issues, noting that under Option B, discussions related to ethical violations might not occur in an open council meeting. She questioned how electors would be informed that ethical concerns were being addressed under Option B. She highlighted the potential delay in a court decision, which might extend beyond a Council member's term. She asked how the Council can explain the relevance of a remedy that might produce results after the member has left office?

Lastly, Ms. Kanitz pointed out the impacts on electors' confidence if Option B doesn't include conduct, such as restrictions on accepting gifts and the prohibition of influencing decisions in financial conflicts of interest. She questioned how electors could have confidence in the Council if it did not agree to these fundamental prohibitions being part of a Code of Conduct.

In response, the Mayor stated that when the Code of Conduct agenda item is addressed, Council will likely refer it back to staff for further examination and refinement from the Governance and Ethics Standing Committee (GAESC). The Mayor pointed out that Council is eager to do more work through the GAESC and a Committee of the Whole meeting to share it with the community.

David Fox, Whistler Cay

David Fox spoke to a letter from K. Reynolds included in tonight's agenda, which calls for Whistler to take a position regarding the ceasefire in the Middle East war. Mr. Fox identified himself as a member of the Jewish community and an active participant in Jewish affairs in Vancouver. He expressed the immense stress and pressure the Jewish

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community has been experiencing, particularly in light of antisemitic sentiments that surfaced around the events of October 7, 2023 in Gaza.

Mr. Fox emphasized his belief that the Council must ensure the safety of every community member, regardless of their religion. He urged that Council not take up the matter, stating his preference for a neutral stance. In his view, this issue should not be a subject for discussion in Whistler, as addressing it could inadvertently contribute to increased pressure on the Jewish community.

Stephanie McHugh, Alpine Meadows

Stephanie McHugh returned to the podium at the discretion of the Chair and emphasized the advantages of having a Code of Conduct with a process that provides various solutions and a cost-effective method for resolving issues as they arise. In contrast, she noted that under Option B, the only recourse is to go to court to disqualify a Council member from office. Ms. McHugh pointed out that this option is costly, slow, distressing, time-consuming, and likely to attract province-wide attention with limited available remedies.

She posed a series of questions to the Mayor and Council, asking if Council members would like to expose themselves to Court proceedings as the only option to resolve ethics issues, or had considered the increased expenditure on court proceedings and legal advice if they voted for Option B? Further she mentioned the possible loss of entitlement to pensions if Council members were disqualified from office. Additionally, she questioned whether Council members had considered the extra work required during the time it takes to resolve allegations against other Council members in court, noting that such matters can take up to two years to resolve, excluding the time for potential appeals?

Alexandra Kanitz, Alpine Meadows

Alexandra Kanitz also returned to the podium at the discretion of the Chair and expressed concerns about Council members being able to engage in challenging conversations about each other's conduct. She asked how residents could have any confidence that Council members will do this with other people or organizations when residents' interests are at risk?

Finally, she asked why Council is choosing to amend the Code of Conduct against provincial guidance and staff recommendations? Ms. Kanitz questioned why the process took considerable time from both Council and staff, especially when there were clear recommendations from the province and other municipalities?

Mohammad Aljamous, Creekside

Mohammad Aljamous expressed his support for the letter written by K. Reynolds advocating for peace. Mr. Aljamous highlighted the importance of acknowledging the ongoing events in the world, particularly the conflict mentioned in the letter. He believes that Whistler could take a stance for peace and align with Canadian government principles and policies.

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Mr. Aljamous emphasized the responsibility of each individual to advocate for peace. In his view, Whistler, as a community, can promote a peaceful resolution to conflicts. He suggested that the town could contribute to a broader culture of understanding and collaboration by expressing support for peace initiatives.

6. MAYOR'S REPORT

Mayor and Council provided an update on activities happening within the community.

7. ADMINISTRATIVE REPORTS

**7.1 LLR01394 - Bar Oso Liquor Primary Capacity Increase Report No. 23-114
File No. 4320-30-1394**

Moved By Councillor C. Jewett

Seconded By Councillor J. Murl

That Council approve the application for Bar Oso, located at 150-4222 Village Square in Whistler Village, to increase the licensed capacity on the lower level of the establishment from 18 to 58 persons for its Liquor Primary Licence no. 162781 having considered the criteria as required by the Liquor and Cannabis Regulation Branch (LCRB) as set out in support of this application attached as Appendix A to Administrative Report to Council 23-114; and further,

That Council authorize the letter attached as Appendix A to Administrative Report to Council 23-114 to be executed on behalf of the Resort Municipality of Whistler by its authorized representatives and sent to the LCRB in support of the Bar Oso application.

CARRIED

**7.2 Mutual Aid Agreement Repealing Bylaw No. 2421, 2023 Report No. 23-115
File No. 3900-20-2421**

Moved By Councillor A. De Jong

Seconded By Councillor J. Morden

That Council give "Mutual Aid Agreement Repealing Bylaw No. 2421, 2023" first, second and third readings.

CARRIED

7.3 Emerald Dreams Conservation Co. Ltd. – 2023 Annual Filing Report No. 23-116 File No. 0500-02-0003

Moved By Councillor J. Murl

Seconded By Councillor J. Morden

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That Council of the Resort Municipality of Whistler (RMOW) in open meeting assembled, hereby resolves that the RMOW, as sole shareholder of Emerald Dreams Conservation Co. Ltd. (the Company), pass the consent resolutions of the sole shareholder of the Company, attached as Appendix A to Administrative Report No. 23-116, and that the consent resolutions be executed and delivered on behalf of the RMOW.

CARRIED

7.4 Parks and Recreation Fees and Charges Bylaw No. 2420, 2023 and Updates to Council Policy I-06: Parks and Recreation Fees and Charges Policy Report No. 23-117 File No. 3900-20-2417

Moved By Councillor R. Forsyth

Seconded By Councillor C. Jewett

That Council consider giving first, second and third readings to “Parks and Recreation Fees and Charges Bylaw No. 2420, 2023”; and further,

That Council adopt the amended version of Council Policy I-06: Parks and Recreation Fees and Charges Policy attached as Appendix A to Administrative Report No. 23-117.

CARRIED

7.5 Code of Conduct Bylaw and Related Respectful Conduct Policies Report No. 23-118 File No. 39000-20-2397

Moved By Councillor C. Jewett

Seconded By Councillor R. Forsyth

That Council direct staff to refer the Code of Conduct Bylaw and all ancillary policies, bylaws and procedures to the Governance and Ethics Standing Committee for further review and then return to a future Committee of the Whole Meeting for full council input.

CARRIED

8. MINUTES OF COMMITTEES AND COMMISSIONS

8.1 Emergency Planning Committee

Moved By Councillor J. Murl

Seconded By Councillor R. Forsyth

That Council receive the Regular Meeting minutes of the Emergency Planning Committee of July 25, 2023.

CARRIED

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9. BYLAWS FOR FIRST, SECOND AND THIRD READINGS

9.1 Mutual Aid Agreement Repealing Bylaw No. 2421, 2023

Moved By Councillor A. De Jong

Seconded By Councillor J. Morden

That Council give "Mutual Aid Agreement Repealing Bylaw No. 2421, 2023" first, second and third readings.

CARRIED

9.2 Parks and Recreation Fees and Charges Bylaw No. 2420, 2023

Moved By Councillor R. Forsyth

Seconded By Councillor J. Murl

That Council give "Parks and Recreation Fees and Charges Bylaw No. 2420, 2023" first, second and third readings.

CARRIED

10. OTHER BUSINESS

10.1 2024 Whistler Public Library Board of Trustees and Council Appointments Announcement

The Mayor announced that Council has appointed Cara Burrow, Mechthild Facundo, and Patricia Dagg as new trustees of the Whistler Public Library Board. Additionally, Ali Blancher and Mike Walsh have been reappointed, all for a two-year term starting January 2024.

Council also appointed Councillor Morden from the Municipal Council for a one-year term, commencing January 2024 and the Mayor thanked Councillor Forsyth for many years that he served as the municipal councillor on the Library Board of Trustees.

11. CORRESPONDENCE

11.1 Surrey Police Service Transition File No. 3009

Moved By Councillor C. Jewett

Seconded By Councillor J. Murl

That Council receive correspondence from D. Theilmann regarding the Surrey Police Service transition.

CARRIED

11.2 Surrey Policing Needs File No. 3009

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Moved By Councillor J. Morden

Seconded By Councillor J. Ford

That Council receive correspondence from A.J. Pol regarding Surrey policing needs.

CARRIED

11.3 Support for Mayor Brenda Locke- Surrey Police File No. 3009

Moved By Councillor J. Murl

Seconded By Councillor R. Forsyth

That Council receive correspondence from D. Johnstone requesting support for Mayor Brenda Locke regarding the Surrey Police Service transition.

CARRIED

11.4 Burnaby Council Urging for Ceasefire File No. 3009

Moved By Councillor J. Murl

Seconded By Councillor R. Forsyth

That Council receive correspondence from K. Reynolds urging council to call for a ceasefire in Gaza.

CARRIED

11.5 Cheakamus Crossing Neighborhood: Lack of Street and Visitor Parking File No. 3009

Moved By Councillor A. De Jong

Seconded By Councillor J. Morden

That Council receive correspondence from A. Hardy regarding the lack of street and visitor parking in the Cheakamus Crossing neighborhood and refer it to staff.

CARRIED

11.6 Western Toad Migration Concerns File No. 3009

Moved By Councillor J. Murl

Seconded By Councillor R. Forsyth

That Council receive correspondence from R. Doiron regarding concerns about the Western Toad Migration and refer it to staff.

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CARRIED

11.7 Highway 99 Speed between Tamarisk and Function Junction File No. 3009

Moved By Councillor J. Morden

Seconded By Councillor R. Forsyth

That Council receive correspondence from T. Rese regarding concerns about the Highway 99 speed between Tamarisk and Function Junction and refer it to staff.

CARRIED

11.8 Light-up and Proclamation Requests

a. Global Congenital Diaphragmatic Hernia Awareness Day File No. 3009.1

Moved By Councillor J. Morden

Seconded By Councillor J. Ford

That Council receive correspondence from J. Doolan, refer it to staff and that the Fitzsimmons Covered Bridge be lit blue, pink and yellow on April 19, 2024, in recognition of Global Congenital Diaphragmatic Hernia Awareness Day.

CARRIED

12. TERMINATION

Moved By Councillor C. Jewett

Seconded By Councillor J. Murl

That Council terminate the Regular Council Meeting of November 21, 2023, at 7:01 p.m.

CARRIED

Mayor, J. Crompton

Corporate Officer, P. Lysaght

STAFF REPORT TO COUNCIL

PRESENTED: December 5, 2023
FROM: Protective Services
SUBJECT: 2024-25 UNION OF BRITISH COLUMBIA MUNICIPALITIES (UBCM) COMMUNITY RESILIENCY INVESTMENT (CRI) FIRESMART COMMUNITY FUNDING STREAM GRANT ALLOCATION

REPORT: 23-120
FILE: 1855-20

RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Corporate Services and Public Safety be endorsed.

RECOMMENDATION

That Council endorse the 2024 Union of British Columbia Municipalities (UBCM) Community Resiliency Investment (CRI) Program grant allocation application attached as Appendix A to Administrative Report No. 23-120 and, if successful, direct staff to provide overall grant management as per UBCM's grant requirements, and;

That Council endorse staff to apply for the 2025 UBCM CRI Program grant allocation when intake becomes available, and if successful, direct staff to provide overall grant management as per UBCM's grant requirements.

PURPOSE OF REPORT

The purpose of the report is to obtain Council's endorsement for this grant allocation. For the Resort Municipality of Whistler (RMOW) to be eligible for Union of British Columbia Municipalities (UBCM) grant funding, a Council resolution indicating support for the grant allocation and direction to provide overall grant management is required to be submitted.

☐ Information Report ☒ Administrative Report (Decision or Direction)

DISCUSSION

Background

The Community Resiliency Investment (CRI) program is a provincial program intended to reduce the risk and impact of wildfire to communities in BC through community funding, support and priority fuel

management activities. Whistler is classified as 'Wildfire Risk Class Two' with approximately \$25 billion in assets located within two kilometres of identified wildfire risks. Additionally, with over three million visitors annually, the community is exposed to greater likelihood of human caused ignitions.

The RMOW's wildfire program consists of three main activity areas including:

1. The Whistler FireSmart Program (WFP) which educates, guides and supports private property owners' wildfire hazard mitigation efforts on their land and treats by hand identified priority municipal forest;
2. Contracted mechanical fuel thinning work in Whistler's Wildlife Urban Interface (WUI) which aims to reduce the ability of a fire to spread directly through connected forest fuels; and
3. Broad fire safety public education which aims to inform Whistler residents and guests about fire safety and emergency preparedness.

On April 5, 2022, Council adopted the [Community Wildfire Resiliency Plan](#) (CWRP) ([Administrative Report No. 22-052](#)), which is the latest iteration of a master wildfire-planning document to guide all activities in the above three wildfire related areas over the next five plus years. Recommendation number six of the CWRP is to "Stay up to date with local, provincial and federal funding sources that support wildfire risk reduction, emergency preparedness, and disaster mitigation work". This aligns with the core principles of the WFP.

New in 2024 - Base funding is scaled to offer eligible applicants with lower risk of wildfire, generally demonstrated by WUI Risk Class Four and Five, to apply for up to \$100,000 per year (for up to two years), and applicants with a higher risk of wildfire, generally demonstrated by WUI Risk Class One to Three, to apply for up to \$200,000 per year (for up to two years). If a community with higher risk class applies for funding for two years of eligible activities, they are eligible to apply for up to \$400,000 (i.e., \$200,000 per year).

The 2024-25 UBCM CRI Program grant allocation will cover deliverables for the WFP. As part of the 2024-25 intake, First Nations and local governments are now eligible to receive FireSmart Community Funding and Supports funding for FireSmart activities through an allocation-based program if they meet the following requirements:

- a higher risk of wildfire, generally demonstrated by WUI Risk Class One to Three (the RMOW is Risk Class Two);
- have a FireSmart position;
- participate in a Community FireSmart and Resiliency Committee; and
- have an acceptable CWRP or Community Wildfire Protection Plan.

The RMOW WFP meets the above requirements and thereby qualifies to apply for this more simplified allocation approach for grant funding. The advantage of the allocation-based approach is more simplified application and final reporting process over the next two years.

Analysis

WFP Funding:

The WFP engages the community to educate, motivate, guide and support activities intended to reduce the potential impact of wildfire within the municipality. Building a strong understanding and appreciation of local wildfire threat and advocating FireSmart solutions are cornerstone to these efforts. Program activities include FireSmart outreach and presentations, conducting FireSmart assessments, organizing and leading FireSmart Work Days (FSWD) with groups of homeowners, organizing and leading volunteer groups in the Adopt-a-trail campaign (treating forest around the valley trail system), deploying the FireSmart crew to deliver the FireSmart Community Chipper Service as well as reducing fuel load in dense juvenile municipal forest. Collectively, these activities are the key components designed to progressively move the community toward greater wildfire resilience.

Program administration includes strategic planning, procuring funding, participating in Community FireSmart Resiliency Committees, conducting assessments at the neighbourhood level (FireSmart Canada Neighbourhood Recognition Program), at individual home level (Home Partners Program), and at identified critical infrastructure locations. Further, it delivers public education (market booths, workshops for stakeholders, speaking at Stata Annual General Meetings, onsite during FSWDs), presentations to municipal Council, digitizing work into the municipal Geographic Information Systems, and internal permit application reviews.

The RMOW has received similar CRI grant funding for the last six years. The total annual budget for WFP is approx. \$530,000. If successful, the UBCM CRI funding will cover \$200,000 per year for the next two years of the cost of this program which includes funding for staff and other resources to support administration and operations.

POLICY CONSIDERATIONS

Relevant Council Authority/Previous Decisions

[Administrative Report No. 22-052 – Community Wildfire Resiliency Plan](#)
[Appendix A to Administrative Report No. 22-052 – Community Wildfire Resiliency Plan](#)

The 2022 and 2023 FireSmart Grant Administrative Reports [No. 21-125](#) and [No. 23-013](#) were presented and approved on November 2, 2021, and January 24, 2023, respectively.

2023-2026 Strategic Plan

The 2023-2026 Strategic Plan outlines the high-level direction of the RMOW to help shape community progress during this term of Council. The Strategic Plan contains four priority areas with various associated initiatives that support them. This section identifies how this report links to the Strategic Plan.

Strategic Priorities

☐ Housing

Expedite the delivery of and longer-term planning for employee housing

☒ Climate Action

Mobilize municipal resources toward the implementation of the Big Moves Climate Action Plan

☐ Community Engagement

Strive to connect locals to each other and to the RMOW

☐ Smart Tourism

Preserve and protect Whistler's unique culture, natural assets and infrastructure

☐ Not Applicable

Aligns with core municipal work that falls outside the strategic priorities but improves, maintains, updates and/or protects existing and essential community infrastructure or programs

Community Vision and Official Community Plan

The Official Community Plan (OCP) is the RMOW's most important guiding document that sets the community vision and long-term community direction. This section identifies how this report applies to the OCP.

Municipal initiatives designed to increase wildfire protection and resiliency for the community are well aligned with many of the strategic objectives of the OCP including in particular:

4.1. Goal Land use and development are effectively managed to maintain Whistler's unique sense of place, protect Whistler's natural environment, provide a high quality of life for residents and provide exceptional experiences for our visitors.

7.2. Goal Natural areas are proactively managed for and resilient to climate change.

8.7. Goal Ensure Whistler is a safe and secure resort community.

BUDGET CONSIDERATIONS

The total annual 2024 budget for WFP is \$530,000. If successful, the UBCM CRI funding will cover \$200,000 of associated program costs each year for the next two years.

LIL'WAT NATION & SQUAMISH NATION CONSIDERATIONS

The RMOW is committed to working with the Lil'wat People, known in their language as *L'il'wat7úl* and the Squamish People, known in their language as the *Skwxwú7mesh Úxwumixw* to: create an enduring relationship; establish collaborative processes for Crown land planning; achieve mutual objectives; and enable participation in Whistler's resort economy. This section identifies areas where RMOW activities intersect with these relationships.

There are no specific considerations to include in this report.

COMMUNITY ENGAGEMENT

Level of community engagement commitment for this project:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

Ongoing community engagement is led by the FireSmart Supervisor. The WFP will continue to work closely with homeowners through program delivery and will provide information to Whistler residents on how to FireSmart their property, assist them with understanding options, prioritizing work, fuel removal, engaging arborists and connecting with Parks and other land managers, as needed.

REFERENCES

Appendix A – 2024 CRI Program Grant Application
Appendix B – 2024 CRI Program Grant Guide and Allocation

SUMMARY

The RMOW has been actively working to reduce the risk of wildfire in the community for over 15 years. The municipal wildfire protection program provides significant FireSmart and ongoing fuel thinning investments as key components of a wildfire loss reduction strategy for the community. Securing outside funding for these programs is crucial in realizing wildfire risk reduction priorities as per 2022 CWRP while reducing municipal budget impacts. As such, the purpose of this report is to obtain Council's endorsement for the 2024-25 UBCM CRI Program grant allocation application(s).

SIGN-OFFS

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Community Resiliency Investment Program

2024 FireSmart™ Community Funding and Supports

Program and Application Guide for Allocation-based Funding

The 2024 FireSmart Community Funding and Supports program will have an open intake. Funding permitting, eligible recipients can request allocation-based funding between October 1, 2023 and December 31, 2024.

1. Introduction

The [Community Resiliency Investment](#) (CRI) program was announced by the provincial government in 2018 and is intended to reduce the risk of wildfires and mitigate their impacts on BC communities. As of July 2023, CRI includes two streams:

- Stream 1: FireSmart Community Funding and Supports, administered by the Union of BC Municipalities (UBCM).
- Stream 2: Crown Land Wildfire Risk Reduction, administered by the Ministry of Forests.

Please refer to [Appendix 1](#) for definitions of terms used in this guide. All defined terms are in **bold** in the program guide.

FireSmart Community Funding and Supports

The FireSmart Community Funding and Supports program provides funding to First Nations and local governments in BC to increase community resiliency by undertaking community-based FireSmart™¹ planning and activities that reduce the community's risk from wildfire. To date, 224 eligible applicants have received funding, including 101 First Nations and 123 local governments.

The First Nations' Emergency Services Society (FNESS), the Forest Enhancement Society of BC (FESBC) and the Union of BC Municipalities (UBCM) are working with the Ministry of Forests (Ministry) to deliver the FireSmart Community Funding and Supports program.

Allocation-based Funding for FireSmart Activities

First Nations and local governments with a higher risk of wildfire, generally demonstrated by Wildland Urban Interface (WUI) Risk Class 1 to 3, that have a FireSmart Position, participate in a [Community FireSmart and Resiliency Committee](#) and have an acceptable Community Wildfire Resiliency Plan (CWRP)/Community Wildfire Protection Plan (CWPP) are eligible to receive FireSmart Community Funding and Supports funding for FireSmart activities only through the allocation-based program.

Under the allocation-based model, recipients are required to submit an allocation-based funding request form (and any required attachments) in order to confirm that the eligibility criteria have been met. If approved, recipients would receive an approval agreement which includes the terms and conditions of the grant.



¹ FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre.

Note: CWRPs and CWPPs must be complete and acceptable to the BC Wildfire Service (BCWS), FNESS and/or, where applicable, BC Parks. To be considered acceptable, CWRPs must be developed in accordance with the template and guidance document; CWPPs must include assessment and identification of FireSmart and fuel management priorities.

Application-based Funding

First Nations and local governments with lower risk of wildfire, generally demonstrated by WUI Risk Class 4 and 5, or with a higher risk of wildfire, generally demonstrated by WUI Risk Class 1 to 3, that do not have a FireSmart Position, participate in a [Community FireSmart and Resiliency Committee](#) and have an acceptable CWRP/CWPP apply for FireSmart Community Funding and Supports through the [application-based program](#).

FireSmart in BC

[FireSmart BC](#) provides the tools and education necessary to enable citizens, communities, First Nations and local governments to increase their wildfire resiliency. FireSmart BC and the Community Resiliency Investment program both follow the seven disciplines of FireSmart as a holistic approach to reducing wildfire risk to communities.

The [FireSmart BC Information Sheet](#) has been developed to provide First Nations and local governments with an overview of available resources, training and materials that are eligible for funding.

2. Eligible Recipients for Allocation-based Funding

First Nations (bands, Treaty First Nations, and Indigenous National Governments with authority for lands and resources) and local governments (municipalities and regional districts) with a higher risk of wildfire, generally demonstrated by WUI Risk Class 1 to 3, that have a FireSmart Position, participate in a [Community FireSmart and Resiliency Committee](#) and have an acceptable CWRP/CWPP are eligible to receive FireSmart Community Funding and Supports funding for FireSmart activities only through the allocation-based program.

3. Grant Maximum

Allocation-based Funding

The FireSmart Community Funding and Supports program can contribute up to 100% of the cost of eligible activities as follows:

- For eligible First Nations and municipalities, \$200,000 per year (for up to two years)
- For eligible regional districts, \$200,000 per year (for up to two years) plus \$50,000 for each electoral area per year (for up to two years)

Funding for Fuel Management

Eligible **fuel management** activities within **First Nations land** or **publicly owned land** within municipal boundaries or regional district parks must be applied for under the [application-based program](#) but are required to be funded with allocation-based funds.

Proposed treatments that include contiguous, logical treatment units that extend onto **Provincial Crown Land** may be eligible for additional funding for only the fuel management activities on **Provincial Crown Land**.

In order to ensure transparency and accountability in the expenditure of public funds, all other financial contributions for eligible portions of the project must be declared and, depending on the total value, may

decrease the value of the grant. This includes any other grant funding and any revenue (e.g. sale of forest products) that is generated from activities that are funded by the FireSmart Community Funding and Supports program.

4. Requirements for Funding

Local governments are encouraged to proactively engage with local First Nations and Indigenous organizations. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities and enhance reconciliation. More information on engagement best practices is available [here](#).

Reporting for Prior Projects

To qualify for allocation-based funding:

- All activities funded under the 2019 and 2020 FireSmart Community Funding and Supports program and 2021 FireSmart Economic Recovery Fund must be complete and the final report must be submitted in full
- All activities funded under the 2021 and 2022 FireSmart Community Funding and Supports program must be complete and the final report must be submitted in full (unless a project extension has been approved)
- All activities funded under the 2023 FireSmart Community Funding and Supports program must either be:
 - Complete and the final report is submitted, OR
 - Within 120 days of completion and the [Interim Report Form](#) has been submitted

Additional Funding Requirements

To qualify for funding, all eligible activities must:

- Be located within the recipient's administrative boundary
- Include new activities or represent a new phase of an existing project (retroactive funding is not available unless specifically identified in this guide).
- Be capable of completion within two years of the date of grant approval.
- Where applicable, be completed by a qualified professional that is accredited by their professional association.
- Ensure compliance with applicable federal and provincial legislation and regulations and local authority (e.g. burning bylaws or other bylaws or plans).
- Where applicable, be eligible for required approvals for authorizations and/or permits from the **Provincial Crown Land Manager** (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada).

5. Eligible and Ineligible Costs and Activities

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the recipient to carry out eligible activities. Eligible costs can only be incurred from the date of submission of the Allocation-based Funding Request Form until the final report is submitted.

[Table 1](#) identifies the activities that are eligible for funding and provides annual cost maximums for those activities. Recipients are required to expend allocation-based funding within the cost maximums. However, with mitigating circumstances (e.g. remote community), recipients can propose costs higher than the maximums if a rationale is provided and accepted. In all cases, eligible activities must be cost-effective.

Where applicable, recipients are encouraged to collaborate on proposed activities with **Provincial Crown Land Manager** (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada).

Table 1: Activities Eligible for Allocation-based Funding	
1. FIRESMART POSITIONS <i>In order to increase local capacity, recipients are required to have a FireSmart position to oversee eligible activities and to establish a sustainable FireSmart program.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Continuation of FireSmart positions based on the recommended job descriptions : <ul style="list-style-type: none"> • FireSmart Coordinator • Local FireSmart Representative • Wildfire Mitigation Specialist • Wildfire Forest Professional • FireSmart Crew Member 	<i>The primary focus of FireSmart positions is to support eligible FireSmart activities but other activities related to emergency management (i.e. EOC, ESS, evacuations), structural fire and/or forestry (i.e. Indigenous Guardians) are eligible as no more than 20% of job duties.</i>
2. EDUCATION (Required for all allocation-based funding) <i>Public education and outreach play a critical role in helping communities prepare for wildfire by promoting a sense of empowerment and shared responsibility. <u>All projects are required to include an education component.</u> For costs associated with the purchase of FireSmart resources please visit Resources on FireSmartBC.ca.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Update signage, social media, websites and/or newsletters, and community education materials or displays related to a proposed activity in categories 2 through 10 below. <i>Please note: Ember mascots will be available on a limited basis and regional allocation will be considered before approval.</i>	<ul style="list-style-type: none"> • Banners: up to \$1,600 (total order per year) • Posters: \$250 (total order per year) • Videos specific to community wildfire resiliency: up to \$10,700 each per year • Tents, including walls: up to \$2,200 each • Vehicle decals: up to \$750 (total order per year) • T-shirts: up to \$1,100 (total order per year) • Ember mascot: up to \$9,000 • FireSmart Magnetic Board: up to \$1,750 each
B. Promote/distribute FireSmart educational resources, such as FireSmart 101 , Wildfire Risk Reduction Basics , FireSmart BC Education Program, FireSmart Begins at Home app, social media, FireSmart BC materials.	
C. Organize, host or support FireSmart events: Wildfire Community Preparedness Day, Farm and Ranch Wildfire Preparedness workshop, Neighbourhood Champion workshop, community FireSmart day, and/or wildfire season open houses.	Up to \$5,500 per event

D. Support the FireSmart BC Library Program at local/regional libraries. This program includes Wildfire Resiliency Literacy Kits, Ember Activity Packages, Colouring Contest materials, and access to Storytime Videos with Ember.	Up to \$550 per branch or \$1,800 per independent library
E. Targeted education to support implementation of fuel management activities, including cultural burning and prescribed fire .	
3. COMMUNITY PLANNING <i>Community planning is a very effective tool for reducing wildfire risk for lands and buildings within the administrative boundaries of First Nation communities and local governments.</i> <i>Refer to the Wildfire-Resilience Best Practice Checklist for Home Construction, Renovation and Landscaping or FireSmart BC Landscaping Hub.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Amend existing CWRPs that are less than 5 years old to include: <ul style="list-style-type: none"> • FireSmart Road Map. • Recently acquired land or areas of new development, etc. • Ground-truthing for new treatment units. • Significant changes to forest stand composition and/or forest health changes or impacts. • Integrating other plans or information 	Up to \$16,000 (depending on AOI and eligible WUI) <i>Recipients with an acceptable CWPP that would like to develop a new CWRP must contact UBCM before commencing the project.</i>
B. Develop FireSmart policies and practices for the design and maintenance of First Nations land and publicly owned land , such as parks and open spaces.	
C. Develop FireSmart policies and practices for the design and maintenance of First Nations owned buildings and publicly owned buildings .	
D. Complete FireSmart assessments for eligible First Nation owned buildings, publicly owned buildings, publicly and First Nations owned critical infrastructure, culturally significant sites and/or green spaces . FireSmart Assessments include:	
<ul style="list-style-type: none"> • FireSmart Home Ignition Zone (HIZ) Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership in WS1
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Initial assessment – Up to \$350 per structure (generally 2 to 3 hours to complete field assessment and report writing)
<ul style="list-style-type: none"> • FireSmart Culturally Significant Sites and Green Spaces Assessment 	Up to \$850 per structure/location (generally 4 to 8 hours) with ownership of land in WS1

4. DEVELOPMENT CONSIDERATIONS

Community land use and development in wildfire-prone areas affects the susceptibility of the community at different scales and in terms of where and how a community is, or will be, developed.

Refer to the [Wildfire-Resilience Best Practice Checklist for Home Construction, Renovation and Landscaping](#) or [FireSmart BC Landscaping Hub](#).

Eligible Activities	Cost Maximums and Guidance
A. Amend Official Community Plans, Comprehensive Community Plans and/or land use, engineering and public works bylaws to incorporate FireSmart principles.	Up to \$10,700
B. Revise landscaping requirements in zoning and development permit documents to incorporate FireSmart principles.	Up to \$10,700
C. Establish or revise Development Permit Areas for Wildfire Hazard to incorporate FireSmart principles.	Up to \$10,700
D. Amend referral processes for new developments to ensure multiple departments, including the fire department and/or emergency management personnel, are included.	Up to \$10,700

5. INTERAGENCY CO-OPERATION

Interagency cooperation may include local fire departments, First Nation and/or local government staff and elected officials, **Provincial Crown Land Manager** (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g., Indigenous Services Canada), provincial ministries (e.g., EMCR and BCWS), industry representatives and other stakeholders.

Eligible Activities	Cost Maximums and Guidance
A. Coordinate and/or participate in a Community FireSmart and Resiliency Committee (CFRC).	Up to \$2,200 per meeting plus additional funds for coordination
B. Participate in an integrated fuel management, cultural burning and/or prescribed fire planning table (generally led by Ministry staff in collaboration with communities) to support the integration of fuel management planning across jurisdictional boundaries.	Up to \$2,200 per meeting
C. Provide Indigenous cultural safety and humility training to emergency management personnel in order to more effectively partner with, and provide assistance to, Indigenous communities for both wildfire prevention and suppression.	
D. Attend the Wildfire Resiliency and Training Summit. Note: eligible costs include conference fee and travel (including accommodations and per diems).	Up to four staff, up to \$2,000 per attendee per year
E. Support the FireSmart BC Plant Program at local garden centres or nurseries. Includes plant tags, banners, staff buttons and in-store advertising.	Up to \$2,500 per location

6. EMERGENCY PLANNING

Community preparations for a wildfire emergency require a multi-pronged approach in order for a community to respond effectively to the threat of wildfires as a whole.

Eligible Activities	Cost Maximums and Guidance
A. Develop and/or participate in cross-jurisdictional meetings and <u>tabletop exercises</u> specifically focused on wildfire preparedness and suppression, including seasonal wildfire readiness meetings.	Up to \$2,200 per meeting
B. Assess community water delivery ability as required for suppression activities, limited to current water system evaluation and available flow analysis.	Up to \$10,700
C. Assess, inventory and <u>purchase</u> FireSmart structure protection equipment. <i>Refer to Appendix 3 for more information on the eligible FireSmart Structure Protection Trailer expenditures. Confirmation from the SPCO must be submitted to UBCM prior to purchases for Phases 2, 3 or 4.</i>	Up to \$45,000 per year
D. Use and/or promote EMCR Wildfire Preparedness Guide and/or Wildfire Evacuation Checklist for community emergency preparedness events focused on wildfire.	Up to \$5,500 per event

7. FIRESMART TRAINING AND CROSS TRAINING

Cross-training fire department members and emergency management personnel supports local FireSmart activities, including a safe and effective wildfire response.

For all virtual courses, eligible costs include: course fee (if any), required course materials, wages and travel (including accommodations and per diems) only if required for internet connection or access to necessary technology. For all in-person courses, eligible costs include: course fee, required course materials, wages and travel (including accommodations and per diems).

Eligible Activities	Cost Maximums and Guidance
A. Training for FireSmart Positions. <i>Refer to the recommended job descriptions for the training required for each position. Only qualifications identified in the job descriptions are eligible for funding.</i>	Required training breakdown for each proposed position
B. Local FireSmart Representative training (free, virtual). <i>Refer to Appendix 4 for more information on the FireSmart Canada Neighbourhood Recognition program.</i>	
C. Home Partners Program – Wildfire Mitigation Specialist training <u>for new applicants to the HPP program</u> . <i>To become a WMS, the HPP workshop (max. 10 attendees) must be completed. The workshop facilitation fee is \$6,000. After that, an annual enrollment fee is required for each trained WMS to access the required HPP tools and resources. Refer to Appendix 4 for more information on the HPP program.</i>	Up to \$8,500 per workshop plus required \$350 annual HPP enrolment fee per trained WMS

<p>D. Home Partners Program – Wildfire Mitigation Specialist annual enrollment fee <u>for applicants with an existing HPP program</u>.</p> <p><i>This fee is for new WMS that have completed their training and those renewing their registration with FireSmart Canada. Note this yearly fee is mandatory for all WMS to remain active in British Columbia.</i></p>	Up to \$350 per trained WMS for HPP enrollment fees
<p>E. Cross-train fire department members only to include structural fire and interface wildfire training. The following are the <u>only</u> courses eligible for funding:</p>	
<ul style="list-style-type: none"> • Wildfire Risk Reduction Basics Course (free, online course for non-forest professionals that provides an introduction to the key concepts to minimize the negative impacts of wildfires in BC.) 	
<ul style="list-style-type: none"> • Fire Life & Safety Educator (public education course for fire safety education). 	
<ul style="list-style-type: none"> • ICS-100 (Incident Command System - introduction to an effective system for command, control, and coordination of response at an emergency site; available online). 	
<ul style="list-style-type: none"> • SPP-WFF1 Wildland Firefighter Level 1 (includes S-100, S-185, ICS-100). 	
<ul style="list-style-type: none"> • S-100 Basic fire suppression and safety (basic fire suppression training for contract crews) and S-100A (annual refresher). 	
<ul style="list-style-type: none"> • S-185 Fire entrapment avoidance and safety (general knowledge course on wildfire safety and entrapment avoidance for local governments, contract crews, and First Nations). 	
<ul style="list-style-type: none"> • S-231 Engine Boss (training for structure protection program in a WUI event). 	
<ul style="list-style-type: none"> • WSPP-115 (training for structure protection unit crews) and WSPP-FF1(train the trainer). 	
<ul style="list-style-type: none"> • Task force leader (for structure protection only; course for wildfire personnel to monitor and assess specialty resources that work together to accomplish a common wildfire task). 	
<ul style="list-style-type: none"> • Structure Protection Group Supervisor (GrpS) (for structure protection only; course for wildfire personnel to implement assigned portion of the Incident Action Plan and be responsible for all operations conducted in the division/group). 	
<p>G. Cross-train emergency management personnel:</p> <ul style="list-style-type: none"> • Introduction to Emergency Management in Canada (basic concepts and structure of emergency management). 	

<ul style="list-style-type: none"> • ICS-100 (introduction to an effective system for incident command, control, and coordination of response at an emergency site; available online). 	
8. FIRESMART PROJECTS FOR CRITICAL INFRASTRUCTURE <i>Implementing recommended FireSmart improvements to local critical infrastructure demonstrates wildfire prevention principles and best practices to community members and other stakeholders.</i> <i>Refer to Appendix 5 for funding requirements for critical infrastructure.</i> <i>In cases where critical infrastructure is located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and must be submitted to UBCM prior to project commencement.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Completion of FireSmart Assessment before mitigation work is started (required).	
<ul style="list-style-type: none"> • FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Up to \$350 per structure (generally 2 to 3 hours to complete)
B. Completion of recommended mitigation activities identified in the assessment, limited to labour and material costs required to complete activities outlined in Table 7 (Appendix 5) .	Up to \$53,500 per eligible structure, including building materials and labour
C. Completion of FireSmart Assessment after mitigation work is complete (required).	
<ul style="list-style-type: none"> • FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)
9. FIRESMART PROJECTS FOR COMMUNITY ASSETS <i>Implementing recommended FireSmart improvements to local community assets demonstrates wildfire prevention principles and best practices to community members and other stakeholders.</i> <i>Refer to Appendix 5 for funding requirements for community assets.</i> <i>In cases where community assets are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and must be submitted to UBCM prior to project commencement.</i>	

Eligible Activities	Cost Maximums and Guidance
A. Completion of FireSmart Assessment before mitigation work is started (required).	
<ul style="list-style-type: none"> FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> FireSmart Home Partners Program Assessment 	Up to \$350 per structure (generally 2 to 3 hours to complete)
B. Completion of recommended mitigation activities identified in the assessment, limited to labour and material costs required to complete activities outlined in Table 7 (Appendix 5) .	Up to \$53,500 per eligible structure, including building materials and labour
C. Completion of FireSmart assessment after mitigation work is complete (required).	
<ul style="list-style-type: none"> FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> FireSmart Home Partners Program Assessment 	Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)
10. FIRESMART PROJECTS FOR CULTURALLY SIGNIFICANT SITES <i>Culturally significant sites</i> are locations of historical and cultural importance to Indigenous communities, preserving their heritage, traditions, and connection to the land. These include, but are not limited, to culturally modified trees, traditional dwellings, burial sites, and ceremonial sites. Refer to Appendix 6 for funding requirements for <i>culturally significant sites</i> . In cases where culturally significant sites are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and must be submitted to UBCM prior to project commencement.	
A. Completion of the FireSmart CSSGS Assessment before mitigation work is started (required).	Up to \$850 per location/structure (generally 4 to 8 hours)
B. Completion of recommended mitigation activities identified in the FireSmart CSSGS Assessment, limited to labour and material costs required to complete activities outlined in Table 8 (Appendix 6) .	Up to \$25,000 per eligible location, including building materials and labour
C. Completion of the FireSmart CSSGS Assessment after mitigation work is complete (required).	Up to \$850 per location/structure (generally 4 to 8 hours)

11. FIRESMART PROJECTS FOR GREEN SPACES <i>Green spaces include parks, gardens, cemeteries, naturalized spaces, trails and pathways, waterfronts, linear parks and greenways, rights-of-way and boulevards. Refer to the definitions for more information.</i> <i>Refer to Appendix 6 for funding requirements for green spaces.</i>	
A. Completion of the FireSmart CSSGS Assessment before mitigation work is started (required).	Up to \$850 per location/structure (generally 4 to 8 hours)
B. Completion of recommended mitigation activities identified in the FireSmart CSSGS Assessment, limited to labour and material costs required to complete activities outlined in Table 8 (Appendix 6) .	Up to \$25,000 per eligible location, including building materials and labour
C. Completion of the FireSmart CSSGS Assessment after mitigation work is complete (required).	Up to \$850 per location (generally 4 to 8 hours)
12. FIRESMART ACTIVITIES FOR RESIDENTIAL AREAS <i>First Nations and local governments have a key role to play in supporting residents and property owners to undertake FireSmart activities that demonstrate wildfire prevention principles and best practices.</i> <i>To be eligible for funding, all FireSmart activities for residential areas must be located in the FireSmart Home Ignition Zone (with residential property and/or home owners' consent).</i>	
Eligible Activities	Cost Maximums and Guidance
A. Residential FireSmart Activities.	
<ul style="list-style-type: none"> Conduct FireSmart HIZ Assessments for individual residential properties or homes, limited to: <ul style="list-style-type: none"> Data collection activities using HIZ assessment. Digitizing HIZ assessment information. Simple reporting (for community members, Council, etc.). Basic mapping for PDF product. 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> Offer local rebate programs to residential property or home owners that complete eligible FireSmart activities. <i>Refer to Appendix 7 for more information.</i> 	Rebates are limited to 50% of the total cost of the eligible activities identified in Table 9 (Appendix 7) and up to \$5,000 per property
<ul style="list-style-type: none"> Completion of recommended mitigation activities identified in a completed FireSmart Assessment, limited to labour costs required to complete activities outlined in Table 9 (see Appendix 7) for: <ul style="list-style-type: none"> Residential homes and properties owned by seniors (65 years of age or older), elders, people with limited mobility or vulnerable populations who cannot undertake mitigation activities themselves. Band owned housing occupied by elders, people with limited mobility or vulnerable populations and who cannot undertake mitigation activities themselves. 	

<p>B. FireSmart Canada Neighbourhood Recognition.</p> <p>Refer to Appendix 4 for requirements for funding this activity and note that the assessment and plan are required to be completed in the same intake.</p>	<p>Neighbourhood Wildfire Hazard Assessments - Up to \$450 per neighbourhood (generally 3 – 4 hours to complete)</p> <p>FireSmart Neighbourhood Plans - Up to \$1,100 per neighbourhood</p>
<p>C. Conduct FireSmart Home Partners Assessment for individual residential properties or homes, <u>limited to</u>:</p> <ul style="list-style-type: none"> • Upon completion of certification, receipt of a Home Partners driveway sign. • Data collection and management using HPP data base. • Simple reporting (for community members, Council, etc.). • Basic mapping for PDF product. <p>Refer to Appendix 4 for requirements for funding.</p>	<p>Initial assessment – Up to \$350 per structure (generally 2 to 3 hours to complete)</p> <p>Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)</p>
<p>D. Provide off-site vegetative debris disposal for residential property or home owners who have undertaken their own residential scale FireSmart vegetation management, including:</p> <ul style="list-style-type: none"> • Provide sharpening services for gardening hand tools • Provide a dumpster, chipper or other collection method. • Waive tipping fees. • Provide curbside debris pick-up. <p>Refer to Additional Information on the Use and Disposal of Wood Chips Generated by FCFS-Funded Projects</p>	

Additional Eligible Costs and Activities

In addition to the activities identified in [Table 1](#), the following expenditures are also eligible provided they relate directly to eligible activities:

- Incremental recipient staff and administration costs (e.g. creating a new position or adding new responsibilities to an existing position);
- Consultant/contractor costs. Please note: if you intend to hire a professional (planner, forester) to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g. social media, planning events or administering rebate programs) consultant rates are expected to be commensurate with the type of activity being undertaken;
- Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers when they are scheduled to speak, present, or teach. Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts and be equitable to consultant rates;
- Expenses related to local cultural protocols (e.g. gifts, cultural ceremonies);
- Translation costs and the development of culturally appropriate education, awareness, or engagement materials;
- Identification of community and cultural values through engagement. This includes seeking advice from Indigenous Knowledge Holders and other experts (e.g., health authorities, First Nations Health Authority, biologists, etc.) and engaging the community (e.g., equity-denied populations, Indigenous organizations), Indigenous Nations, local governments, agricultural sector, critical infrastructure owners, etc.;
- Purchase of [FireSmart BC](#) branded items for community events and/or recruitment/retention of volunteers (up to \$5,000 per recipient per year);

- Purchase of tools (e.g. hand saws, loppers), power tools (e.g. chainsaws, brush saws, walk-behind lawnmowers, string trimmers) and IT equipment (limited to tablet computers, compatible Satellite Emergency Notification Devices, Global Positioning System trackers and required accessories) required for eligible activities (up to \$5,000 per recipient per year);
- Lease of equipment and/or vehicles (with the exception of trailers or equipment for FireSmart structure protection);
- Presentation to Band Council, or Treaty First Nation government, local government Council, Board, community organizations, etc.; and,
- Public information costs.

Ineligible Costs and Activities

Any activity that is not outlined in [Table 1](#) or explicitly approved by UBCM is not eligible for grant funding. This includes:

- Routine or ongoing operating and/or planning costs or activities that are not incremental to the project;
- Development or amendment of plans or maps primarily intended for emergency response.
- Development of databases;
- Purchase of software, software licences, service subscriptions, or membership fees;
- Development of FireSmart plans, other than CWRPs, amendments to existing CWRPs and [FireSmart Neighbourhood Plans](#);
- Development or update of feasibility studies (including water tank location analysis);
- Purchase, construction or siting of Fire Danger rating signs;
- Purchase of non-[FireSmart BC](#) branded items for community events and/or recruitment/retention of volunteers;
- Purchase of emergency supplies (e.g. first aid kits, evacuation supplies) for community members or households;
- Wildfire threat assessments and fuel treatment unit identification on **private land** (outside of GIS and/or FireSmart assessments, with the land owners' consent) or outside of the eligible WUI. Private Managed Forest Land (PMFL) wildfire threat assessments may be eligible if located within the eligible one kilometre WUI and the PMFL owner has consented; and,
- For FireSmart crew activities only:
 - Purchase of machinery and/or livestock for grazing.
 - Work undertaken by the Ministry
 - Any third-party requirements to address hazard abatement under the *Wildfire Act*.
 - Hazard abatement activities related to existing or decommissioned saw mills (e.g. removal of slabs and/or sawdust).

6. Grant Management and Recipient Responsibilities

Grants are awarded to eligible recipients only and, as such, the recipient is responsible for completion of the project and for meeting reporting requirements. Recipients are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision and Payments

All recipients will receive written notice of funding decisions. Recipients will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM.

Grants are awarded as follows: 25% when the signed Approval Agreement has been returned to UBCM, and the eligible remainder when the project is complete and UBCM has received and approved the required final reporting.

Post-Grant Approval Meetings

As a requirement of grant funding, all recipients are required to meet with the BCWS Wildfire Prevention Officer/Prevention Specialist or FNESS Mitigation Specialist/Liaison, or designate, to discuss the approved project prior to commencing work.

In addition, where applicable, recipients are encouraged to meet with the Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada) to discuss the project prior to commencing work.

Progress Payments (Claims)

To request a progress payment, recipients are required to submit the [Allocation Claims Form](#) (and all required attachments).

Extensions to Project End Date

All approved activities are required to be completed within the time frame identified in the approval letter and all extensions beyond this date must be requested in writing and be approved by UBCM.

The [Interim Report Form](#) will be required to be submitted for all extension requests over six months.

Extensions will not exceed one year from the date of the original final report deadline.

7. Interim Reporting and Final Report Requirements and Process

Reporting requirements do not apply to any product, data or information which may include Indigenous knowledge. The Ministry of Forests respects the First Nations principles of OCAP®.

Interim Reports

An interim report, using the [Allocation Claims Form](#), will be required at 12 months for all two-year projects.

Final Reports

Recipients are required to submit an electronic copy of the complete final report, as outlined in [Table 2](#).

Submission of Interim Reporting and Final Reports

Interim and final reports should be submitted as Excel, Word, or PDF files. Total file size for email attachments cannot exceed 20 MB.

All interim and final reports should be submitted to Local Government Program Services, Union of BC Municipalities by e-mail: cri@ubcm.ca.

Review of Interim and Final Reports

UBCM will perform a preliminary review of all reports to ensure the required report elements have been submitted. Following this, all complete final reports and deliverables will be reviewed by BCWS, FNESS and/or, where applicable, BC Parks.

All final report materials may be shared with the Province of BC, First Nations' Emergency Services Society, and BC FireSmart Committee.

Table 2: Required Final Report Contents and Related Attachments	
Required Submissions	Related Attachments (as required)
FireSmart Activities	<ul style="list-style-type: none"> • Refer to Allocation Claims/Final Report Form
CWRP Updates	<ul style="list-style-type: none"> • Copy of the amended CWRP • Maps and spatial data as outlined in Appendix 8
Copies, excerpts and/or links to all materials produced with grant funding	
Photos of funded activities and/or completed projects and links to media directly related to the funded project.	

8. Additional Information

For enquiries about the application process or general enquiries about the program, please contact UBCM at cri@ubcm.ca or (604) 270-8226 ext. 220.

Community Resiliency Investment Program

2024 FireSmart™ Community Funding and Supports

Program and Application Guide for Allocation-based Funding

The 2024 FireSmart Community Funding and Supports program will have an open intake. Funding permitting, eligible recipients can request allocation-based funding between October 1, 2023 and December 31, 2024.

1. Introduction

The [Community Resiliency Investment](#) (CRI) program was announced by the provincial government in 2018 and is intended to reduce the risk of wildfires and mitigate their impacts on BC communities. As of July 2023, CRI includes two streams:

- Stream 1: FireSmart Community Funding and Supports, administered by the Union of BC Municipalities (UBCM).
- Stream 2: Crown Land Wildfire Risk Reduction, administered by the Ministry of Forests.

Please refer to [Appendix 1](#) for definitions of terms used in this guide. All defined terms are in **bold** in the program guide.

FireSmart Community Funding and Supports

The FireSmart Community Funding and Supports program provides funding to First Nations and local governments in BC to increase community resiliency by undertaking community-based FireSmart™¹ planning and activities that reduce the community's risk from wildfire. To date, 224 eligible applicants have received funding, including 101 First Nations and 123 local governments.

The First Nations' Emergency Services Society (FNESS), the Forest Enhancement Society of BC (FESBC) and the Union of BC Municipalities (UBCM) are working with the Ministry of Forests (Ministry) to deliver the FireSmart Community Funding and Supports program.

Allocation-based Funding for FireSmart Activities

First Nations and local governments with a higher risk of wildfire, generally demonstrated by Wildland Urban Interface (WUI) Risk Class 1 to 3, that have a FireSmart Position, participate in a [Community FireSmart and Resiliency Committee](#) and have an acceptable Community Wildfire Resiliency Plan (CWRP)/Community Wildfire Protection Plan (CWPP) are eligible to receive FireSmart Community Funding and Supports funding for FireSmart activities only through the allocation-based program.

Under the allocation-based model, recipients are required to submit an allocation-based funding request form (and any required attachments) in order to confirm that the eligibility criteria have been met. If approved, recipients would receive an approval agreement which includes the terms and conditions of the grant.



¹ FireSmart, Intelli-feu and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre.

Note: CWRPs and CWPPs must be complete and acceptable to the BC Wildfire Service (BCWS), FNESS and/or, where applicable, BC Parks. To be considered acceptable, CWRPs must be developed in accordance with the template and guidance document; CWPPs must include assessment and identification of FireSmart and fuel management priorities.

Application-based Funding

First Nations and local governments with lower risk of wildfire, generally demonstrated by WUI Risk Class 4 and 5, or with a higher risk of wildfire, generally demonstrated by WUI Risk Class 1 to 3, that do not have a FireSmart Position, participate in a [Community FireSmart and Resiliency Committee](#) and have an acceptable CWRP/CWPP apply for FireSmart Community Funding and Supports through the [application-based program](#).

FireSmart in BC

[FireSmart BC](#) provides the tools and education necessary to enable citizens, communities, First Nations and local governments to increase their wildfire resiliency. FireSmart BC and the Community Resiliency Investment program both follow the seven disciplines of FireSmart as a holistic approach to reducing wildfire risk to communities.

The [FireSmart BC Information Sheet](#) has been developed to provide First Nations and local governments with an overview of available resources, training and materials that are eligible for funding.

2. Eligible Recipients for Allocation-based Funding

First Nations (bands, Treaty First Nations, and Indigenous National Governments with authority for lands and resources) and local governments (municipalities and regional districts) with a higher risk of wildfire, generally demonstrated by WUI Risk Class 1 to 3, that have a FireSmart Position, participate in a [Community FireSmart and Resiliency Committee](#) and have an acceptable CWRP/CWPP are eligible to receive FireSmart Community Funding and Supports funding for FireSmart activities only through the allocation-based program.

3. Grant Maximum

Allocation-based Funding

The FireSmart Community Funding and Supports program can contribute up to 100% of the cost of eligible activities as follows:

- For eligible First Nations and municipalities, \$200,000 per year (for up to two years)
- For eligible regional districts, \$200,000 per year (for up to two years) plus \$50,000 for each electoral area per year (for up to two years)

Funding for Fuel Management

Eligible **fuel management** activities within **First Nations land** or **publicly owned land** within municipal boundaries or regional district parks must be applied for under the [application-based program](#) but are required to be funded with allocation-based funds.

Proposed treatments that include contiguous, logical treatment units that extend onto **Provincial Crown Land** may be eligible for additional funding for only the fuel management activities on **Provincial Crown Land**.

In order to ensure transparency and accountability in the expenditure of public funds, all other financial contributions for eligible portions of the project must be declared and, depending on the total value, may

decrease the value of the grant. This includes any other grant funding and any revenue (e.g. sale of forest products) that is generated from activities that are funded by the FireSmart Community Funding and Supports program.

4. Requirements for Funding

Local governments are encouraged to proactively engage with local First Nations and Indigenous organizations. Engagement by local governments both locally and regionally can help build relationships with First Nations, benefit both communities and enhance reconciliation. More information on engagement best practices is available [here](#).

Reporting for Prior Projects

To qualify for allocation-based funding:

- All activities funded under the 2019 and 2020 FireSmart Community Funding and Supports program and 2021 FireSmart Economic Recovery Fund must be complete and the final report must be submitted in full
- All activities funded under the 2021 and 2022 FireSmart Community Funding and Supports program must be complete and the final report must be submitted in full (unless a project extension has been approved)
- All activities funded under the 2023 FireSmart Community Funding and Supports program must either be:
 - Complete and the final report is submitted, OR
 - Within 120 days of completion and the [Interim Report Form](#) has been submitted

Additional Funding Requirements

To qualify for funding, all eligible activities must:

- Be located within the recipient's administrative boundary
- Include new activities or represent a new phase of an existing project (retroactive funding is not available unless specifically identified in this guide).
- Be capable of completion within two years of the date of grant approval.
- Where applicable, be completed by a qualified professional that is accredited by their professional association.
- Ensure compliance with applicable federal and provincial legislation and regulations and local authority (e.g. burning bylaws or other bylaws or plans).
- Where applicable, be eligible for required approvals for authorizations and/or permits from the **Provincial Crown Land Manager** (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada).

5. Eligible and Ineligible Costs and Activities

Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the recipient to carry out eligible activities. Eligible costs can only be incurred from the date of submission of the Allocation-based Funding Request Form until the final report is submitted.

[Table 1](#) identifies the activities that are eligible for funding and provides annual cost maximums for those activities. Recipients are required to expend allocation-based funding within the cost maximums. However, with mitigating circumstances (e.g. remote community), recipients can propose costs higher than the maximums if a rationale is provided and accepted. In all cases, eligible activities must be cost-effective.

Where applicable, recipients are encouraged to collaborate on proposed activities with **Provincial Crown Land Manager** (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada).

Table 1: Activities Eligible for Allocation-based Funding	
1. FIRESMART POSITIONS <i>In order to increase local capacity, recipients are required to have a FireSmart position to oversee eligible activities and to establish a sustainable FireSmart program.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Continuation of FireSmart positions based on the recommended job descriptions : <ul style="list-style-type: none"> • FireSmart Coordinator • Local FireSmart Representative • Wildfire Mitigation Specialist • Wildfire Forest Professional • FireSmart Crew Member 	<i>The primary focus of FireSmart positions is to support eligible FireSmart activities but other activities related to emergency management (i.e. EOC, ESS, evacuations), structural fire and/or forestry (i.e. Indigenous Guardians) are eligible as no more than 20% of job duties.</i>
2. EDUCATION (Required for all allocation-based funding) <i>Public education and outreach play a critical role in helping communities prepare for wildfire by promoting a sense of empowerment and shared responsibility. <u>All projects are required to include an education component.</u> For costs associated with the purchase of FireSmart resources please visit Resources on FireSmartBC.ca.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Update signage, social media, websites and/or newsletters, and community education materials or displays related to a proposed activity in categories 2 through 10 below. <i>Please note: Ember mascots will be available on a limited basis and regional allocation will be considered before approval.</i>	<ul style="list-style-type: none"> • Banners: up to \$1,600 (total order per year) • Posters: \$250 (total order per year) • Videos specific to community wildfire resiliency: up to \$10,700 each per year • Tents, including walls: up to \$2,200 each • Vehicle decals: up to \$750 (total order per year) • T-shirts: up to \$1,100 (total order per year) • Ember mascot: up to \$9,000 • FireSmart Magnetic Board: up to \$1,750 each
B. Promote/distribute FireSmart educational resources, such as FireSmart 101 , Wildfire Risk Reduction Basics , FireSmart BC Education Program, FireSmart Begins at Home app, social media, FireSmart BC materials.	
C. Organize, host or support FireSmart events: Wildfire Community Preparedness Day, Farm and Ranch Wildfire Preparedness workshop, Neighbourhood Champion workshop, community FireSmart day, and/or wildfire season open houses.	Up to \$5,500 per event

D. Support the FireSmart BC Library Program at local/regional libraries. This program includes Wildfire Resiliency Literacy Kits, Ember Activity Packages, Colouring Contest materials, and access to Storytime Videos with Ember.	Up to \$550 per branch or \$1,800 per independent library
E. Targeted education to support implementation of fuel management activities, including cultural burning and prescribed fire .	
3. COMMUNITY PLANNING <i>Community planning is a very effective tool for reducing wildfire risk for lands and buildings within the administrative boundaries of First Nation communities and local governments.</i> <i>Refer to the Wildfire-Resilience Best Practice Checklist for Home Construction, Renovation and Landscaping or FireSmart BC Landscaping Hub.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Amend existing CWRPs that are less than 5 years old to include: <ul style="list-style-type: none"> • FireSmart Road Map. • Recently acquired land or areas of new development, etc. • Ground-truthing for new treatment units. • Significant changes to forest stand composition and/or forest health changes or impacts. • Integrating other plans or information 	Up to \$16,000 (depending on AOI and eligible WUI) <i>Recipients with an acceptable CWPP that would like to develop a new CWRP must contact UBCM before commencing the project.</i>
B. Develop FireSmart policies and practices for the design and maintenance of First Nations land and publicly owned land , such as parks and open spaces.	
C. Develop FireSmart policies and practices for the design and maintenance of First Nations owned buildings and publicly owned buildings .	
D. Complete FireSmart assessments for eligible First Nation owned buildings, publicly owned buildings, publicly and First Nations owned critical infrastructure, culturally significant sites and/or green spaces . FireSmart Assessments include:	
<ul style="list-style-type: none"> • FireSmart Home Ignition Zone (HIZ) Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership in WS1
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Initial assessment – Up to \$350 per structure (generally 2 to 3 hours to complete field assessment and report writing)
<ul style="list-style-type: none"> • FireSmart Culturally Significant Sites and Green Spaces Assessment 	Up to \$850 per structure/location (generally 4 to 8 hours) with ownership of land in WS1

4. DEVELOPMENT CONSIDERATIONS

Community land use and development in wildfire-prone areas affects the susceptibility of the community at different scales and in terms of where and how a community is, or will be, developed.

Refer to the [Wildfire-Resilience Best Practice Checklist for Home Construction, Renovation and Landscaping](#) or [FireSmart BC Landscaping Hub](#).

Eligible Activities	Cost Maximums and Guidance
A. Amend Official Community Plans, Comprehensive Community Plans and/or land use, engineering and public works bylaws to incorporate FireSmart principles.	Up to \$10,700
B. Revise landscaping requirements in zoning and development permit documents to incorporate FireSmart principles.	Up to \$10,700
C. Establish or revise Development Permit Areas for Wildfire Hazard to incorporate FireSmart principles.	Up to \$10,700
D. Amend referral processes for new developments to ensure multiple departments, including the fire department and/or emergency management personnel, are included.	Up to \$10,700

5. INTERAGENCY CO-OPERATION

Interagency cooperation may include local fire departments, First Nation and/or local government staff and elected officials, **Provincial Crown Land Manager** (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g., Indigenous Services Canada), provincial ministries (e.g., EMCR and BCWS), industry representatives and other stakeholders.

Eligible Activities	Cost Maximums and Guidance
A. Coordinate and/or participate in a Community FireSmart and Resiliency Committee (CFRC).	Up to \$2,200 per meeting plus additional funds for coordination
B. Participate in an integrated fuel management, cultural burning and/or prescribed fire planning table (generally led by Ministry staff in collaboration with communities) to support the integration of fuel management planning across jurisdictional boundaries.	Up to \$2,200 per meeting
C. Provide Indigenous cultural safety and humility training to emergency management personnel in order to more effectively partner with, and provide assistance to, Indigenous communities for both wildfire prevention and suppression.	
D. Attend the Wildfire Resiliency and Training Summit. Note: eligible costs include conference fee and travel (including accommodations and per diems).	Up to four staff, up to \$2,000 per attendee per year
E. Support the FireSmart BC Plant Program at local garden centres or nurseries. Includes plant tags, banners, staff buttons and in-store advertising.	Up to \$2,500 per location

6. EMERGENCY PLANNING

Community preparations for a wildfire emergency require a multi-pronged approach in order for a community to respond effectively to the threat of wildfires as a whole.

Eligible Activities	Cost Maximums and Guidance
A. Develop and/or participate in cross-jurisdictional meetings and <u>tabletop exercises</u> specifically focused on wildfire preparedness and suppression, including seasonal wildfire readiness meetings.	Up to \$2,200 per meeting
B. Assess community water delivery ability as required for suppression activities, limited to current water system evaluation and available flow analysis.	Up to \$10,700
C. Assess, inventory and <u>purchase</u> FireSmart structure protection equipment. <i>Refer to Appendix 3 for more information on the eligible FireSmart Structure Protection Trailer expenditures. Confirmation from the SPCO must be submitted to UBCM prior to purchases for Phases 2, 3 or 4.</i>	Up to \$45,000 per year
D. Use and/or promote EMCR Wildfire Preparedness Guide and/or Wildfire Evacuation Checklist for community emergency preparedness events focused on wildfire.	Up to \$5,500 per event

7. FIRESMART TRAINING AND CROSS TRAINING

Cross-training fire department members and emergency management personnel supports local FireSmart activities, including a safe and effective wildfire response.

For all virtual courses, eligible costs include: course fee (if any), required course materials, wages and travel (including accommodations and per diems) only if required for internet connection or access to necessary technology. For all in-person courses, eligible costs include: course fee, required course materials, wages and travel (including accommodations and per diems).

Eligible Activities	Cost Maximums and Guidance
A. Training for FireSmart Positions. <i>Refer to the recommended job descriptions for the training required for each position. Only qualifications identified in the job descriptions are eligible for funding.</i>	Required training breakdown for each proposed position
B. Local FireSmart Representative training (free, virtual). <i>Refer to Appendix 4 for more information on the FireSmart Canada Neighbourhood Recognition program.</i>	
C. Home Partners Program – Wildfire Mitigation Specialist training <u>for new applicants to the HPP program</u> . <i>To become a WMS, the HPP workshop (max. 10 attendees) must be completed. The workshop facilitation fee is \$6,000. After that, an annual enrollment fee is required for each trained WMS to access the required HPP tools and resources. Refer to Appendix 4 for more information on the HPP program.</i>	Up to \$8,500 per workshop plus required \$350 annual HPP enrolment fee per trained WMS

<p>D. Home Partners Program – Wildfire Mitigation Specialist annual enrollment fee <u>for applicants with an existing HPP program</u>.</p> <p><i>This fee is for new WMS that have completed their training and those renewing their registration with FireSmart Canada. Note this yearly fee is mandatory for all WMS to remain active in British Columbia.</i></p>	Up to \$350 per trained WMS for HPP enrollment fees
<p>E. Cross-train fire department members only to include structural fire and interface wildfire training. The following are the <u>only</u> courses eligible for funding:</p>	
<ul style="list-style-type: none"> • Wildfire Risk Reduction Basics Course (free, online course for non-forest professionals that provides an introduction to the key concepts to minimize the negative impacts of wildfires in BC.) 	
<ul style="list-style-type: none"> • Fire Life & Safety Educator (public education course for fire safety education). 	
<ul style="list-style-type: none"> • ICS-100 (Incident Command System - introduction to an effective system for command, control, and coordination of response at an emergency site; available online). 	
<ul style="list-style-type: none"> • SPP-WFF1 Wildland Firefighter Level 1 (includes S-100, S-185, ICS-100). 	
<ul style="list-style-type: none"> • S-100 Basic fire suppression and safety (basic fire suppression training for contract crews) and S-100A (annual refresher). 	
<ul style="list-style-type: none"> • S-185 Fire entrapment avoidance and safety (general knowledge course on wildfire safety and entrapment avoidance for local governments, contract crews, and First Nations). 	
<ul style="list-style-type: none"> • S-231 Engine Boss (training for structure protection program in a WUI event). 	
<ul style="list-style-type: none"> • WSPP-115 (training for structure protection unit crews) and WSPP-FF1(train the trainer). 	
<ul style="list-style-type: none"> • Task force leader (for structure protection only; course for wildfire personnel to monitor and assess specialty resources that work together to accomplish a common wildfire task). 	
<ul style="list-style-type: none"> • Structure Protection Group Supervisor (GrpS) (for structure protection only; course for wildfire personnel to implement assigned portion of the Incident Action Plan and be responsible for all operations conducted in the division/group). 	
<p>G. Cross-train emergency management personnel:</p> <ul style="list-style-type: none"> • Introduction to Emergency Management in Canada (basic concepts and structure of emergency management). 	

<ul style="list-style-type: none"> • ICS-100 (introduction to an effective system for incident command, control, and coordination of response at an emergency site; available online). 	
8. FIRESMART PROJECTS FOR CRITICAL INFRASTRUCTURE <i>Implementing recommended FireSmart improvements to local critical infrastructure demonstrates wildfire prevention principles and best practices to community members and other stakeholders.</i> <i>Refer to Appendix 5 for funding requirements for critical infrastructure.</i> <i>In cases where critical infrastructure is located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and must be submitted to UBCM prior to project commencement.</i>	
Eligible Activities	Cost Maximums and Guidance
A. Completion of FireSmart Assessment before mitigation work is started (required).	
<ul style="list-style-type: none"> • FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Up to \$350 per structure (generally 2 to 3 hours to complete)
B. Completion of recommended mitigation activities identified in the assessment, limited to labour and material costs required to complete activities outlined in Table 7 (Appendix 5) .	Up to \$53,500 per eligible structure, including building materials and labour
C. Completion of FireSmart Assessment after mitigation work is complete (required).	
<ul style="list-style-type: none"> • FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> • FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> • FireSmart Home Partners Program Assessment 	Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)
9. FIRESMART PROJECTS FOR COMMUNITY ASSETS <i>Implementing recommended FireSmart improvements to local community assets demonstrates wildfire prevention principles and best practices to community members and other stakeholders.</i> <i>Refer to Appendix 5 for funding requirements for community assets.</i> <i>In cases where community assets are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and must be submitted to UBCM prior to project commencement.</i>	

Eligible Activities	Cost Maximums and Guidance
A. Completion of FireSmart Assessment before mitigation work is started (required).	
<ul style="list-style-type: none"> FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> FireSmart Home Partners Program Assessment 	Up to \$350 per structure (generally 2 to 3 hours to complete)
B. Completion of recommended mitigation activities identified in the assessment, limited to labour and material costs required to complete activities outlined in Table 7 (Appendix 5) .	Up to \$53,500 per eligible structure, including building materials and labour
C. Completion of FireSmart assessment after mitigation work is complete (required).	
<ul style="list-style-type: none"> FireSmart HIZ Assessment 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> FireSmart Critical Infrastructure Assessment 	Up to \$850 per structure (generally 4 to 8 hours) with required identification of buildings and ownership
<ul style="list-style-type: none"> FireSmart Home Partners Program Assessment 	Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)
10. FIRESMART PROJECTS FOR CULTURALLY SIGNIFICANT SITES <p>Culturally significant sites are locations of historical and cultural importance to Indigenous communities, preserving their heritage, traditions, and connection to the land. These include, but are not limited, to culturally modified trees, traditional dwellings, burial sites, and ceremonial sites.</p> <p>Refer to Appendix 6 for funding requirements for culturally significant sites.</p> <p>In cases where culturally significant sites are located on Provincial Crown Land confirmation that the proposed activities are supported will be required from Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and must be submitted to UBCM prior to project commencement.</p>	
A. Completion of the FireSmart CSSGS Assessment before mitigation work is started (required).	Up to \$850 per location/structure (generally 4 to 8 hours)
B. Completion of recommended mitigation activities identified in the FireSmart CSSGS Assessment, limited to labour and material costs required to complete activities outlined in Table 8 (Appendix 6) .	Up to \$25,000 per eligible location, including building materials and labour
C. Completion of the FireSmart CSSGS Assessment after mitigation work is complete (required).	Up to \$850 per location/structure (generally 4 to 8 hours)

11. FIRESMART PROJECTS FOR GREEN SPACES <i>Green spaces include parks, gardens, cemeteries, naturalized spaces, trails and pathways, waterfronts, linear parks and greenways, rights-of-way and boulevards. Refer to the definitions for more information.</i> <i>Refer to Appendix 6 for funding requirements for green spaces.</i>	
A. Completion of the FireSmart CSSGS Assessment before mitigation work is started (required).	Up to \$850 per location/structure (generally 4 to 8 hours)
B. Completion of recommended mitigation activities identified in the FireSmart CSSGS Assessment, limited to labour and material costs required to complete activities outlined in Table 8 (Appendix 6) .	Up to \$25,000 per eligible location, including building materials and labour
C. Completion of the FireSmart CSSGS Assessment after mitigation work is complete (required).	Up to \$850 per location (generally 4 to 8 hours)
12. FIRESMART ACTIVITIES FOR RESIDENTIAL AREAS <i>First Nations and local governments have a key role to play in supporting residents and property owners to undertake FireSmart activities that demonstrate wildfire prevention principles and best practices.</i> <i>To be eligible for funding, all FireSmart activities for residential areas must be located in the FireSmart Home Ignition Zone (with residential property and/or home owners' consent).</i>	
Eligible Activities	Cost Maximums and Guidance
A. Residential FireSmart Activities.	
<ul style="list-style-type: none"> Conduct FireSmart HIZ Assessments for individual residential properties or homes, limited to: <ul style="list-style-type: none"> Data collection activities using HIZ assessment. Digitizing HIZ assessment information. Simple reporting (for community members, Council, etc.). Basic mapping for PDF product. 	Up to \$250 per structure (generally 2 to 3 hours to complete)
<ul style="list-style-type: none"> Offer local rebate programs to residential property or home owners that complete eligible FireSmart activities. <i>Refer to Appendix 7 for more information.</i> 	Rebates are limited to 50% of the total cost of the eligible activities identified in Table 9 (Appendix 7) and up to \$5,000 per property
<ul style="list-style-type: none"> Completion of recommended mitigation activities identified in a completed FireSmart Assessment, limited to labour costs required to complete activities outlined in Table 9 (see Appendix 7) for: <ul style="list-style-type: none"> Residential homes and properties owned by seniors (65 years of age or older), elders, people with limited mobility or vulnerable populations who cannot undertake mitigation activities themselves. Band owned housing occupied by elders, people with limited mobility or vulnerable populations and who cannot undertake mitigation activities themselves. 	

<p>B. FireSmart Canada Neighbourhood Recognition.</p> <p>Refer to Appendix 4 for requirements for funding this activity and note that the assessment and plan are required to be completed in the same intake.</p>	<p>Neighbourhood Wildfire Hazard Assessments - Up to \$450 per neighbourhood (generally 3 – 4 hours to complete)</p> <p>FireSmart Neighbourhood Plans - Up to \$1,100 per neighbourhood</p>
<p>C. Conduct FireSmart Home Partners Assessment for individual residential properties or homes, <u>limited to</u>:</p> <ul style="list-style-type: none"> • Upon completion of certification, receipt of a Home Partners driveway sign. • Data collection and management using HPP data base. • Simple reporting (for community members, Council, etc.). • Basic mapping for PDF product. <p>Refer to Appendix 4 for requirements for funding.</p>	<p>Initial assessment – Up to \$350 per structure (generally 2 to 3 hours to complete)</p> <p>Follow-up inspection – Up to \$150 per structure (generally 1 hour to complete)</p>
<p>D. Provide off-site vegetative debris disposal for residential property or home owners who have undertaken their own residential scale FireSmart vegetation management, including:</p> <ul style="list-style-type: none"> • Provide sharpening services for gardening hand tools • Provide a dumpster, chipper or other collection method. • Waive tipping fees. • Provide curbside debris pick-up. <p>Refer to Additional Information on the Use and Disposal of Wood Chips Generated by FCFS-Funded Projects</p>	

Additional Eligible Costs and Activities

In addition to the activities identified in [Table 1](#), the following expenditures are also eligible provided they relate directly to eligible activities:

- Incremental recipient staff and administration costs (e.g. creating a new position or adding new responsibilities to an existing position);
- Consultant/contractor costs. Please note: if you intend to hire a professional (planner, forester) to support proposed activities, professional consultant rates will only be considered for activities that represent respective professions. For other activities (e.g. social media, planning events or administering rebate programs) consultant rates are expected to be commensurate with the type of activity being undertaken;
- Honoraria for cultural leaders, Elders, Indigenous knowledge keepers, and/or cultural keepers when they are scheduled to speak, present, or teach. Note: these honoraria should reflect the role of Indigenous Peoples as subject matter experts and be equitable to consultant rates;
- Expenses related to local cultural protocols (e.g. gifts, cultural ceremonies);
- Translation costs and the development of culturally appropriate education, awareness, or engagement materials;
- Identification of community and cultural values through engagement. This includes seeking advice from Indigenous Knowledge Holders and other experts (e.g., health authorities, First Nations Health Authority, biologists, etc.) and engaging the community (e.g., equity-denied populations, Indigenous organizations), Indigenous Nations, local governments, agricultural sector, critical infrastructure owners, etc.;
- Purchase of [FireSmart BC](#) branded items for community events and/or recruitment/retention of volunteers (up to \$5,000 per recipient per year);

- Purchase of tools (e.g. hand saws, loppers), power tools (e.g. chainsaws, brush saws, walk-behind lawnmowers, string trimmers) and IT equipment (limited to tablet computers, compatible Satellite Emergency Notification Devices, Global Positioning System trackers and required accessories) required for eligible activities (up to \$5,000 per recipient per year);
- Lease of equipment and/or vehicles (with the exception of trailers or equipment for FireSmart structure protection);
- Presentation to Band Council, or Treaty First Nation government, local government Council, Board, community organizations, etc.; and,
- Public information costs.

Ineligible Costs and Activities

Any activity that is not outlined in [Table 1](#) or explicitly approved by UBCM is not eligible for grant funding. This includes:

- Routine or ongoing operating and/or planning costs or activities that are not incremental to the project;
- Development or amendment of plans or maps primarily intended for emergency response.
- Development of databases;
- Purchase of software, software licences, service subscriptions, or membership fees;
- Development of FireSmart plans, other than CWRPs, amendments to existing CWRPs and [FireSmart Neighbourhood Plans](#);
- Development or update of feasibility studies (including water tank location analysis);
- Purchase, construction or siting of Fire Danger rating signs;
- Purchase of non-[FireSmart BC](#) branded items for community events and/or recruitment/retention of volunteers;
- Purchase of emergency supplies (e.g. first aid kits, evacuation supplies) for community members or households;
- Wildfire threat assessments and fuel treatment unit identification on **private land** (outside of GIS and/or FireSmart assessments, with the land owners' consent) or outside of the eligible WUI. Private Managed Forest Land (PMFL) wildfire threat assessments may be eligible if located within the eligible one kilometre WUI and the PMFL owner has consented; and,
- For FireSmart crew activities only:
 - Purchase of machinery and/or livestock for grazing.
 - Work undertaken by the Ministry
 - Any third-party requirements to address hazard abatement under the *Wildfire Act*.
 - Hazard abatement activities related to existing or decommissioned saw mills (e.g. removal of slabs and/or sawdust).

6. Grant Management and Recipient Responsibilities

Grants are awarded to eligible recipients only and, as such, the recipient is responsible for completion of the project and for meeting reporting requirements. Recipients are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

Notice of Funding Decision and Payments

All recipients will receive written notice of funding decisions. Recipients will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM.

Grants are awarded as follows: 25% when the signed Approval Agreement has been returned to UBCM, and the eligible remainder when the project is complete and UBCM has received and approved the required final reporting.

Post-Grant Approval Meetings

As a requirement of grant funding, all recipients are required to meet with the BCWS Wildfire Prevention Officer/Prevention Specialist or FNESS Mitigation Specialist/Liaison, or designate, to discuss the approved project prior to commencing work.

In addition, where applicable, recipients are encouraged to meet with the Provincial Crown Land Manager (BC Parks, Mountain Resort Branch, Natural Resource District and/or Recreation Sites and Trails) and/or other land managers (e.g. Indigenous Services Canada) to discuss the project prior to commencing work.

Progress Payments (Claims)

To request a progress payment, recipients are required to submit the [Allocation Claims Form](#) (and all required attachments).

Extensions to Project End Date

All approved activities are required to be completed within the time frame identified in the approval letter and all extensions beyond this date must be requested in writing and be approved by UBCM.

The [Interim Report Form](#) will be required to be submitted for all extension requests over six months.

Extensions will not exceed one year from the date of the original final report deadline.

7. Interim Reporting and Final Report Requirements and Process

Reporting requirements do not apply to any product, data or information which may include Indigenous knowledge. The Ministry of Forests respects the First Nations principles of OCAP®.

Interim Reports

An interim report, using the [Allocation Claims Form](#), will be required at 12 months for all two-year projects.

Final Reports

Recipients are required to submit an electronic copy of the complete final report, as outlined in [Table 2](#).

Submission of Interim Reporting and Final Reports

Interim and final reports should be submitted as Excel, Word, or PDF files. Total file size for email attachments cannot exceed 20 MB.

All interim and final reports should be submitted to Local Government Program Services, Union of BC Municipalities by e-mail: cri@ubcm.ca.

Review of Interim and Final Reports

UBCM will perform a preliminary review of all reports to ensure the required report elements have been submitted. Following this, all complete final reports and deliverables will be reviewed by BCWS, FNESS and/or, where applicable, BC Parks.

All final report materials may be shared with the Province of BC, First Nations' Emergency Services Society, and BC FireSmart Committee.

Table 2: Required Final Report Contents and Related Attachments	
Required Submissions	Related Attachments (as required)
FireSmart Activities	<ul style="list-style-type: none"> • Refer to Allocation Claims/Final Report Form
CWRP Updates	<ul style="list-style-type: none"> • Copy of the amended CWRP • Maps and spatial data as outlined in Appendix 8
Copies, excerpts and/or links to all materials produced with grant funding	
Photos of funded activities and/or completed projects and links to media directly related to the funded project.	

8. Additional Information

For enquiries about the application process or general enquiries about the program, please contact UBCM at cri@ubcm.ca or (604) 270-8226 ext. 220.

STAFF REPORT TO COUNCIL

PRESENTED: December 5, 2023
FROM: Planning - Development
SUBJECT: DP001902 - 5298 ALTA LAKE ROAD EMPLOYEE, MARKET AND TOURIST
ACCOMMODATION HOUSING DP ISSUANCE REPORT

REPORT: 23-121
FILE: 3060-20-1902

RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Climate Action, Planning and Development Services be endorsed.

RECOMMENDATION(S)

That Council approve the issuance of Development Permit DP001902 for the proposed townhouse development at 5298 Alta Lake Road, location attached as Appendix A of Administrative Report to Council No. 23-121, of 21 employee housing units, 11 market housing units, 11 tourist accommodation housing units and associated amenities, with permit terms and conditions as follows:

1. The site planning, architecture and landscape shall be completed in accordance with the architectural and landscape plans attached as Appendix B and listed for reference as Appendix C to this Administrative Report to Council No. 23-121;
2. The civil works, site servicing and stormwater management shall be completed in accordance with the civil plans attached as Appendix D and listed for reference in Appendix C to this Administrative Report to Council No. 23-121, and in addition, the sanitary routing from Buildings 4 to 7 to the connection point adjacent to the CN Railway line shall be field fit to minimize impact to mature trees and their critical root zones;
3. The Resort Municipality of Whistler "Zoning and Parking Bylaw No. 2303, 2015" (Zoning Bylaw) is varied to permit tandem parking for the proposed townhomes as illustrated on the architectural plans attached as Appendix B and listed for reference as Appendix B to this Administrative Report to Council No. 23-121;
4. All outdoor lighting shall have full cut-off and fully shielded fixtures to reduce glare;
5. The gradient of the accessible parking stall shall adhere to the Zoning Bylaw requirements;
6. Prior to any construction of new buildings proposed on the architectural plans attached as Appendix B and listed for reference as Appendix B to this Administrative Report to Council No. 23-121, provide a landscape security in the amount of \$305,217.45 to ensure that the hard and soft landscaping works are carried out consistently with the terms and conditions of the

Development Permit, with security to be administered in accordance with *Council Policy G-9: Landscape Security for Development Permit*, and further

7. To ensure additional screening of the development, plant a total of 20 additional deciduous trees on the south side and east side of the townhouse development footprint. A portion of the landscape security above will be held back until the additional required tree planting is completed.

PURPOSE OF REPORT

This report presents Development Permit DP001902 (DP001902) for Council consideration of approval. DP001902 is for the proposed development of 21 employee residential units, 11 market residential units, 11 tourist accommodation units in a townhouse style complex arranged in seven buildings, a check-in/recreation building, a solid waste storage building and fully serviced roads on the western portion of the lands located at 5298 Alta Lake Road. The northern and eastern portion of the lands will be developed as park and will include an extension of the Valley trail from the south property line of the lands to the north property line of the lands.

The proposed development is subject to the Resort Municipality of Whistler's (RMOW) Official Community Plan (OCP) development permit (DP) area guidelines for Protection of Riparian Ecosystems, Commercial/Industrial, Multi-Family Residential and Wildfire Protection (Moderate), and also includes a variance to permit tandem parking for the townhouses and a height variance for a retaining wall associated with the proposed Valley trail.

This report provides Council with an analysis of the proposed development and recommends that Council approve the issuance of DP001902.

☐ Information Report

☒ Administrative Report (Decision or Direction)

DISCUSSION

Background and Site Context

DP001902 proposes the development of 21 employee townhouse units, 11 market townhouse units, 11 tourist accommodation townhouse units and associated amenities, as well as park and Valley trail development, all located at 5298 Alta Lake Road. The proposed development is in response to the municipality's Private Sector Employee Housing Initiative to allow the private development of resident restricted housing on underdeveloped private lands.

The subject lands are a 3.91-hectare (ha) parcel located on the west side of Nita Lake that is accessed from Nita Lake Drive, a municipal street (See Appendix A – Location Map). The lands are bounded by Nita Lake Estates residential subdivision to the south, Tyrol Lodge to the north, BC Hydro transmission lines to the west, and CN Rail to the east which runs between the subject lands and Nita Lake.

The subject lands are forested and are currently developed with a small cabin and barn structure occupying the centre of the parcel, and a gravel road from Nita Lake Drive to the north property line that includes a wooden bridge spanning Gebhart Creek. There is also an underground municipal water main located beneath the gravel road.

Recent invasive species and tree removal work was completed on the lands in conformance with delegated DP001902, approved and issued by staff on September 21, 2023. Delegated DP001902 also

approved the proposed subdivision plans for the lands, consistent with the applicable TA17 zoning of the lands, wherein a 1.44 ha portion of the lands will be transferred to the municipality for nature conservation park and community park and a 0.5 ha portion of the lands for future employee housing. At the time of writing this report, the subdivision plans have not been registered in the Land Title Office.

Analysis

Description of Proposed Development

The proposed development is illustrated on the architectural and landscape plans attached as Appendix B and the civil plans attached as Appendix D.

The proposed development is described as follows:

Site Planning and Access

- Development of 21 employee residential units, 11 market residential units, and 11 tourist accommodation units in a townhouse style complex arranged in seven buildings, as well as an amenity building and a solid waste building accessed by a shared strata road on a 1.91 ha portion of the lands.
- The siting of the proposed townhouses and access roads responds to the physical character of the lands, following an existing watermain alignment and the sloping terrain. All buildings respect the required 20 metre building setback from the parcel line of adjacent Strata Plan BCS556 (Nita Lake Estates) to the south.
- The site plan of the buildings and road and required tree removal reflects the natural assets of the site, notably protection of riparian areas.
- Surface parking includes driveway parking for the townhouses in addition to some parallel parking on the strata road.
- The development includes an off-site sidewalk connection from the terminus of the existing sidewalk on Nita Lake Drive to the street entrance to the townhouse complex. A dedicated pedestrian isle continues along the strata road through the townhouse complex to terminate with a pathway that descends into the adjacent park and to the Valley trail.

Employee residential, market residential, and tourist accommodation

- The 21 employee residential townhouse units are contained in three buildings, with seven units per building. There are 12 2-bedroom units and nine 3-bedroom units, with unit sizes ranging from 59 square metres to 138 square metres. The nine 3-bedroom units each have a garage, and the twelve stacked 2-bedroom units do not have a garage, but have a dedicated bike storage room adjacent to each front entry.
- Each employee residential townhouse building is 7.0 metres in building height and 664 square metres in gross floor area. The roofs are flat but varied through the elevations with many roof levels for each building. Each building steps from three levels to two levels on the building ends to reduce massing.
- The 11 market residential and 11 tourist accommodation townhouse units are contained in four buildings, with either five or six units per building. All units are 3-bedroom units with a garage. Unit sizes range from 181.2 to 181.7 square metres in gross floor area.
- Each market residential and tourist accommodation townhouse building is 10.91 metres in building height and range in size from approximately 905 square metres to 1,086 square metres

in gross floor area. The roofs are flat but varied through the elevations with many roof levels for each building. The buildings step with each unit to respond to the terrain to further reduce massing.

- The townhouse building materials include standing seam metal siding, hardi board and batten and hardi-panel and Douglas Fir braces, posts and beams. The market townhouse buildings also have some stone siding. Combined, the materials and grey and brown colour palette create an attractive and integrated development.

Amenity Buildings

- A check-in/recreation building for the tourist accommodation units is located at the entrance to the townhouse complex, with direct access from the sidewalk via a ramp to the building entrance.
- A solid waste building is also located at the entrance to the townhouse complex with direct, at-grade, access from the sidewalk.
- The building materials on the check-in /recreation building are consistent and complementary to the townhouse building materials.

Landscape

- The proposed landscaping is integrated with the project design. Street trees area provided, in addition to shrubs and perennials at building entrances. All areas of disturbance will be rehabilitated. Limited conifer trees are proposed distant from the buildings, and consistent with applicable Wildfire Protection guidelines, to blend with the existing forest surrounds.
- Through the associated rezoning process the applicant agreed to provide a permanent split rail fence to separate the nature conservation parcel from the townhouses. As the detailed design progressed, there is now a retaining wall ranging in height from two to four metres on the downslope side of the townhouses between the townhouses and the nature conservation park. This retaining wall is considered sufficient to limit access and a split rail fence is not proposed. A retaining wall located below the lower slope buildings will restrict access beyond the retaining walls into adjacent riparian areas.

Site Servicing and stormwater management

- A stormwater management plan (SWMP) incorporating run-off from hard surfaces (roof, driveway and road surfaces) has been provided. The SWMP identifies that the flat landscape areas around the buildings will assist in slowing down run-off.
- All stormwater will be directed through an oil and grit separator to cleanse contaminants from runoff before being discharged to either the wetland pool in the southeast corner of the lands or the side channel which will include rainwater gardens for additional contaminant filtration and infiltration.
- The proposed stormwater input to the wetland pond will enter the pond's streamside protection and enhancement area (SPEA). Alternatives were not considered feasible, requiring pumping and additional resources. These works within the SPEA will be subject to notification and project review of the provincial *Water Sustainability Act* and the federal *Fisheries Act*.
- An existing sanitary line exists within the 30-metre riparian enhancement and protection area (REPA) for Nita Lake along the CN Rail right of way. The project proposes to connect the sanitary sewer system servicing the townhouse development and the proposed park washroom

to this existing sanitary with one connection point. The proposed sanitary line is buried, and except for the sanitary route that will run underneath the proposed Valley trail, the area of disturbance will be revegetated.

- The proposed sanitary alignment will follow an existing bench near the bottom of the slope to the east of the proposed townhouses and will coincide with the proposed Valley trail alignment. Alteration of land related to the construction of the Valley trail is larger than the impacts related to the development of the sanitary alignment due to required Valley trail width.
- The Environmental Impact Studies provided recommend 1:1 habitat mitigation for the works encroaching into riparian areas.

Community Park and Valley trail

- The community park development includes a Valley trail with lighting, replacing an aging bridge over Gebhart Creek with a Valley trail standard bridge, park trails, a washroom building, relocating an existing cabin, a large flat lawn area, a playground, and landscaping.
- The Valley trail has been located to use an existing bench across the lower slope of the site and has been field fit to avoid encroaching on trees as much as possible.
- Park development is not applicable under provincial RAPR.
- Some details like playground structures are pending, and are addressed in a development covenant registered on the property title, ensuring their implementation. The developer is responsible for constructing the park and Valley trail and a security for completion of these works will be taken with the subdivision servicing documents.

OCP Development Permit Area Guidelines

The provincial *Local Government Act* (LGA) establishes municipalities' authority to establish DP areas through an OCP, and outlines activities on these lands that require a DP. All development within a designated DP area requires a DP, unless exempted.

The subject property lies within the Commercial/Industrial, Multi-Family Residential, Protection of Riparian Ecosystems and Wildfire Protection (Moderate) DP areas. The Manager of Development Planning has approved the aspects of this DP related to Protection of Riparian Ecosystems and Wildfire Protection (Moderate) as authorized by "Land Use Procedures and Fees Bylaw No. 2205, 2022" (Procedures Bylaw) and DP001902 will also include conditions related to compliance with these applicable DP area guidelines, they are as follows:

1. All development shall be undertaken and completed in accordance with the recommendations and environmental due diligence measures contained in the Hillman Development: Environmental Impact Study prepared by PGL Environmental Consultants, dated July 2023, the Hillman Park: Environmental Impact Study prepared by PGL Environmental Consultants, dated July 2023 (Hillman Park Environmental Impact Study), and the Riparian Areas Protection Regulation Assessment Report prepared by PGL Environmental Consultants, dated September 20, 2023;
2. The park and valley trail development shall be completed in accordance with the park plans prepared by Tom Barratt Ltd., dated July 21, 2023;
3. The "Zoning and Parking Bylaw No. 303, 2018" (Zoning Bylaw) is varied to provide a height variance from 1.22 metres to 3.7 metres for the retaining walls in the park;

4. Prior to issuance of a site alteration permit for the works associated with DP001902, the applicant will provide the following to the satisfaction of the Manager of Development Planning:
 - a. An Erosion and Sediment Control Plan;
 - b. A planting plan for the park, including a 1:1 habitat compensation plan by a qualified environmental professional for the works encroaching into riparian areas, and provide a security for 110 per cent of the value of the compensation works;
5. Remove invasive species identified in the Hillman Park Environmental Impact Study prior to initiating any works associated with DP001902;
6. For the duration of construction activities on the land, signs shall be posted on the lands demarking the sensitive riparian ecosystem protection areas and streamside protection and enhancement areas identified in the Hillman Park Environmental Impact Study and all construction and laydown areas must be kept outside of these areas; and
7. Use clean, locally sourced fill only to prevent introduction of invasive species through soil/fill deposits.

A detailed evaluation of the proposed development relative to the applicable Commercial/Industrial and Multi-Family Residential guidelines that Council needs to consider is presented in Appendix E. The proposed development is consistent with the applicable guidelines.

Zoning and Parking Bylaw No. 303, 2015

The subject property is zoned Tourist Accommodation Seventeen (TA17). The zone is an amenity zone, requiring delivery of amenities prior to some of the development density. The proposal is consistent with the zoning.

The proposal development satisfies the Zoning Bylaw requirements for the minimum number of on-site parking and loading stalls, though a variance is required to allow for the proposed tandem parking for the townhouse units. 74 stalls are required, 74 stalls are provided of which one is a required accessible stall. Seven additional temporary parking stalls are provided. One loading stall is required and one is provided.

Parking is provided in front of every townhouse unit as surface parking, or a combination of surface plus garage parking, as well as parallel parking along the strata road with snow managed as part of the strata operation of the road.

Advisory Design Panel Review

DP001902 was presented to the municipal Advisory Design Panel (ADP) on December 14, 2022. The ADP supported the site planning, and felt the proposal was very good in terms of building form, character and massing, with good continuity between the employee and market buildings. The ADP passed a motion supporting the proposal and requested the applicant to work with staff to address ADP's detailed comments respecting visitor parking, circulation connectivity, stepping individual units, building colour and landscape. The ADP minutes are attached as Appendix F.

The applicant subsequently revised and refined their proposal to the satisfaction of staff to reflect many of the ADP recommendations. There has been adjustment to the site planning and building location for the amenity building and solid waste building, a designed pedestrian linkage has been added connecting from the terminus of the sidewalk on Nita Lake Drive through to the park, the floor elevation

of the market buildings have been lowered and stepped to reduce grading impacts, the park landscape plan has been developed and the Valley trail alignment was flagged onsite with RMOW staff to minimize impact on existing trees.

POLICY CONSIDERATIONS

Relevant Council Authority/Previous Decisions

DP001902 is subject to Council approval under the [Procedures Bylaw](#) as the development lies within the Commercial / Industrial and Multi-Family DP Areas and proposes building development greater than 100 square metres in floor area. Section 490 of the LGA authorizes a local government by resolution to issue a DP that varies a land use regulation bylaw (i.e., the [Zoning Bylaw](#)).

There are no previous Council decisions related to DP001902.

2023-2026 Strategic Plan

The 2023-2026 Strategic Plan outlines the high-level direction of the RMOW to help shape community progress during this term of Council. The Strategic Plan contains four priority areas with various associated initiatives that support them. This section identifies how this report links to the Strategic Plan.

Strategic Priorities

☒ Housing

Expedite the delivery of and longer-term planning for employee housing

☐ Climate Action

Mobilize municipal resources toward the implementation of the Big Moves Climate Action Plan

☐ Community Engagement

Strive to connect locals to each other and to the RMOW

☐ Smart Tourism

Preserve and protect Whistler's unique culture, natural assets and infrastructure

☐ Not Applicable

Aligns with core municipal work that falls outside the strategic priorities but improves, maintains, updates and/or protects existing and essential community infrastructure or programs

Community Vision and Official Community Plan

The OCP is the RMOW's most important guiding document that sets the community vision and long-term community direction. This section identifies how this report applies to the OCP.

As noted in the Analysis section of this report, the subject parcel lies within DP areas designated under the OCP. The proposal is consistent with the applicable DP guidelines. A detailed evaluation of the proposal relative to the OCP DP area guidelines that Council needs to consider is attached as Appendix E.

In addition, the proposal aligns with the following residential accommodation and natural environment policies of the OCP.

- Strive to add 1,000 new employee beds within the next five years.

- Ensure all neighbourhoods are well-connected to local transit, trails, green space, amenities and services.
- Strive to concentrate any new development or human activities to the least environmentally sensitive lands.
- Encourage the use of native plant species that minimize the necessity for significant watering as a means of protecting local biodiversity and adapting to climate change.

BUDGET CONSIDERATIONS

There are no atypical budget considerations with this application. DP application fees provide for recovery of costs associated with the processing of this application.

Costs for onsite and offsite infrastructure and park and trail improvements will be paid for by the applicant.

LÍŁWAT NATION & SQUAMISH NATION CONSIDERATIONS

The RMOW is committed to working with the Líl'wat People, known in their language as *L'il'wat7úl* and the Squamish People, known in their language as the *Skwxwú7mesh Úxwumixw* to: create an enduring relationship; establish collaborative processes for Crown land planning; achieve mutual objectives; and enable participation in Whistler's resort economy. This section identifies areas where RMOW activities intersect with these relationships.

There are no specific considerations to include in this report.

COMMUNITY ENGAGEMENT

Level of community engagement commitment for this project:

☒ Inform ☒ Consult ☐ Involve ☐ Collaborate ☐ Empower

Comment(s):

A DP information sign is posted on the property per DP application requirements. No further community engagement is required for a DP.

REFERENCES

Location: 5298 Alta Lake Road
Legal: Lot B (Reference Plan 2643) except part dedicated road on Plan BCP7865 District Lot 2246 Group 1 NWD
Owner: Empire Club Development Corporation Inc.

Appendix A - Location Map
Appendix B - Architectural and Landscape Plans
Appendix C - Drawing List
Appendix D - Civil Plans

Appendix E - OCP DPA Guidelines Evaluation

Appendix F- Advisory Design Panel Minutes, December 14, 2022

SUMMARY

This report presents DP001902 for the proposed development at 5298 Alta Lake Road for 21 employee townhouse units, 11 market townhouse units, 11 tourist accommodation townhouse units, and associated amenities, as well as park and Valley trail development and describes how the proposed development meets the applicable OCP DP Area guidelines.

Staff recommend that Council approve the issuance of DP001902 as laid out in the recommendations of this report.

SIGN-OFFS

Written by:

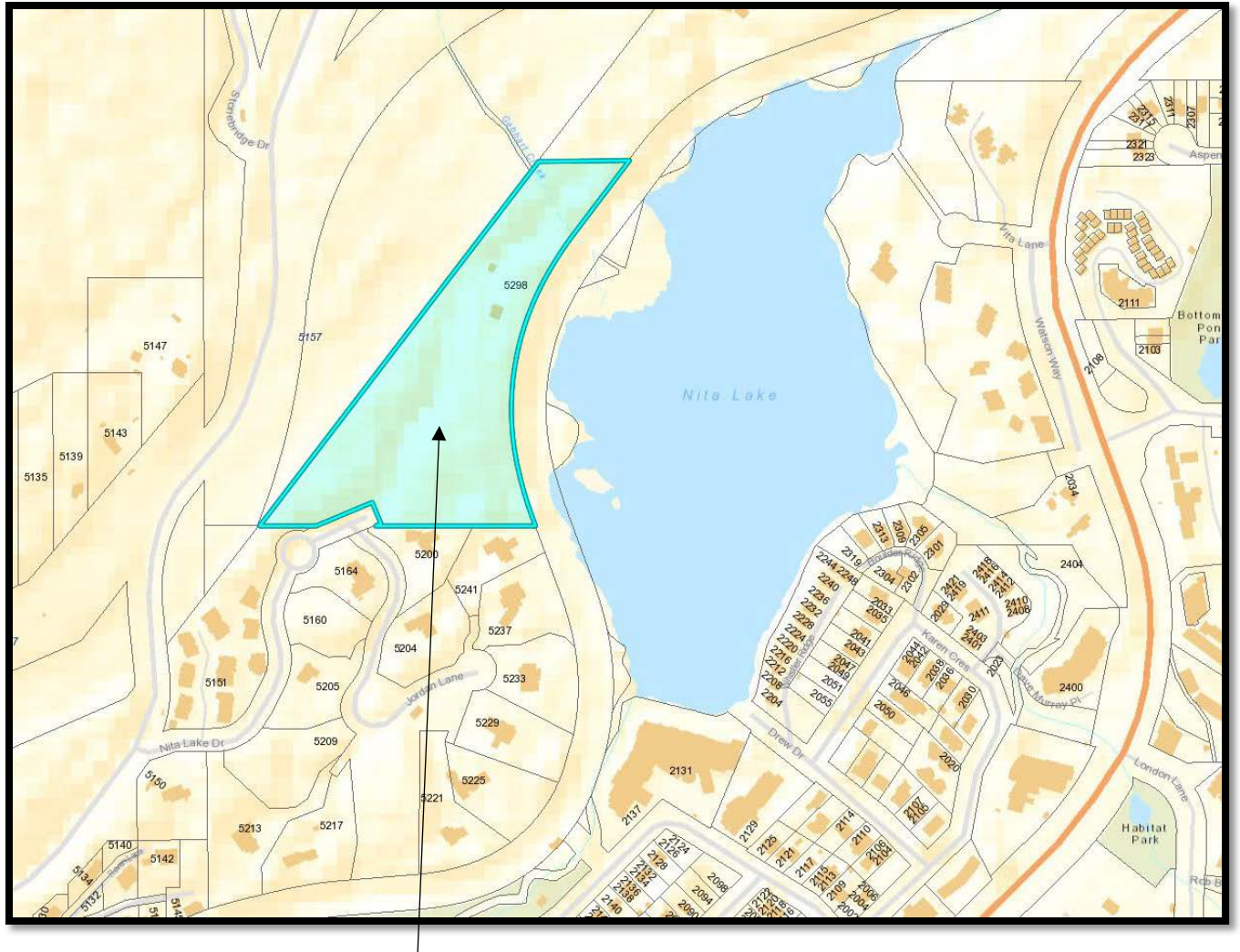
Melissa Laidlaw,
Manager, Development Planning

Reviewed by:

Dale Mikkelsen,
General Manager of Climate Action, Planning
and Development Services

Virginia Cullen,
Chief Administrative Officer

Appendix A – Location Map



Subject Lands – 5298 Alta Lake Road

Project Directory

Client:

Empire Club Developments
PO Box 1068
Squamish, BC V8B0A7
Contact: Caroline Lamont

Architect/Landscape Architect:

Murdoch + Co.
#106 - 1394 Main Street
Whistler, BC V8E 1B1
Contact: Brent Murdoch

Surveyor:

Bunbury & Associates
204-1085 Millar Creek Road
Whistler, BC V0N 1B1

Civil Engineer

InterCAD Services Ltd.
1111 West 8th Avenue
Vancouver, BC V6H 1C5
Contact: Iain Lowe

Environmental Consultant

PGL Environmental Consultants
#1500 – 1185 West Georgia Street
Vancouver, BC V6E 4E6
Contact: Katharine Scotton

(T) (604) 905-6992

(E) clamont@bethelcorp.ca

(T) (604) 905-6992

(E) murdoch@telus.net

(T) (604) 932-3770

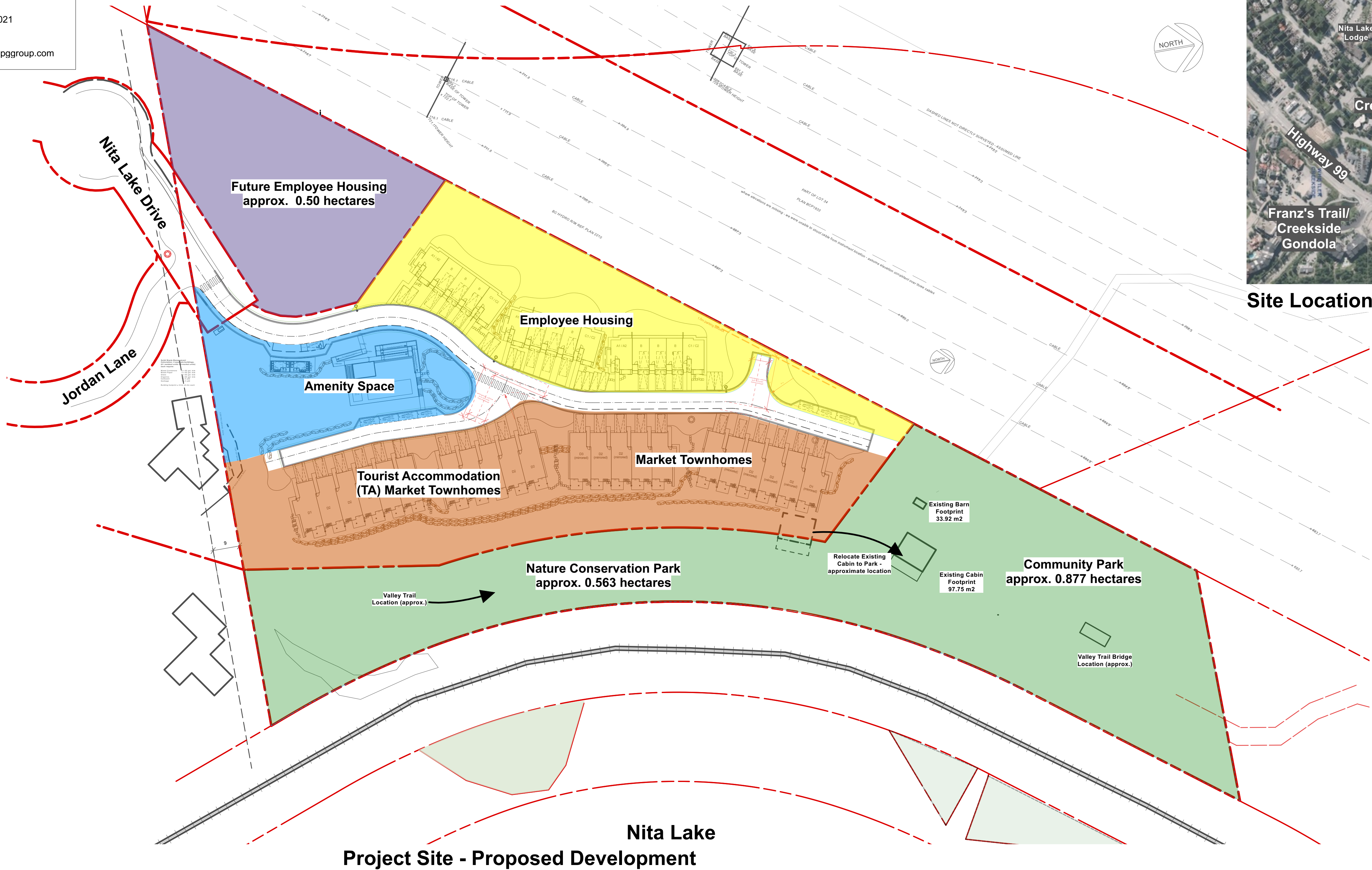
(T) (604) 739-7707

(E) mail@intercad.bc.ca

(T) 604.235.8021

(E) kscotton@pggroup.com

Drawing List (Development Permit)	
L-0.0	COVER SHEET, Site Location & Context
L-1.0	Overall Site Plan
L-1.0B	Setbacks and Projections
L-1.1	Site Plan - Resident Townhouses
L-1.2	Site Plan - Market Townhouses
L-1.3	Site Plan - Amenity Building
L-1.4	Site Sections
L-1.5	Site Sections
L-1.6	Snow Storage Plan
L-1.7	Illustrative Elevation
L-2.0	Landscape Key Plan
L-2.1	Landscape Plan - Resident Townhouses
L-2.2	Landscape Plan - Market Townhouses
L-2.3	Landscape Plan - Amenity Building
L-3.0	Landscape Details
F-1.0	FireSmart Plan
TP-1.0	Tree Preservation



Site Location & Context

Nita Lake
Project Site - Proposed Development

The Hillman Site (RZ 1157)

5298 Alta Lake Road, Whistler BC

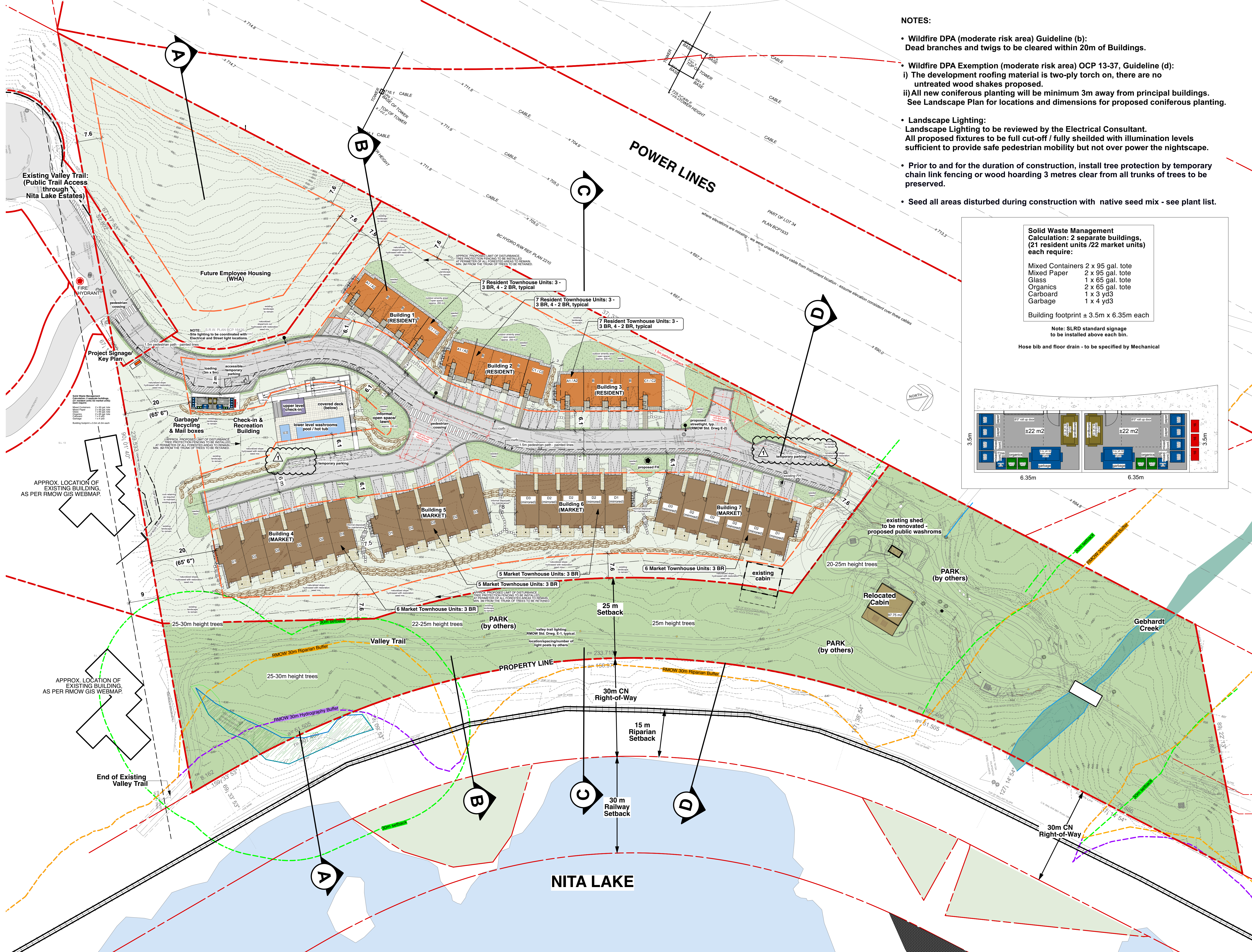
ISSUED FOR DEVELOPMENT PERMIT

June 29, 2023

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Issued For:	Date:
REVIEW	02 OCT. 2018
REVIEW	26 NOV. 2019
ISSUED FOR ADP	19 MAR. 2020
REVIEW	25 AUG. 2021





- NOTES:**
- **Wildfire DPA (moderate risk area) Guideline (b):**
Dead branches and twigs to be cleared within 20m of Buildings.
 - **Wildfire DPA Exemption (moderate risk area) OCP 13-37, Guideline (d):**
i) The development roofing material is two-ply torch on, there are no untreated wood shakes proposed.
ii) All new coniferous planting will be minimum 3m away from principal buildings.
See Landscape Plan for locations and dimensions for proposed coniferous planting.
 - **Landscape Lighting:**
Landscape Lighting to be reviewed by the Electrical Consultant.
All proposed fixtures to be full cut-off / fully shielded with illumination levels sufficient to provide safe pedestrian mobility but not over power the nightscape.
 - Prior to and for the duration of construction, install tree protection by temporary chain link fencing or wood hoarding 3 metres clear from all trunks of trees to be preserved.
 - Seed all areas disturbed during construction with native seed mix - see plant list.

Solid Waste Management Calculation: 2 separate buildings, (21 resident units /22 market units) each require:

Mixed Containers	2 x 95 gal. tote
Mixed Paper	2 x 95 gal. tote
Glass	1 x 65 gal. tote
Organics	2 x 65 gal. tote
Cardboard	1 x 3 yd3
Garbage	1 x 4 yd3

Building footprint ± 3.5m x 6.35m each

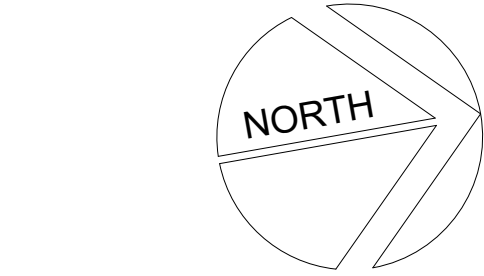
Note: SLRD standard signage to be installed above each bin.

Hose bib and floor drain - to be specified by Mechanical

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VISITOR PARKING, RESIDENT UNITS: STEPPED FLOOR EL. ADDITIONAL PLANTING BELOW MARKET UNITS		



OVERALL SITE PLAN

The Hilman Site (RZ 1157)

5298 Alta Lake Road, Whistler, BC

MURDOCH+COMPANY
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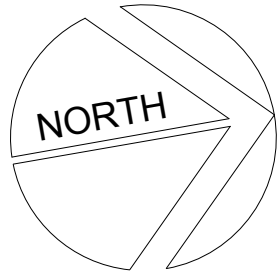
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ISSUED FOR DEVELOPMENT PERMIT	JULY 04/23
REV. WILDFIRE AREAS - PARK	JULY 26/23
Rev. Grading / Setbacks / Projections	Nov.02/23

No:	Revision:	Date:
1		

VISITOR PARKING.
RESIDENT UNITS: STEPPED FLOOR EL.
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SITE PLAN - SETBACKS-PROJECTIONS

The Hilman Site (RZ 1157)
5298 Alta Lake Road, Whistler, BC

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Rev. WILDFIRE AREAS - PARK	JULY 26/23
Rev. Grading / Setbacks / Projections	Nov.02/23

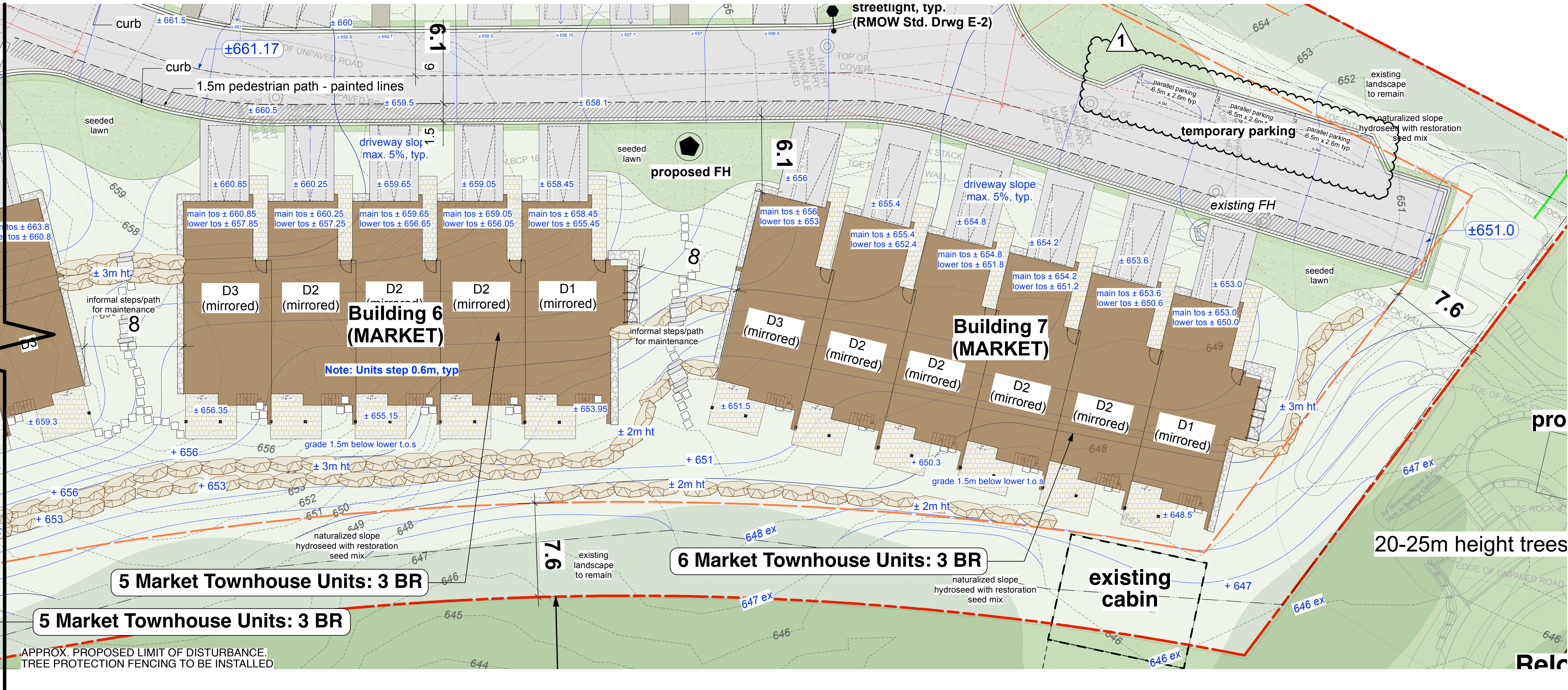
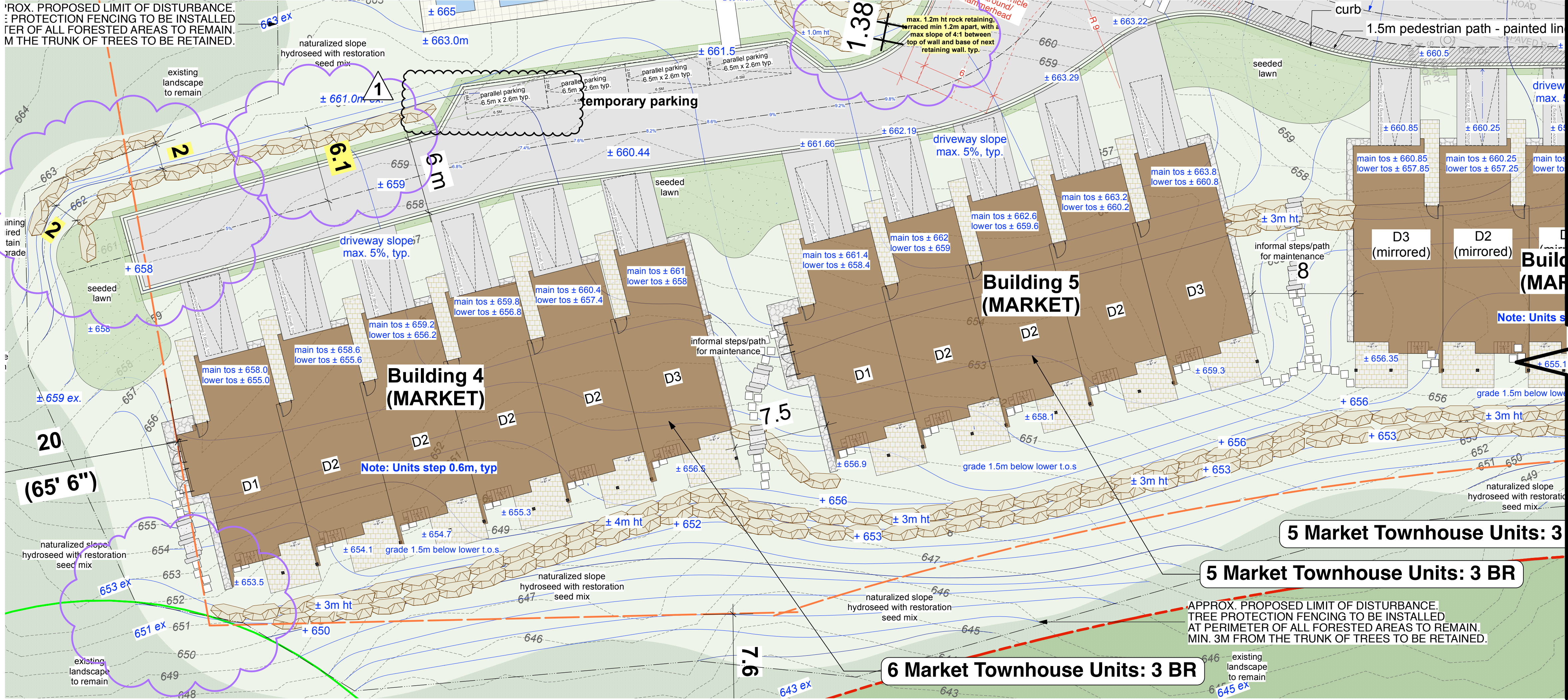
The Hillman Site (RZ 1157)

I-1.1 SITE GRADING PLAN - RESIDENT HOUSING



L-1.1

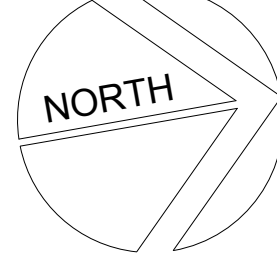
PROX. PROPOSED LIMIT OF DISTURBANCE.
PROTECTION FENCING TO BE INSTALLED
PER OF ALL FORESTED AREAS TO REMAIN.
M THE TRUNK OF TREES TO BE RETAINED.



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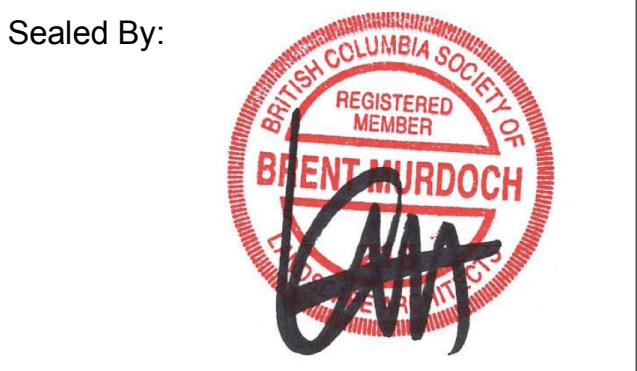
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ADDITIONAL PLANTING BELOW MARKET UNITS



SITE GRADING PLAN - MARKET HOUSING

The Hilman Site (RZ 1157)
5298 Alta Lake Road, Whistler, BC

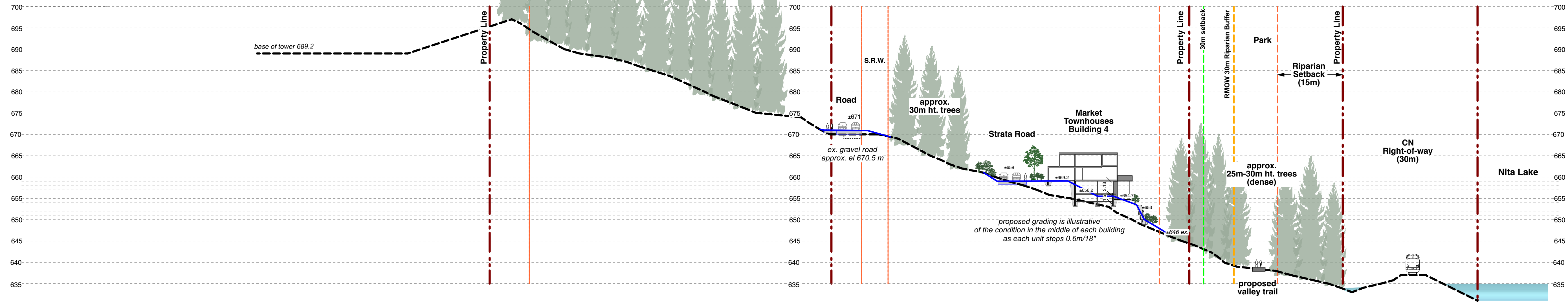
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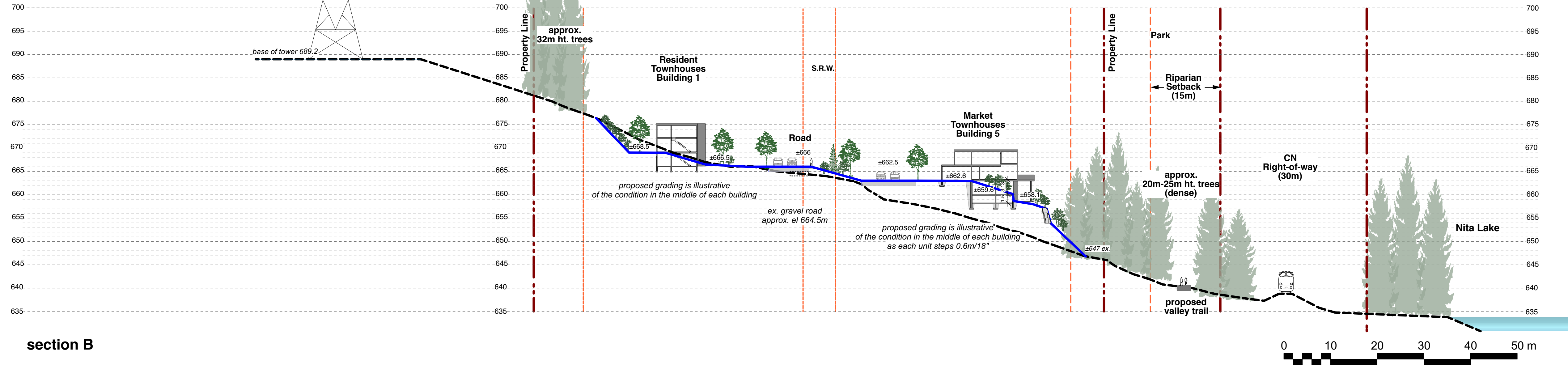
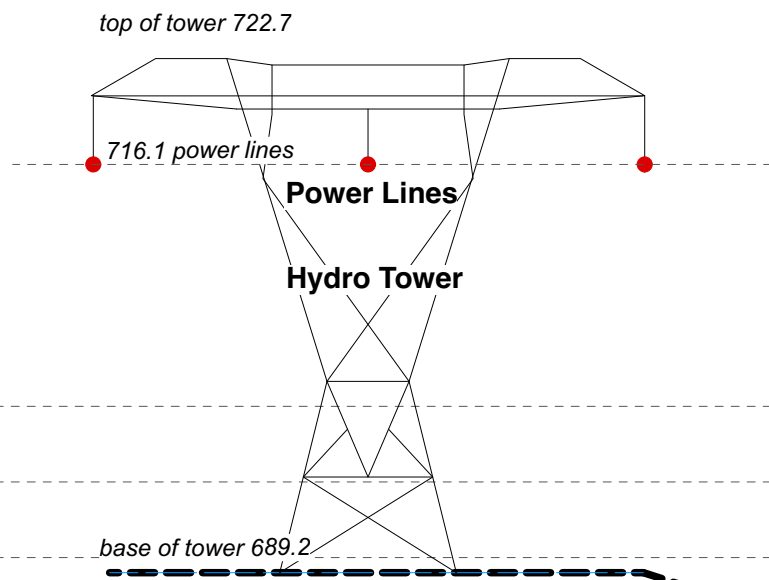
power lines 730
Power Lines

power lines el. 715
Power Lines

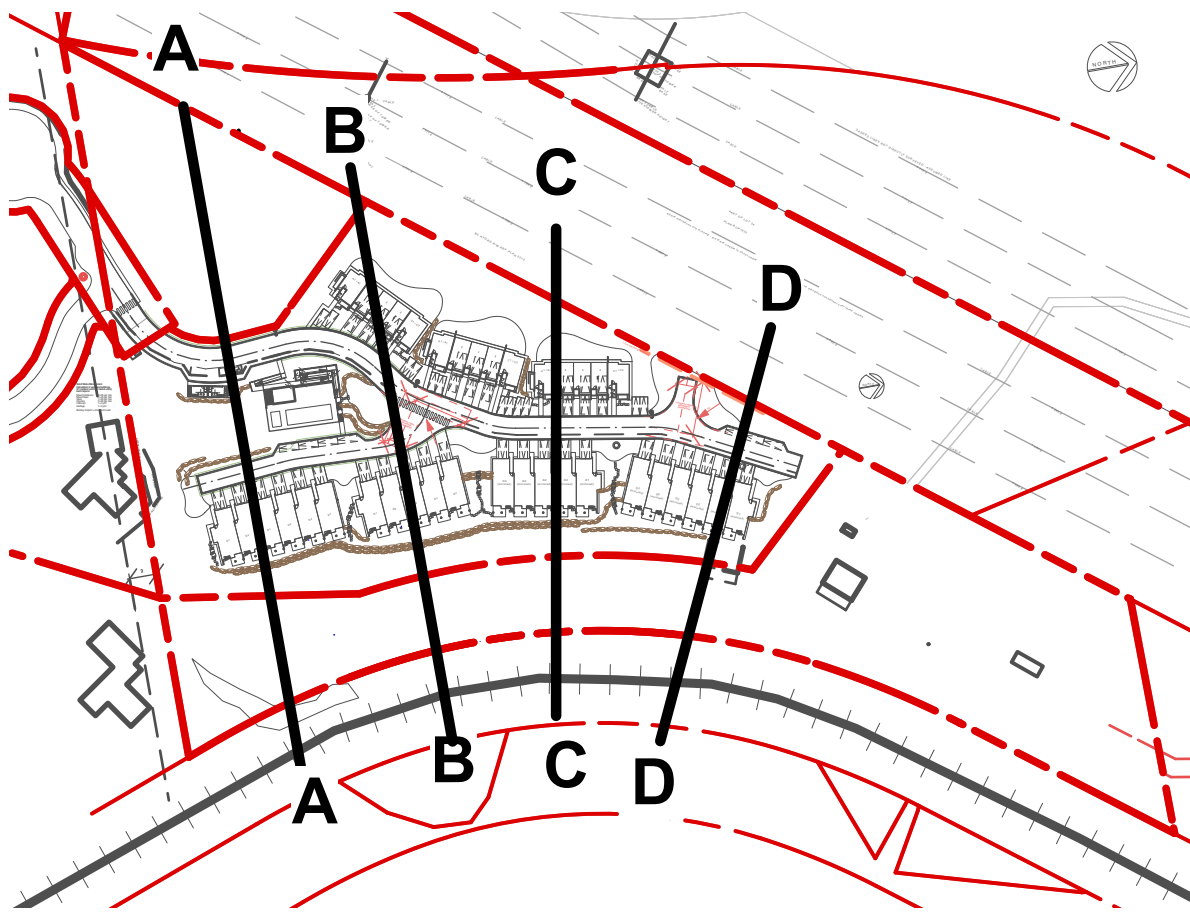


section A

power lines 730
Power Lines



section B



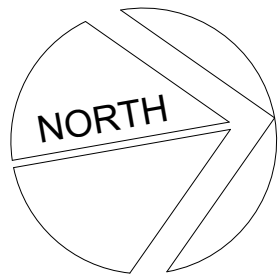
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VISITOR PARKING,
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ADDITIONAL PLANTING BELOW MARKET UNITS



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Project
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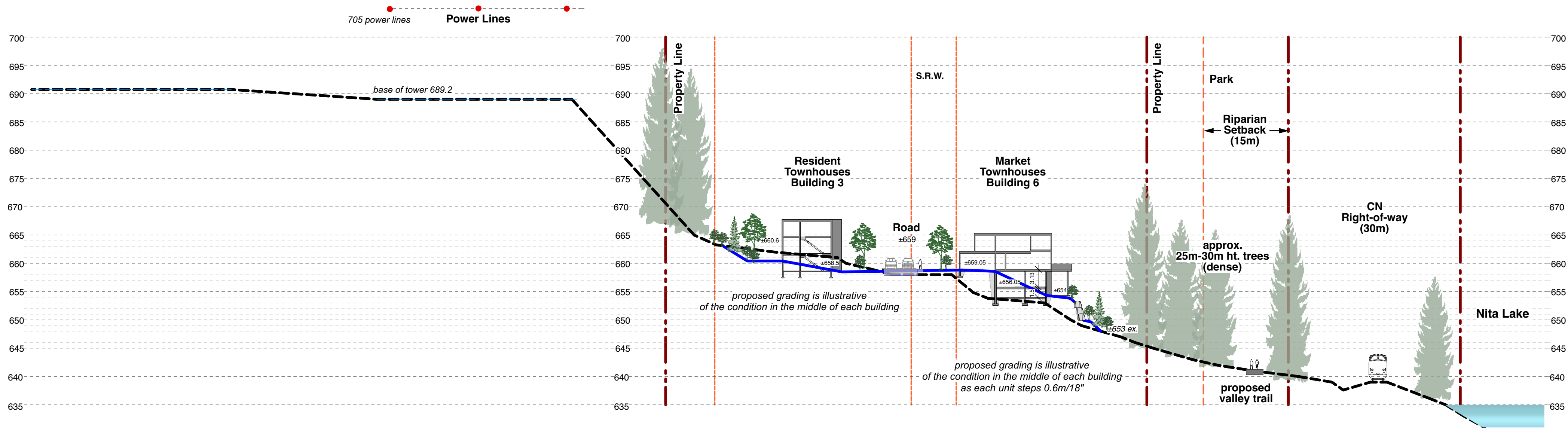
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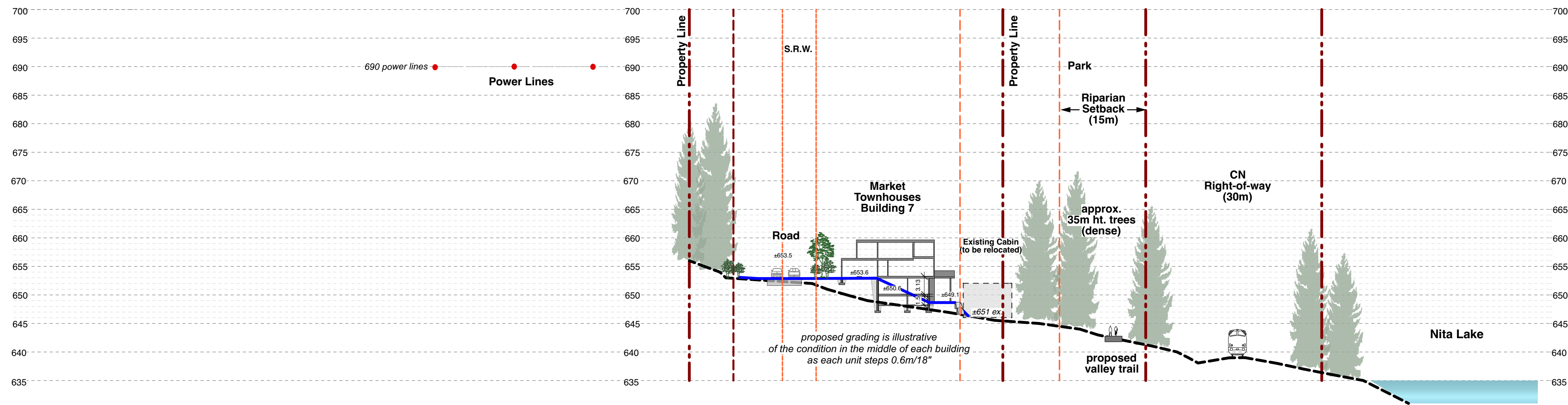
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725 power lines
Power Lines

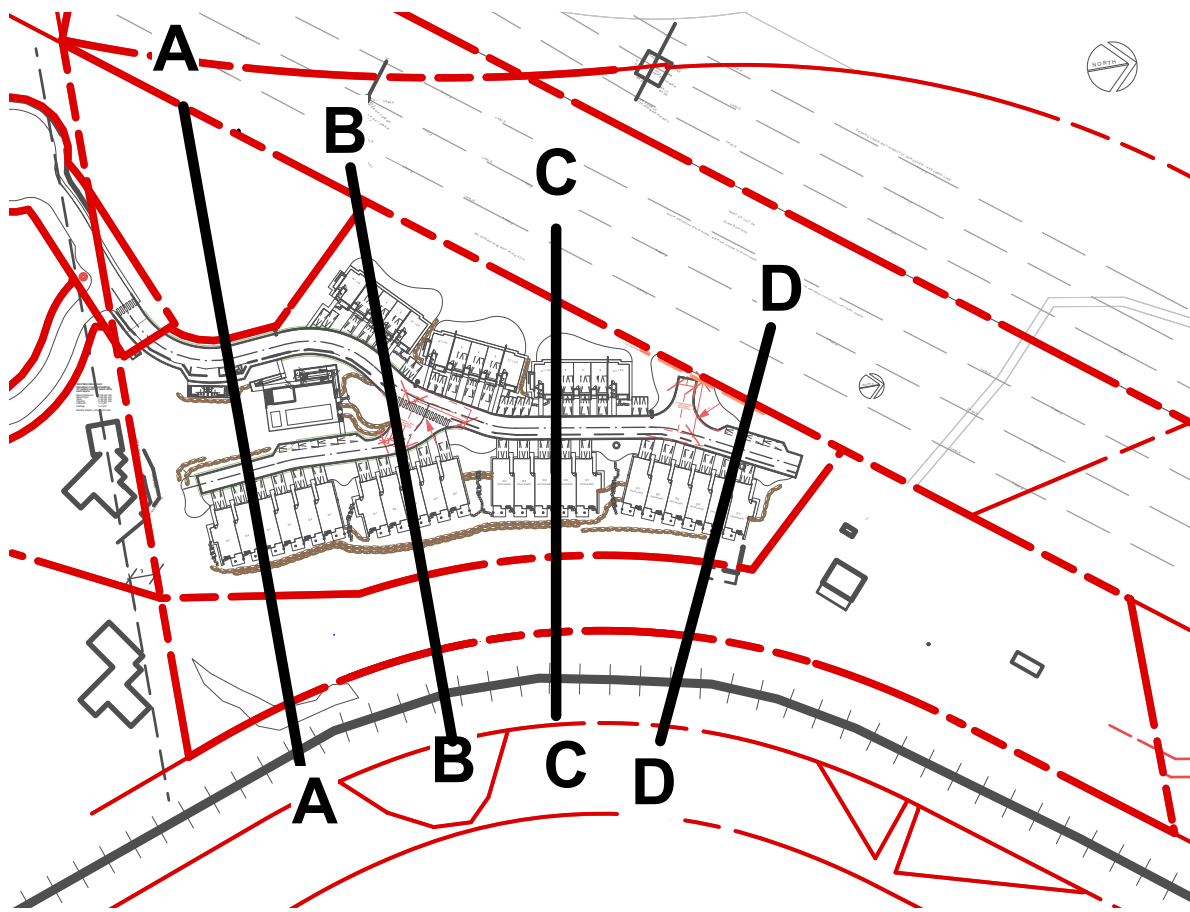


section C

713 power lines
Power Lines



section D

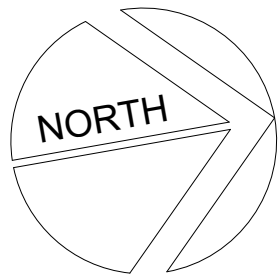


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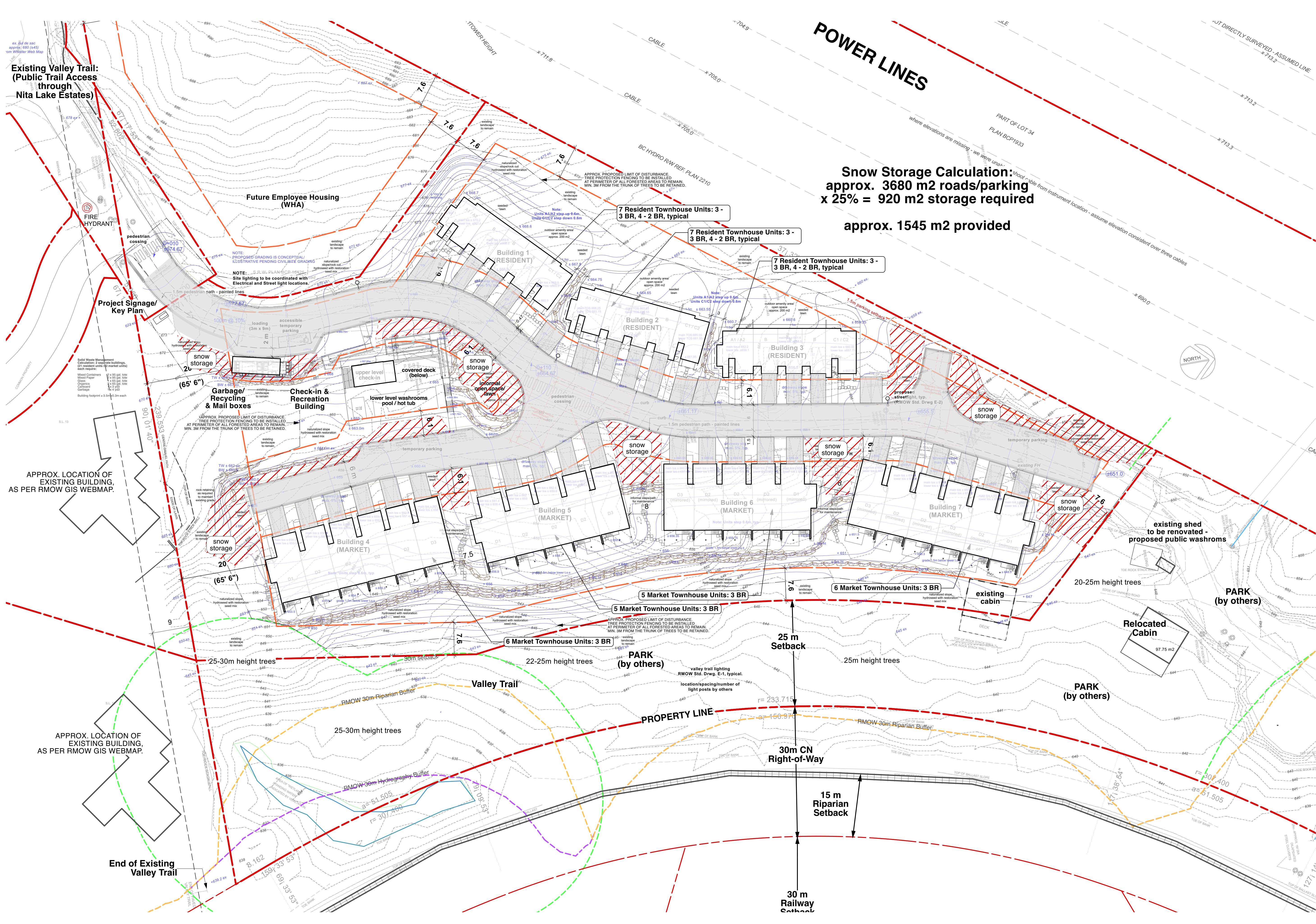
Title
Illustrative Site Sections
Project
The Hillman Site (RZ 1157)
5298 Alta Lake Road, Whistler, BC

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Architecture + Planning Ltd.
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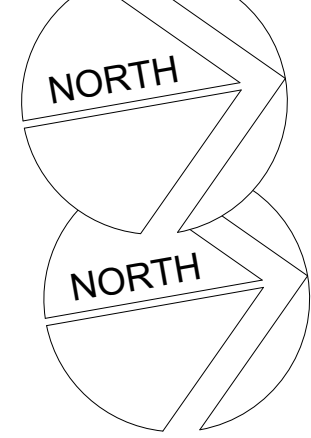


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No:	Revision:	Date:
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SNOW STORAGE SITE PLAN

The Hillman Site (RZ 1157)

5298 Alta Lake Road, Whistler, BC

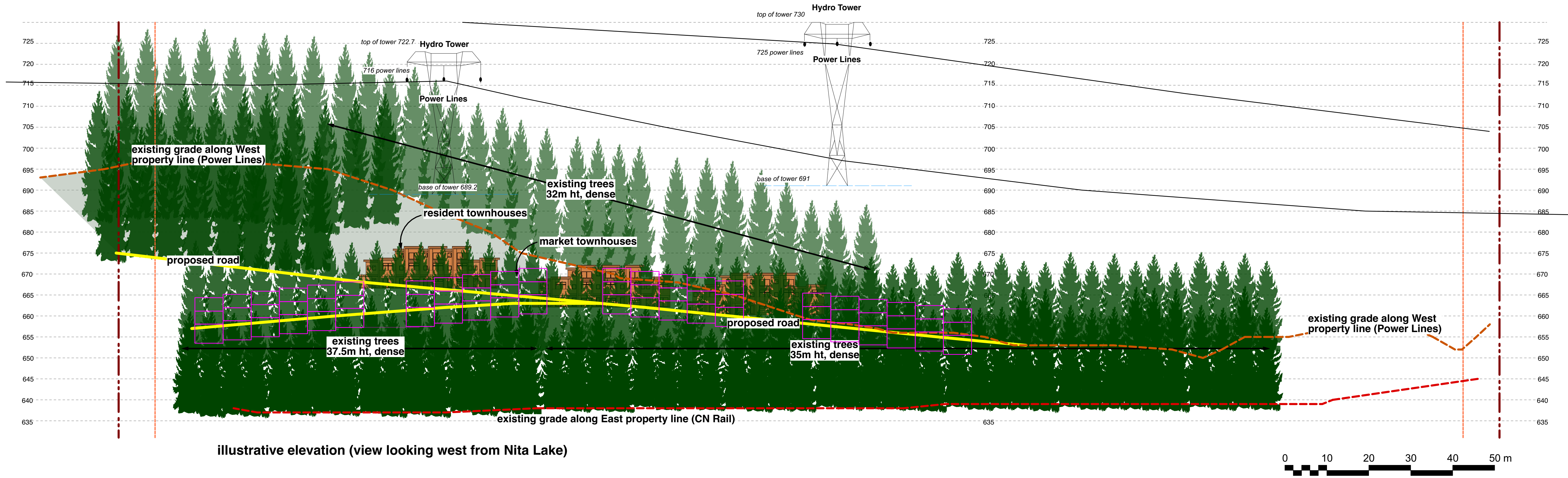
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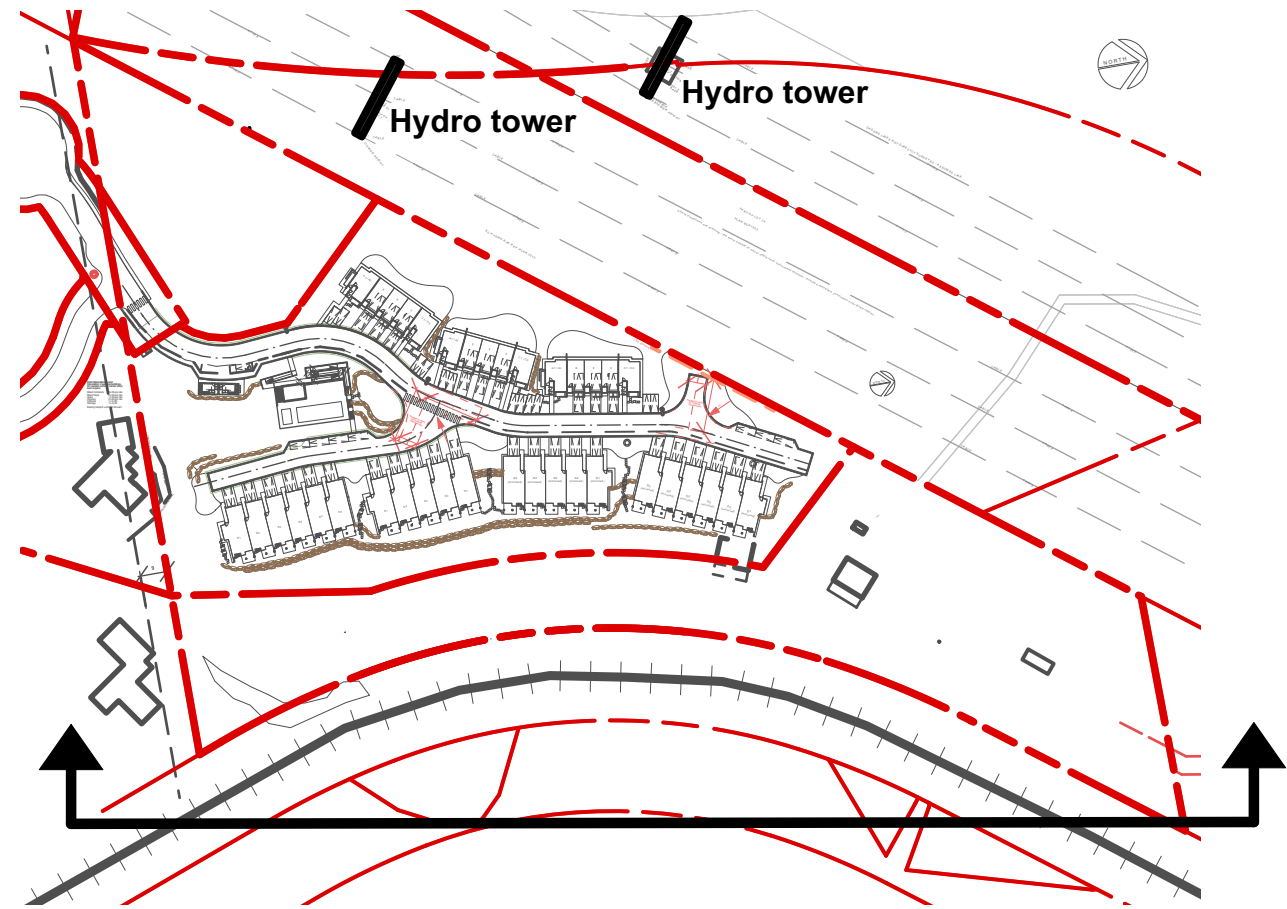
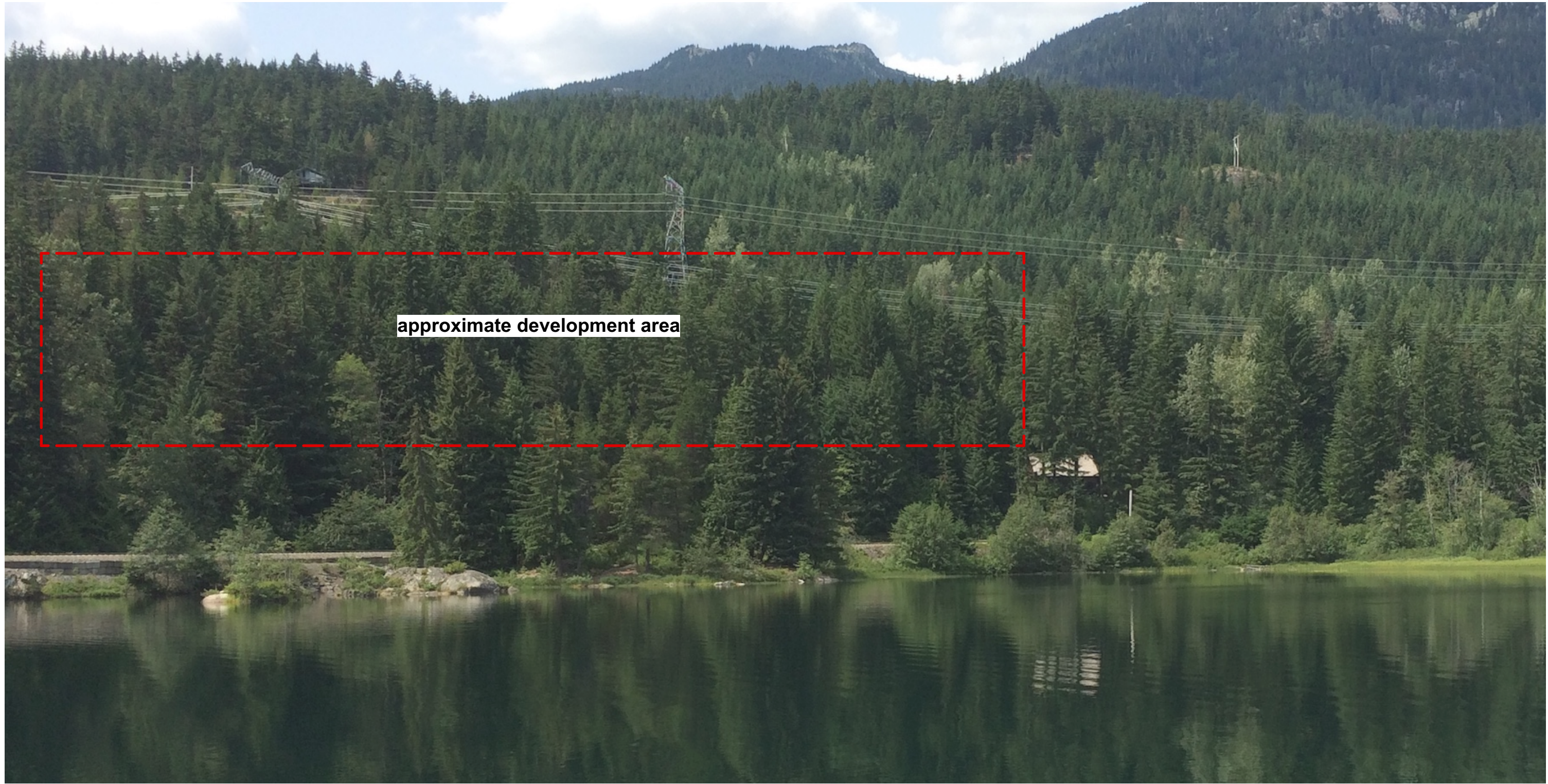
Sealed By:

REGISTERED ARCHITECT
JOHN MURDOCH
B.C. REG. NO. 12711

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Project No:	Sheet No:
1404	L-1.6



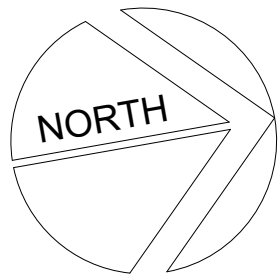
illustrative elevation (view looking west from Nita Lake)



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Δ	VISITOR PARKING, RESIDENT UNITS: STEPPED FLOOR EL. ADDITIONAL PLANTING BELOW MARKET UNITS	



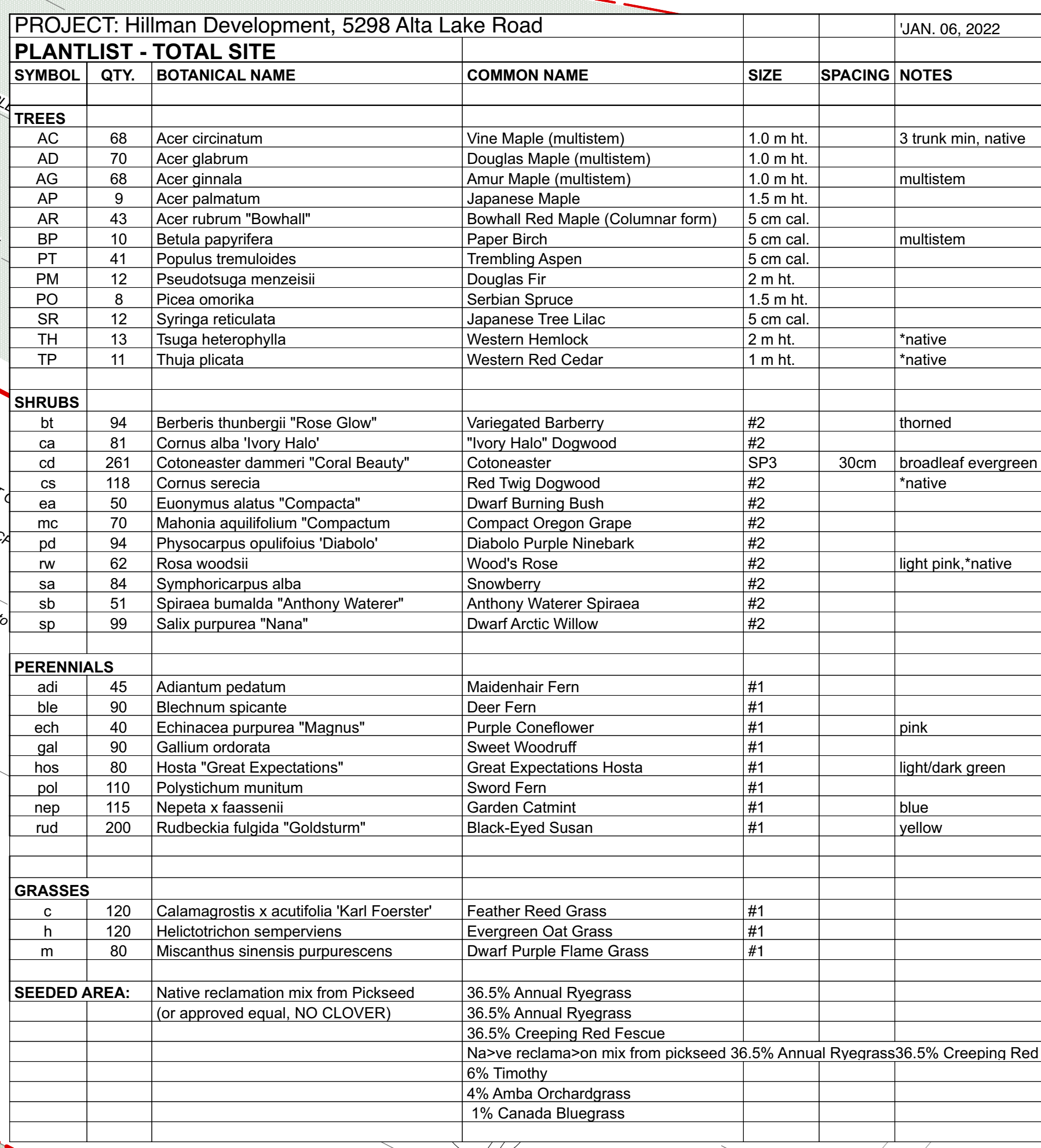
Illustrative Elevation - view looking West

The Hillman Site (RZ 1157)
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Project No:	Sheet No:
1404	L-1.7



NOTES:

- Wildfire DPA (moderate risk area) Guideline (b):
Dead branches and twigs to be cleared within 20m of Buildings.
- Wildfire DPA Exemption (moderate risk area) OCP 13-37, Guideline (d):
 - i) The development roofing material is two-ply torch on, there are no untreated wood shakes proposed.
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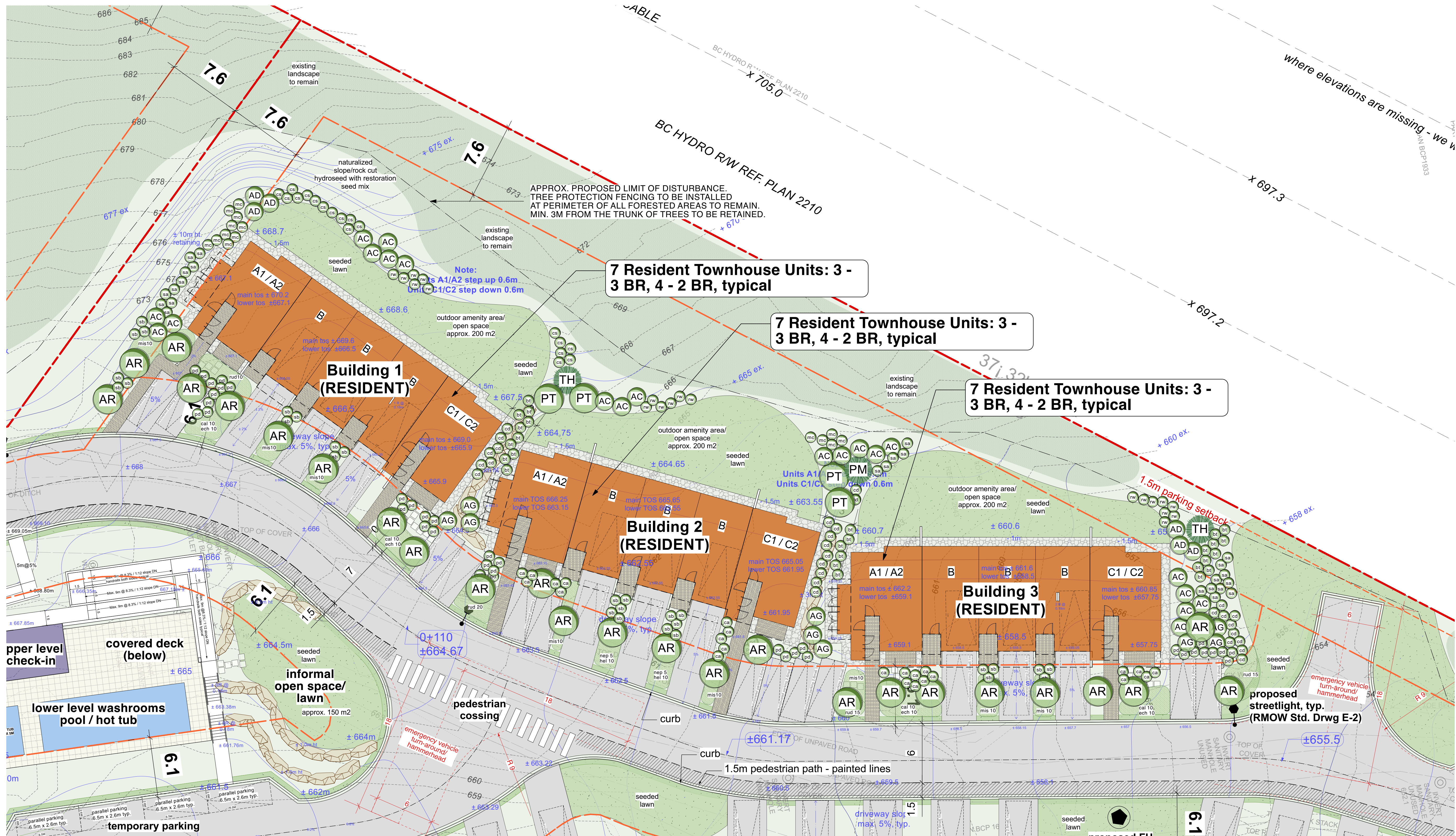
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LANDSCAPE PLAN - RESIDENT HOUSING

The Hillman Site (RZ 1157)

5298 Alta Lake Road, Whistler, BC

L-2.1 LANDSCAPE PLAN - RESIDENT HOUSING



Title

Project

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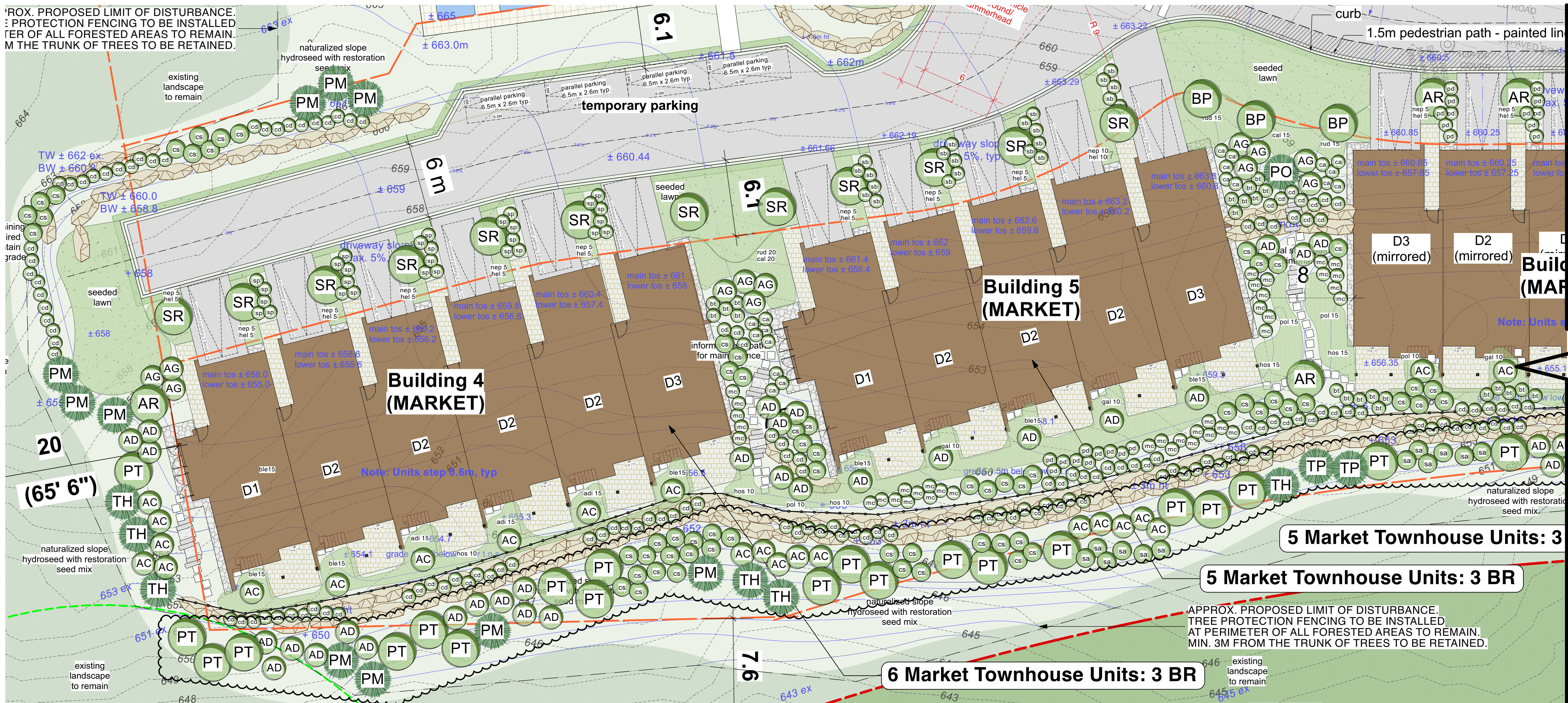
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1404	L-2.1

PROX. PROPOSED LIMIT OF DISTURBANCE.
PROTECTION FENCING TO BE INSTALLED
PER OF ALL FORESTED AREAS TO REMAIN.
M THE TRUNK OF TREES TO BE RETAINED.

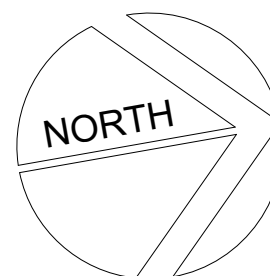


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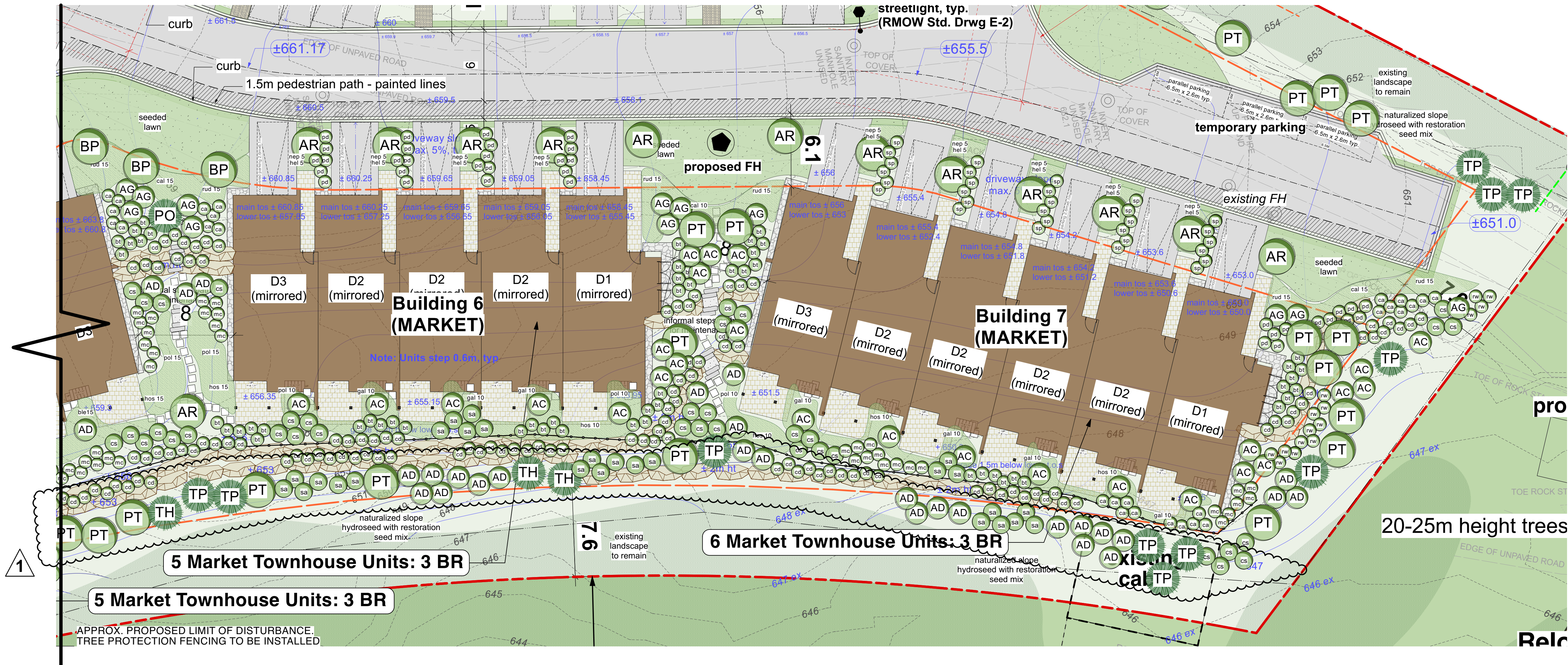
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RESIDENT UNITS: STEPPED FLOOR EL.
ADDITIONAL PLANTING BELOW MARKET UNITS



LANDSCAPE PLAN - MARKET HOUSING

The Hillman Site (RZ 1157)

5298 Alta Lake Road, Whistler, BC



Title

Project

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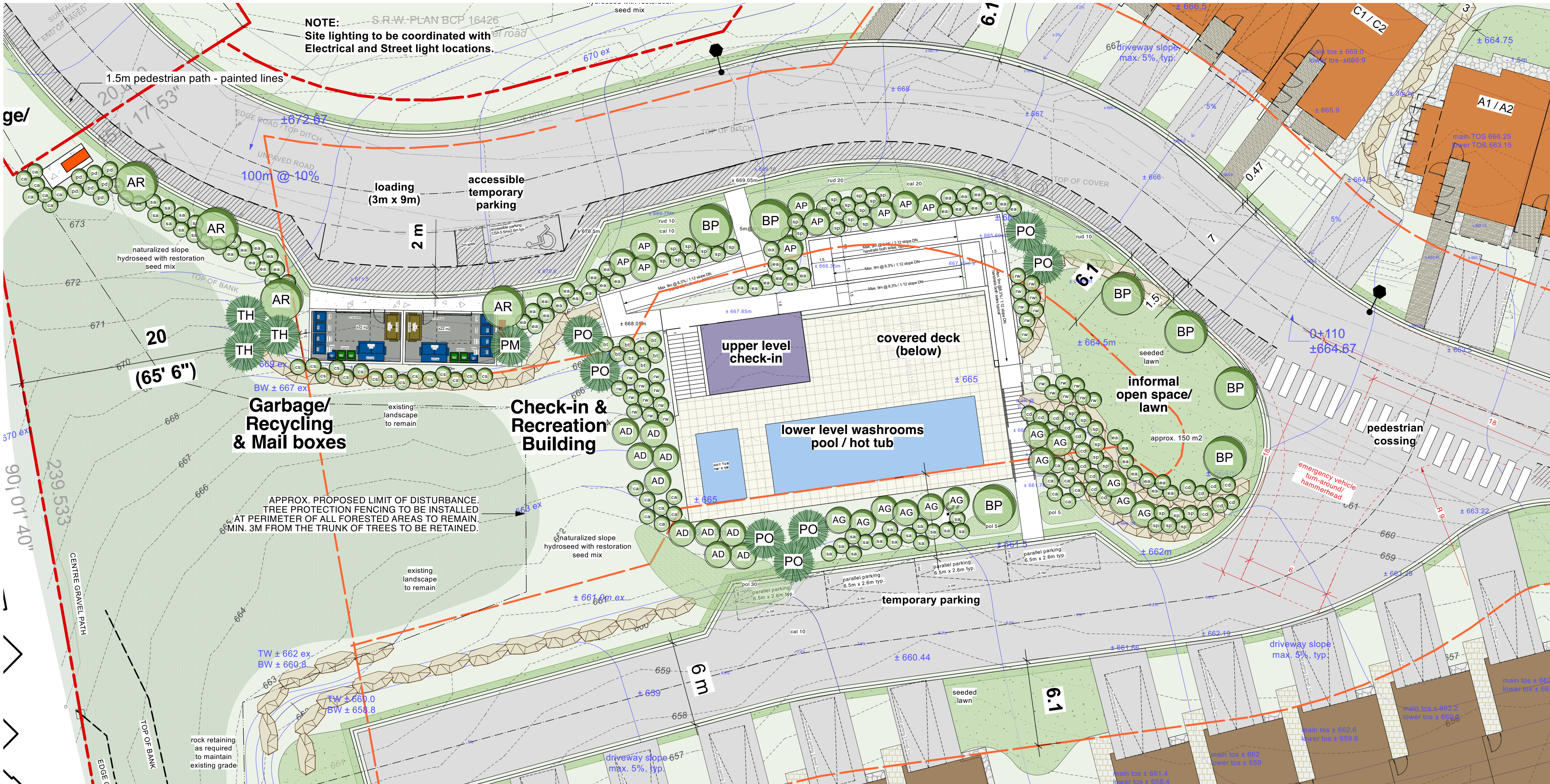


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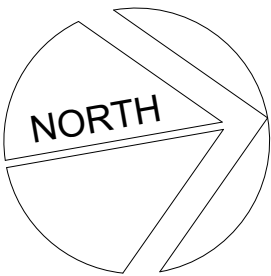
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VISITOR PARKING, RESIDENT UNITS: STEPPED FLOOR EL. ADDITIONAL PLANTING BELOW MARKET UNITS		



Title
LANDSCAPE PLAN - AMENITY AREA

Project
The Hillman Site (RZ 1157)
5298 Alta Lake Road, Whistler, BC

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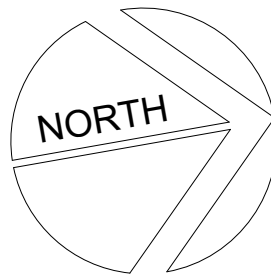
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VISITOR PARKING,
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ADDITIONAL PLANTING BELOW MARKET UNITS



Title
LANDSCAPE DETAILS

Project
The Hillman Site (RZ 1157)
5298 Alta Lake Road, Whistler, BC

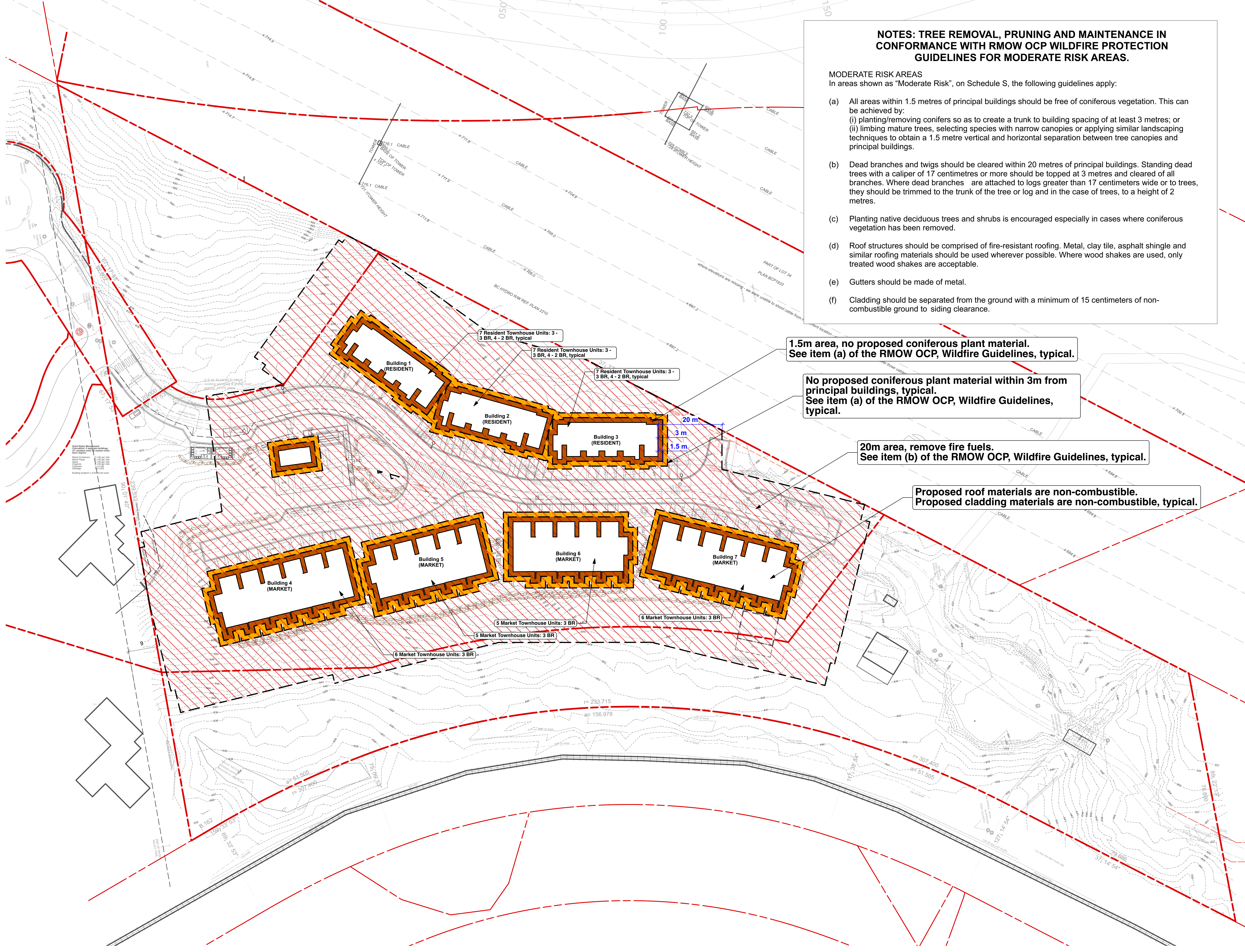
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L-3.0 LANDSCAPE DETAILS



NOTES: TREE REMOVAL, PRUNING AND MAINTENANCE IN CONFORMANCE WITH RMOW OCP WILDFIRE PROTECTION GUIDELINES FOR MODERATE RISK AREAS.

- MODERATE RISK AREAS**
In areas shown as "Moderate Risk", on Schedule S, the following guidelines apply:
- (a) All areas within 1.5 metres of principal buildings should be free of coniferous vegetation. This can be achieved by:
 - (i) planting/removing conifers so as to create a trunk to building spacing of at least 3 metres; or
 - (ii) limbing mature trees, selecting species with narrow canopies or applying similar landscaping techniques to obtain a 1.5 metre vertical and horizontal separation between tree canopies and principal buildings.
 - (b) Dead branches and twigs should be cleared within 20 metres of principal buildings. Standing dead trees with a caliper of 17 centimetres or more should be topped at 3 metres and cleared of all branches. Where dead branches are attached to logs greater than 17 centimeters wide or to trees, they should be trimmed to the trunk of the tree or log and in the case of trees, to a height of 2 metres.
 - (c) Planting native deciduous trees and shrubs is encouraged especially in cases where coniferous vegetation has been removed.
 - (d) Roof structures should be comprised of fire-resistant roofing. Metal, clay tile, asphalt shingle and similar roofing materials should be used wherever possible. Where wood shakes are used, only treated wood shakes are acceptable.
 - (e) Gutters should be made of metal.
 - (f) Cladding should be separated from the ground with a minimum of 15 centimeters of non-combustible ground to siding clearance.

1.5m area, no proposed coniferous plant material.
See item (a) of the RMOW OCP, Wildfire Guidelines, typical.

No proposed coniferous plant material within 3m from principal buildings, typical.
See item (a) of the RMOW OCP, Wildfire Guidelines, typical.

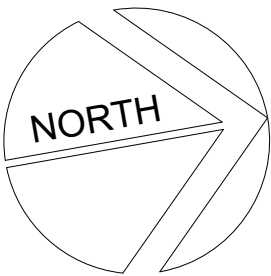
20m area, remove fire fuels.
See item (b) of the RMOW OCP, Wildfire Guidelines, typical.

Proposed roof materials are non-combustible.
Proposed cladding materials are non-combustible, typical.

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RMOW EMPLOYEE HOUSING REVIEW	MAY 30/18
RMOW EMPLOYEE HOUSING REVIEW	MAY 5/19
RMOW EMPLOYEE HOUSING REVIEW	July 5/19
TREE INVENTORY	NOV.13/19
REVIEW	NOV.26/19
RE-ISSUED FOR ADP	MAR.019/20
ISSUED FOR REZONING	JUNE 17/20
ISSUED FOR ADP	AUG. 31/22
ISSUED FOR ADP	NOV. 23/22
ISSUED FOR DEVELOPMENT PERMIT JULY 04/23	

No:	Revision:	Date:
VISITOR PARKING, RESIDENT UNITS: STEPPED FLOOR EL. ADDITIONAL PLANTING BELOW MARKET UNITS		



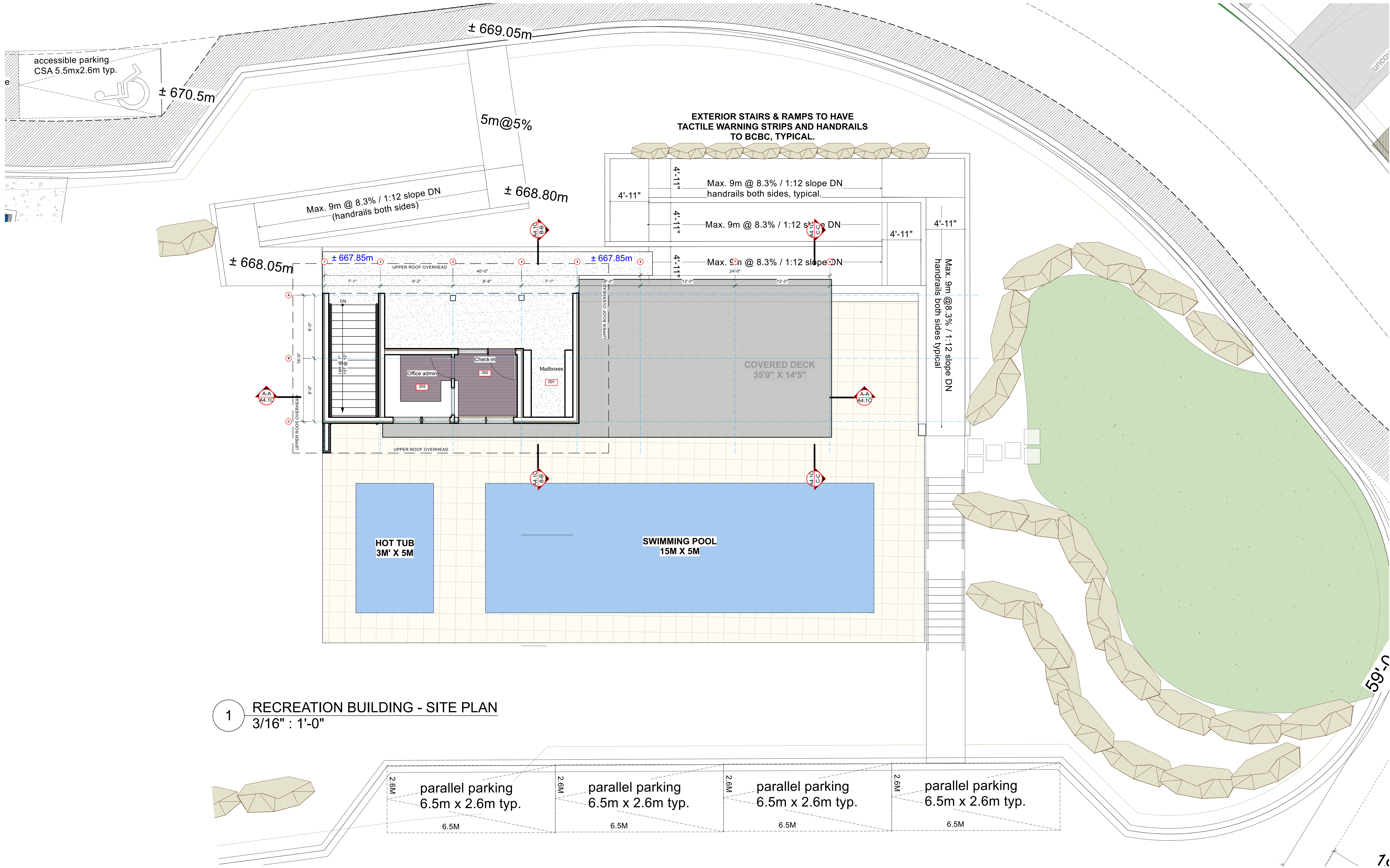
FIRE SMART - WILD FIRE PROTECTION

The Hillman Site (RZ 1157)
5298 Alta Lake Road, Whistler, BC

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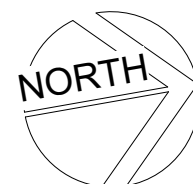
Sealed By:

Drawn By:	Scale:
BM/JL	1:500 METRIC
Project No:	Sheet No:
1404	F-1.0



1 RECREATION BUILDING - SITE PLAN
3/16" : 1'-0"

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ISSUED FOR DP	JULY 04/23

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Sheet Title:

SITE PLAN

Project

HILLMAN LODGE - AMENITY BUILDING
WHISTLER BC

Sealed By:



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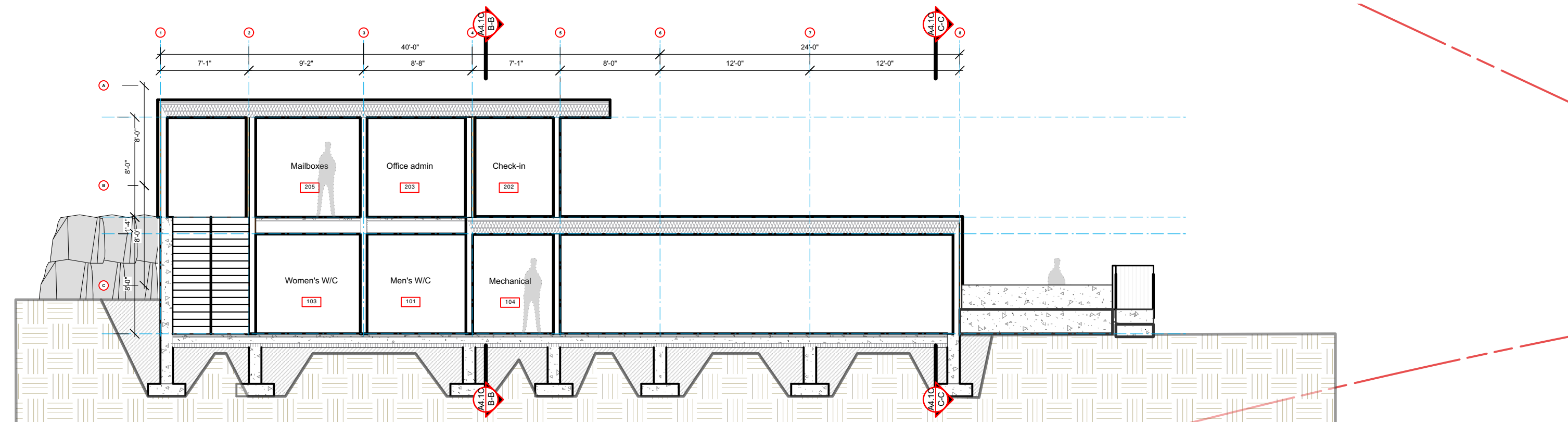
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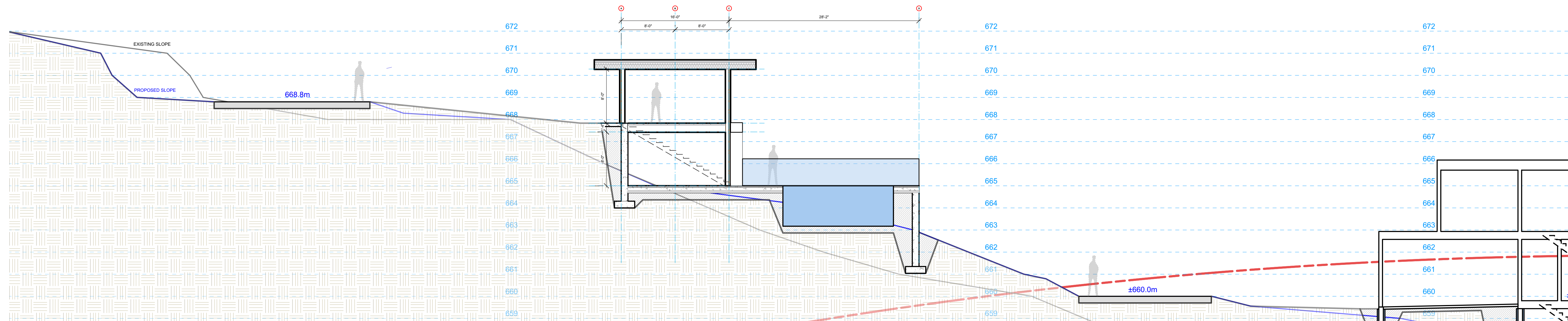
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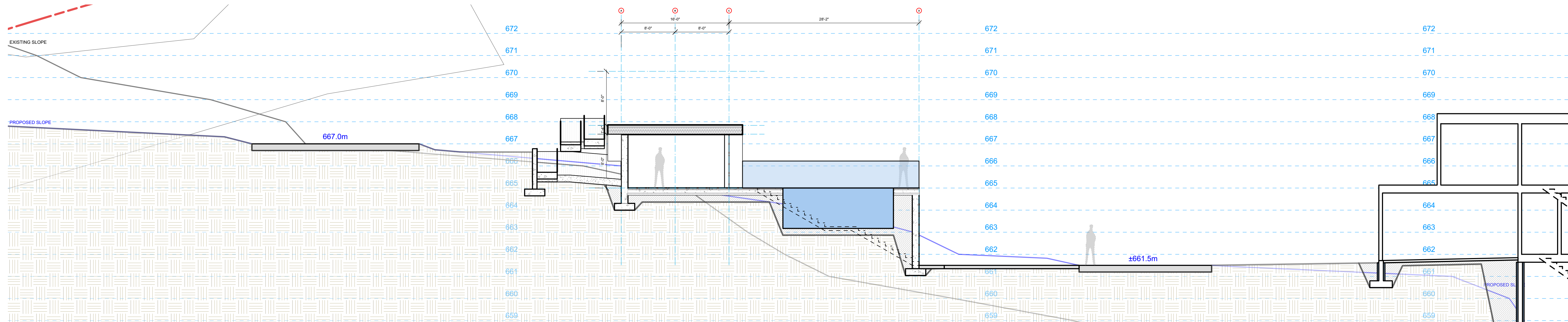
SITE PLAN



1 RECREATION BUILDING - SITE SECTION A-A
1/8" : 1'-0"

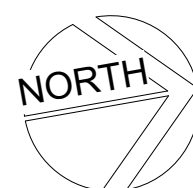


2 RECREATION BUILDING - SITE SECTION B-B
1/8" : 1'-0"



3 RECREATION BUILDING - SITE SECTION C-C
1/8" : 1'-0"

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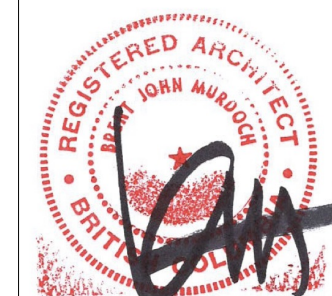
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SITE SECTIONS

Project

HILLMAN LODGE - AMENITY BUILDING
WHISTLER BC

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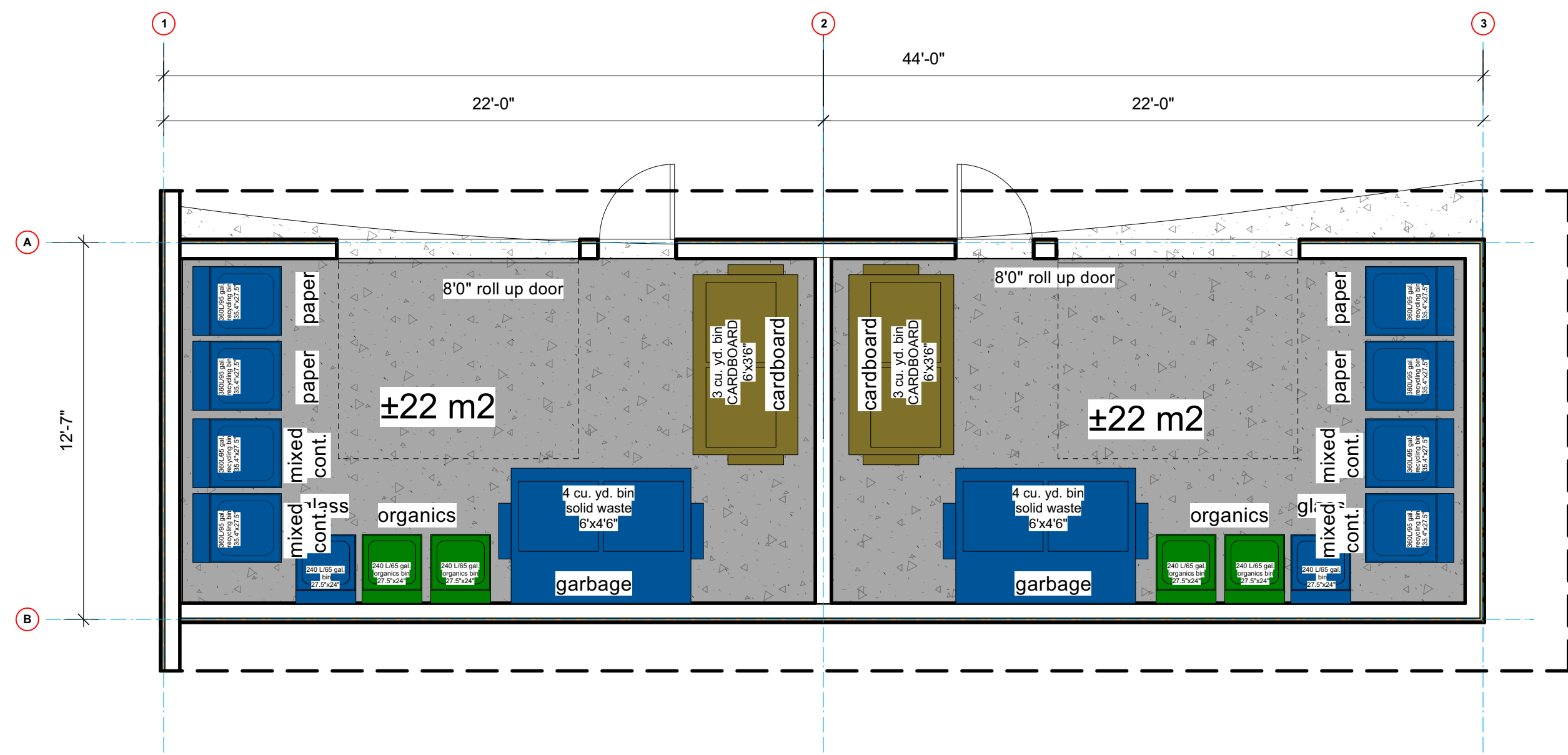
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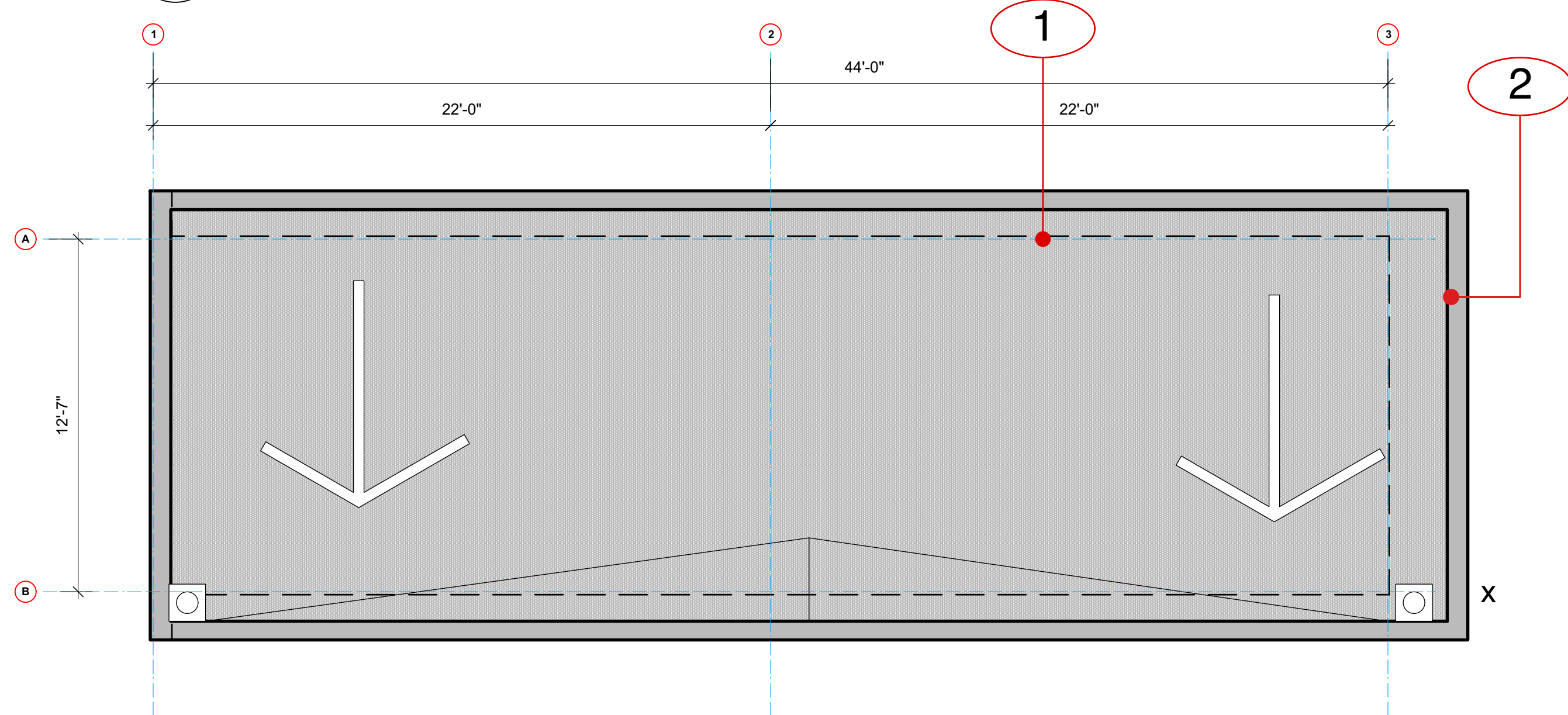
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SITE SECTIONS



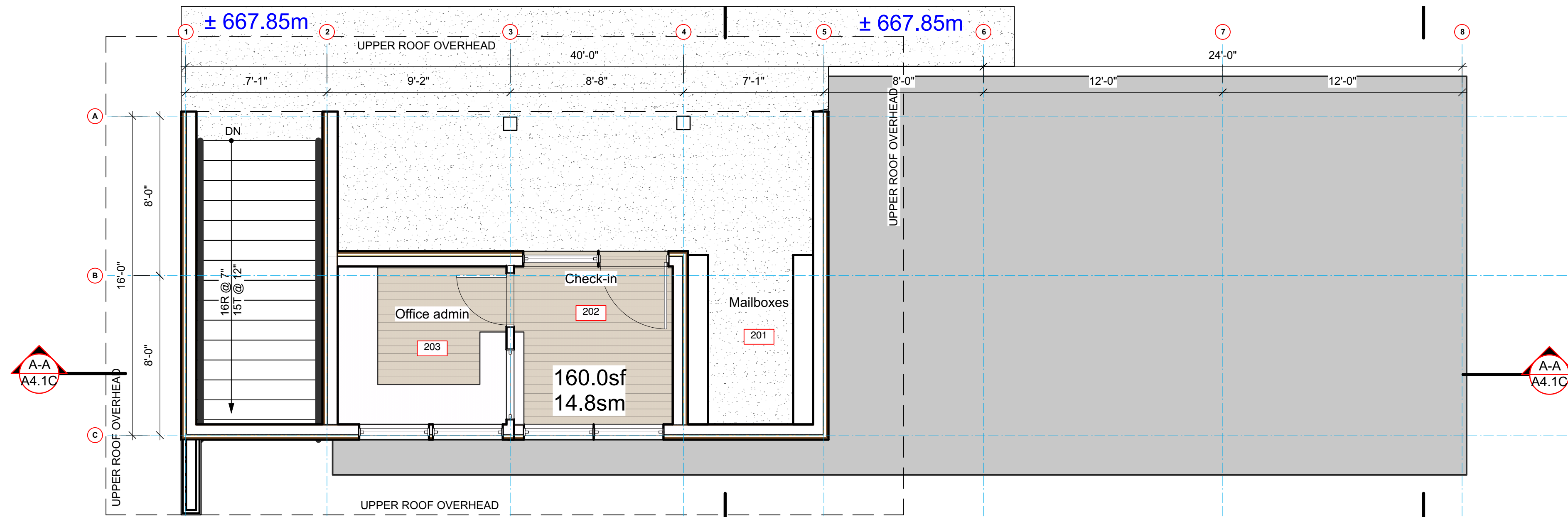
3 GARBAGE AND RECYCLING - MAIN FLOOR PLAN
1/4" : 1'-0"



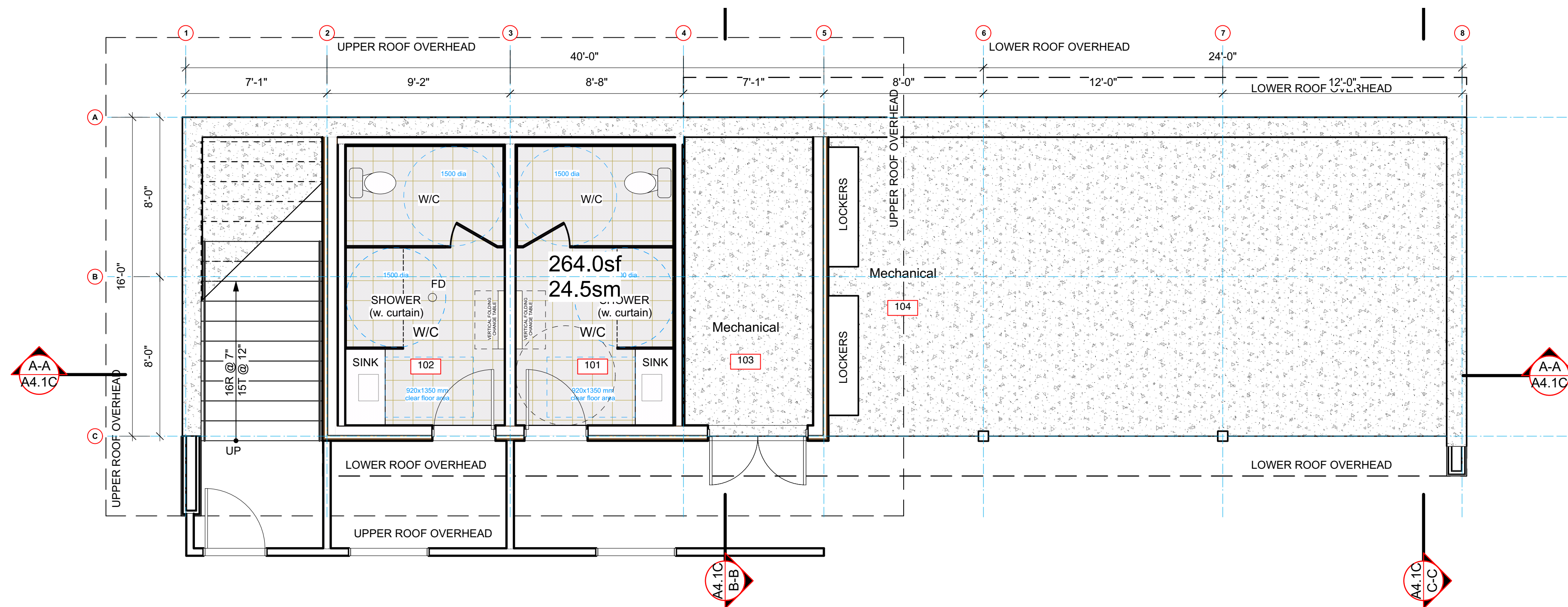
4 GARBAGE AND RECYCLING - ROOF PLAN
1/4" : 1'-0"

EXTERIOR FINISHES LEGEND

- 1 • 2 Ply Torch-on SBS Roofing Membrane - Black
- 2 • Prefinished metal flashing - Galvalum

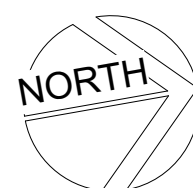


1 RECREATION BUILDING - UPPER FLOOR PLAN
1/4" : 1'-0"



2 RECREATION BUILDING - MAIN FLOOR PLAN
1/4" : 1'-0"

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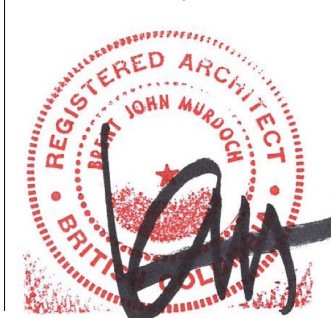
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FLOOR PLANS

Project

HILLMAN LODGE - AMENITY - GARBAGE
WHISTLER BC

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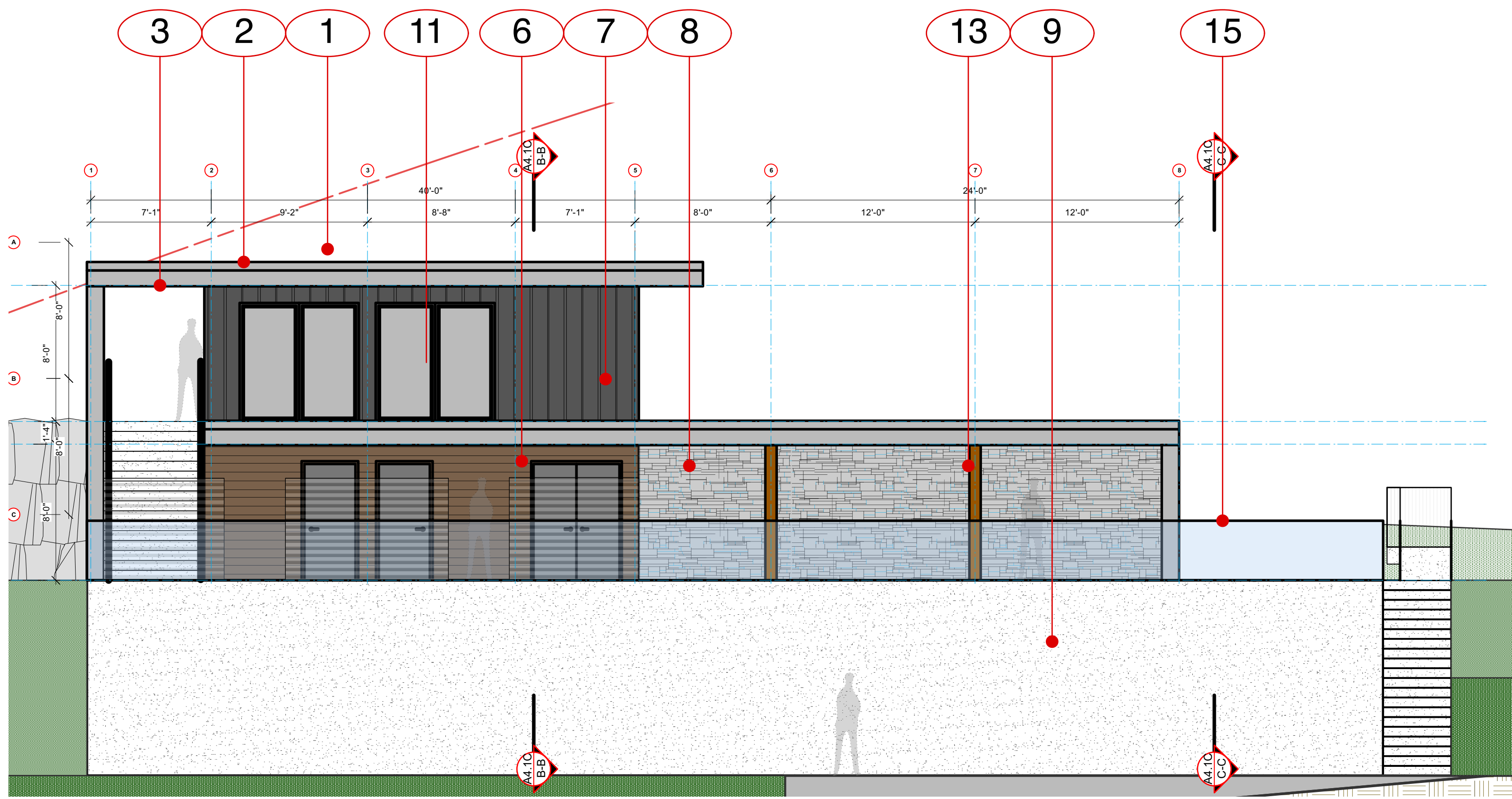
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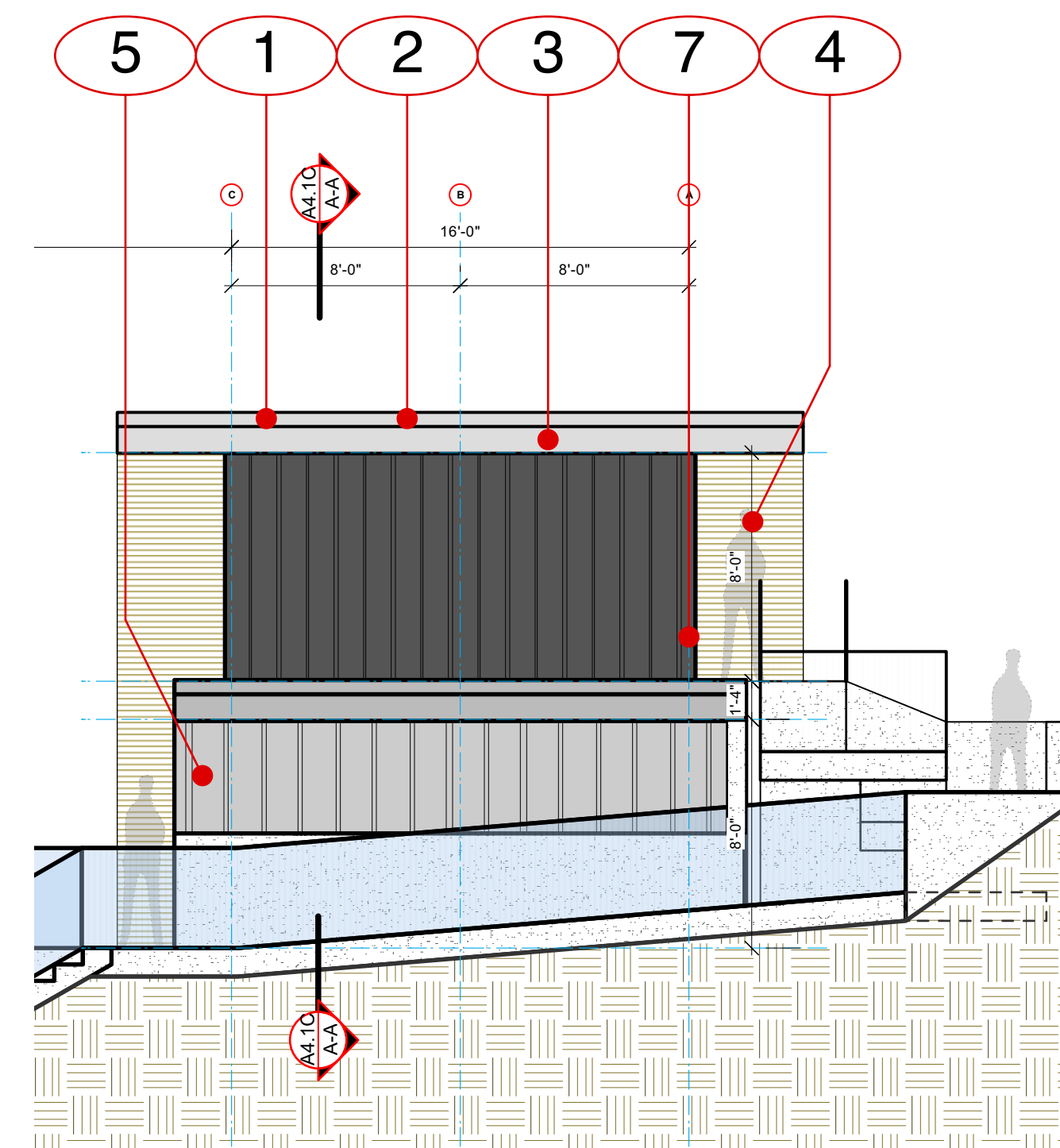
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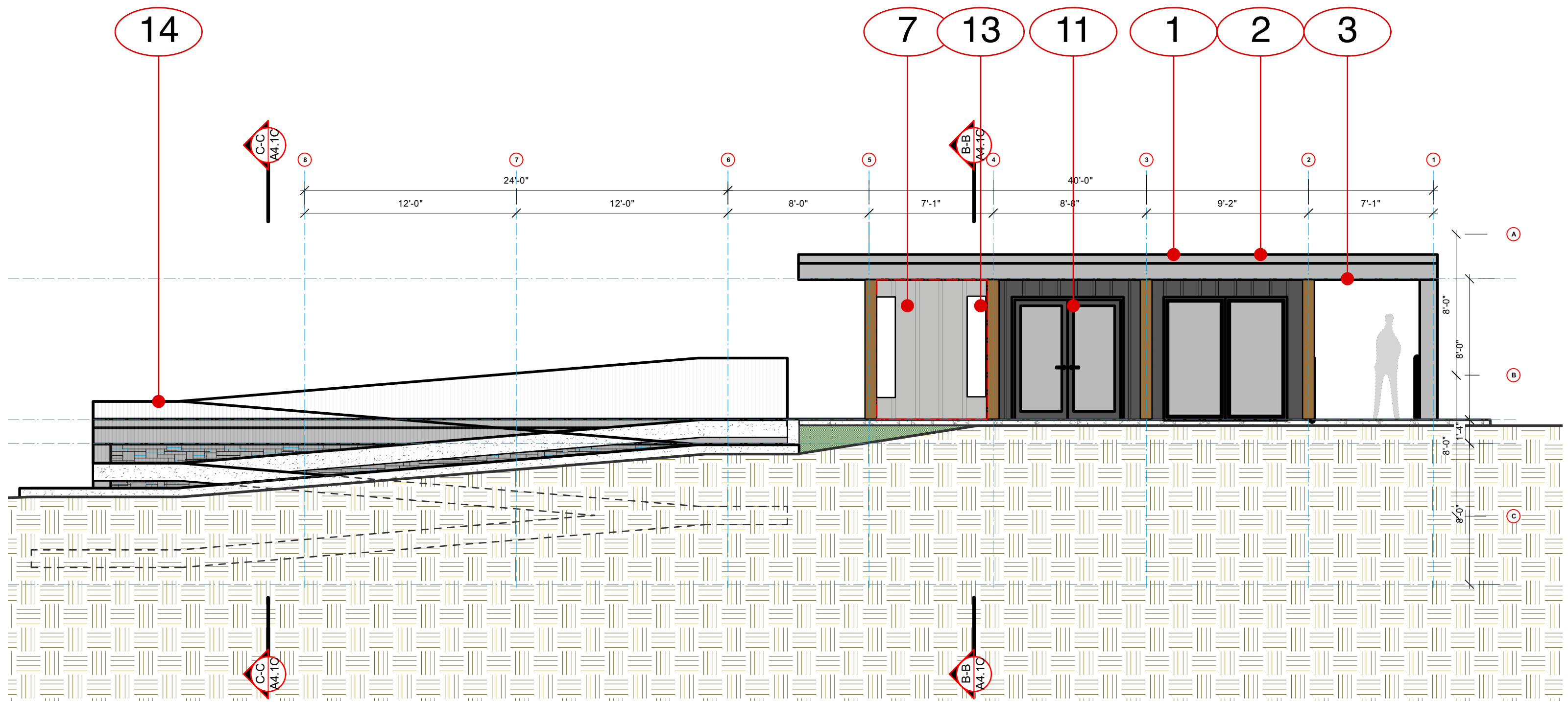
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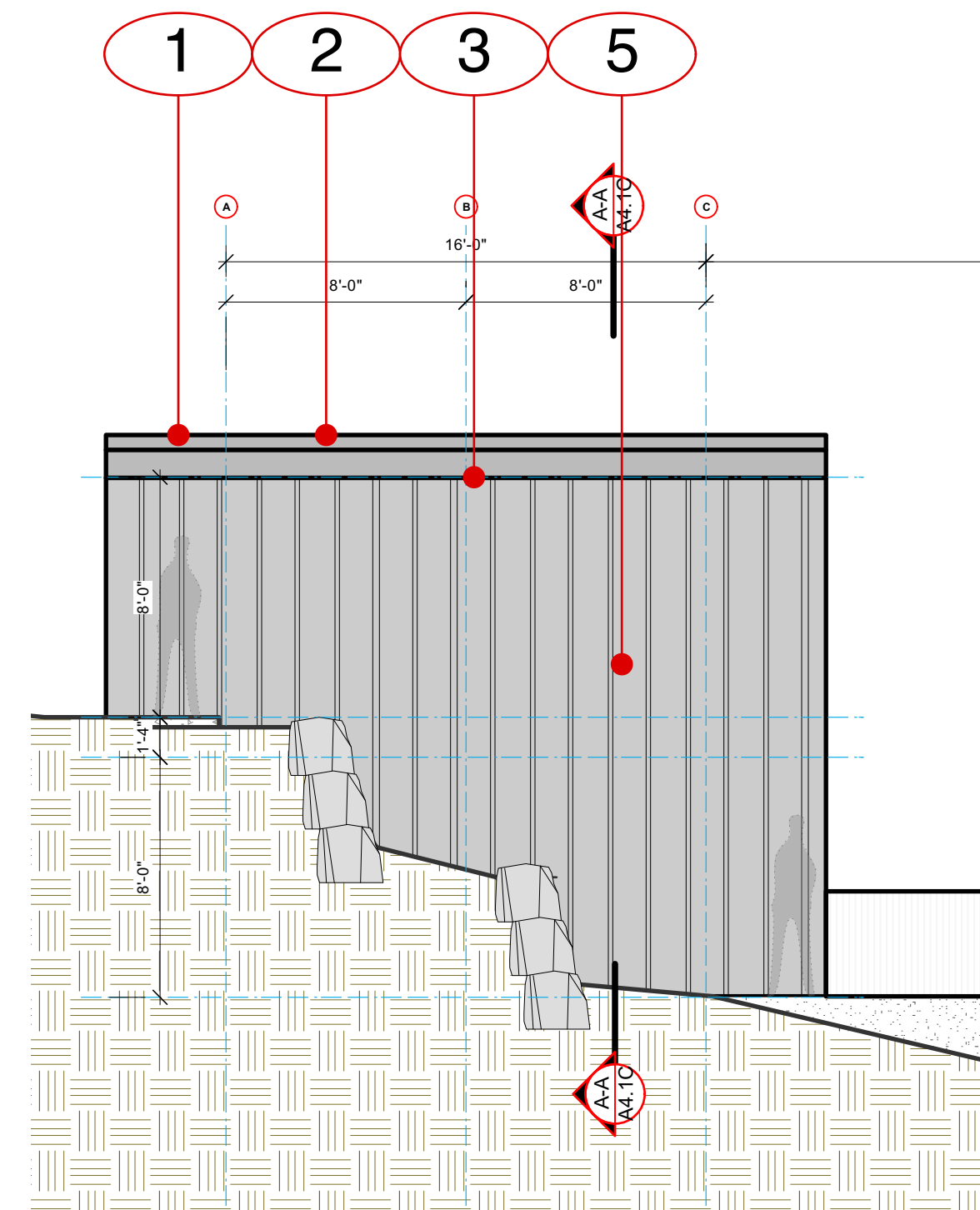
1 RECREATION BUILDING - EAST ELEVATION
3/16" : 1'-0"



3 RECREATION BUILDING - NORTH ELEVATION
3/16" : 1'-0"



2 RECREATION BUILDING - WEST ELEVATION
3/16" : 1'-0"



4 RECREATION BUILDING - SOUTH ELEVATION
3/16" : 1'-0"

- EXTERIOR FINISHES LEGEND**
- 1 • 2 Ply Torch-on SBS Roofing Membrane - (Not Shown).
 - 2 • Prefinished Metal Flashing - Galvalum
 - 3 • Prefinished Metal Fascia- Galvalum
 - 4 • Hardie board stained Soffit - To match interior ceiling finish (White Granite).
 - 5 • Standing Seam Metal Siding.- Galvalum
 - 6 • Hardieplank Lap Siding (Select Cedarmill) - Summer wheat
 - 7 • Hardipanel Board and Batten - Iron Sand - General Paint
 - 8 • 2" Basalt Stone Veneer.
 - 9 • Cast in place Concrete - Natural.
 - 10 • Base Flashing - Charcoal.
 - 11 • Windows and doors - Exterior frame colour Black - Innotech or similar
 - 12 • Overhead Insulated Garage Door - Painted Insulated Panel - Iron Sand - General Paint
 - 13 • Douglas Fir Braces, Posts and Beams (Fire retardant coating) - Broda 218 - Mocha
 - 14 • Vertical Fencing/Wall - Fischer Coating Broda 218 - Mocha
 - 15 • Safety glass guard on deck.
 - 16 • Precast Concrete Pavers - Abbotsford Concrete - Natural

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ELEVATIONS

Project

HILLMAN LODGE - AMENITY BUILDING
WHISTLER BC

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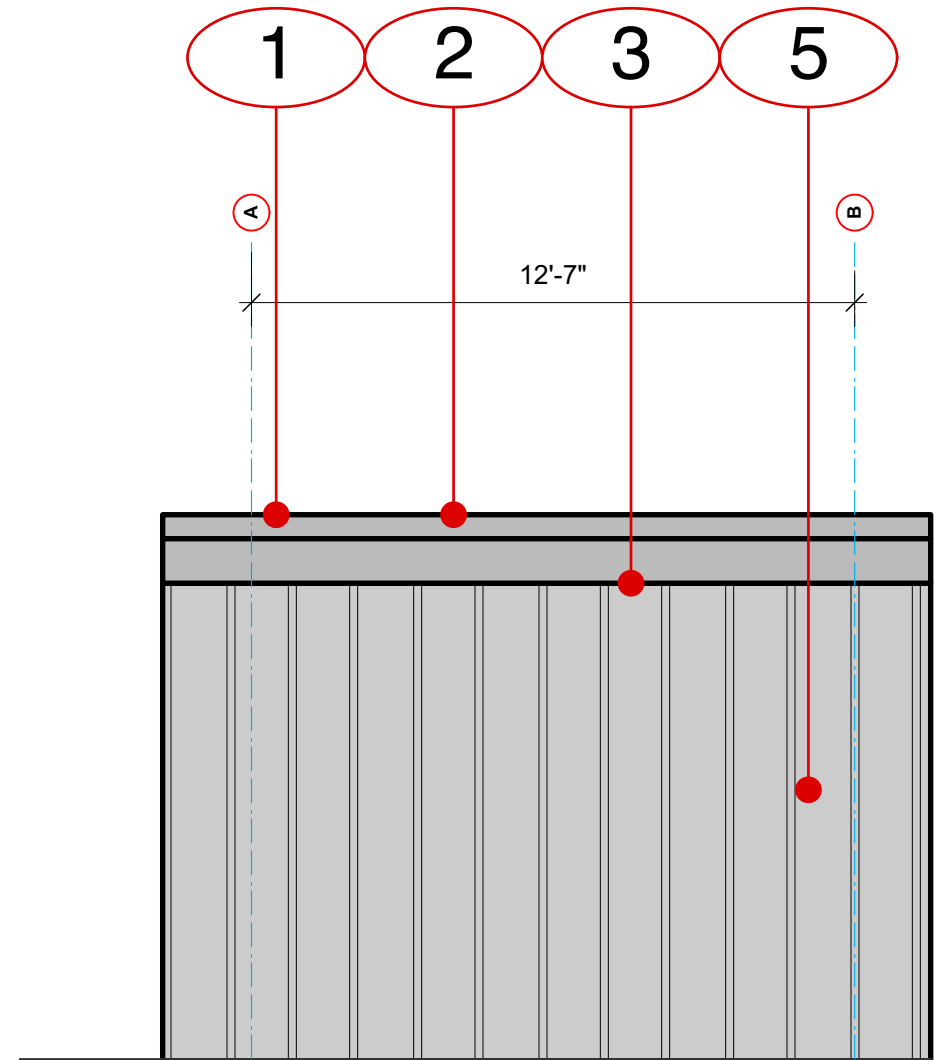
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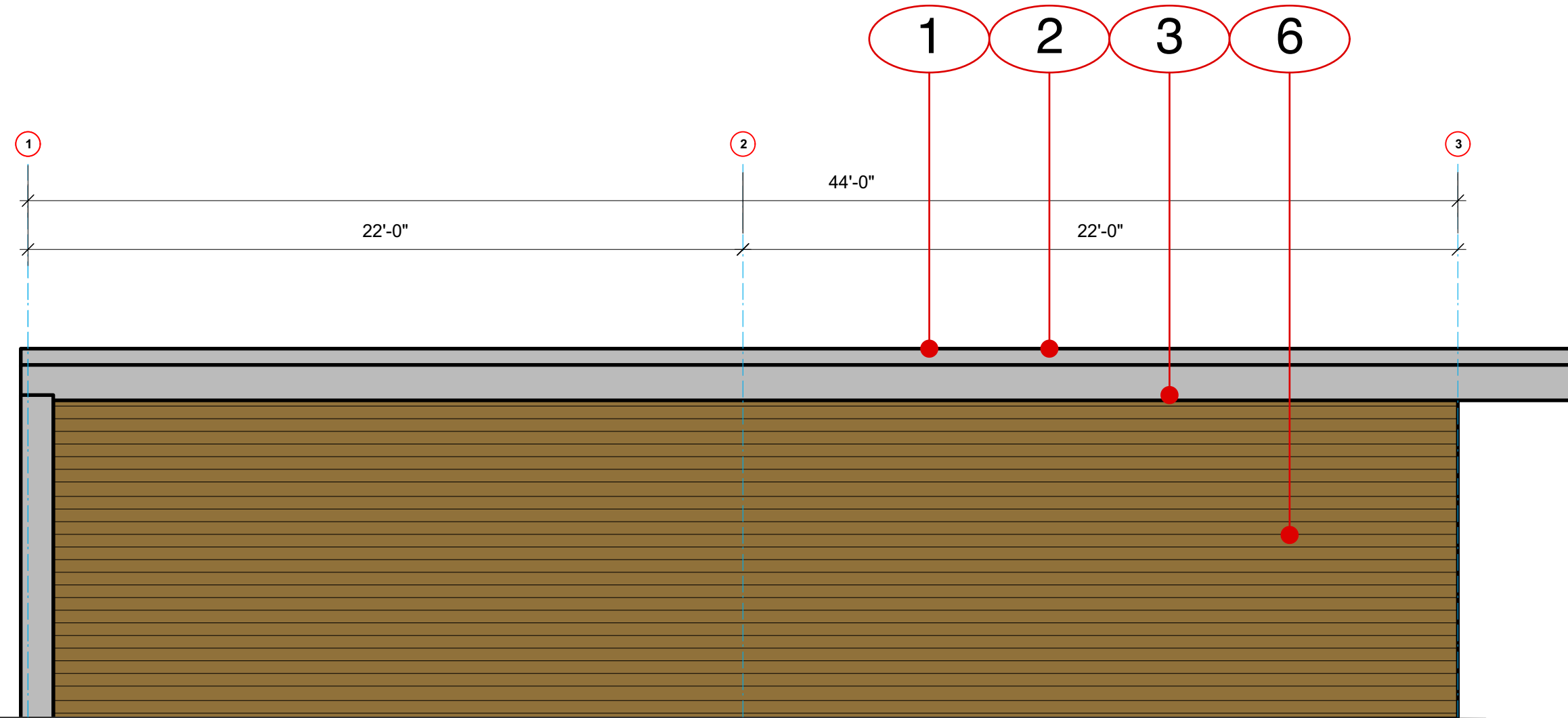
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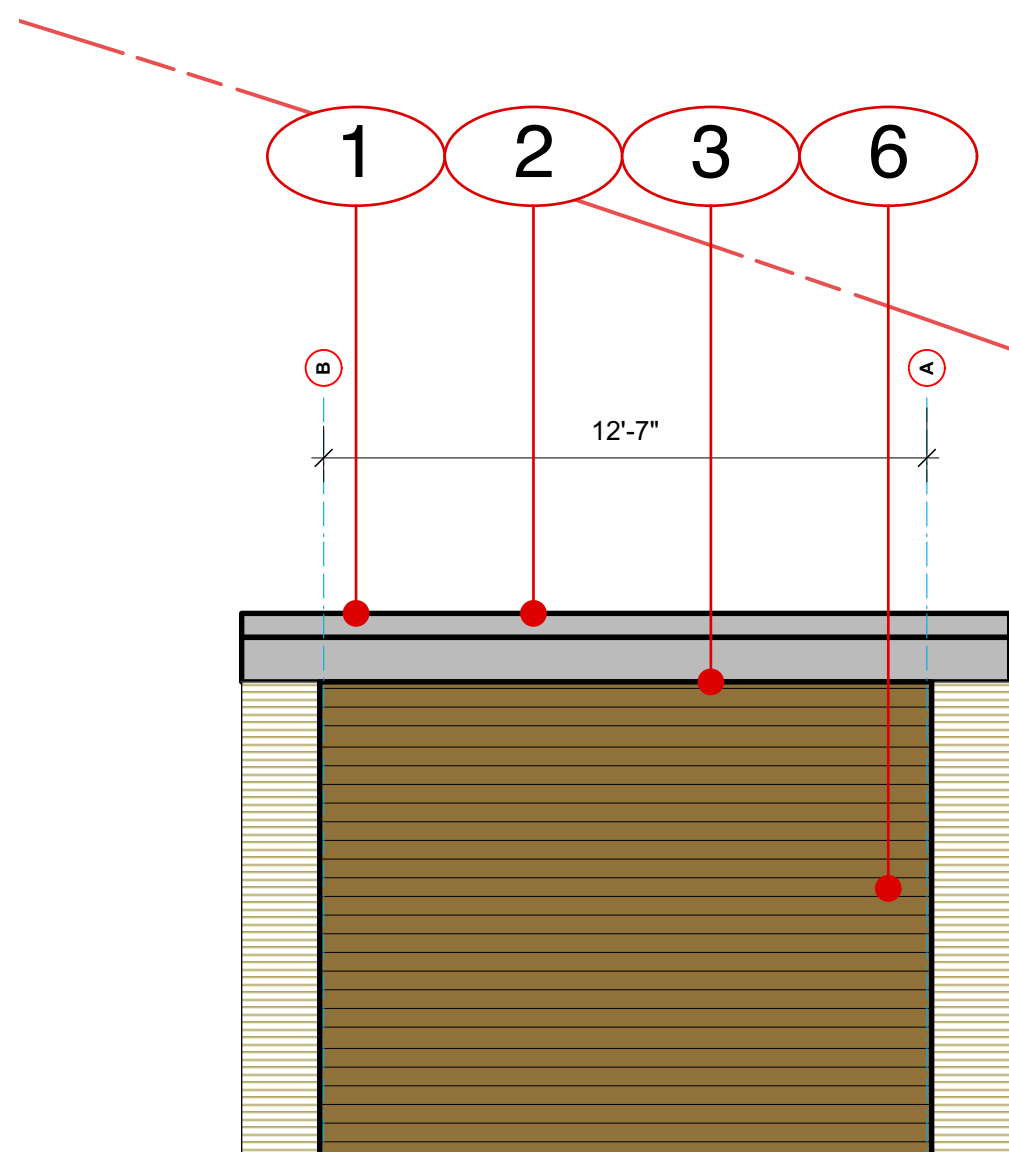
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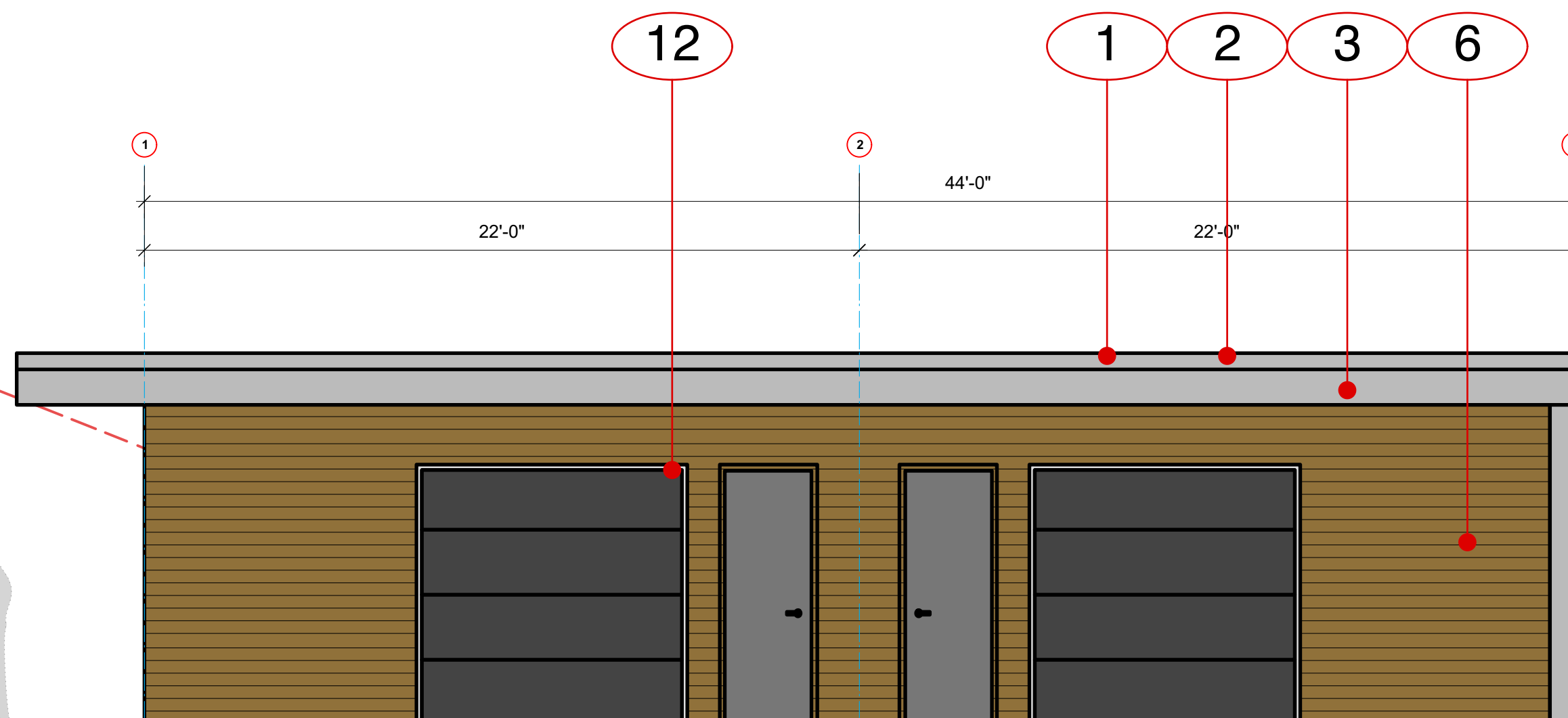
1 GARBAGE BUILDING - SOUTH ELEVATION
1/4" : 1'-0"



2 GARBAGE BUILDING - EAST ELEVATION
1/4" : 1'-0"



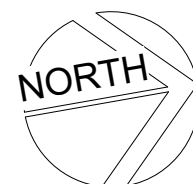
3 GARBAGE BUILDING - NORTH ELEVATION
1/4" : 1'-0"



4 GARBAGE BUILDING - WEST ELEVATION
1/4" : 1'-0"

- EXTERIOR FINISHES LEGEND**
- 1 • 2 Ply Torch-on SBS Roofing Membrane - (Not Shown).
 - 2 • Prefinished Metal Flashing - Galvalum
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ELEVATIONS

Project

HILLMAN LODGE - GARBAGE-RECYCLING
WHISTLER BC

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Development Stats - Resident & Market Townhomes

March 1, 2023

Civic Address:	5298 ALTA LAKE ROAD, WHISTLER, BC				
Legal:	LOT B DISTRICT LOT 2246 NEW WESTMINSTER DISTRICT GROUP 1, (REF PL 2643) EXCEPT PART DEDICATED ROAD ON PL BCP7865.				
P.I.D.:	015-912-281				
Zoning:	TA-17				
SITE AREA:					
Development Parcel	205,590.68 sf	19,100.00 m2	1.91 ha		
Future WHA Employee Housing Parcel	54,788.30 sf	5,090.00 m2	0.51 ha		
Nature Conservation Park	60,643.87 sf	5,634.00 m2	0.56 ha		
Community Park	94,421.02 sf	8,772.00 m2	0.88 ha		
TOTAL	415,443.87 sf	38,596.00 m2	3.86 ha		
HEIGHT (permitted)	36.09 ft	11.00 m	(Amended TA-17)		
SETBACKS:	24.93 ft	7.60 m	FROM ALL PROPERTY LINES		
TOTAL GROSS FLOOR AREA - PERMITTED					
Employee Housing (max units - 21)	21527.82 sf	2000.0m2	1991 m2 (min)		
Market Housing (max units - 2)	3907.30 sf	363.0m2			
Market Housing (max units - 9)	17577.47 sf	1633.0m2	1996 m2 (max market units)		
Market Housing TA zoned (max units - 2)	3907.30 sf	363.0m2			
Market Housing TA zoned (max units - 9)	17577.47 sf	1633.0m2	1996 m2 (max TA zoned market units)		
Amenity Building	430.56 sf	40.0m2			
Cabin & Barn (Existing)	2690.98 sf	250.0m2			
	67618.88 sf	6,282.00 m2			
TOTAL GROSS FLOOR AREA - PROPOSED					
Employee Housing (max units - 21)	21431.38 sf	1991.0m2	1991 m2 (min)		
Market Housing (max units - 2)	3906.55 sf	362.9m2			
Market Housing (max units - 9)	17566.70 sf	1632.0m2			
Market Housing TA zoned (max units - 2)	3906.55 sf	362.9m2			
Market Housing TA zoned (max units - 9)	17566.70 sf	1632.0m2			
Amenity Building	424.10 sf	39.4m2			
Cabin & Barn (Existing)	2690.98 sf	250.0m2			
	67492.94 sf	6,270.30 m2			
SITE COVERAGE					
Resident Townhouse Footprint:	7941.61 sf	737.80 m2			
Market Townhouse Footprint:	23028.31 sf	2139.40 m2			
Amenity Building / Cabin / Barn / Garbage / Recyclir	4112.89 sf	382.10 m2			
Total Site Coverage	35082.81 sf	3,259.30 m2			
SITE COVERAGE					
	17 %	(3259.3 m2 / 19100.00 m2)			
UNIT PLANS:					
RESIDENT TOWNHOMES					
	UNIT GFA		NO. OF UNITS		
UNIT A1 (2 BR)	636.6 sf	59.1m2	3	1909.8 sf	177.4m2
UNIT A2 (2 BR)	713.6 sf	66.3m2	3	2140.8 sf	198.9m2
UNIT B (3 BR)	1482 sf	138m2	9	13339 sf	1239m2
UNIT C1 (2 BR)	635.3 sf	59.0m2	3	1905.9 sf	177.1m2
UNIT C2 (2 BR)	712.0 sf	66.1m2	3	2136.0 sf	198.4m2
			21 units		
			TOTAL GFA	21431.4 sf	1991.0m2
MARKET TOWNHOMES					
	UNIT GFA		NO. OF UNITS		
UNIT D1 (3 BR)	1950.6 sf	181.2m2	4	7802.4 sf	724.9m2
UNIT D2 (3 BR)	1951.8 sf	181.3m2	14	27325.2 sf	2538.6m2
UNIT D3 (3 BR)	1955.9 sf	181.7m2	4	7823.6 sf	726.8m2
			22 units		
			TOTAL GFA	42951.2 sf	3990.3m2
TOTAL GFA					
				64382.6 sf	5981.3m2
PARKING CALCULATION:					
Required:					
1 space per unit 55m2 GFA or less, 0.5 space per additional 40m2, max. 2 per unit					
12 units x 1 parking space	12 cars				
31 units x 2 parking spaces	62 cars				
Total parking required =	74 cars				
TOTAL PARKING PROVIDED:					
	74 cars				
Design Under Part 3 2018 BC Building Code					

Project Directory

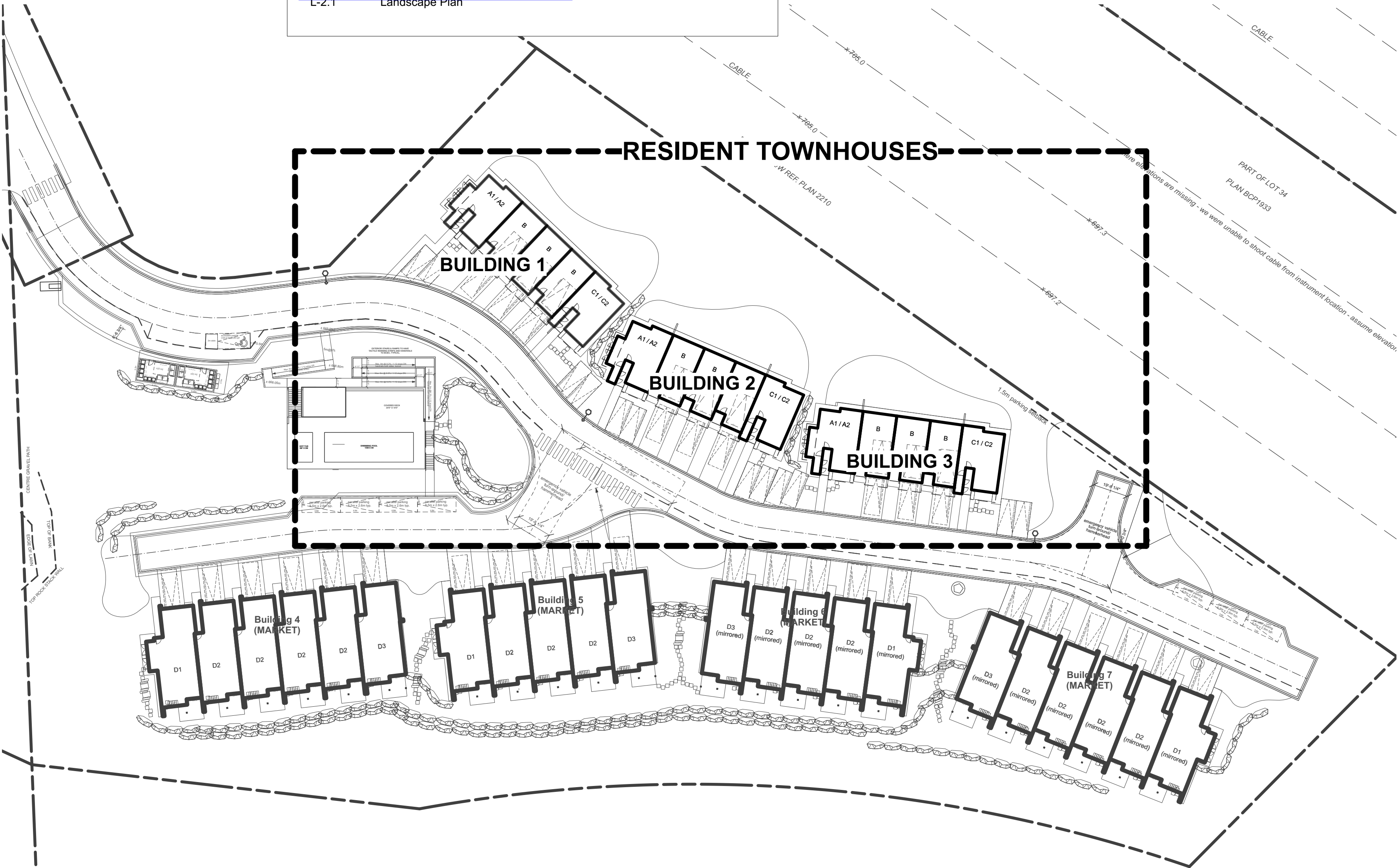
Client:
Empire Club Developments
PO Box 1068
Squamish, B.C.
V8B0A7
Caroline Lamont
(T) (604) 905-6992
clamont@bethelcorp.ca

Architect/Landscape Architect:
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Brent Murdoch
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Surveyor:
Bunbury & Associates
204-1085 Millar Creek Road
Whistler, B.C.
V0N 1B1
(T) (604) 932-3770

Drawing List - Resident Townhomes

A-0.0	Cover Page / Key Plan / Site Context
A-0.01	Outline Specification
A-0.02	Outline Specification
A-0.03	Outline Specification
A-0.04	Outline Specification
A-0.05	Outline Specification
A-0.06	Outline Specification
A-0.1	Neighbourhood Context
A-1.1	Architectural Site Plan
A-1.2	Accombliee One
A-1.3	Accombliee Two
A-1.4	Municipal GFA
A-1.5	Fire Separations
A-1.6	Air-Tightness Diagrams
A-1.7	Exposed Building Face
A-1.8	Roof Height Calculations
A-2.0	Foundation Plan
A-2.1	Lower Floor Plan
A-2.2	Lower Floor RCP
A-2.3	Main Floor Plan
A-2.4	Main Floor RCP
A-2.5	Upper Floor Plan
A-2.6	Upper Floor RCP
A-2.4	Roof Plan
A-3.0	Elevations
A-3.1	Elevations
A-4.1	Sections
A-4.2	Sections
A-4.3	Sections
A-4.4	Stair Sections
A-5.1	Details
A-5.2	Details
A-5.3	Details
A-6.1	Door Schedule
A-6.2	Window Schedule
A-9.1	Material Board
L-1.1	Site Grading Plan
L-1.2	Site Sections
L-2.1	Landscape Plan



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COVER SHEET

Project

HILLMAN LODGE - Resident Townhomes

5298 Alta Lake Road, Whistler, BC

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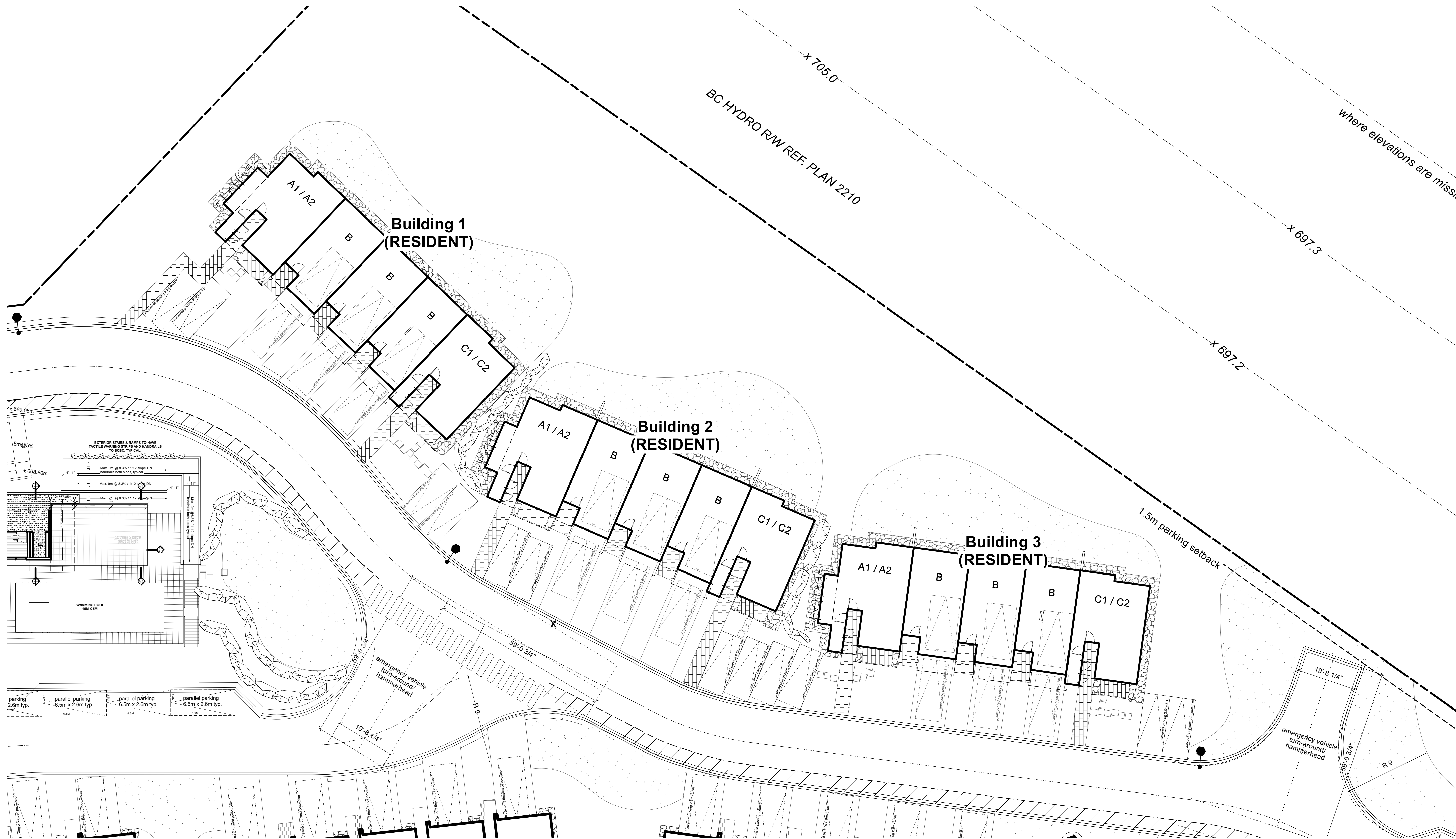
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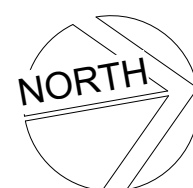
A-0.0

COVER SHEET



1 RESIDENT TOWNHOUSES - SITE PLAN
3/16" : 1'-0"

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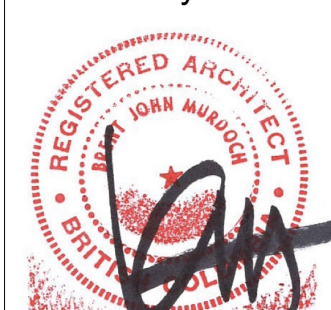
Sheet Title:

SITE PLAN - RESIDENT TOWNHOUSES

Project

HILLMAN LODGE - AMENITY BUILDING
WHISTLER BC

Sealed By:



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e-mail murdoch@telus.net

Drawn By:

BM/JC

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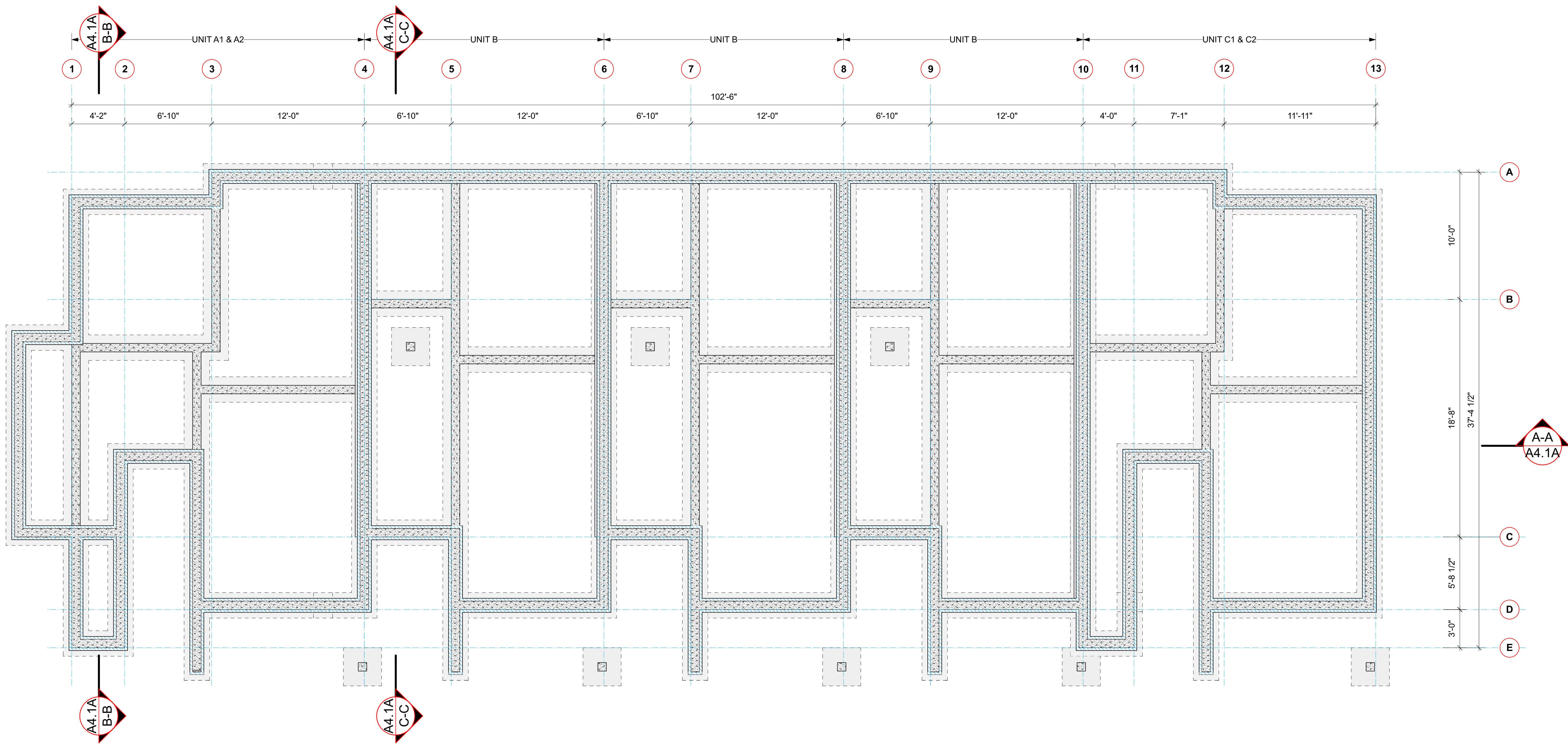
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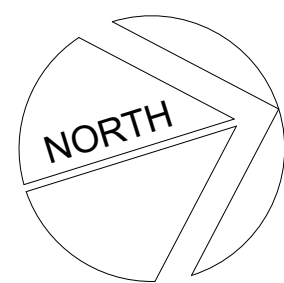
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1 LOWER FLOOR PLAN
A-2.0
1/4" : 1'-0"

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FOUNDATION PLAN

Project

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5298 Alpha Lake Road, Whistler, BC

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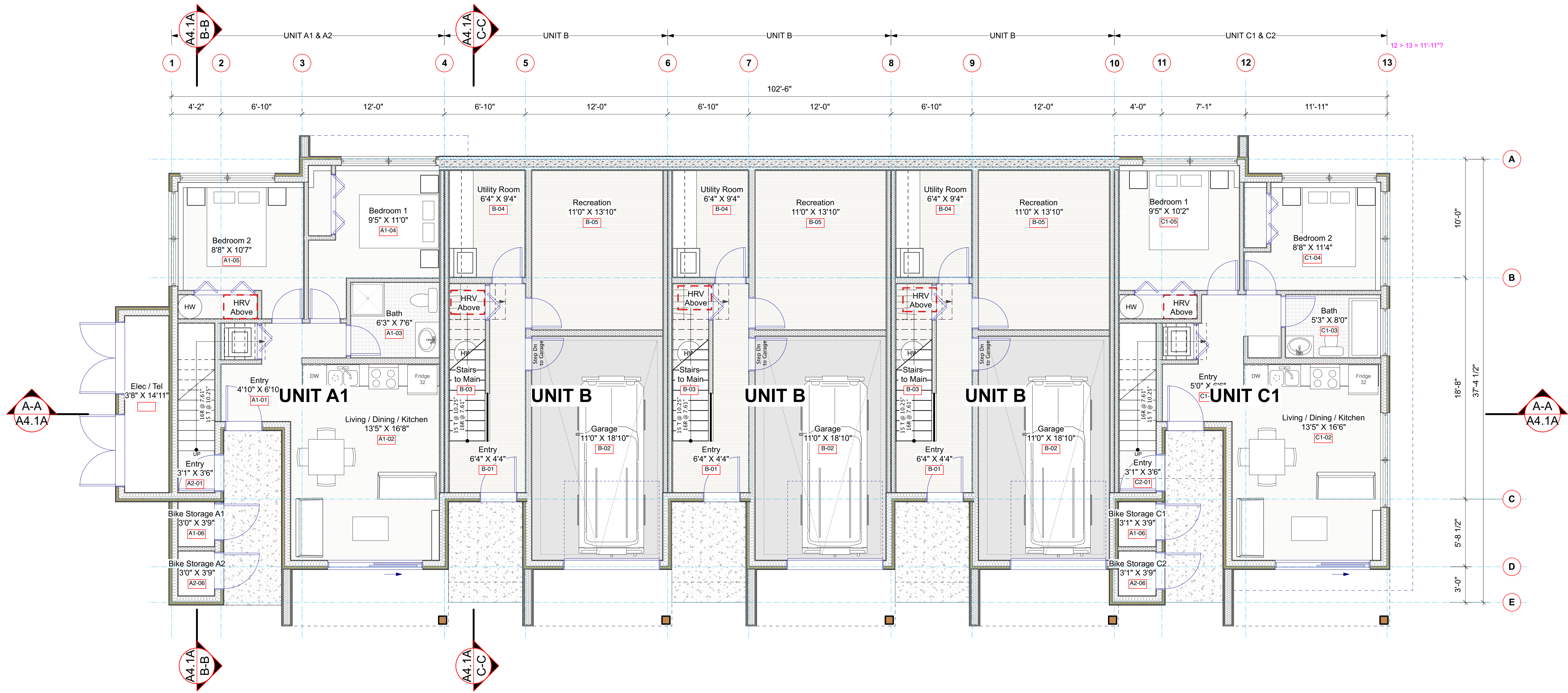
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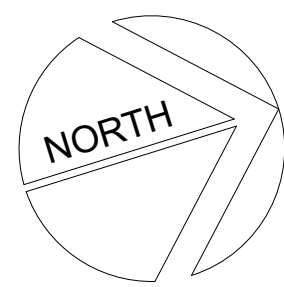
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FOUNDATION PLAN



1 LOWER FLOOR PLAN
A-2.1 1/4" : 1'-0"

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LOWER FLOOR PLAN

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LOWER FLOOR PLAN



1 MAIN FLOOR PLAN
1/4" = 1'-0"

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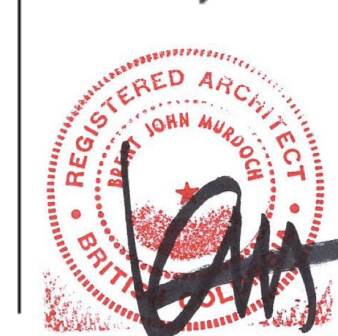
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MAIN FLOOR PLAN

Project

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5298 Alta Lake Road, Whistler, BC

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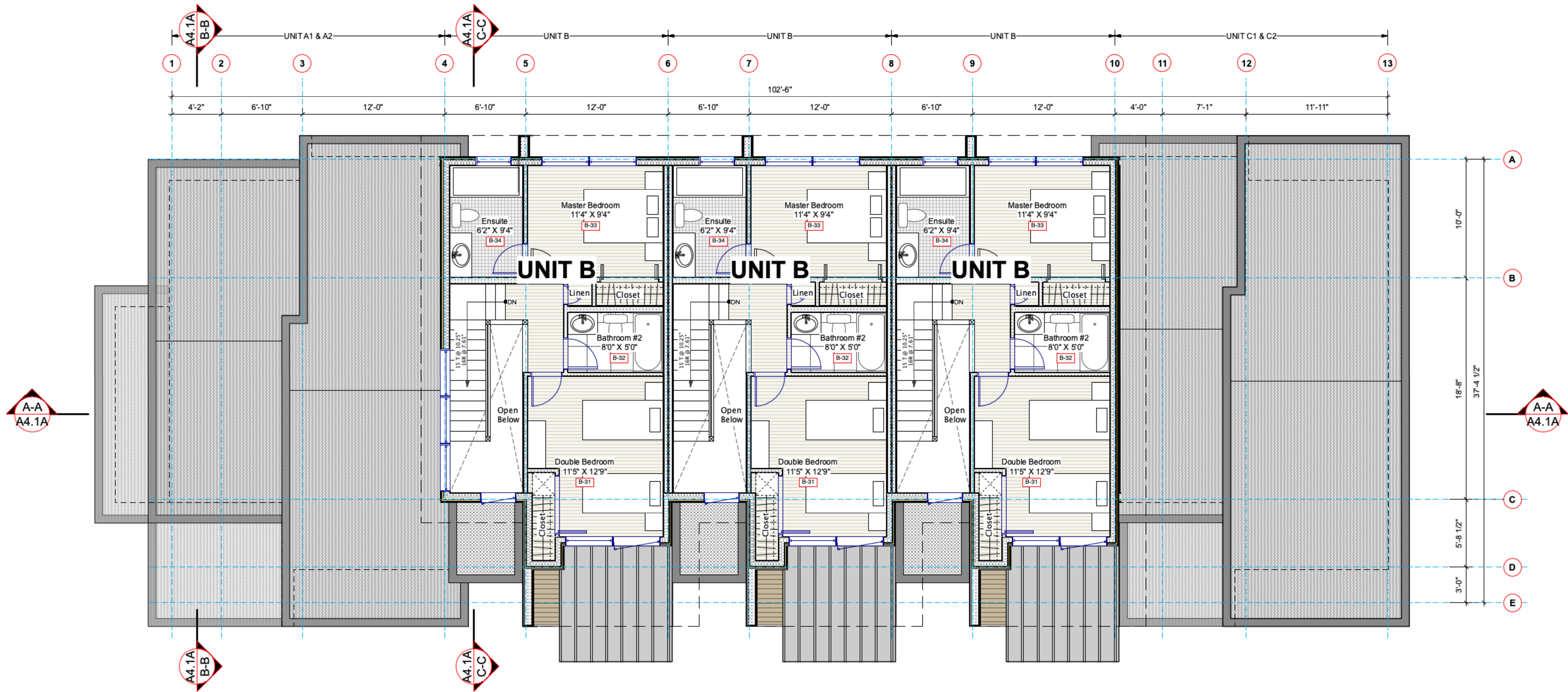
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A-2.2



1 UPPER FLOOR PLAN
A-2.3 1/4" : 1'-0"

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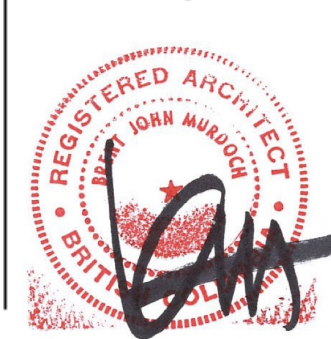
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UPPER FLOOR PLAN

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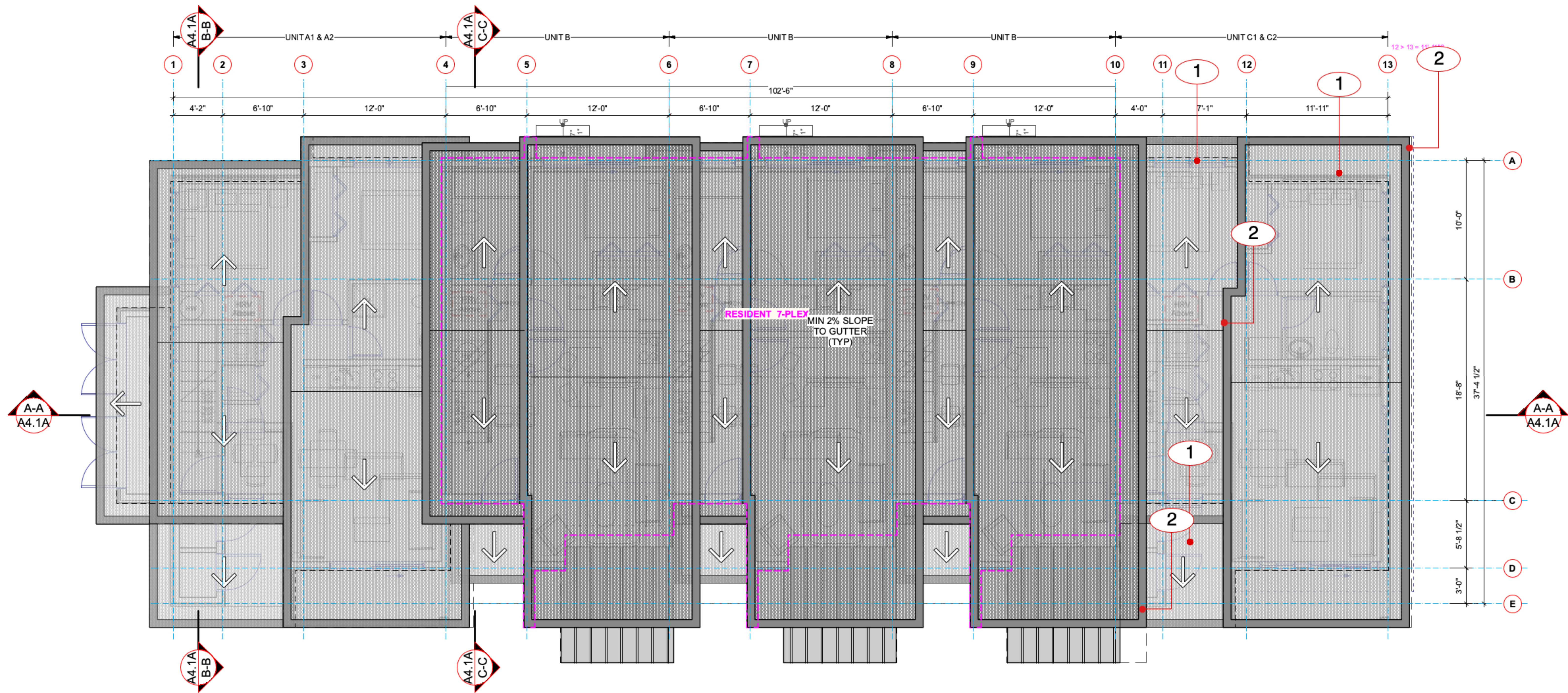
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Sheet No:

A-2.3



1 ROOF PLAN
A-2.4
1/4" : 1'-0"

EXTERIOR FINISHES LEGEND

- 1 • 2 Ply Torch-on SBS Roofing Membrane - Black
- 2 • Prefinished metal flashing - Charcoal

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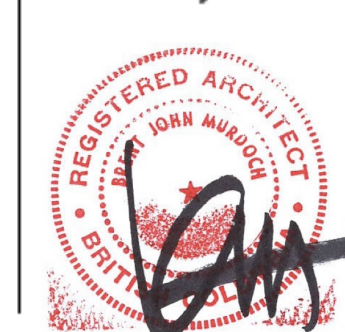
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ROOF PLAN

Project

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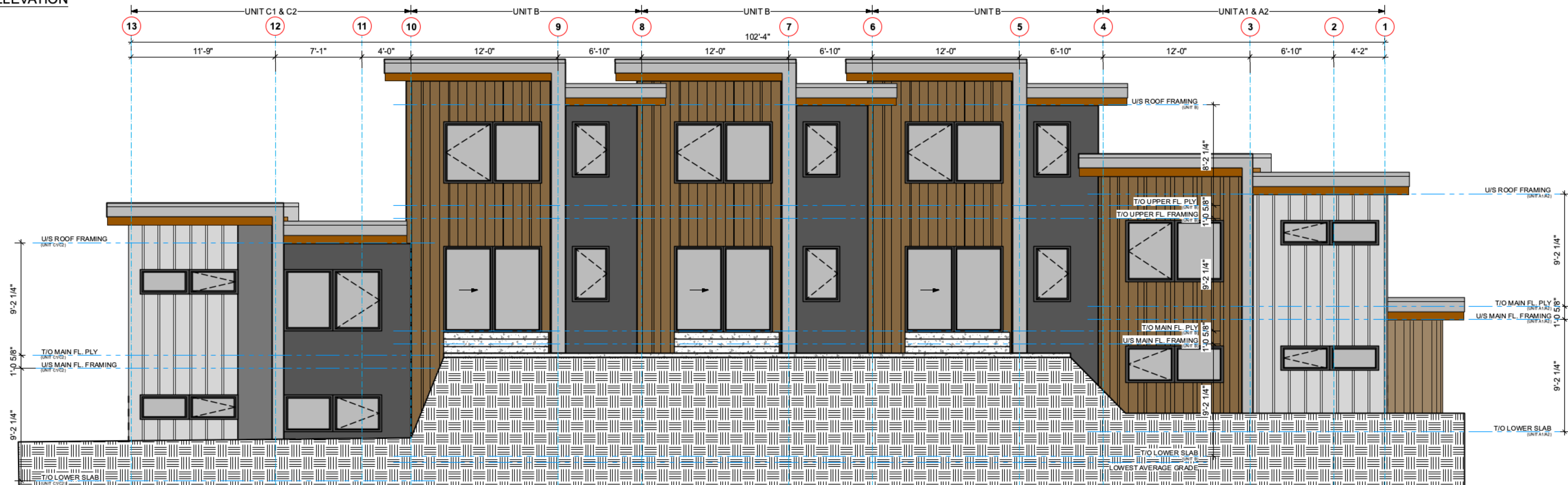
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1 FRONT ELEVATION
1/4" : 1'-0"



2 REAR ELEVATION
1/4" : 1'-0"

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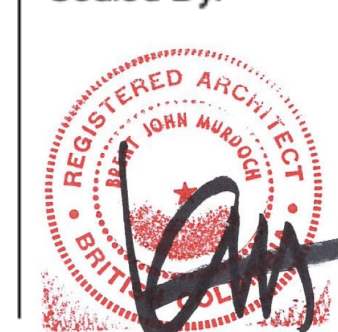
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ELEVATIONS

Project

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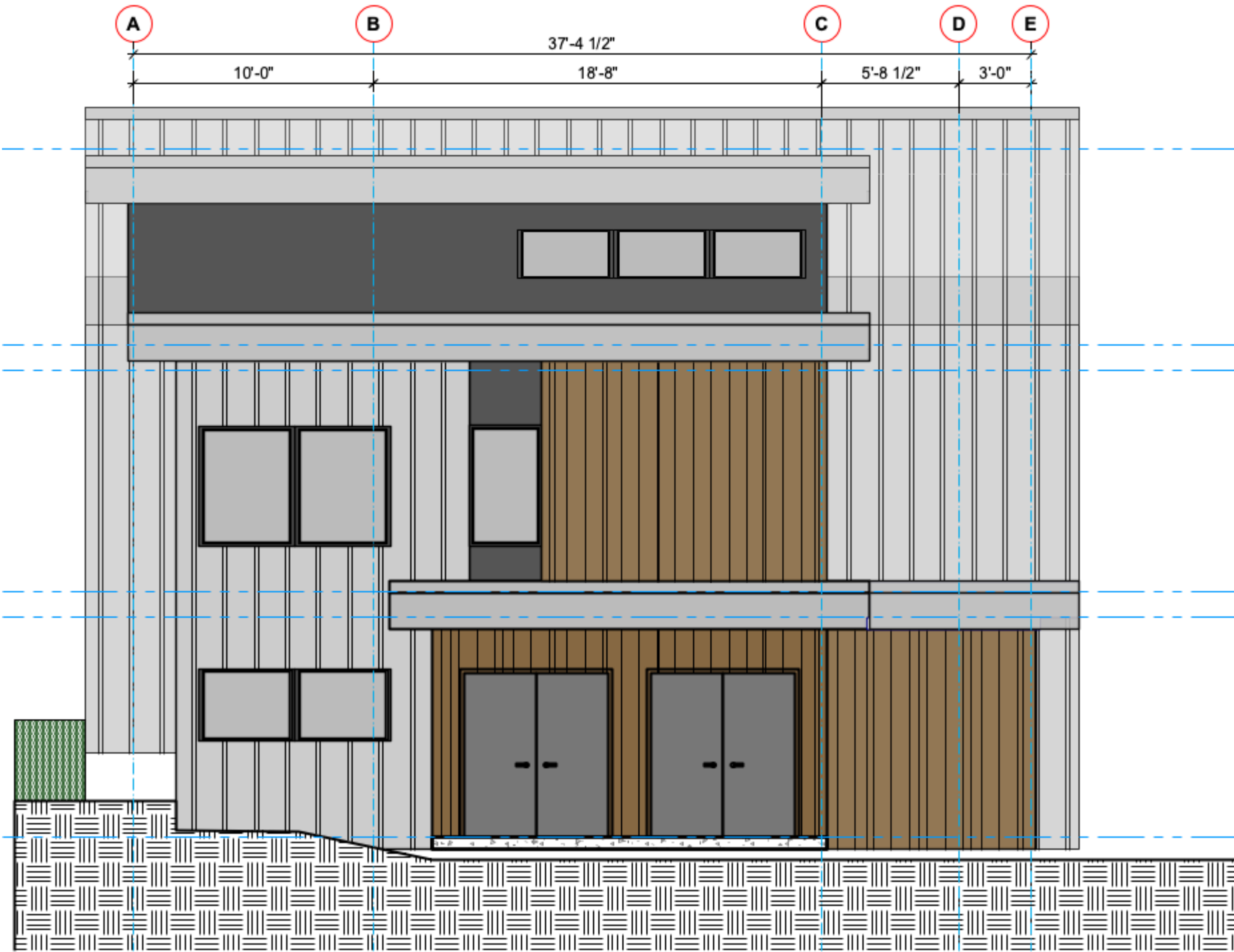
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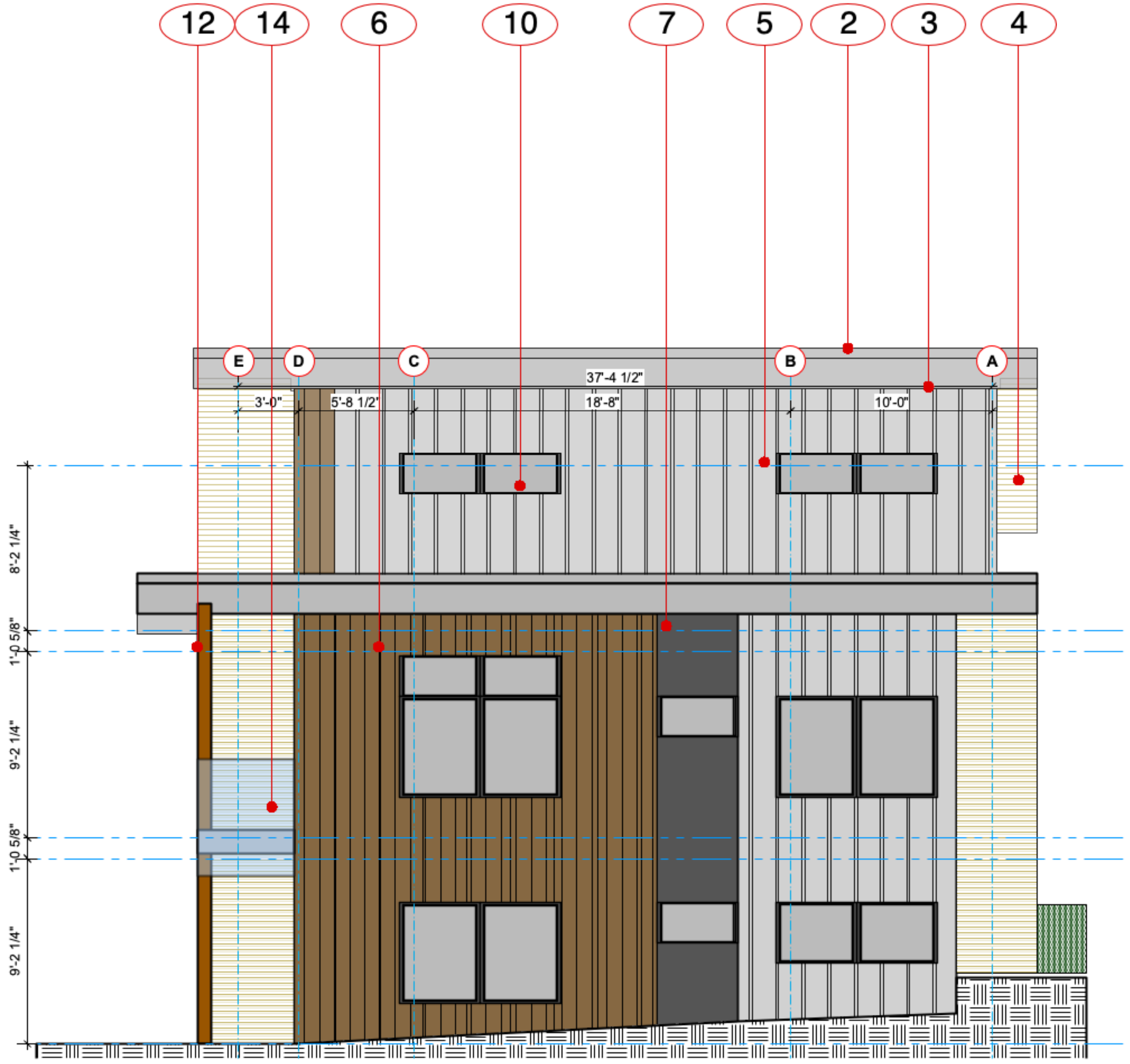
A-3.0

EXTERIOR FINISHES LEGEND

- 1 • 2 Ply Torch-on SBS Roofing Membrane - (Not Shown).
- 2 • Prefinished Metal Flashing - Galvalum
- 3 • Prefinished Metal Fascia- Galvalum
- 4 • Hardie board stained Soffit - To match interior ceiling finish (White Granite).
- 5 • Standing Seam Metal Siding.- Galvalum
- 6 • Hardie Board and Batten (1" x 3" batten / 4' x 10' Panel)(Cedarmill) - Summer wheat
- 7 • Hardipanel Infill panel - Iron Ore.
- 8 • Cast in place Concrete - Natural.
- 9 • Base Flashing - Galvalum
- 10 • Windows and doors - Exterior frame colour silver - Innotech or similar
- 11 • Overhead Insulated Garage Door - Silver frame.
- 12 • Douglas Fir Braces, Posts and Beams (Fire retardant coating) - Broda 218 - Mocha
- 13 • Vertical Fencing/Wall - Fischer Coating Broda 218 - Mocha
- 14 • Safety glass guard on deck.
- 15 • Precast Concrete Pavers - Abbotsford Concrete - Natural



1 SOUTH ELEVATION
1/4" : 1'-0"



2 NORTH ELEVATION
1/4" : 1'-0"

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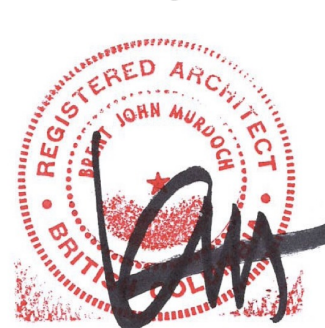
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ELEVATIONS

Project

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5298 Alta Lake Road, Whistler, BC

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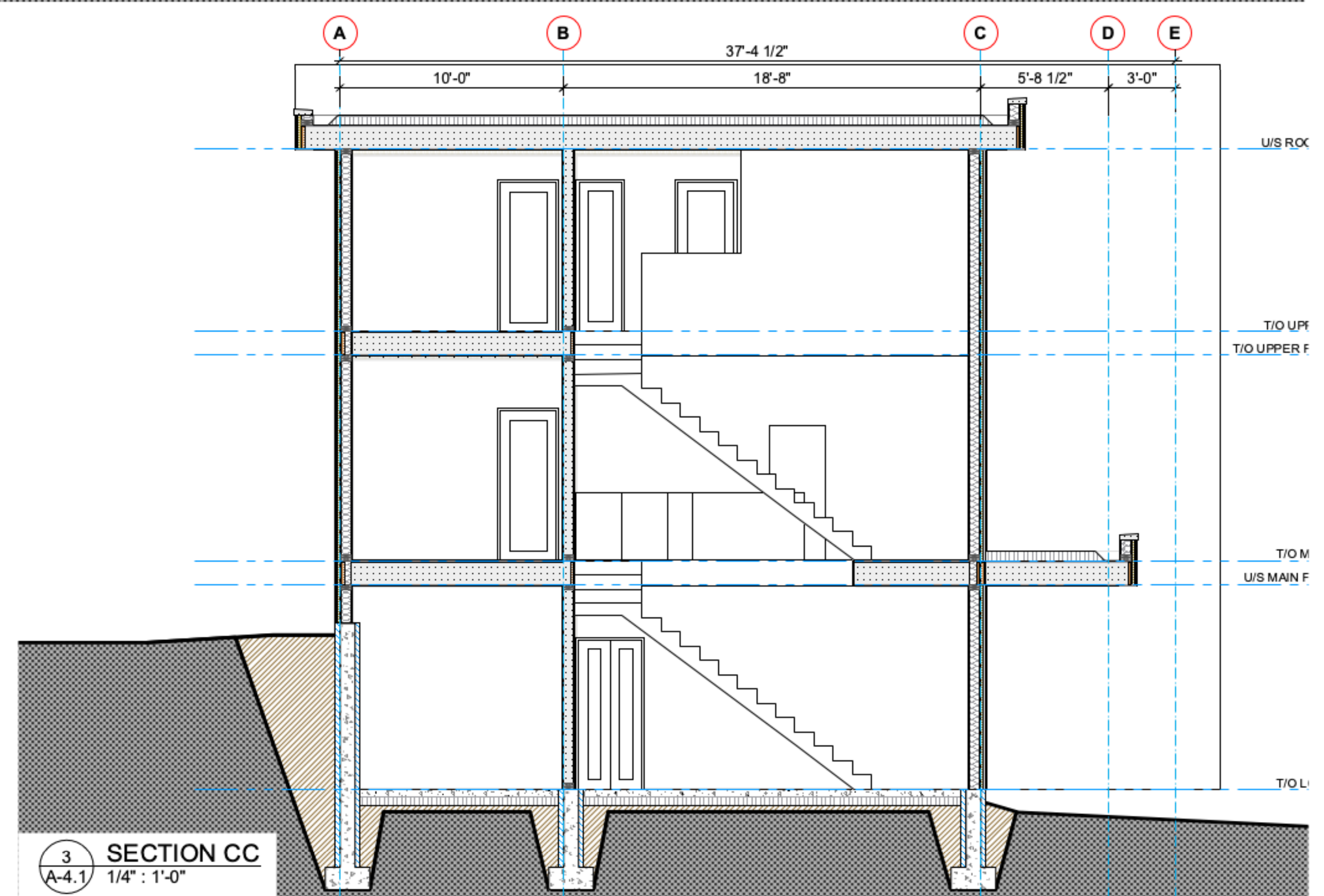
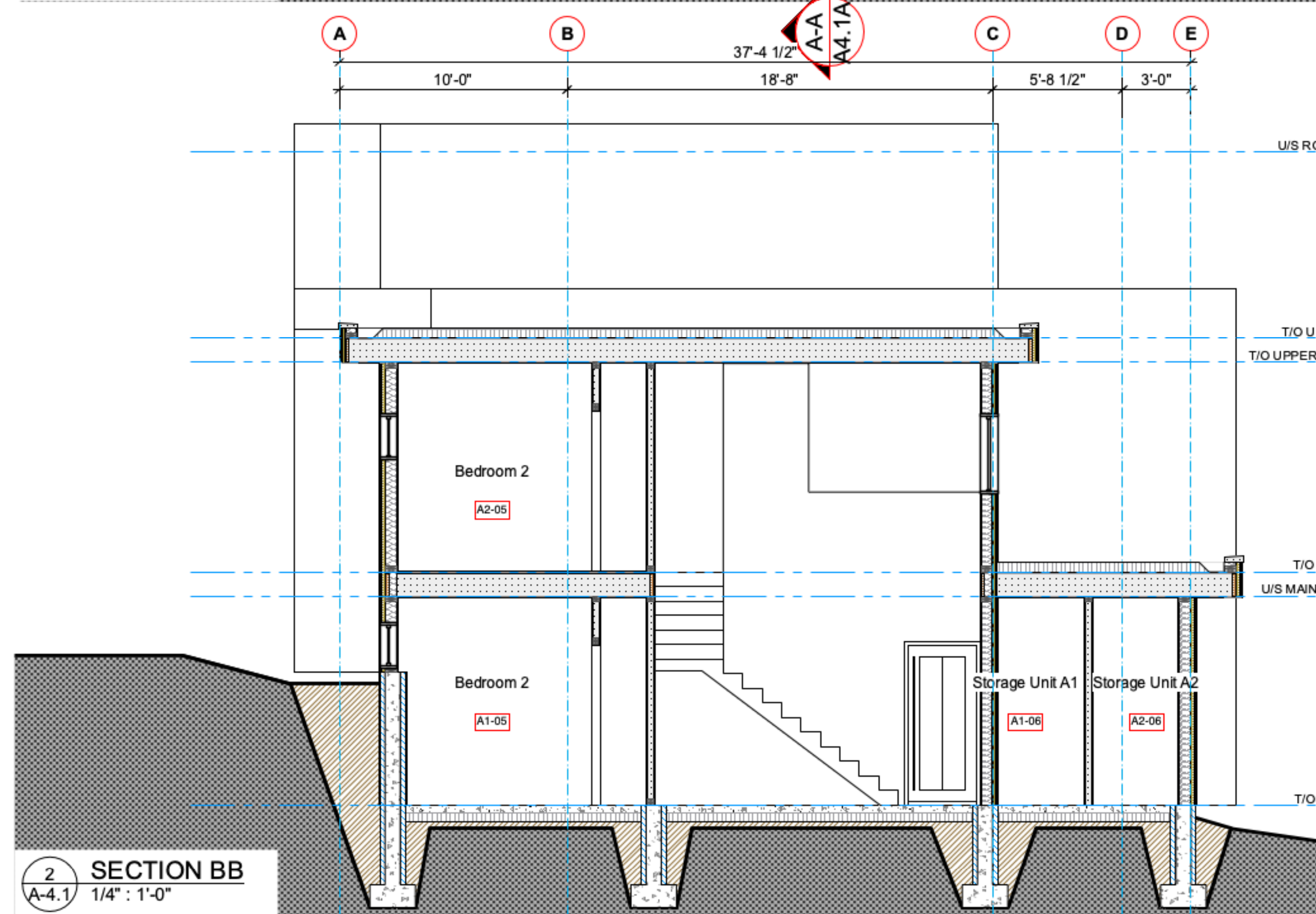
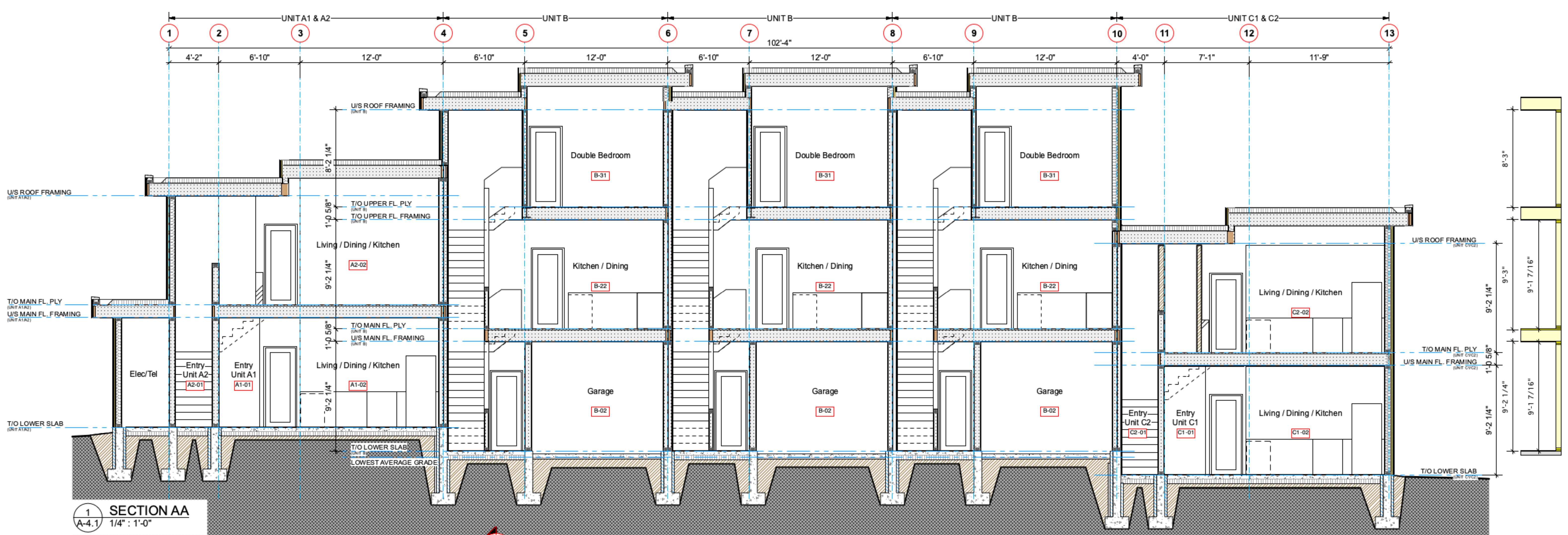
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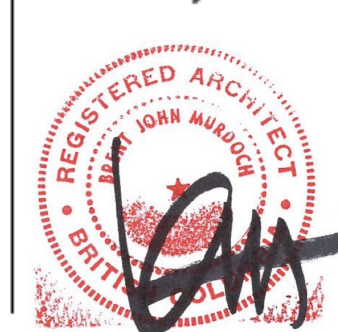
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SECTIONS

Project

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5298 Alta Lake Road, Whistler, BC

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HARDI PLANK / PANEL



STANDING SEAM SIDING / ROOFING

BOARD & BATTEN SIDING



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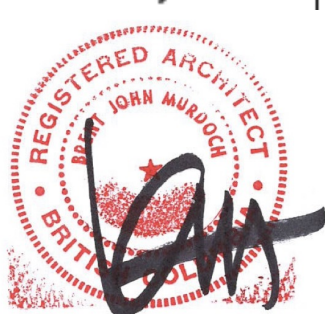
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MATERIAL BOARD
Project
HILLMAN LODGE - Resident Townhomes
5298 Alta Lake Road, Whistler, BC

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MATERIAL BOARD

Development Stats - Resident & Market Townhomes

March 1, 2023

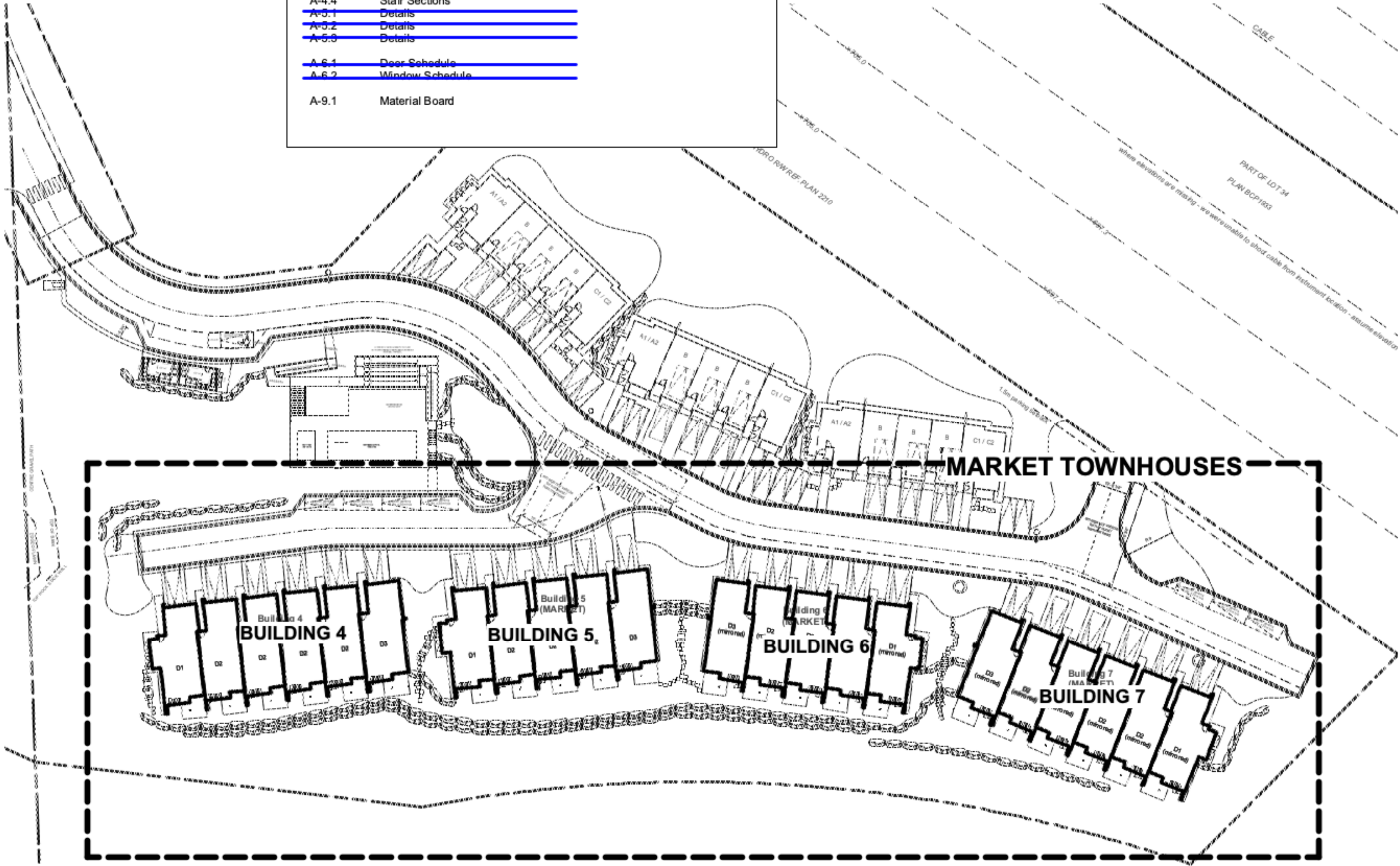
Civic Address:	5298 ALTA LAKE ROAD, WHISTLER, BC		
Legal:	LOT B DISTRICT LOT 2246 NEW WESTMINSTER DISTRICT GROUP 1, (REF PL 2643) EXCEPT PART DEDICATED ROAD ON PL BCP7865.		
P.I.D.:	015-912-281		
Zoning:	TA-17		
SITE AREA:			
Development Parcel	205,590.68 sf	19,100.00 m2	1.91 ha
Future WHA Employee Housing Parcel	54,788.30 sf	5,090.00 m2	0.51 ha
Nature Conservation Park	60,643.87 sf	5,634.00 m2	0.56 ha
Community Park	94,421.02 sf	8,772.00 m2	0.88 ha
TOTAL	415,443.87 sf	38,596.00 m2	3.86 ha
HEIGHT (permitted)	36.09 ft	11.00 m (Amended TA-17)	
SETBACKS:	24.93 ft	7.60 m FROM ALL PROPERTY LINES	
TOTAL GROSS FLOOR AREA - PERMITTED			
Employee Housing (max units - 21)	21527.82 sf	2000.0m2	1991 m2 (min)
Market Housing (max units - 2)	3907.30 sf	363.0m2	
Market Housing (max units - 9)	17577.47 sf	1633.0m2	1996 m2 (max market units)
Market Housing TA zoned (max units - 2)	3907.30 sf	363.0m2	
Market Housing TA zoned (max units - 9)	17577.47 sf	1633.0m2	1996 m2 (max TA zoned market units)
Amenity Building	430.56 sf	40.0m2	
Cabin & Barn (Existing)	2690.98 sf	250.0m2	
	67618.88 sf	6,282.00 m2	
TOTAL GROSS FLOOR AREA - PROPOSED			
Employee Housing (max units - 21)	21431.38 sf	1991.0m2	1991 m2 (min)
Market Housing (max units - 2)	3906.55 sf	362.9m2	
Market Housing (max units - 9)	17566.70 sf	1632.0m2	
Market Housing TA zoned (max units - 2)	3906.55 sf	362.9m2	
Market Housing TA zoned (max units - 9)	17566.70 sf	1632.0m2	
Amenity Building	424.10 sf	39.4m2	
Cabin & Barn (Existing)	2690.98 sf	250.0m2	
	67492.94 sf	6,270.30 m2	
SITE COVERAGE			
Resident Townhouse Footprint:	7941.61 sf	737.80 m2	
Market Townhouse Footprint:	23028.31 sf	2139.40 m2	
Amenity Building / Cabin / Barn / Garbage / Recyclir	4112.89 sf	382.10 m2	
Total Site Coverage	35082.81 sf	3,259.30 m2	
SITE COVERAGE	17 % (3259.3 m2 / 19100.00 m2)		
UNIT PLANS:			
RESIDENT TOWNHOMES			
	UNIT GFA	NO. OF UNITS	
UNIT A1 (2 BR)	636.6 sf	59.1m2	3
UNIT A2 (2 BR)	713.6 sf	66.3m2	3
UNIT B (3 BR)	1482 sf	138m2	9
UNIT C1 (2 BR)	635.3 sf	59.0m2	3
UNIT C2 (2 BR)	712.0 sf	66.1m2	3
		21 units	
	TOTAL GFA	21431.4 sf	1991.0m2
MARKET TOWNHOMES			
	UNIT GFA	NO. OF UNITS	
UNIT D1 (3 BR)	1950.6 sf	181.2m2	4
UNIT D2 (3 BR)	1951.8 sf	181.3m2	14
UNIT D3 (3 BR)	1955.9 sf	181.7m2	4
		22 units	
	TOTAL GFA	42951.2 sf	3990.3m2
TOTAL GFA		64382.6 sf	5981.3m2
PARKING CALCULATION:			
Required:			
1 space per unit 55m2 GFA or less, 0.5 space per additional 40m2, max. 2 per unit			
12 units x 1 parking space	12 cars		
31 units x 2 parking spaces	62 cars		
Total parking required =	74 cars		
TOTAL PARKING PROVIDED:	74 cars		
Design Under Part 3 2018 BC Building Code			

Project Directory

Client:	
Empire Club Developments	(T) (604) 905-6992
PO Box 1068	
Squamish, B.C.	
V8B0A7	
Caroline Lamont	clamont@bethelcorp.ca
Architect/Landscape Architect:	
Murdoch + Co.	(T) (604) 905-6992
#106 - 1394 Main Street	
Whistler, B.C.	
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Brent Murdoch	murdoch@telus.net
Surveyor:	
Bunbury & Associates	(T) (604) 932-3770
204-1085 Millar Creek Road	
Whistler, B.C.	
V0N 1B1	

Drawing List - Market Townhomes

A-0.0	Cover Page / Key Plan / Site Context
A-0.01	Outline Specification
A-0.02	Outline Specification
A-0.03	Outline Specification
A-0.04	Outline Specification
A-0.05	Outline Specification
A-0.06	Outline Specification
A-0.1	Neighbourhood Context
A-1.1	Architectural Site Plan
A-1.2	Assemblies One
A-1.3	Assemblies Two
A-1.4a	Municipal GFA - 5 unit Townhouses
A-1.4b	Municipal GFA - 6 unit Townhouses
A-1.5	Fire Separations
A-1.6	Air Tightness Diagrams
A-1.7	Exposing Building Face
A-1.8a	Roof Height Calculations
A-1.8b	Roof Height Calculations
A-2.5	Foundation Plan - 5 unit Townhouses
A-2.6	Lower Floor Plan - 5 unit Townhouses
A-2.7	Main Floor Plan - 5 unit Townhouses
A-2.8	Main Floor Plan - 5 unit Townhouses
A-2.9	Roof Plan - 5 unit Townhouses
A-2.10	Foundation Plan - 6 unit Townhouses
A-2.11	Lower Floor Plan - 6 unit Townhouses
A-2.12	Main Floor Plan - 6 unit Townhouses
A-2.13	Main Floor Plan - 6 unit Townhouses
A-2.14	Roof Plan - 6 unit Townhouses
A-3.2	Elevations - 5 unit Townhouses
A-3.3	Elevations - 5 unit Townhouses
A-3.4	Elevations - 5 unit Townhouses
A-3.5	Elevations - 6 unit Townhouses
A-3.6	Elevations - 6 unit Townhouses
A-3.7	Elevations - 6 unit Townhouses
A-4.1	Sections
A-4.2	Sections
A-4.3	Sections
A-4.4	Stair Sections
A-5.1	Details
A-5.2	Details
A-5.3	Details
A-6.1	Door Schedule
A-6.2	Window Schedule
A-9.1	Material Board



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COVER SHEET

Project

HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Sealed By:



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Drawn By:

BM/JC

Project No:

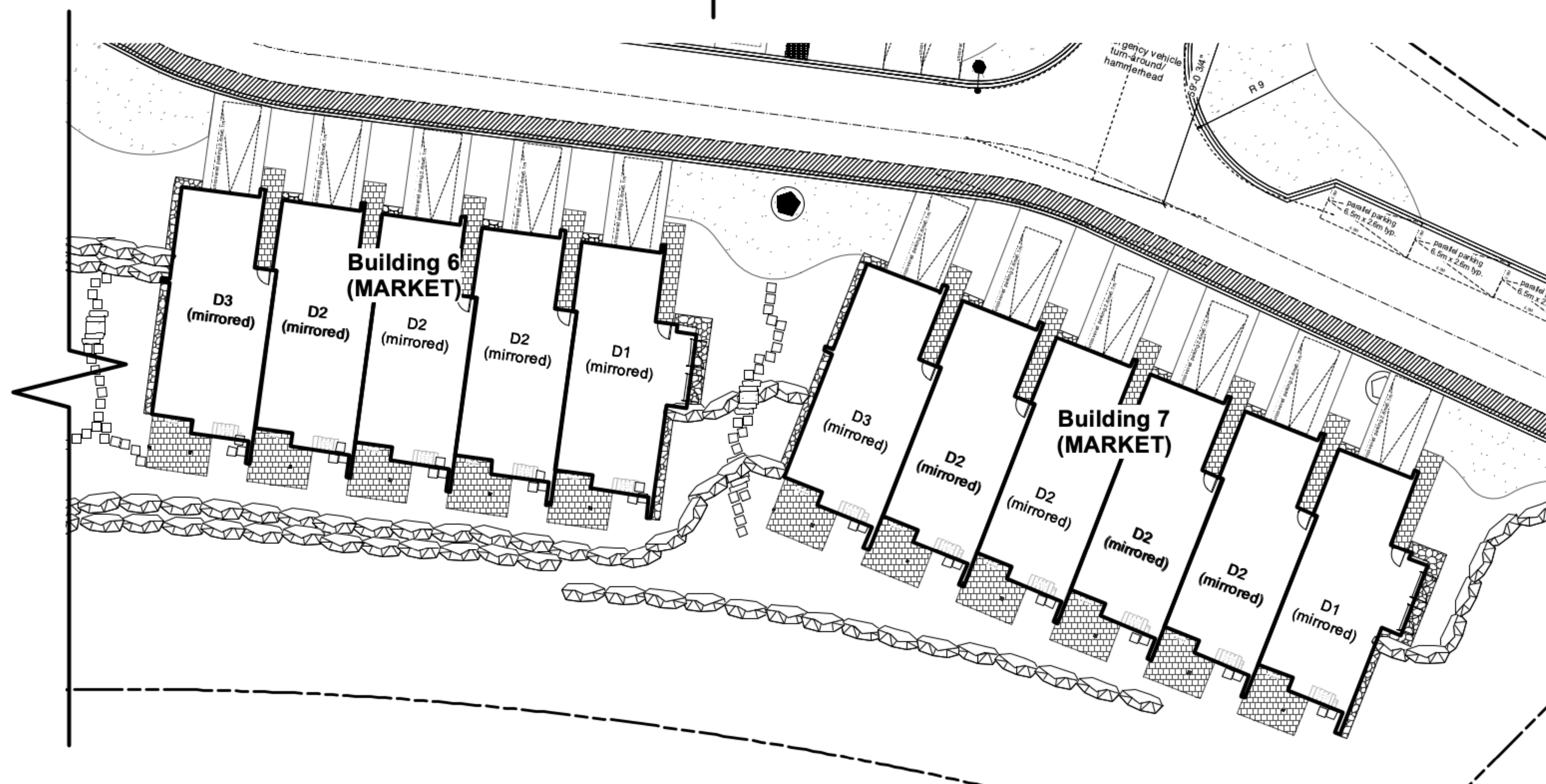
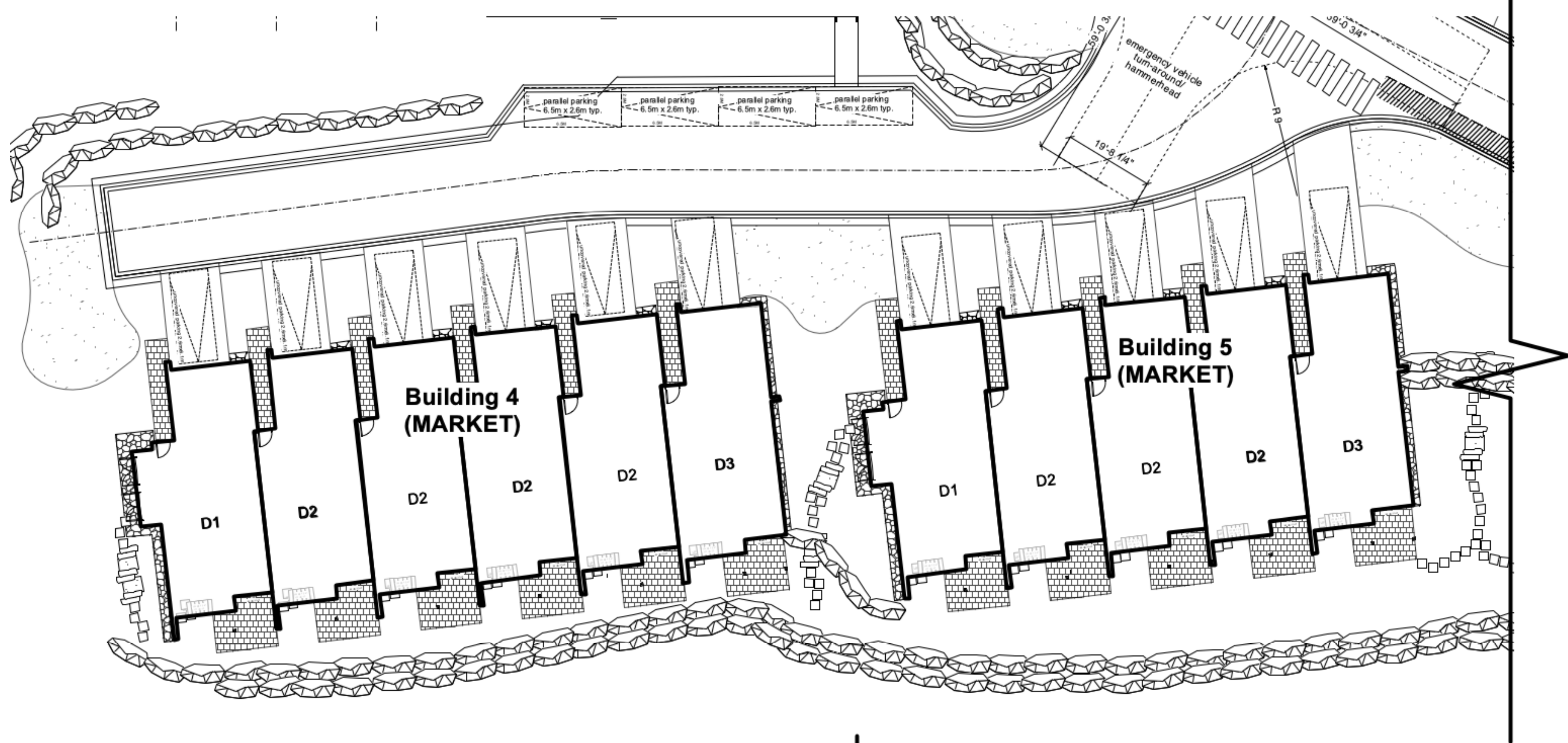
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SITE PLAN

Project

HILLMAN LODGE - MARKET TOWNHOMES
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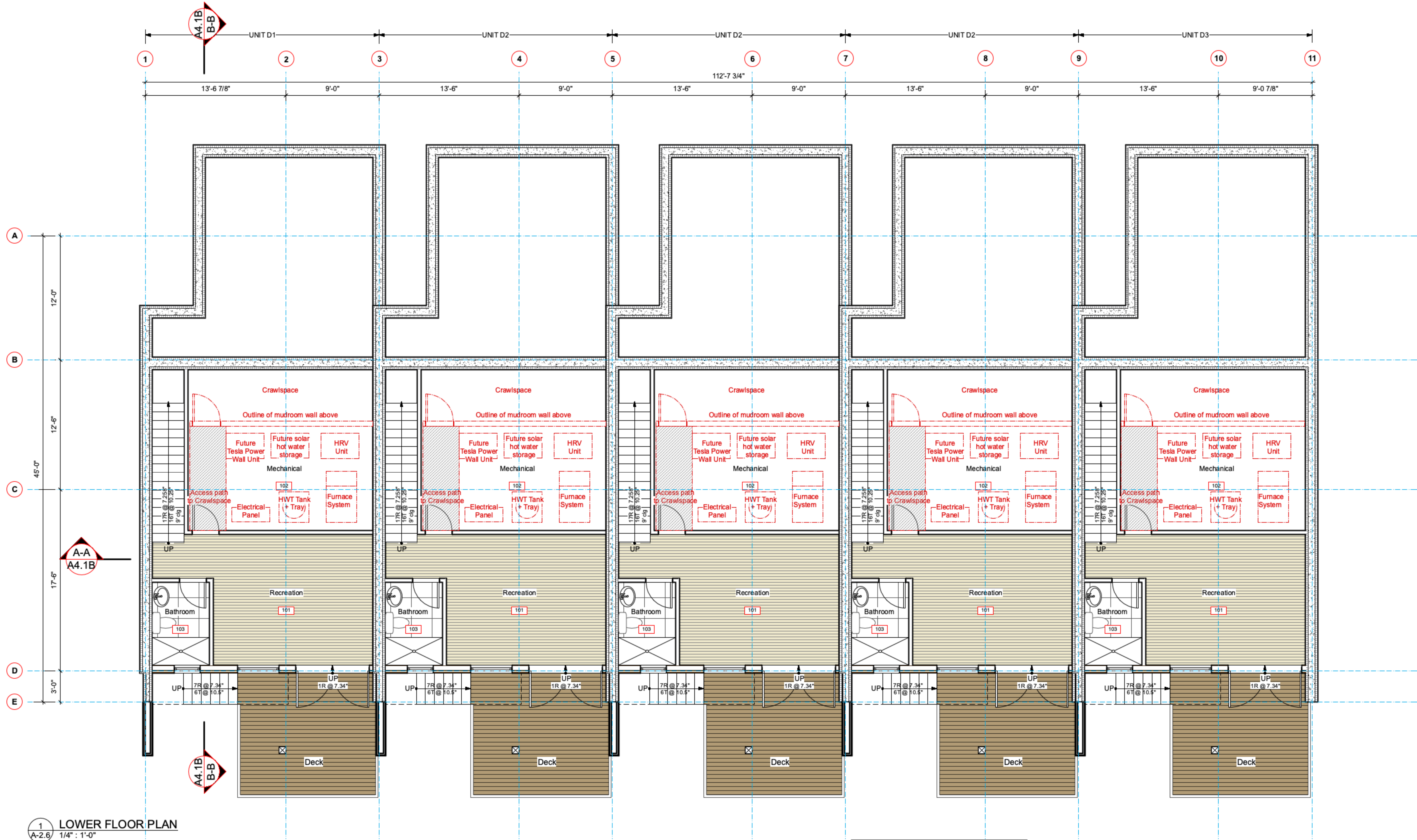
1/16" - 1'0"

Sheet No:

A-1.1B

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FOUNDATION PLAN



1 LOWER FLOOR PLAN
A-2.6 1/4" : 1'-0"

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LOWER FLOOR PLAN

Project

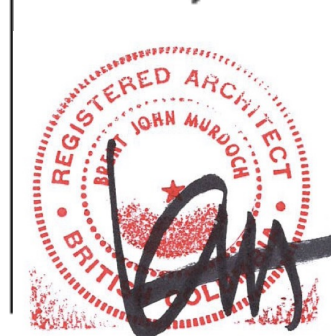
HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Building Drawings

(See ??? for illustrative explanation.)

Building D (6 Units) = 1 additional Unit D2, middle
Building E (5 Units) = As shown
Building F (5 Units) = Mirror of Building E
Building G (6 Units) = Mirror of Building D

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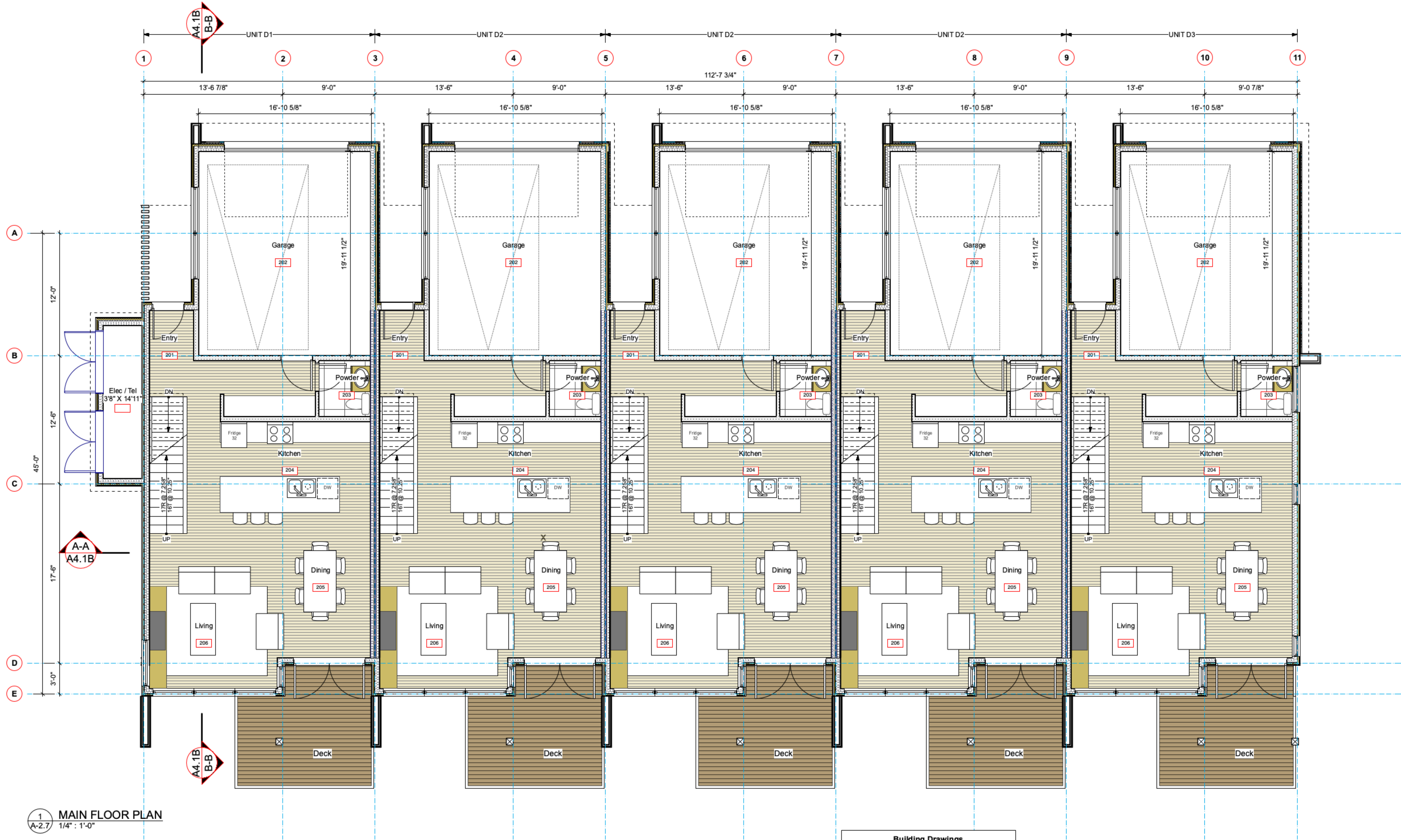
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Sheet No:

A-2.6



1 MAIN FLOOR PLAN
A-2.7 1/4" : 1'-0"

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MAIN FLOOR PLAN
Project
HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Building Drawings
(See ??? for illustrative explanation.)
Building D (6 Units) = 1 additional Unit D2, middle
Building E (5 Units) = As shown
Building F (5 Units) = Mirror of Building E
Building G (6 Units) = Mirror of Building D

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Project No: Sheet No:
14.04 **A-2.7**
MAIN FLOOR PLAN



1 UPPER FLOOR PLAN
A-2.8 1/4" : 1'-0"

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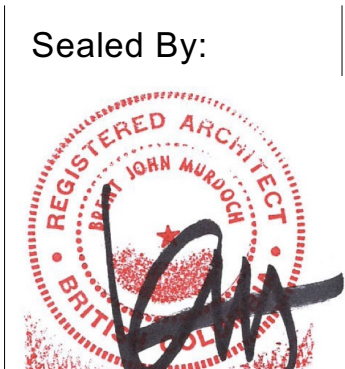
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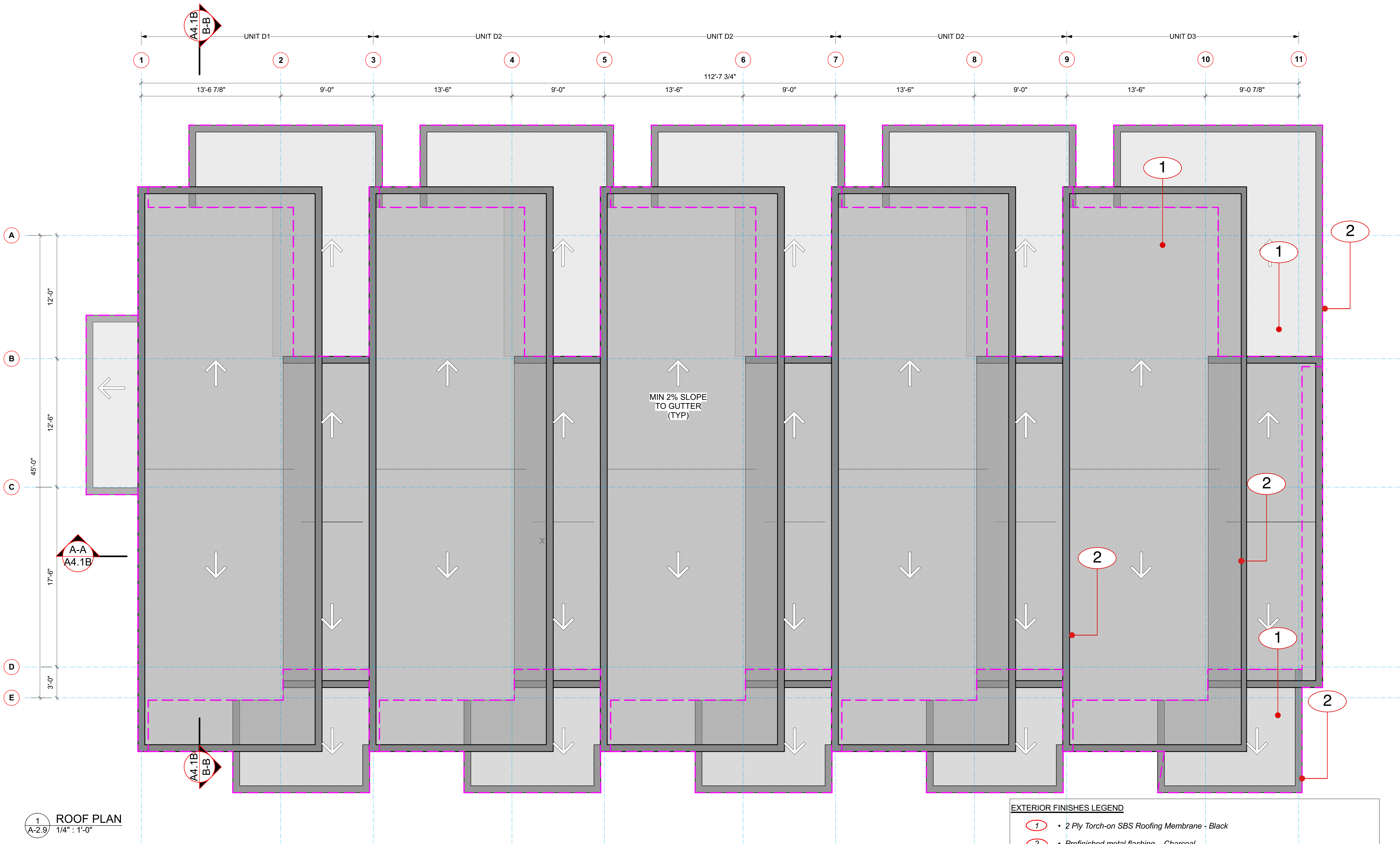
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UPPER FLOOR PLAN
Project
HILLMAN LODGE - MARKET TOWNHOMES
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Building Drawings
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14.04	A-2.8



1 ROOF PLAN
A-2.9 1/4" : 1'-0"

EXTERIOR FINISHES LEGEND	
1	• 2 Ply Torch-on SBS Roofing Membrane - Black
2	• Prefinished metal flashing - Charcoal

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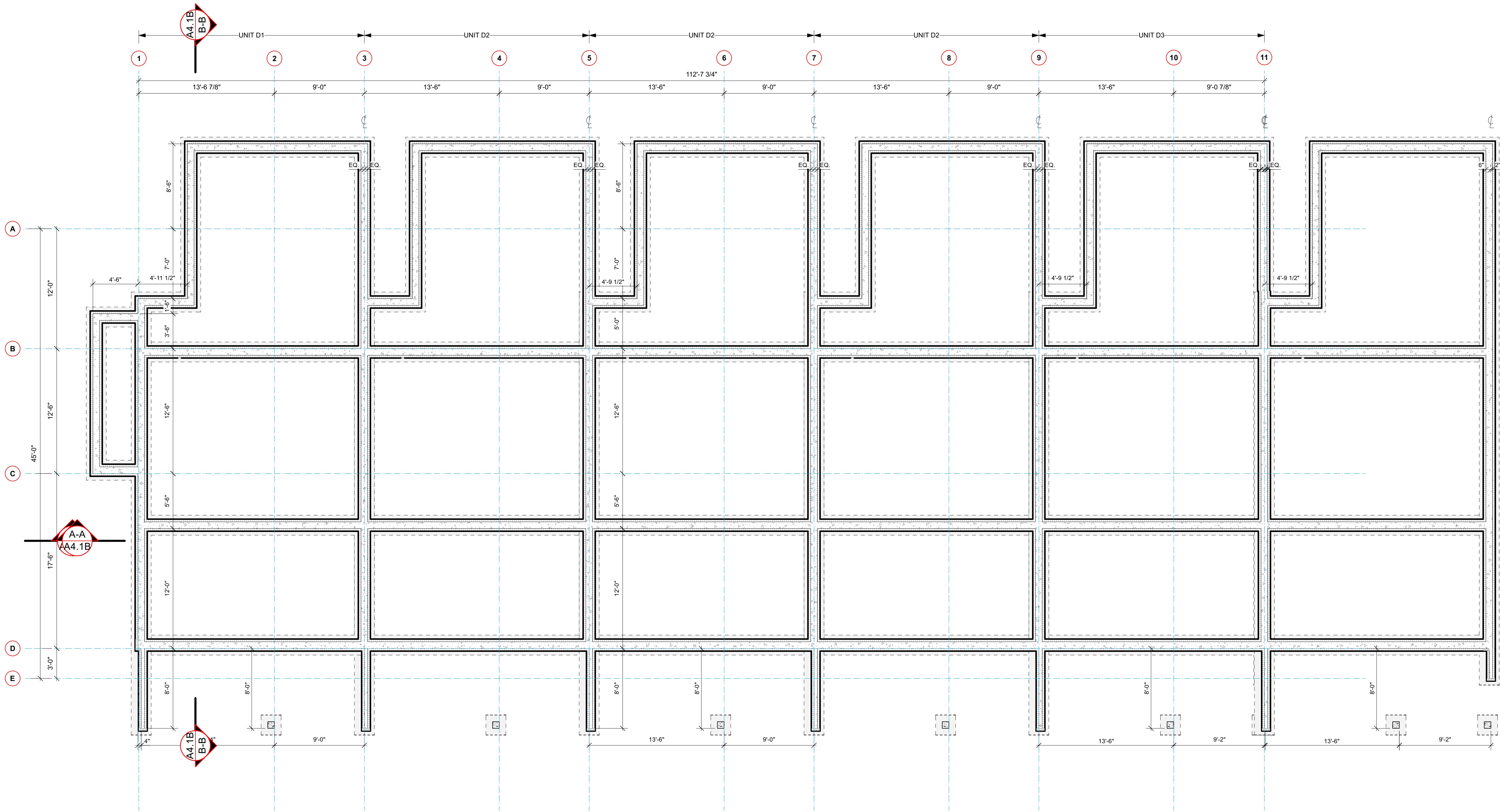
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ROOF PLAN

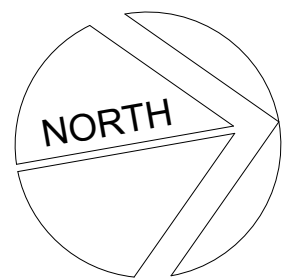
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HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC



1 LOWER FLOOR PLAN
A-2.10 3/16" : 1'-0"

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FOUNDATION PLAN

Project

HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Building Drawings

(See ??? for illustrative explanation.)

Building D (6 Units) = 1 additional Unit D2, middle
Building E (5 Units) = As shown
Building F (5 Units) = Mirror of Building E
Building G (6 Units) = Mirror of Building D

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FOUNDATION PLAN



1 MAIN FLOOR PLAN
A-2.12 3/16" : 1'-0"

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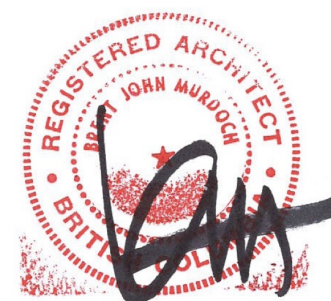
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MAIN FLOOR PLAN

HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Building Drawings
(See ??? for illustrative explanation.)
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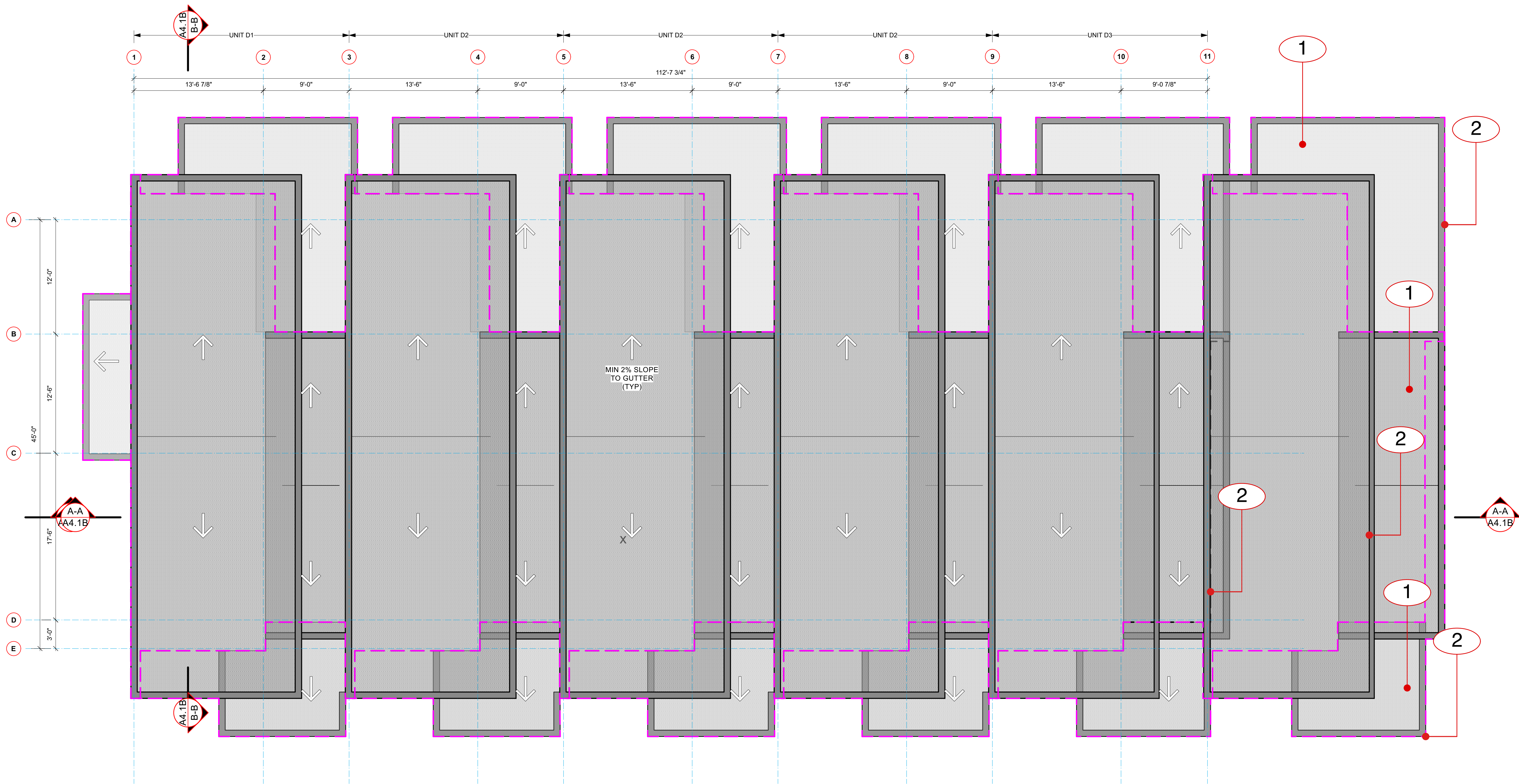
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A-2.12

MAIN FLOOR PLAN



1 ROOF PLAN
A-2.14 3/16" : 1'-0"

EXTERIOR FINISHES LEGEND	
1	• 2 Ply Torch-on SBS Roofing Membrane - Black
2	• Prefinished metal flashing - Charcoal

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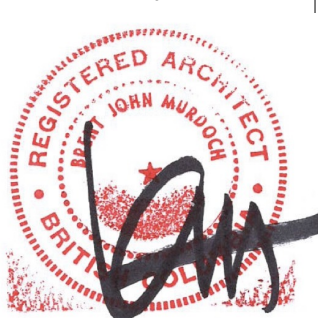
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ROOF PLAN

Project

HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

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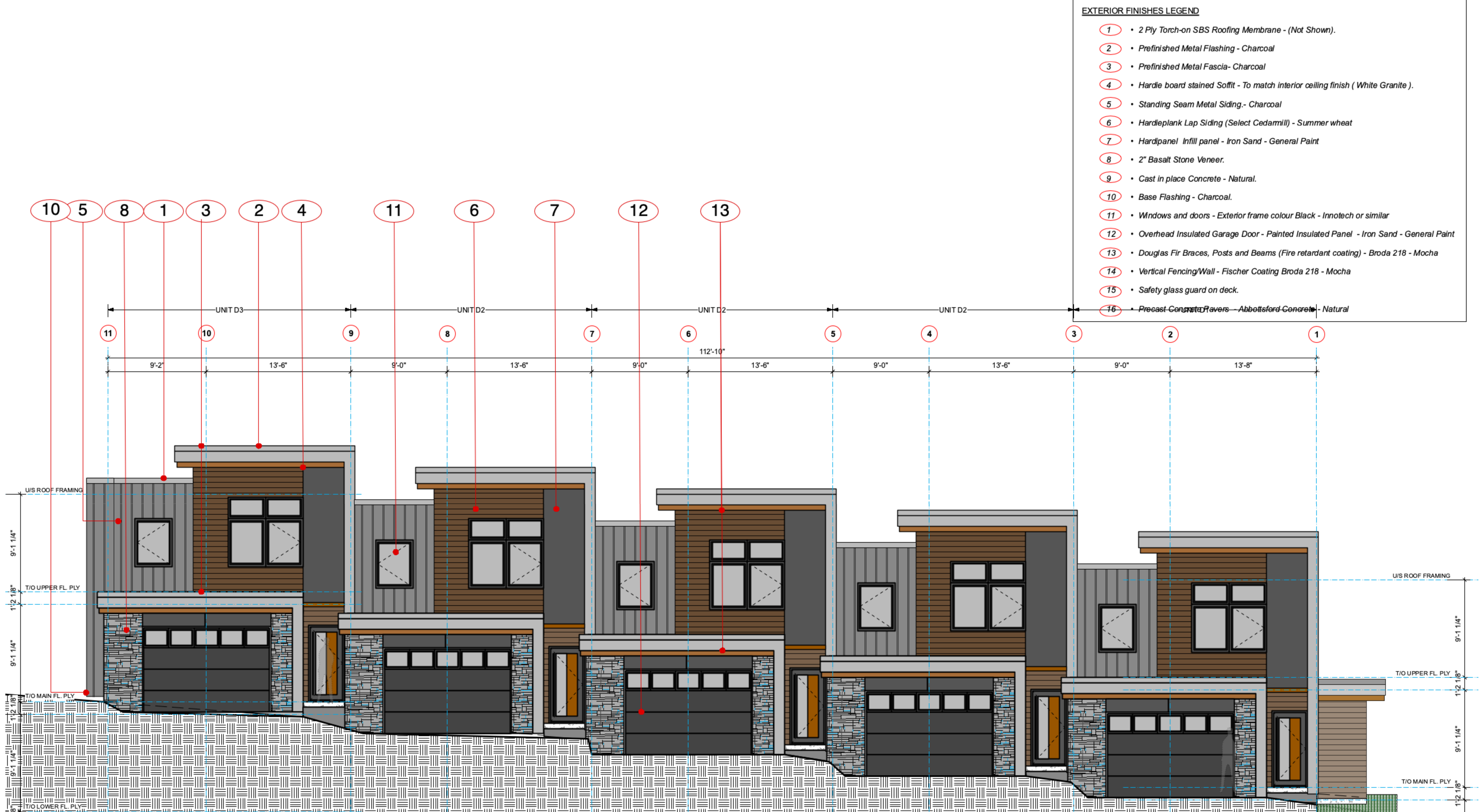
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A-2.14



EXTERIOR FINISHES LEGEND

- 1 • 2 Ply Torch-on SBS Roofing Membrane - (Not Shown).
- 2 • Prefinished Metal Flashing - Charcoal
- 3 • Prefinished Metal Fascia- Charcoal
- 4 • Hardie board stained Soffit - To match interior ceiling finish (White Granite).
- 5 • Standing Seam Metal Siding.- Charcoal
- 6 • Hardieplank Lap Siding (Select Cedamill) - Summer wheat
- 7 • Hardipanel Infill panel - Iron Sand - General Paint
- 8 • 2" Basalt Stone Veneer.
- 9 • Cast in place Concrete - Natural.
- 10 • Base Flashing - Charcoal.
- 11 • Windows and doors - Exterior frame colour Black - Innotech or similar
- 12 • Overhead Insulated Garage Door - Painted Insulated Panel - Iron Sand - General Paint
- 13 • Douglas Fir Braces, Posts and Beams (Fire retardant coating) - Broda 218 - Mocha
- 14 • Vertical Fencing/Wall - Fischer Coating Broda 218 - Mocha
- 15 • Safety glass guard on deck.
- 16 • Precast Concrete Pavers - Abbotsford Concrete - Natural

1 FRONT ELEVATION
A-3.2 1/4" : 1'-0"

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ELEVATIONS

Project

HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Building Drawings

(See ??? for illustrative explanation.)

Building D (6 Units) = 1 additional Unit D2, middle
Building E (5 Units) = As shown
Building F (5 Units) = Mirror of Building E
Building G (6 Units) = Mirror of Building D

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EXTERIOR FINISHES LEGEND

- 1 • 2 Ply Torch-on SBS Roofing Membrane - (Not Shown).
- 2 • Prefinished Metal Flashing - Charcoal
- 3 • Prefinished Metal Fascia- Charcoal
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- 14 • Vertical Fencing/Wall - Fischer Coating Broda 218 - Mocha
- 15 • Safety glass guard on deck.
- 16 • Precast Concrete Pavers - Abbotsford Concrete - Natural



1 REAR ELEVATION
A-3.3 1/4" : 1'-0"

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ELEVATIONS

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WHISTLER BC

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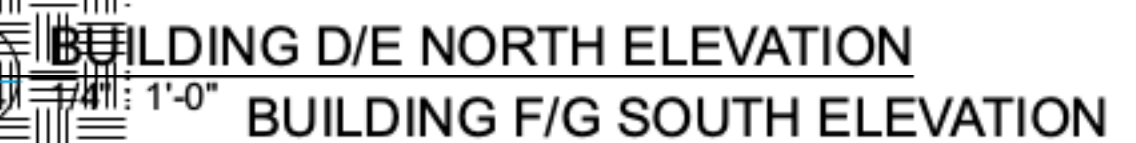
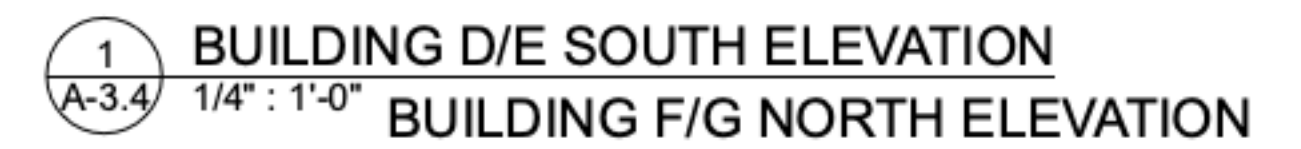
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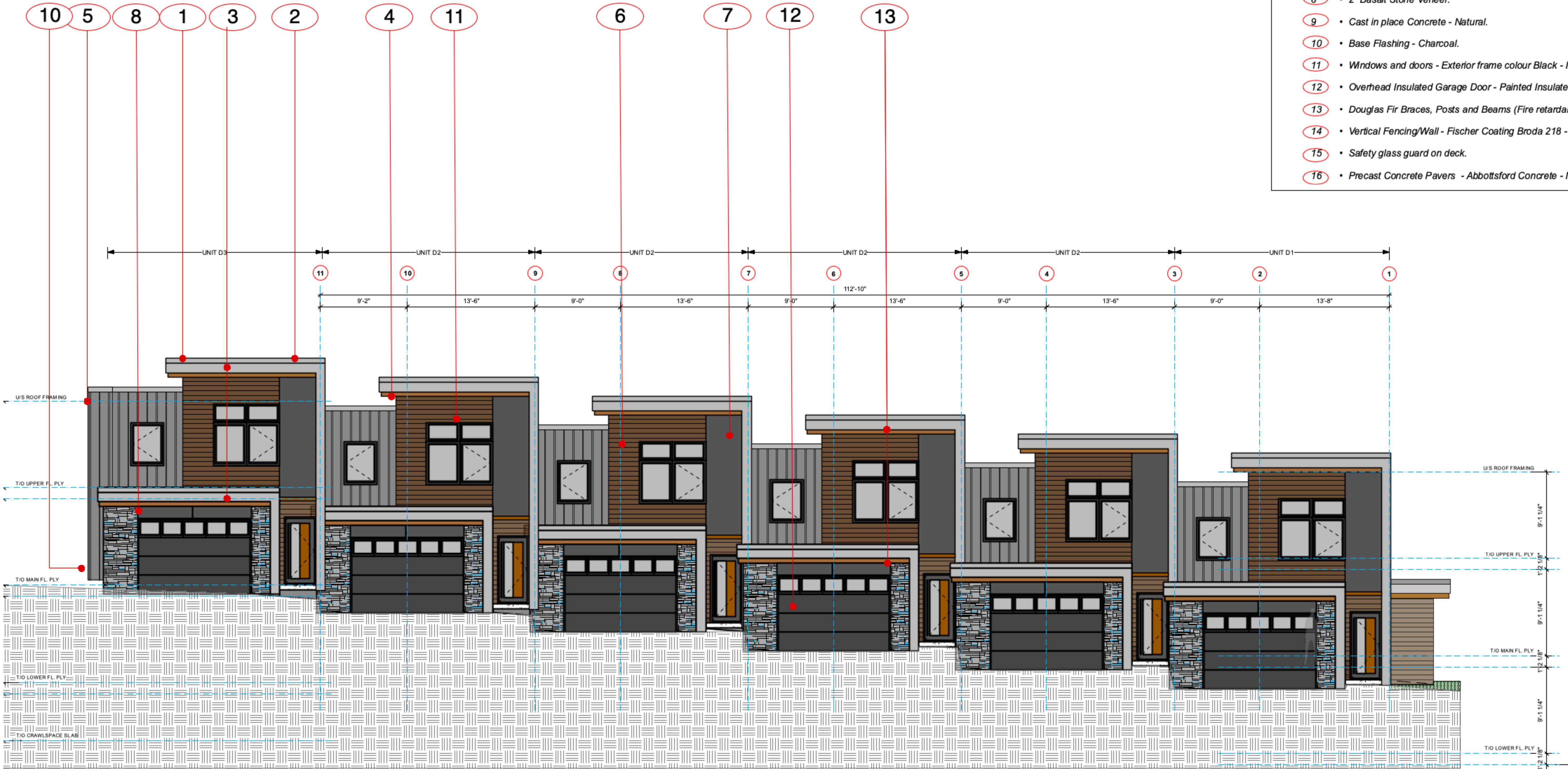
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- 3 • Prefinished Metal Fascia- Charcoal
- 4 • Hardie board stained Soffit - To match interior ceiling finish (White Granite).
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- 15 • Safety glass guard on deck.
- 16 • Precast Concrete Pavers - Abbotsford Concrete - Natural



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EXTERIOR FINISHES LEGEND

- 1 • 2 Ply Torch-on SBS Roofing Membrane - (Not Shown).
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- 14 • Vertical Fencing/Wall - Fischer Coating Broda 218 - Mocha
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- 16 • Precast Concrete Pavers - Abbotsford Concrete - Natural



1 FRONT ELEVATION
A-3.5 3/16" : 1'-0"

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ELEVATIONS

Project

HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Building Drawings

(See ??? for illustrative explanation.)

Building D (6 Units) = 1 additional Unit D2, middle
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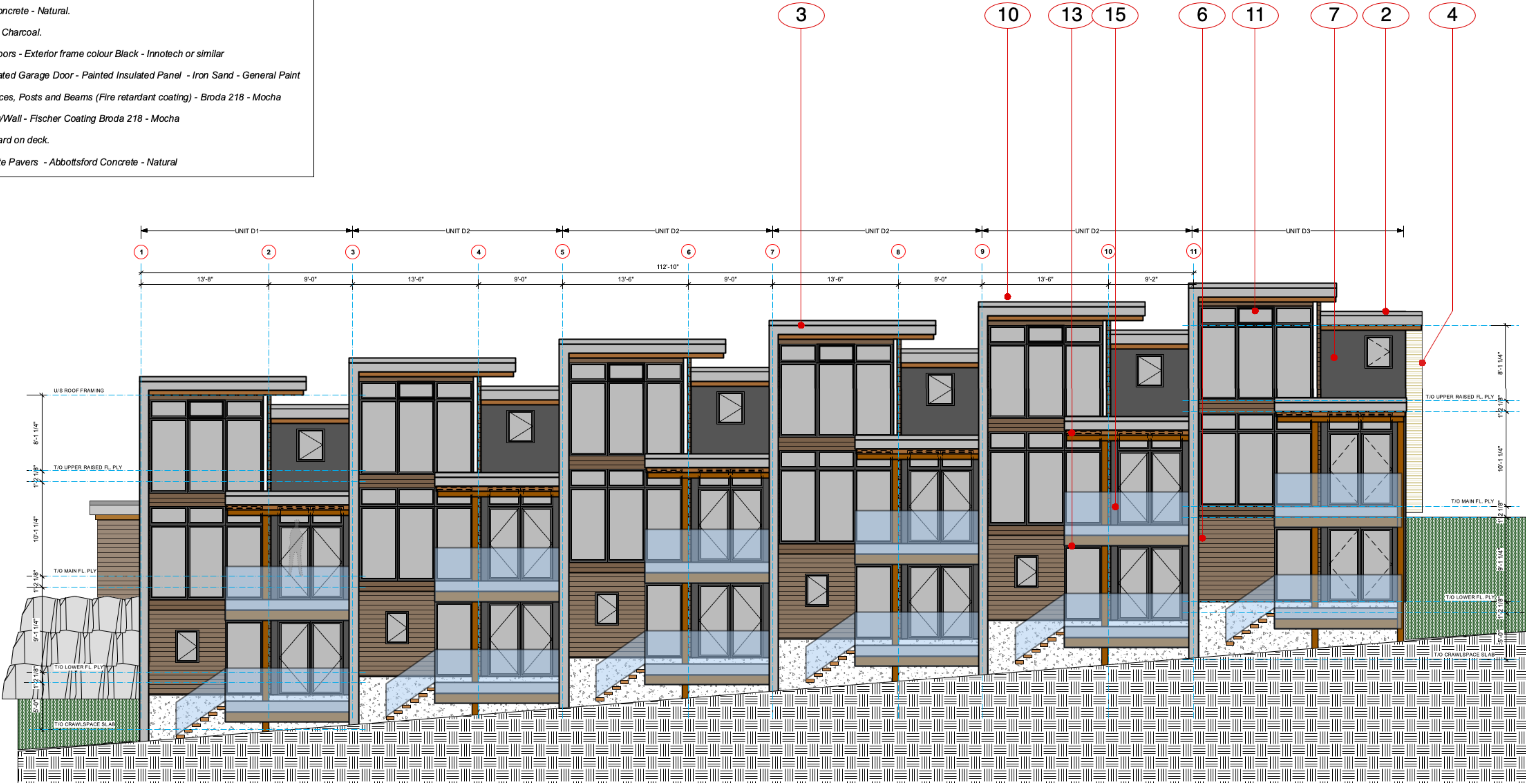
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EXTERIOR FINISHES LEGEND

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- 2 • Prefinished Metal Flashing - Charcoal
- 3 • Prefinished Metal Fascia- Charcoal
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1 REAR ELEVATION
A-3.6 3/16 : 1'-0"

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ISSUED FOR ADP	JUN.02/21
ISSUED FOR ADP	AUG. 31/22

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ISSUED FOR ADP	NOV. 23/22
ISSUED FOR DP	JULY 04/23

Issued For:	Date:

Sheet Title:

ELEVATIONS

Project

HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Sealed By:



MURDOCH+COMPANY

ARCHITECTURE + PLANNING LTD.
#106-4319 Main Street
P.O. Box 1394
Whistler, B.C. V0N 1B0
Ph. 905-6992
e-mail murdoch@telus.net

Drawn By:

BM/JC

Project No:

14.04

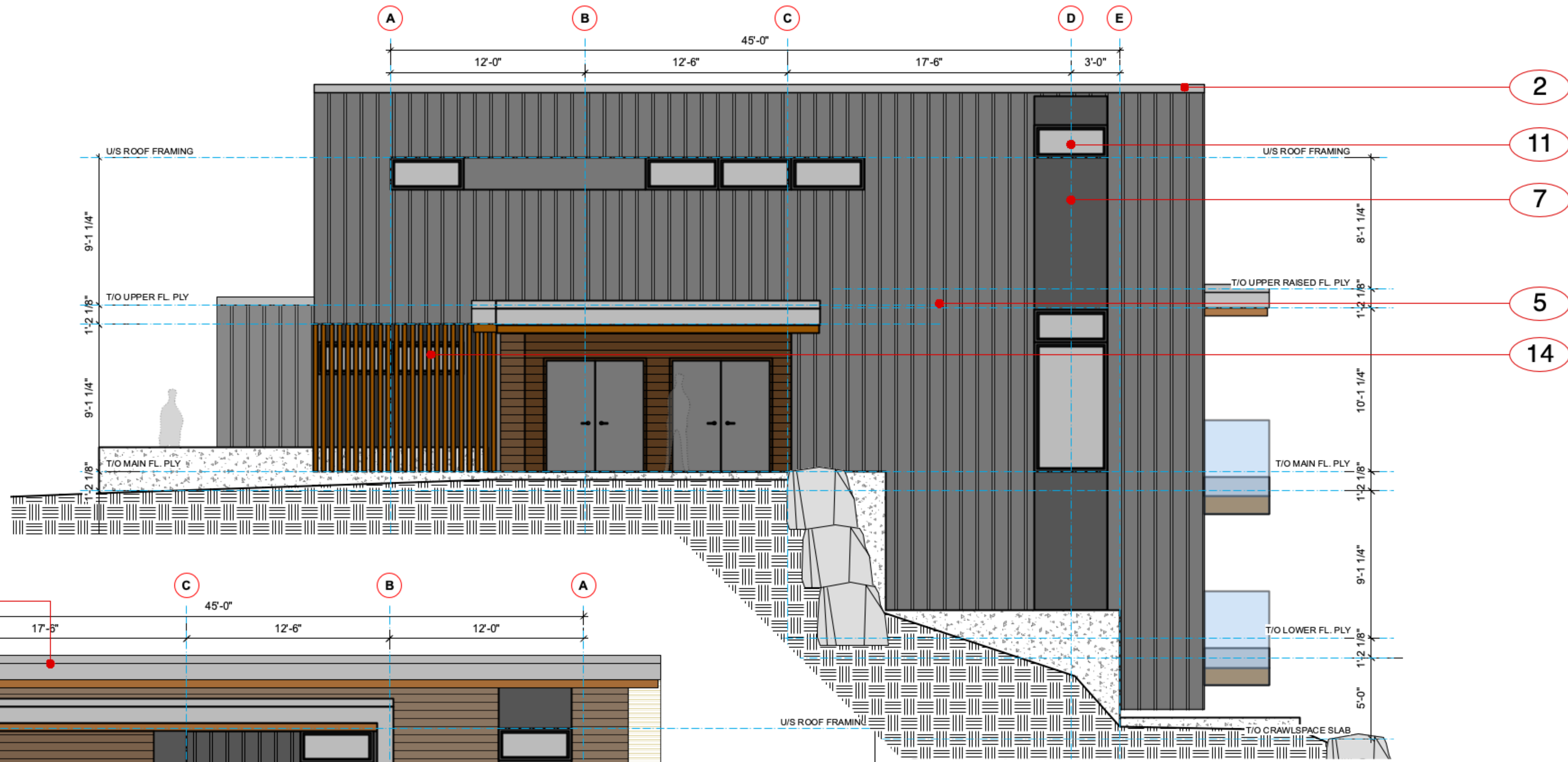
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AS SHOWN

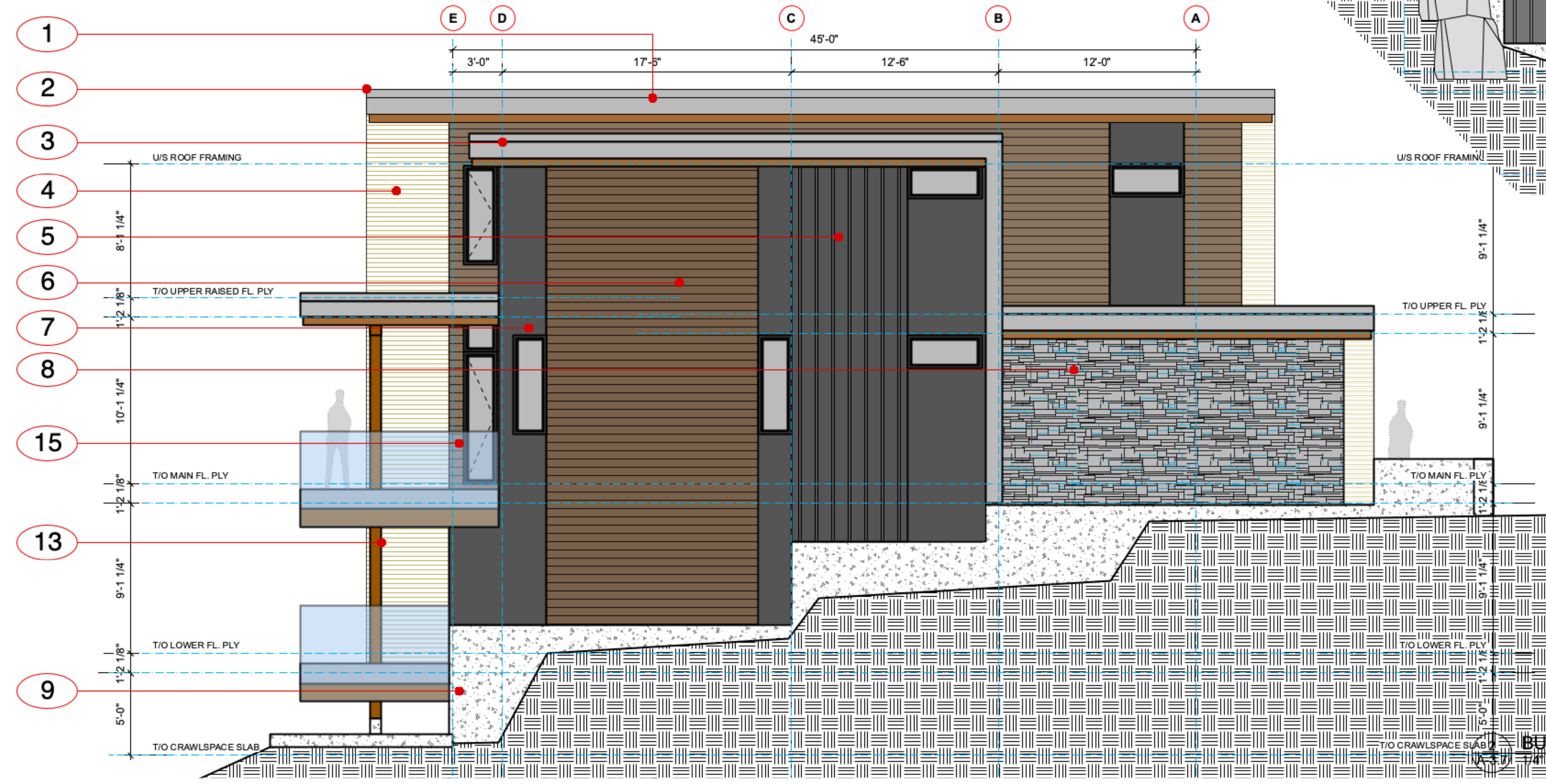
Sheet No:

A-3.6

- EXTERIOR FINISHES LEGEND**
- 1 • 2 Ply Torch-on SBS Roofing Membrane - (Not Shown).
 - 2 • Prefinished Metal Flashing - Charcoal
 - 3 • Prefinished Metal Fascia- Charcoal
 - 4 • Hardie board stained Soffit - To match interior ceiling finish (White Granite).
 - 5 • Standing Seam Metal Siding.- Charcoal
 - 6 • Hardieplank Lap Siding (Select Cedamill) - Summer wheat
 - 7 • Hardipanel Infill panel - Iron Sand - General Paint
 - 8 • 2" Basalt Stone Veneer.
 - 9 • Cast in place Concrete - Natural.
 - 10 • Base Flashing - Charcoal.
 - 11 • Windows and doors - Exterior frame colour Black - Innotech or similar
 - 12 • Overhead Insulated Garage Door - Painted Insulated Panel - Iron Sand - General Paint
 - 13 • Douglas Fir Braces, Posts and Beams (Fire retardant coating) - Broda 218 - Mocha
 - 14 • Vertical Fencing/Wall - Fischer Coating Broda 218 - Mocha
 - 15 • Safety glass guard on deck.
 - 16 • Precast Concrete Pavers - Abbotsford Concrete - Natural



1 BUILDING D/E SOUTH ELEVATION
A-3.7 1/4" : 1'-0" BUILDING F/G NORTH ELEVATION



BUILDING D/E NORTH ELEVATION
BUILDING F/G SOUTH ELEVATION

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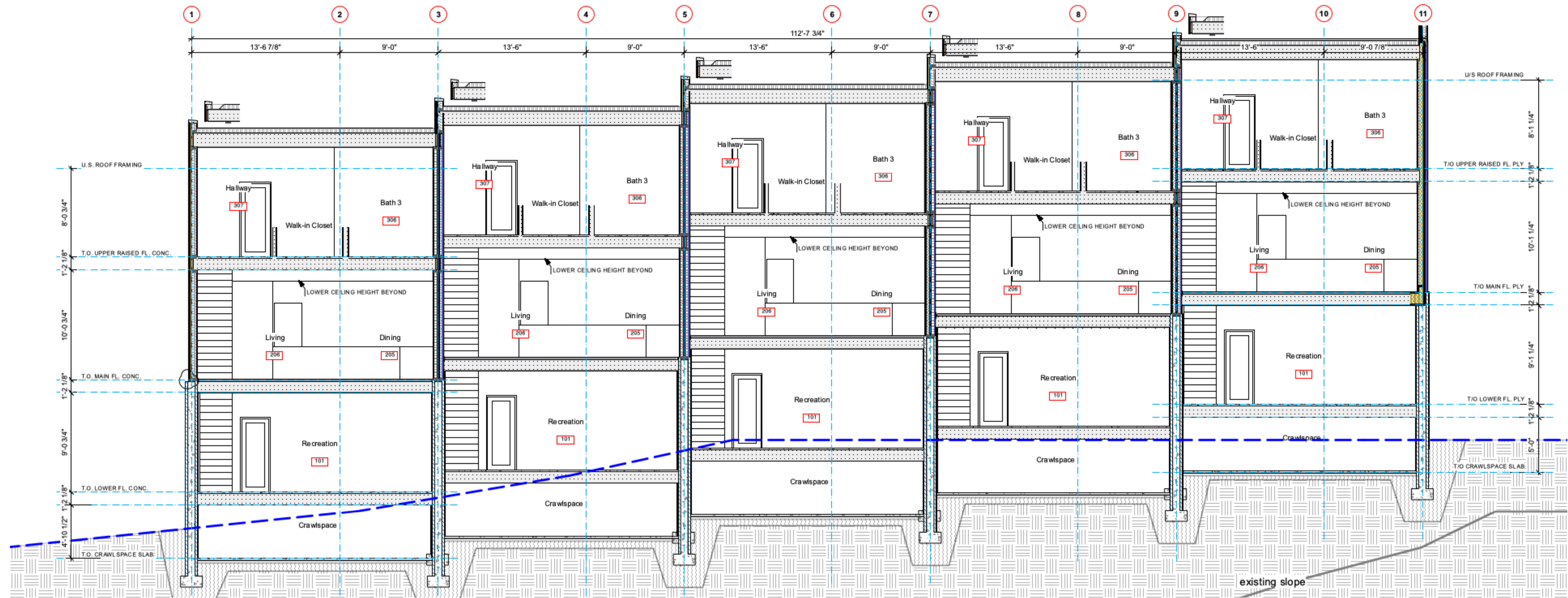
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ISSUED FOR ADP	AUG.06/20	ISSUED FOR DP	JULY 04/23		
REV. AS PER RMOW COMMENTS	MAR.19/21				
REV. AS PER RMOW COMMENTS	MAY20/21				
ISSUED FOR ADP	JUN.02/21				
ISSUED FOR ADP	AUG. 31/22				

Sheet Title:
ELEVATIONS
Project
HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

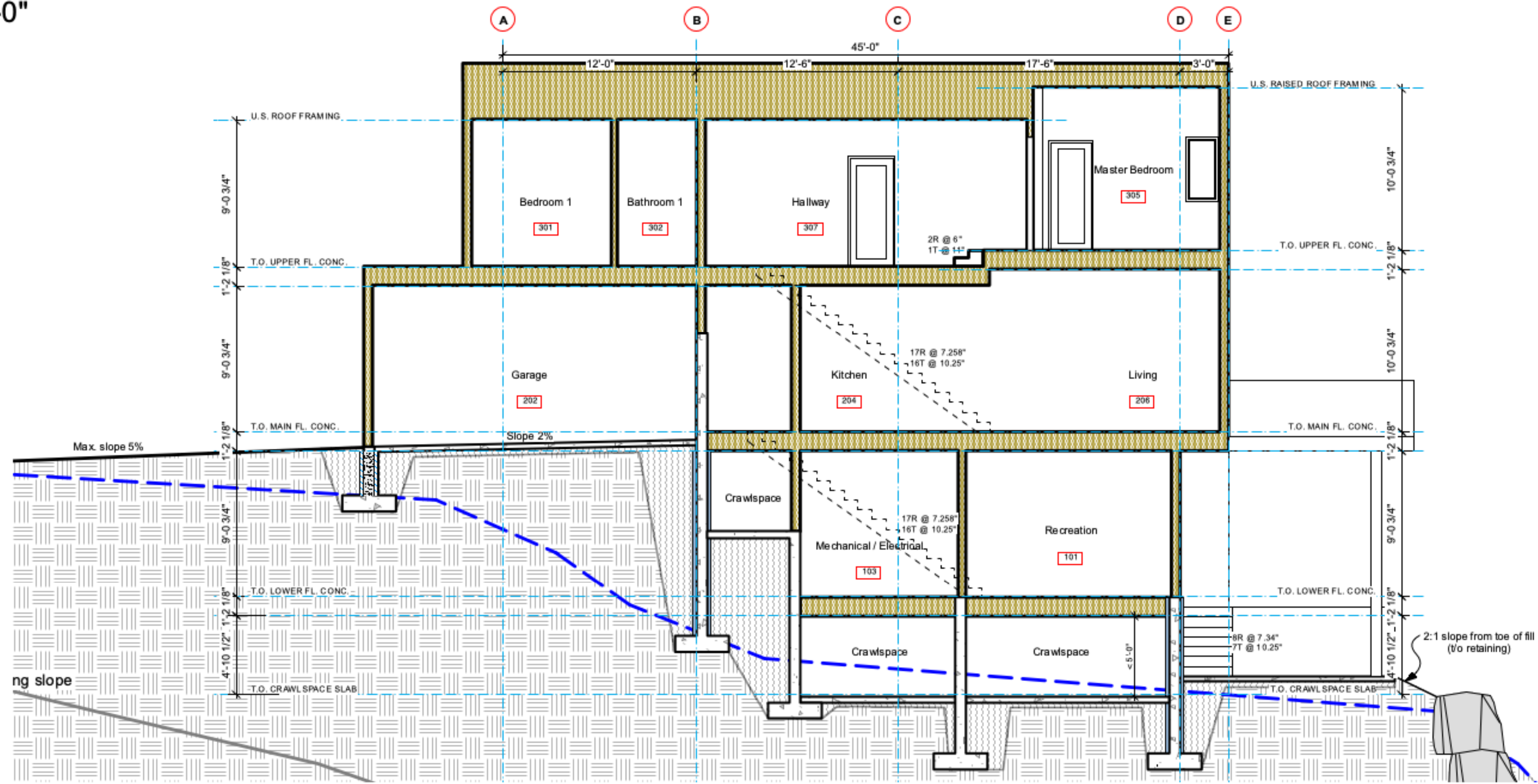
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BM/JC	AS SHOWN
Project No:	Sheet No:
14.04	A-3.7



1 MARKET TOWNHOUSES - SECTION A-A
3/16" : 1'-0"



2 MARKET TOWNHOUSES - SECTION B-B
3/16" : 1'-0"

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Issued For:	Date:
ISSUED FOR ADP	NOV. 23/22
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Issued For:	Date:

Sheet Title:
Project

SECTIONS

HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Building Drawings
(See ??? for illustrative explanation.)
Building D (6 Units) = 1 additional Unit D2, middle
Building E (5 Units) = As shown
Building F (5 Units) = Mirror of Building E
Building G (6 Units) = Mirror of Building D

Sealed By:



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14.04

Scale:

AS SHOWN

Sheet No:

A-4.1



TRIPLE GLAZED WINDOWS



STAINED TIMBER PRODUCTS



STAINED CEDAR SIDING ROOFING



STONE FACING



HARDI PANEL

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Issued For:	Date:
ISSUED FOR ADP	NOV. 23/22
ISSUED FOR DP	JULY 04/23

Issued For:	Date:

Sheet Title:

MATERIAL BOARD

Project

HILLMAN LODGE - MARKET TOWNHOMES
WHISTLER BC

Sealed By:



MURDOCH + COMPANY

ARCHITECTURE + PLANNING LTD.
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Drawn By:

BM/JC

Project No:

14.04

Scale:

AS SHOWN

Sheet No:

A-9.1

MATERIAL BOARD

SHEET NO.	SHEET TITLE	DATE	PREPARED BY
ARCHITECTURE AND LANDSCAPE			
	COVER SHEET	29-Jun-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-1.0	OVERALL SITE PLAN	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-1.0B	SETBACKS AND PROJECTIONS	02-Nov-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-1.1	SITE GRADING PLAN – RESIDENT TOWNHOUSES	02-Nov-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-1.2	SITE GRADING PLAN – MARKET TOWNHOUSES	02-Nov-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-1.3	SITE GRADING PLAN – AMENITY BUILDING	02-Nov-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-1.4	SITE SECTIONS	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-1.5	SITE SECTIONS	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-1.6	SNOW STORAGE PLAN	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-1.7	ILLUSTRATIVE ELEVATION	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-2.0	LANDSCAPE KEY PLAN	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-2.1	LANDSCAPE PLAN – RESIDENT TOWNHOUSE	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-2.2	LANDSCAPE PLAN – MARKET TOWNHOUSE	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-2.3	LANDSCAPE PLAN – AMENITY BUILDING	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
L-3.0	LANDSCAPE DETAILS	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
F-1.0	FIRESMART PLAN	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-1.0	SITE PLAN (AMENITY BUILDING)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-1.1	SITE SECTIONS (AMENITY BUILDING)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.2	FLOOR PLANS (AMENITY – GARBAGE)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.1a	ELEVATIONS (AMENITY BUILDING)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.1b	ELEVATIONS (GARBAGE-RECYCLING)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-0.0	COVER SHEET (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-1.1A	SITE PLAN – RESIDENT TOWNHOUSES	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.0	FOUNDATION PLAN (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.1	LOWER FLOOR PLAN (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.2	MAIN FLOOR PLAN (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.3	UPPER FLOOR PLAN (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.8	ROOF PLAN (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.0	ELEVATIONS (RESIDENT TOWNHOMES)	04-Jul-23	
A-3.1	ELEVATIONS (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.2	ELEVATIONS (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-4.1	SECTIONS (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-9.1	MATERIAL BOARD (RESIDENT TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-0.0	COVER SHEET (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-1.1B	SITE PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.5	FOUNDATION PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.6	LOWER FLOOR PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.7	MAIN FLOOR PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.8	UPPER FLOOR PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.9	ROOF PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.10	FOUNDATION PLAN (MARKET TOWNHOMES)		
A-2.11	LOWER FLOOR PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.12	MAIN FLOOR PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.13	UPPER FLOOR PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-2.14	ROOF PLAN (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.2	ELEVATIONS (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.3	ELEVATIONS (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.4	ELEVATIONS (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.5	ELEVATIONS (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.6	ELEVATIONS (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-3.7	ELEVATIONS (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-4.1	SECTIONS (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
A-9.1	MATERIAL BOARD (MARKET TOWNHOMES)	04-Jul-23	MURDOCH COMPANY ARCHITECTURE + PLANNING LTD.
CIVIL PLANS			
	COVER SHEET	24-Jul-23	INTERCAD CONSULTING ENGINEERS
C-1	OVERALL SERVICING PLAN	24-Jul-23	INTERCAD CONSULTING ENGINEERS
C-2	ROAD A PROFILE	24-Jul-23	INTERCAD CONSULTING ENGINEERS
C-3	ROAD B PROFILE	24-Jul-23	INTERCAD CONSULTING ENGINEERS
C-4	TYPICAL SECTIONS – ROAD A	24-Jul-23	INTERCAD CONSULTING ENGINEERS
C-5	TYPICAL SECTIONS – ROAD B	24-Jul-23	INTERCAD CONSULTING ENGINEERS
C-6	TYPICAL SECTIONS – VALLEY TRAIL	24-Jul-23	INTERCAD CONSULTING ENGINEERS
C-7	GRADING PLAN	24-Jul-23	INTERCAD CONSULTING ENGINEERS
C-8	STORMWATER MANAGEMENT PLAN	24-Jul-23	INTERCAD CONSULTING ENGINEERS

EMPIRE CLUB DEVELOPMENTS

HILLMAN TOWN HOUSE SITE – 5298 ALTA LAKE ROAD

DEVELOPMENT PERMIT SUBMISSION (DP001902)

DRAWING LIST

C-1	SERVICING PLAN
C-2	PROFILE - ROAD A
C-3	PROFILE - ROAD B
C-4 TO C-6	TYPICAL SECTIONS
C-7	GRADING PLAN
C-8	STORMWATER MANAGEMENT PLAN

NOTE:
IN ADDITION TO THE ABOVE DRAWINGS, REFER TO APPLICABLE
RESORT MUNICIPALITY OF WHISTLER STANDARD DRAWINGS AND
MASTER MUNICIPAL STANDARD DRAWINGS.

DEVELOPER

Empire Club/JV Fivestone Capital
Suite 401, 37989 Cleveland Ave
Squamish, B.C.
V8B 0C1

Phone: 604-898-1901
Fax: 604-898-1903

Contact: Caroline Lamont

CONSULTANT

InterCAD Services Ltd.
1111 West 8th Avenue
Vancouver, B.C.
V6H 1C5

Phone: 604-739-7707
Fax: 604-739-7727

Contact: Iain Lowe, P.Eng

ARCHITECT

Murdoch + Company
106-4319 Main Street
Whistler, B.C.
V8E 1B1

Phone: 604-905-6992
Fax: 604-905-6993

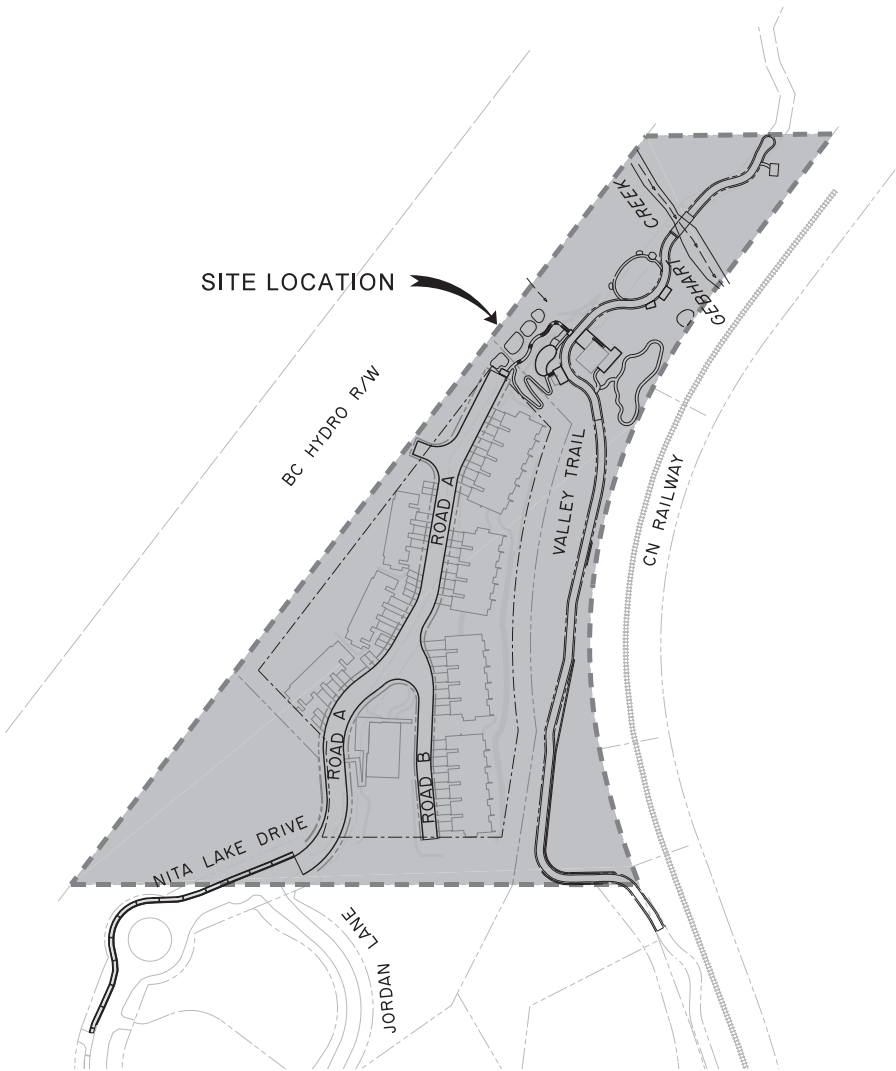
Contact: Jennifer Levitt, B.L.Arch

LANDSCAPE ARCHITECT

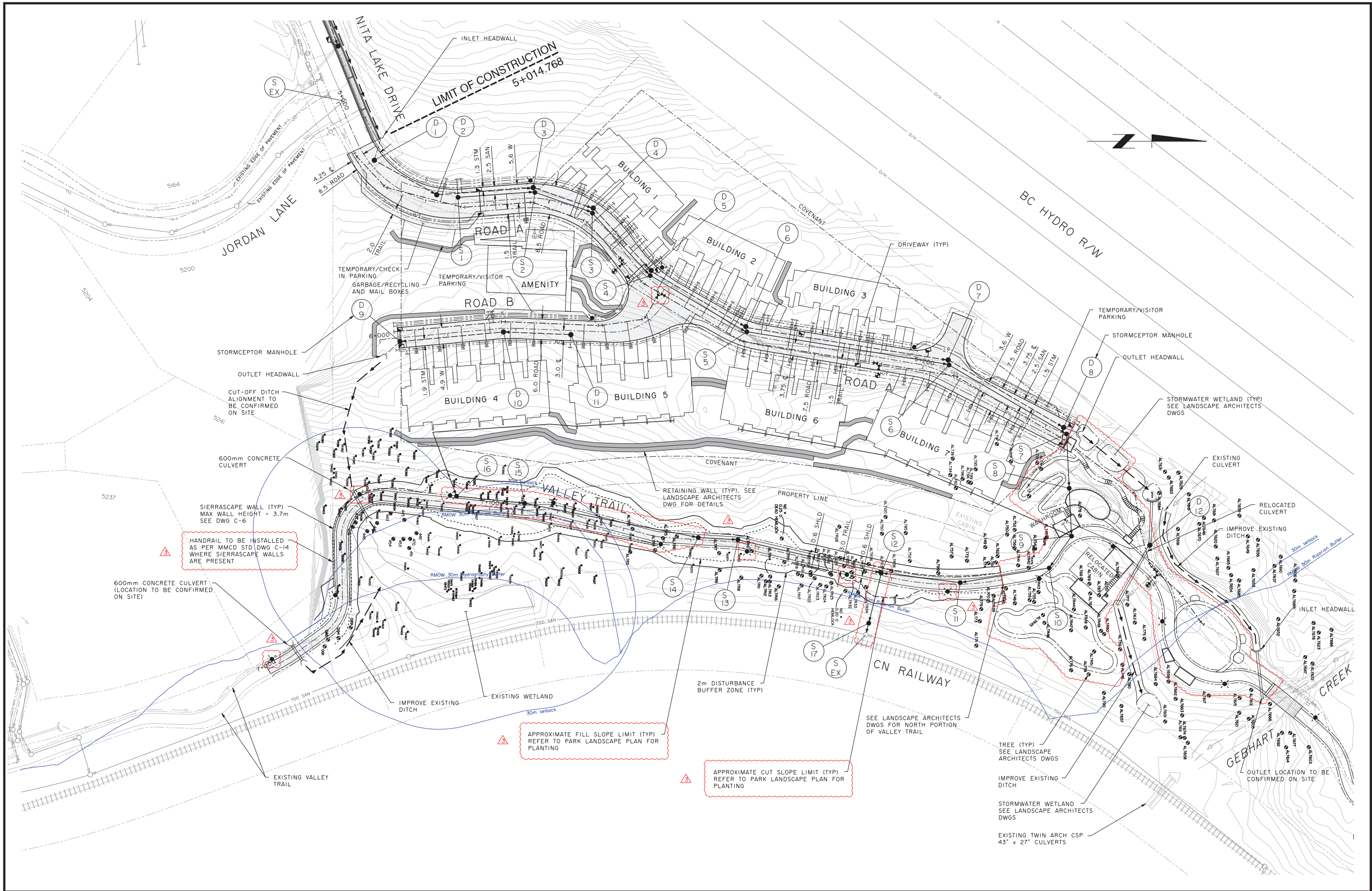
Tom Barratt Ltd. Landscape Architects
8605 Drifter Way
Whistler, B.C.
V8E 0G2

Phone: 604-932-3040
Cell: 250-802-9296

Contact: Alex van Zyl



SITE LOCATION PLAN
SCALE 1:5000



InterCAD
CONSULTING ENGINEERS

3	23-07-24	DEVELOPMENT PERMIT THIRD SUBMISSION	IL
2	23-03-31	DEVELOPMENT PERMIT RESUBMISSION	IL
1	22-09-02	DEVELOPMENT PERMIT SUBMISSION	IL
NO.	DATE	REVISIONS	BY

Client

EMPIRE CLUB DEVELOPMENTS

Project

HILLMAN TOWN HOUSE SITE

Scale

0 10 20 30

1:500

Design

IL

Drawn

LJ

Plot Date

23/07/24

Plot Time

2:15:02 PM

Title

OVERALL SERVICING PLAN

Drawing Number

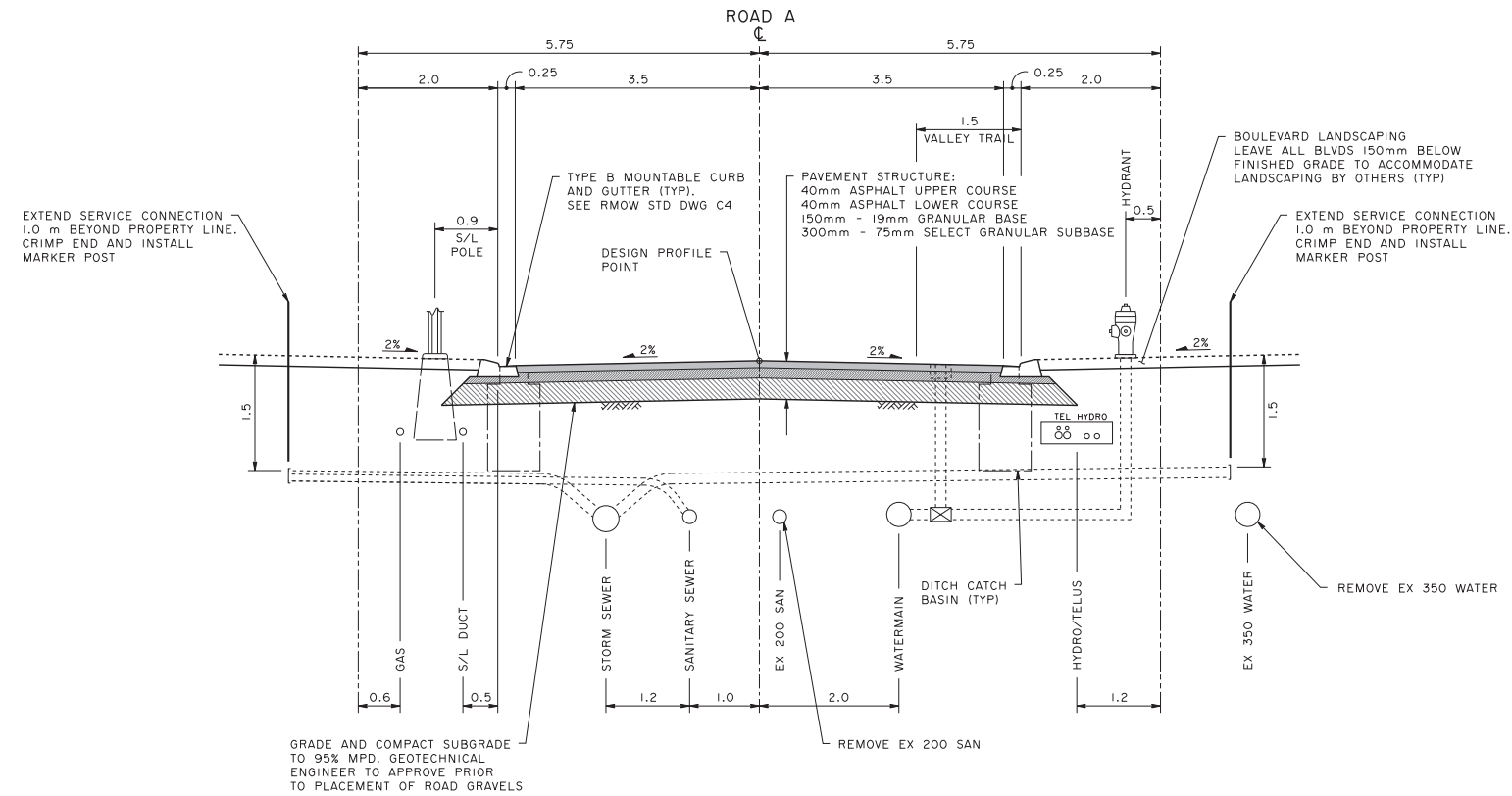
C-1

Page 14 of 195

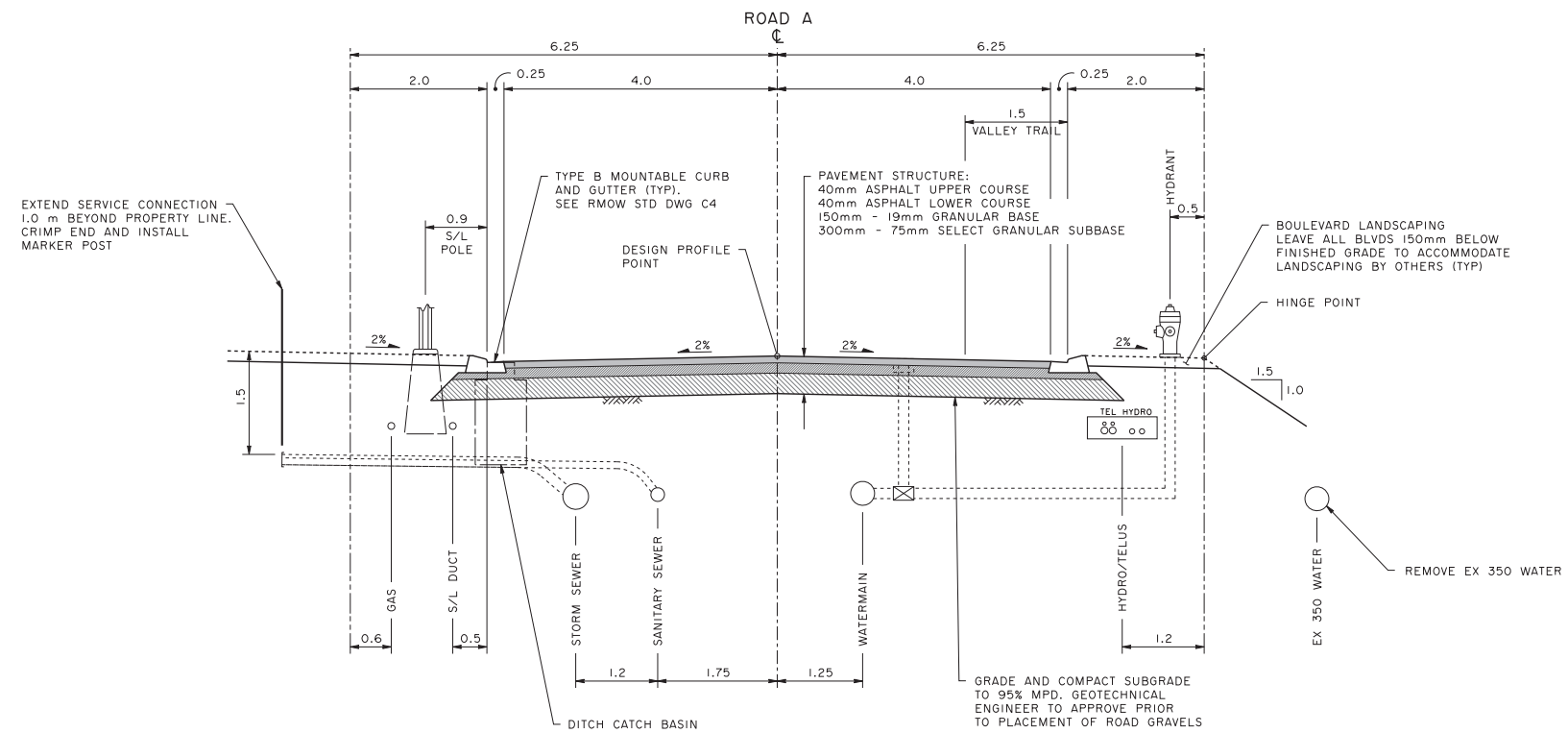
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23/07/24 2:15:02 PM

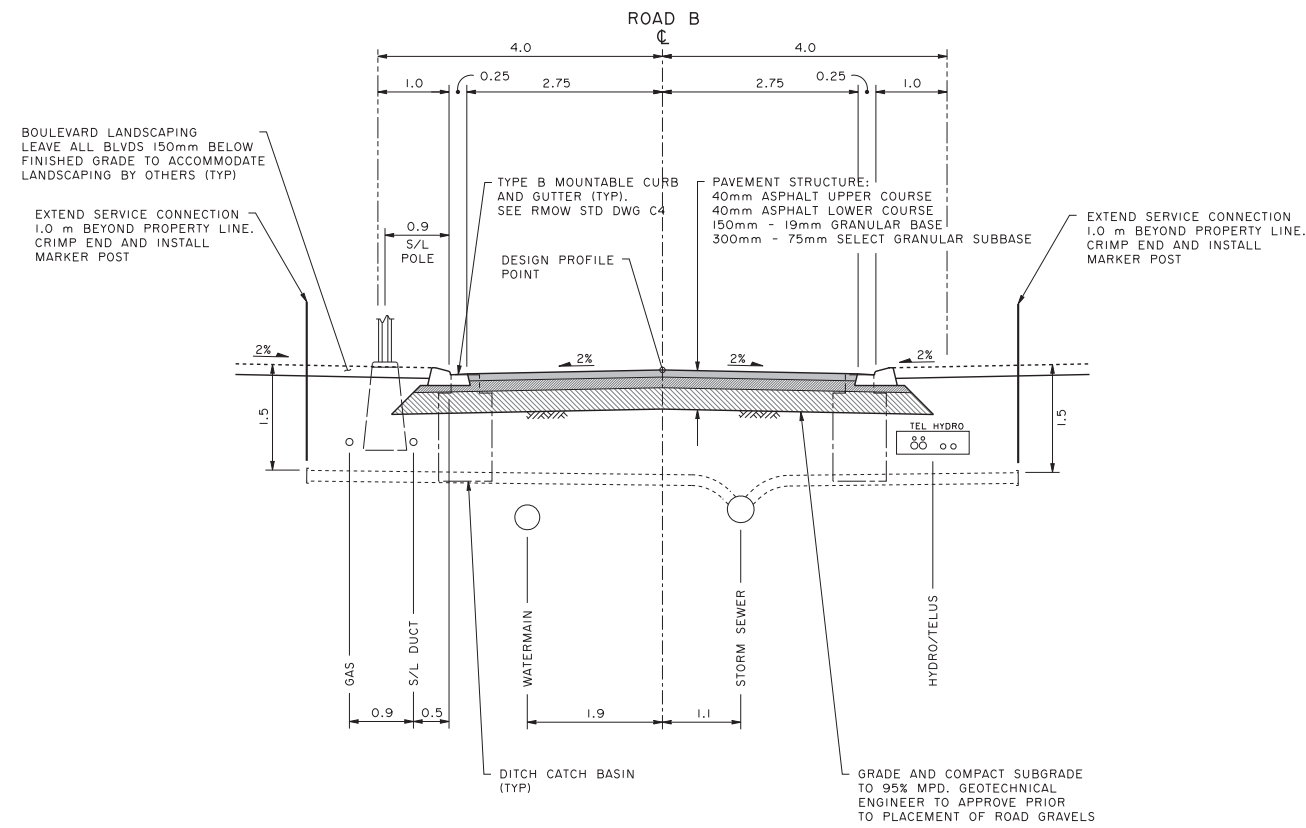


ROAD A 5+120 TO 5+210

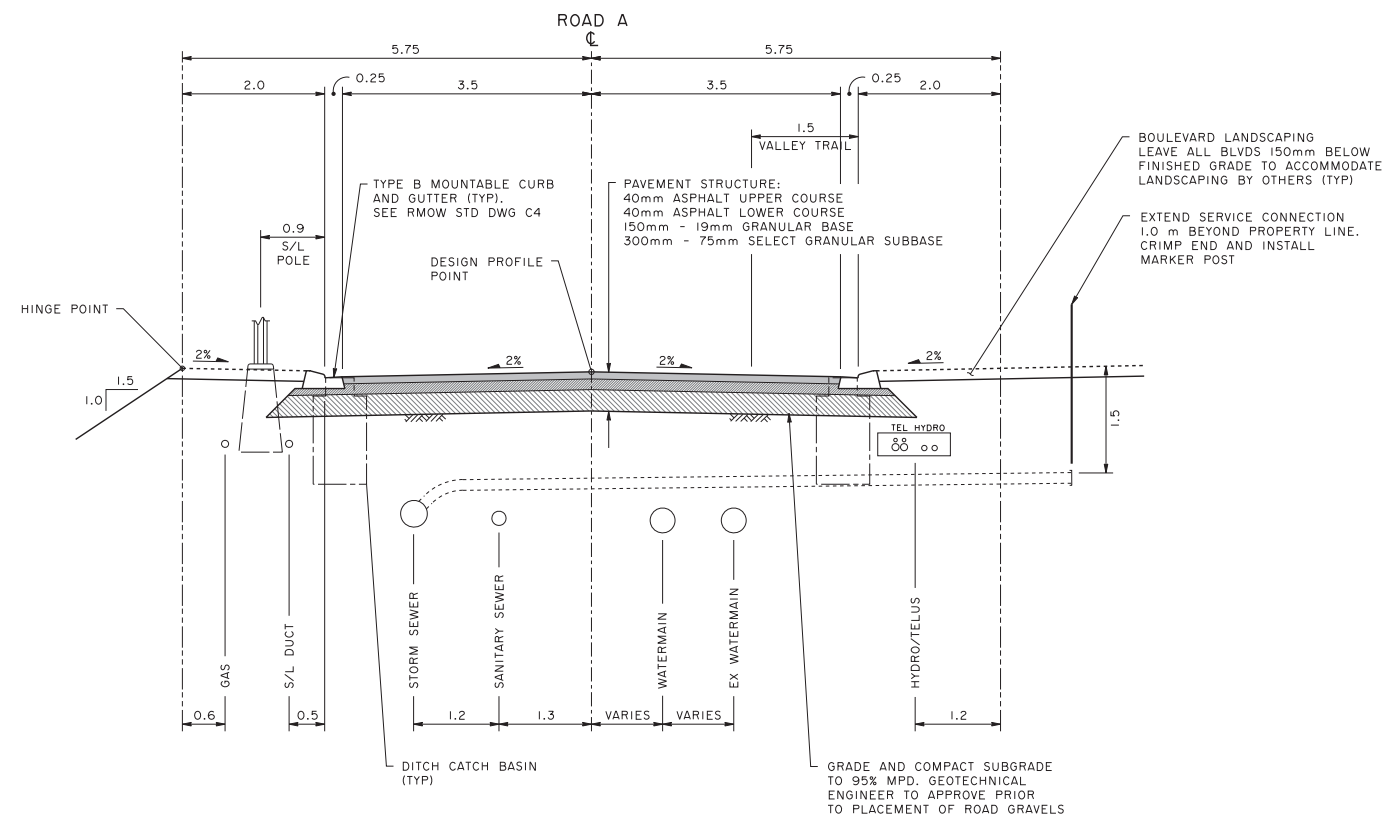


ROAD A 5+000 TO 5+120

NO.	DATE	REVISIONS	BY	APPROVED
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2	23-03-31	DEVELOPMENT PERMIT RESUBMISSION	IL	
1	22-09-02	DEVELOPMENT PERMIT SUBMISSION	IL	

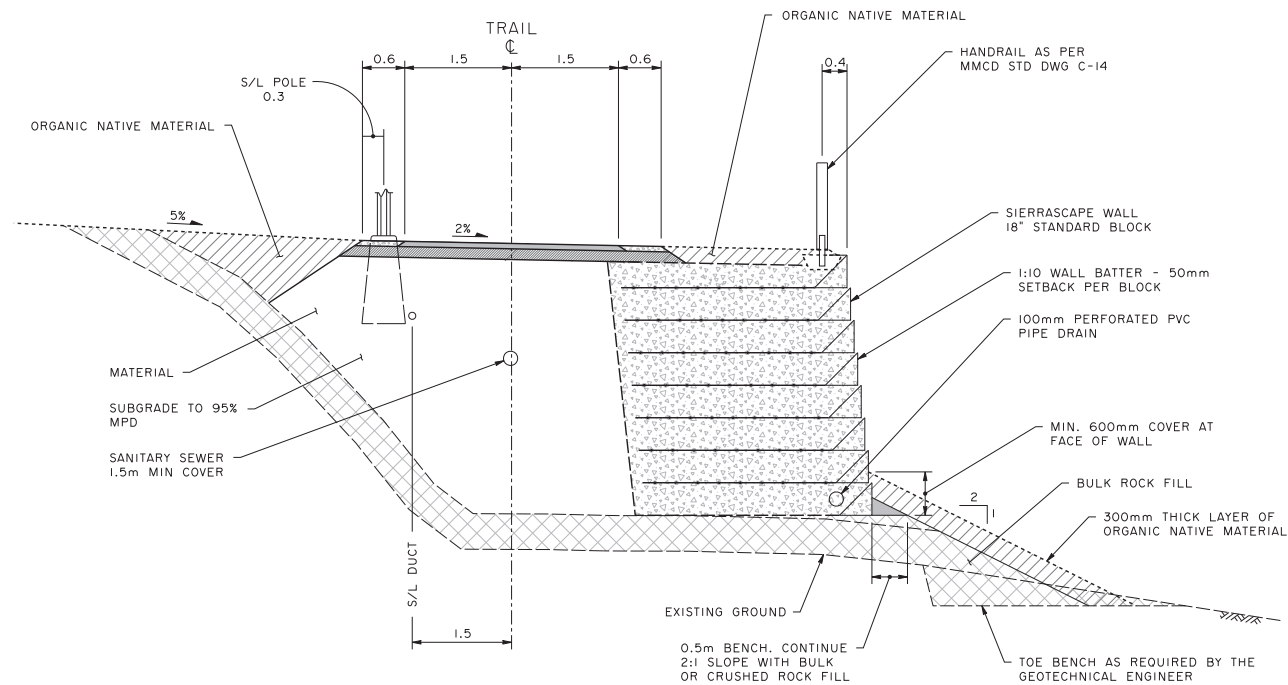


ROAD B 6+000 TO 6+085

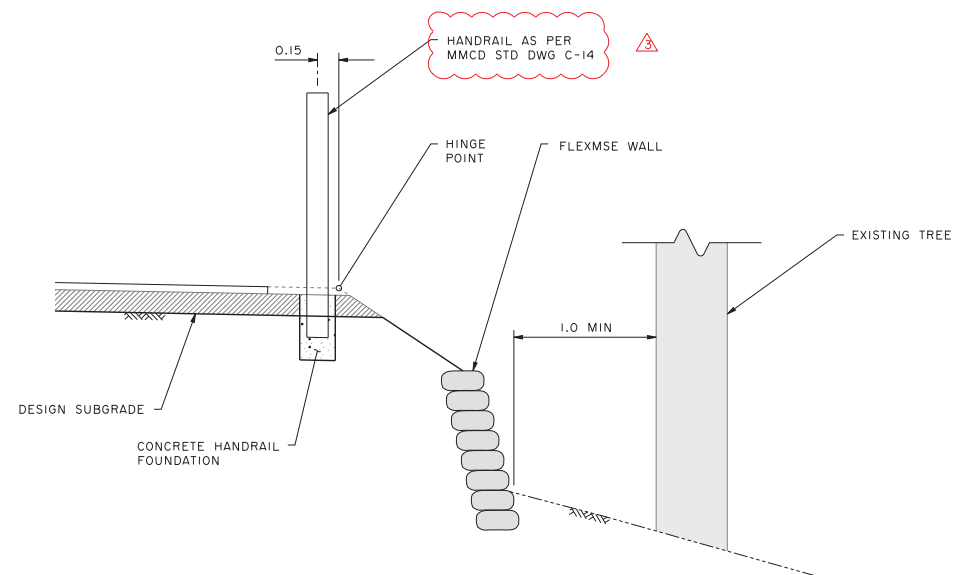


ROAD A 5+210 TO 5+247

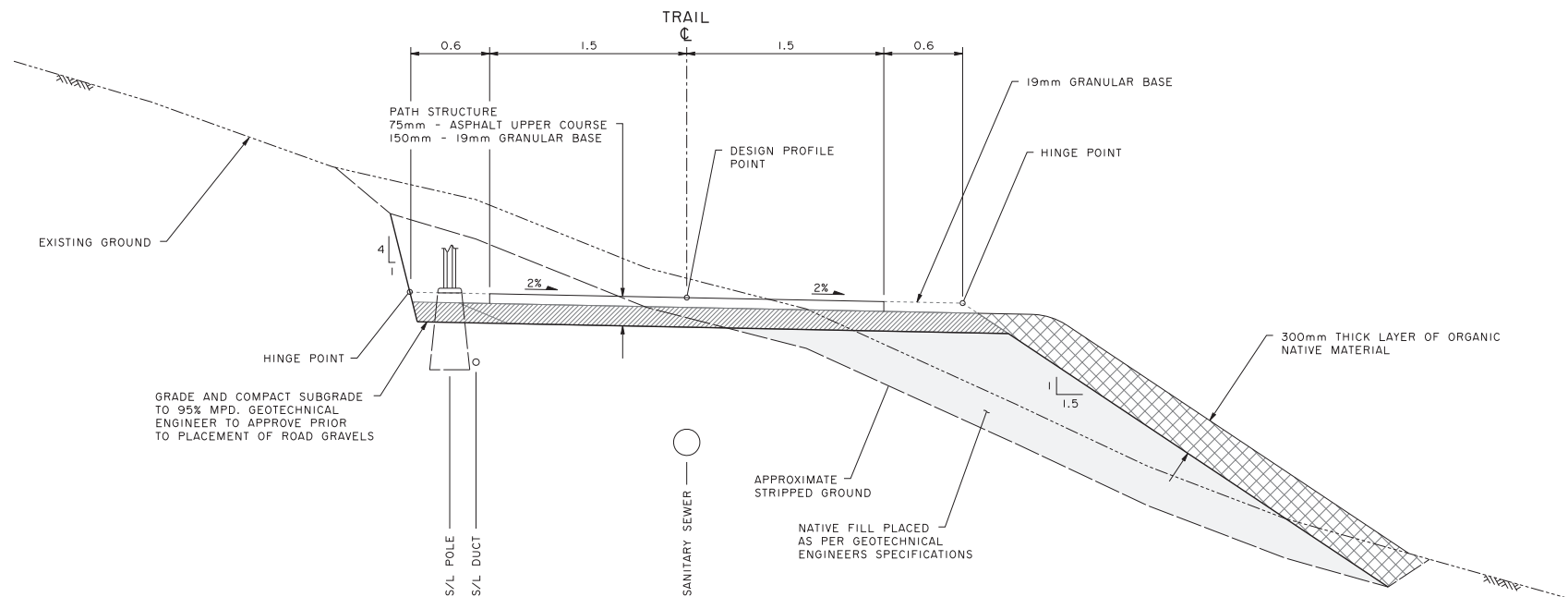
NO.	DATE	REVISIONS	BY	APPROVED
3	23-07-24	DEVELOPMENT PERMIT THIRD SUBMISSION	IL	
2	23-03-31	DEVELOPMENT PERMIT RESUBMISSION	IL	
1	22-09-02	DEVELOPMENT PERMIT SUBMISSION	IL	



TYPICAL SECTION 2: SIERRASCAPE WALL
SCALE: 1:50

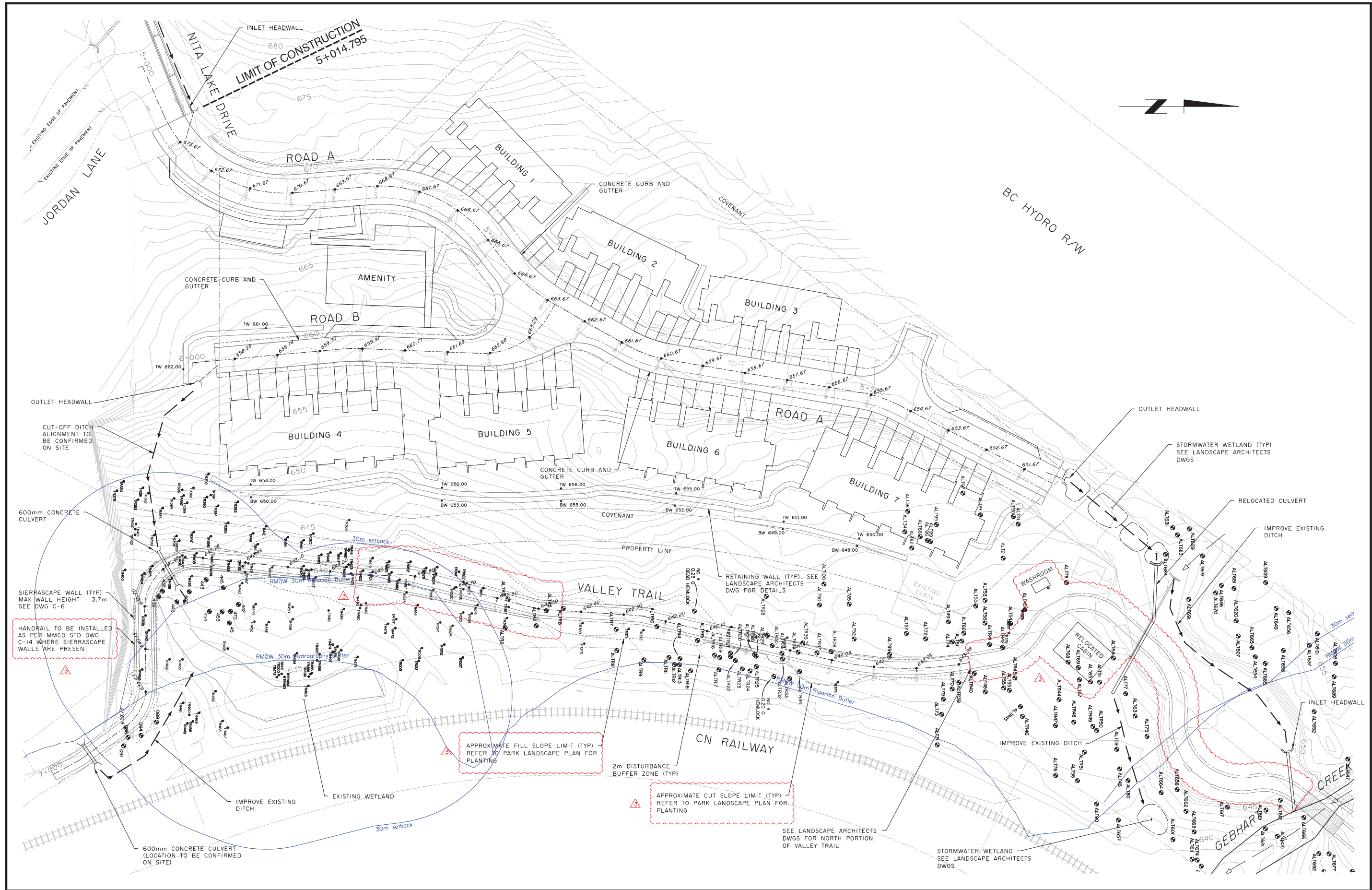


FLEXMSE WALL AT EXISTING TREE LOCATIONS
SCALE: 1:25



TYPICAL SECTION 1: CUT AND FILL SLOPES
SCALE: 1:25

NO.	DATE	REVISIONS	BY	APPROVED
3	23-07-24	DEVELOPMENT PERMIT THIRD SUBMISSION	IL	
2	23-03-31	DEVELOPMENT PERMIT RESUBMISSION	IL	
1	22-09-02	DEVELOPMENT PERMIT SUBMISSION	IL	



InterCAD

CONSULTING ENGINEERS

3	23-07-24	DEVELOPMENT PERMIT THIRD SUBMISSION	IL	
2	23-03-31	DEVELOPMENT PERMIT RESUBMISSION	IL	
1	22-04-02	DEVELOPMENT PERMIT SUBMISSION	IL	
NO.	DATE	REVISIONS	BY	APPROVED

Client

EMPIRE CLUB DEVELOPMENTS

Project

HILLMAN TOWN HOUSE SITE

Scale

0 10 20
1:400

Design

IL LJ

Plot Date

23/07/24

Plot Time

2:28:58 PM

Title

GRADING PLAN

Drawing Number

C-7

Page 120 of 195

3

I:\AF03\ustin\DP\C-7.dgn 23/07/24 2:28:58 PM

LEGEND

- SERVICE CONNECTION
STORM SEWER
MANHOLE
CUT-OFF DITCH
DIRECTION OF FLOW FOR SURFACE RUNOFF
DEVELOPMENT BOUNDARY
SUBCATCHMENT BOUNDARY
GROUND CONTOUR
CATCHMENT AREA ID
CATCHMENT AREA (ha)
DISCHARGE POINT ID
VEGETATED AREA (C = 0.3)
SEEDDED LAWN (C = 0.3)
WETLAND/CREEK HWM
HARD SURFACE (C = 0.9)

FLOW TO SUBCATCHMENTS (10 YEAR EVENT)			
CATCHMENT	PRE-DEVELOPMENT (cms)	POST-DEVELOPMENT (cms)	DISCHARGE POINT
A1	3.91	3.98	1
A2	3.92	3.98	2
A3	0.25	0.20	3
A4	0.32	0.32	4
A5	0.03	0.03	5
A6	0.04	0.04	6



NO.	DATE	REVISIONS	BY	APPROVED
2	23-07-24	DEVELOPMENT PERMIT THIRD SUBMISSION	IL	
1	23-03-31	DEVELOPMENT PERMIT RESUBMISSION	IL	

COMMERCIAL/INDUSTRIAL (SCHEDULE O)

The DP area is designated for the establishment of objectives for the form and character of commercial and mixed commercial/industrial *development*. The following table shows the applicable guidelines for this application, and offers details to indicate how the proposal complies.

SITE PLANNING BUILDING DESIGN

(a) Position buildings on the site to create a defined street edge common to attractive commercial areas.	Only the tourist accommodation townhouse buildings, the associated check-in/recreation building, and half of the solid waste building are considered commercial development. The tourist accommodate townhouse buildings are positioned on the street consistently with the employee residential and market residential townhouse buildings to create a cohesive street environment. The check-in/recreation building is located at the entrance to the complex, with direct access from the sidewalk via a ramp to the building entrance. Likewise, the solid waste building is located at the entrance to the complex with direct, at-grade, access from the sidewalk.
(b) Mass and scale of <i>development</i> should fit with the surrounding neighbourhood character and mountain resort community character.	Only the tourist accommodation townhouse buildings, the associated check-in/recreation building, and half of the solid waste building are considered commercial development. The mass and scale of these building is consistent with the mass and scale of the employee residential and market residential townhouse buildings.
(c) Minimize the overall mass appearance of any one building.	Only the tourist accommodation townhouse buildings, the associated check-in/recreation building, and half of the solid waste building are considered commercial development. The tourist accommodation townhouse roofs are flat but varied through the elevations with many roof levels to minimize the overall mass appearance each building. The tourist accommodation buildings step with each unit to better integrate with the slopping terrain, and further minimize the overall mass appearance of each building. The one-storey solid waste building and two-storey check-in/recreation building are smaller buildings with flat roofs to minimize massing.

BUILDING DESIGN

(a) Building articulation and innovative and interesting façade treatments, consistent with the resort community character, are strongly encouraged to create identifiable, attractive commercial/industrial areas. For example:	Only the tourist accommodation townhouse buildings, the associated check-in/recreation building, and half of the solid waste building are considered commercial development.
(i) Use of a variety of colours, architectural features and building materials. Large areas of glass and singular materials are strongly discouraged.	The building facades incorporate various architectural features including different roof lines and siding, glazing and balconies in a primarily grey and brown colour palette to create an attractive and integrated development.
(ii) Use of building colours complementary to neighbouring buildings or identifiable with the area. Colours should be muted and consist of natural colours found in the Whistler setting. Limited use of complementary accent colours for focal points, doors and storefronts is encouraged.	The buildings provide varied colours in grey and brown tones to create an attractive and integrated development. The building colours are consistent with the natural colours found in the Whistler setting.

(iii) Entrances to buildings should be clearly identifiable from sidewalks and other public areas.	Entrances to buildings are clearly visible and identifiable from the sidewalk and street.
(iv) Integrate balcony and terrace areas as appropriate to building uses.	The second floors of the tourist accommodation townhomes step back from the main floor garage. Balcony and terraces are provided on the rear (lakeside) elevation of the townhomes.
(b) Building materials should be consistent with the mountain character, sufficiently durable to withstand Whistler's harsh climate, and consistent with the intended use of the building	<p>The tourist accommodation townhouse building and check-in/recreation building materials include standing seam metal siding, hardie board and batten, hardie lap siding, stone siding and Douglas Fir braces, posts and beams.</p> <p>The solid waste building materials consist of a simpler yet complementary palette of standing seam metal siding and hardie lap siding.</p> <p>The building materials were specifically selected for their durability in Whistler's varied climate.</p>
(c) Roof form should be modulated and of a mountain character to reduce the apparent bulk of a building. Deep roof overhangs are encouraged. Whistler's extreme freeze/thaw cycle and frequent large accumulations of snow are to be considered in design and material selection. Protect all pedestrian and vehicle access points from snow shed and ice accumulation.	<p>The tourist accommodation townhouse roofs are flat but varied through the elevations with many roof levels for each townhouse building. The tourist accommodation buildings step with each unit to better integrate with the slopping terrain, and further minimize the overall mass appearance of each building.</p> <p>Deep roof overhangs are provided.</p> <p>A roof Snow Shed report, prepared by a professional engineer, was submitted with the DP application. The report identifies the proposed roofs for the buildings do not pose any snow shed hazards due to the flat roof profiles. The report recommends that heat trace is installed on all roof drains to prevent formation of ice on the downpipes as a result of freeze and thaw cycles in the winter months.</p>
(d) Roof colour should be generally neutral or muted in order to blend with the colours of the natural landscape.	Roof material is specified as black torch on membrane.
(e) Roof designs which incorporate evolving technology and best practices for stormwater management and energy systems are encouraged within the context of other building design guidelines.	A stormwater management plan (SWMP) addressing roof drainage has been provided, and adherence to the SWMP is required by way of a development covenant registered on the property title.
(f) Roof mounted equipment should be integrated with the overall roof design and adequately screened so it is concealed to the greatest extent possible from pedestrian viewpoints.	No roof mounted equipment is proposed.
(g) Site and building design should address the functional needs of persons with disabilities, including those who are mobility, visually and hearing impaired, and/or have reduced strength or dexterity. Provide accessible routes from the street and parking to building entrances in all seasons, and at an appropriate width for expected pedestrian volumes. Consideration should be given to snow clearing and snow storage areas.	<p>All tourist accommodation townhouse units are multi-floor units. Front doors to all units are at grade or may have one step.</p> <p>The check-in/recreation building is located at the entrance to the complex, with direct access from the sidewalk via a ramp to the building entrance. Likewise, the solid waste building is located at the entrance to the complex with direct, at-grade, access from the sidewalk.</p> <p>An outdoor ramp is provided to access the lower floor of the check-in/recreation building and the outdoor pool area.</p> <p>One accessible parking stall is provided.</p>

(h) Trail connections should be maintained and strengthened. The municipality may accept or encourage the dedication of public trails to promote pedestrian movement.	The development includes an off-site sidewalk connection from the terminus of the existing sidewalk on Nita Lake Drive to the street entrance to the townhouse complex. A dedicated pedestrian isle continues along the strata road through the townhouse complex to terminate with a pathway that descends into the adjacent park and to the valley trail.
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ACCESS, PARKING AND WASTE FACILITIES

(a) Shared parking facilities and shared access points are encouraged to reduce the amount of curb-cuts, and allow for efficient traffic circulation and utilization of parking supply.	Surface parking includes driveway parking for the townhouses in addition to some parallel parking on the strata road. Landscaping is provided between driveways, and adjacent to the parallel parking stalls.
(b) Locate parking areas to minimize the visual impact of parking from the street. All surface parking areas should be screened by a combination of landscaping and berms.	No large surface parking areas are proposed. Surface parking includes driveway parking for the townhouses in addition to some parallel parking on the strata road. Landscaping is provided between driveways, and adjacent to the parallel parking stalls.
(c) Provide adequate space to accommodate snow storage and drainage from parking areas.	Adequate areas for snow storage and drainage is provided as illustrated on plan L-1.6 of Appendix B.
(d) Locate all accessible parking spaces as close as possible to building entrances.	One accessible parking stall is provided along the strata road in front of the solid waste storage building and the check-in/recreation building.
(e) Provide adequate bicycle parking facilities on-site and within buildings where appropriate.	Bicycle storage is provided within garages of the tourist accommodation townhouse units.
(f) Service bays and solid waste storage should be integrated with site and building design, contained within the building or suitably screened from the street and public areas, and adequately sized to meet the needs of uses on site.	A solid waste storage building is located at the entrance to the townhouse complex. The building is adequately sized to meet the requirements of the RMOW Solid Waste Bylaw.

EXTERIOR LIGHTING

(a) Outdoor lighting should be used for safe pedestrian passage and property identification firstly. Seasonal festive lighting and limited architectural and landscape feature lighting is permitted.	RMOW standard roadway lighting is proposed. Lighting for the buildings and swimming pool area have not been detailed. Staff recommend a condition in the development permit be that all outdoor lighting have full cut-off and fully shielded fixtures that shield the light source to reduce glare.
(b) Illumination levels should be of sufficient intensity to provide safe pedestrian mobility but not overpower the nightscape. Use warm lighting. Coloured lighting is restricted to seasonal festive lighting and public amenities.	
(c) Direct light downward by choosing the correct type of light fixture. Acceptable fixtures are full cut-off and fully shielded fixtures that shield the light source to reduce glare.	

SIGNAGE

(a) Signage programs should be integrated in design and coordinated with the architectural features of the building and character of the area.	One freestanding project sign is proposed at the entrance to the townhouse complex. The detailed design of the freestanding project sign (size, material, colour, sign copy) will require a sign permit meeting the requirements of the Sign Bylaw.
(b) The size, number and placement of signs pertaining to a <i>development</i> should ensure a hierarchy of signage. Within this hierarchy, there should be a balance between consistency and individual creativity. Consistency may come in the location, size and materials of signage and lighting to create a rhythm; creativity may come in the shape, colour, materials and individual mounting brackets to create interest and individual business expression. Signs that	

visually exhibit or express the character of their site or business enterprise to which they pertain are encouraged.	
(c) All sign materials and mounting brackets should be high quality, textured and durable. Raised or recessed letters or symbols are strongly encouraged. Lighting fixtures should be quality, unobtrusive fixtures and related electrical conduits should be concealed behind fascia.	
(d) Signs may support intense colour applications but should be harmonious with the colour scheme of the building with which they are associated.	
(e) All signage must also meet the requirements of the Sign Bylaw, except that the bylaw requirements may be varied to authorize signs that are demonstrated to better achieve the overall objectives of these form and character guidelines.	

FENCING

(a) Fencing is generally discouraged but may be used where necessary, along with vegetative planting, to limit public access to utilities or dangerous areas.	One privacy fence, 12 feet in length, is proposed for each tourist accommodation townhouse building. Through the associated rezoning process for this development, the applicant agreed to provide a permanent split rail fence to separate the nature conservation parcel from the townhouses. As the detailed design progressed through the DP review, a retaining wall is now proposed ranging in height from 2 to 4 metres on the downslope side of the townhouses between the townhouses and the nature conservation park. This retaining wall is considered sufficient to limit access and a split rail fence is not proposed.
(b) Fence design should be appropriate to its function, location and context in the neighbourhood. Fences should be of a high quality, reflecting and extending the building details and integrated with landscaping to minimize their visual impact.	One privacy fence, 12 feet in length, is proposed for each tourist accommodation townhouse building. The fences are integrated with the building colour and materials.
(c) Chain link fencing where utilized should be screened such that the fencing is not visible from pedestrian areas, a street or a highway.	Chain link fencing is not proposed.

LANDSCAPING

(a) Properties adjacent to Highway 99 should maintain a 20 metre wide landscaped area adjacent to the Highway 99 right-of-way that contributes to the mountain character and complements the <i>development</i> .	Not applicable.
(b) Wherever possible, mature trees should be preserved and integrated with new landscaping.	<p>The proposed area of tree removals for the townhouse complex was approved under DP001902 issued on September 21, 2023. The proposed area of tree removals was less than 1.91 ha, which represents approximately 49% of the land area of the parent parcel.</p> <p>The existing trees are integrated with the new landscaping.</p> <p>The development's SWMP identifies that the final alignment of the ditch directing stormwater to the existing pond will be determined in the field to minimize impacts on existing trees.</p>

	The proposed sanitary sewer line from the townhouse development will connect to the existing sanitary line along the rail right of way. Staff recommend a condition of the DP be that the sanitary line route be field fit to minimize impact to mature trees and their critical root zones.
(c) Landscaping, tree plantings and screening methods should be used to:	
(i) screen surface parking lots	Landscape planting is used to screen surface parking.
(ii) screen surface storage areas	Not applicable. No surface storage areas are proposed.
(iii) screen blank building façades; and	Landscape planting is proposed around all buildings to integrate with the existing forested surrounds.
(iv) provide buffers between other adjacent land uses.	Existing and proposed landscaping provides buffers between adjacent land uses.
(d) Landscaped areas with the capacity to infiltrate and accommodate stormwater runoff, such as planting beds and grassed areas, are encouraged to reduce stormwater runoff from surface parking lots and rooftops.	<p>A SWMP incorporating run-off from hard surfaces (roof, driveway and road surfaces) has been provided. The SWMP identifies that the flat landscape areas around the buildings will assist in slowing down run-off.</p> <p>The SWMP creates minimal changes in the flows being discharged into the downslope forest areas. Flows entering these areas from the hard surfaces will be treated first by Stormceptor manholes to cleanse contaminants from runoff, then ditches and rain gardens which will provide opportunities for infiltration and filtration.</p> <p>Adherence to the SWMP is also required by way of a development covenant registered on the property title in conjunction with the associated rezoning of the lands.</p>
(e) Landscaping and screening elements should be able to withstand Whistler's harsh climatic conditions and be coordinated with adjacent landscaping.	The landscaping is considered appropriate to withstand Whistler's harsh climate. All areas of disturbance will be rehabilitated. Limited conifer trees are proposed consistent with the applicable OCP Wildfire Protection guidelines to blend with the existing forest surrounds.
(f) Use plant species suited to the local climate, requiring minimal irrigation, which also provide dynamic seasonal interest.	All proposed plant species are suited to the local climate, require minimal irrigation, and provide seasonal interest.

MULTI-FAMILY RESIDENTIAL (SCHEDULE P)

This DP area is designated for the establishment of objectives for the form and character of multi-family residential *development*. The following table shows the applicable guidelines for this application, and offers details to indicate how the proposal complies.

SITE PLANNING AND BUILDING DESIGN

(a) Buildings and landscaping should be located and designed to suit natural topography, hydrology and vegetation. Creative, site sensitive solutions are encouraged. Site planning is required to minimize disturbance to natural contours and existing vegetation, and fit the context of surrounding <i>development</i> and natural environment. Designers should use site layout, building orientation, window placement, vegetation and landscape screening to provide visual privacy between neighbouring properties.	<p>The siting of the proposed townhouses and access roads responds to the physical character of the site, following an existing watermain alignment and the sloping terrain, and all buildings respect the required 20-metre building setback from the parcel line of adjacent Strata Plan BCS556 (Nita Lake Estates) to the south. Buildings are stepped, both on the front/rear elevations and side elevations to respond to the topography.</p> <p>The site plan of the buildings and road reflects the natural assets of the site, notably protection of riparian areas.</p>
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	Landscaping is used to provide visual screening.
(b) Variances to Zoning Bylaw regulations may be considered provided they can be demonstrated to further the objectives of this OCP.	The development permit includes a variance to permit tandem parking for the proposed townhomes. This variance eliminates the requirement for wider driveways, thereby reducing the total amount of hard surface and allowing landscaping between driveways.
(c) Innovative and interesting façade treatments are strongly encouraged on all apartment and townhouse buildings, to create identifiable, attractive multi-family <i>developments</i> . For example:	The building facades on the townhouse buildings incorporate varied designs and building materials to create an attractive multi-family development.
(i) Stepping back or providing balcony and terrace areas on the building above the ground floor.	The second floors of the market and tourist accommodation townhomes step back from the main floor garage while the employee townhomes provide a terrace and/or balcony above the entry.
(ii) Use of a variety of colours, roof lines, architectural features and building materials. Large areas of unvaried material are strongly discouraged.	The townhomes provide varied colours and building materials as well as different architectural features including different roof lines and siding, glazing and balconies. The townhomes use varied colours and building materials, consistent with the natural colours applied throughout Whistler.
(iii) Use of building colours complementary to neighbouring buildings or identifiable with the area. Colours should be muted and consist of natural colours found in the Whistler setting. Limited use of complementary accent colours for focal points or architectural features is encouraged.	The townhomes use varied colours and building materials, consistent with the natural colours applied throughout Whistler.
(d) Building materials should be sufficiently durable to withstand Whistler's harsh climate.	<p>The townhouse building materials include standing seam metal siding, hardie board and batten and hardi-panel and Douglas Fir braces, posts and beams. The market townhouse buildings also have some stone siding.</p> <p>The building materials on the check- in /recreation building are consistent and complementary to the townhouse building materials.</p> <p>All building materials were specifically selected for their durability in Whistler's varied climate.</p>
(e) Innovative and interesting roof designs are strongly encouraged on all buildings, to create identifiable, attractive <i>developments</i> . For example:	
(i) Roof forms should be modulated to reduce the apparent bulk of a building and to create more visual interest. Roof colour should be generally neutral or muted in order to blend with the natural landscape.	The townhouse roofs are flat but varied through the elevations with many roof levels for each townhouse building. The employee townhouses step from three levels to two levels on the building ends. The market and tourist accommodation buildings step with each unit.
(ii) Snow and drainage from roofs should not be dumped onto adjoining streets or properties. Protect all pedestrian and vehicle access points from snow shed and ice accumulation.	A roof Snow Shed report, prepared by a professional engineer, was submitted with the DP application. The report identifies the proposed roofs for the buildings do not pose any snow shed hazards due to the flat roof profiles. The report recommends that heat trace is installed on all roof drains to prevent formation of ice on the downpipes as a result of freeze and thaw cycles in the winter months.
(iii) Roof mounted equipment should be integrated with the overall roof design and adequately screened so it is	No roof mounted equipment is proposed.

concealed to the greatest extent possible from pedestrian viewpoints.	
(iv) Roof designs which incorporate evolving technology and best practices for stormwater management and energy systems are encouraged within the context of other building design guidelines.	A SWMP addressing roof drainage has been provided, and adherence to the SWMP is required by way of a development covenant registered on the property title.
(f) Provide usable, public and private <i>open spaces</i> to create opportunities for recreation and social activity, and provide buffers between uses.	Each unit has private open space at the front and rear of the units, while the market units have access to a recreation building with change rooms, outdoor pool and hot tub. An informal lawn/open space is also provided. A public park with an open lawn area, playground and valley trail is immediately adjacent the townhouse development.
(g) Incorporate design elements that address the functional needs of persons with disabilities, including those who are mobility, visually and hearing impaired, or have reduced strength or dexterity.	All townhouse units are multi-floor units except for six of the employee townhouse units that are located on the ground floor and are single storey. Front doors to all units are at grade or may have 1 step. At-grade access is provided to the solid waste storage building and mailboxes. An outdoor ramp is provided to access the lower floor of the check-in/recreation building and the outdoor pool area. One accessible parking stall is provided.

ACCESS, PARKING AND WASTE FACILITIES

(a) Access roads to parking areas should be constructed at minimum available grade differentials.	The proposed grades of access roads and parking areas meet RMOW slope requirements.
(b) The majority of apartment building parking should be provided in parking structures beneath the buildings.	N/A. No apartment buildings are proposed.
(c) Townhouse parking may be a combination of covered parking attached to or within the <i>dwelling unit</i> , surface clusters, and underground parking as site conditions permit.	The townhomes provide parking both within a garage and in front of the unit.
(d) Surface parking and loading areas should be situated appropriately in accordance with parking, loading and landscaping requirements.	Surface parking is consistent with municipal requirements. No loading spaces are required.
(e) Surface parking should be screened and enhanced with landscaping and berms.	No large surface parking areas are proposed. Surface parking includes driveway parking for the townhouses in addition to some parallel parking on the strata road. Landscaping is provided between driveways, and adjacent to the parallel parking stalls.
(f) Parking areas should provide adequate areas for snow storage and drainage.	Adequate areas for snow storage and drainage is provided as illustrated on plan L-1.6 of Appendix B.
(g) All accessible parking spaces should be located as close as possible to building entrances.	One accessible parking stall is provided.
(h) Bicycle storage facilities should be provided within buildings for residents' use.	Bicycle storage is provided within garages for townhouse units that have garages. For the 12 employee townhouse units that do not have garages a bike storage room is provided for each unit adjacent to the unit entrance.
(i) Solid waste storage should be designed as an integral element of the <i>development</i> —contained within the building or suitably screened and complementary to overall building design, and adequately sized to meet the needs of uses on site.	A solid waste storage building is located at the entrance to the townhouse complex. The building is separated into two spaces, one for the employee townhouses and one for the market/tourist accommodation townhouses. The building is adequately sized to meet the requirements of the RMOW Solid Waste Bylaw.

EXTERIOR LIGHTING

(a) Outdoor lighting should be used for safe pedestrian passage and property identification firstly. Seasonal festive lighting and limited architectural and landscape feature lighting is permitted.	RMOW standard roadway lighting is proposed. Lighting for the buildings and swimming pool area have not been detailed. Staff recommend a condition in the development permit be that all outdoor lighting have full cut-off and fully shielded fixtures that shield the light source to reduce glare.
(b) Illumination levels should be of sufficient intensity to provide safe pedestrian mobility but not overpower the nightscape. Use warm lighting.	
(c) Direct light downward by choosing the correct type of light fixture. Acceptable fixtures are full cut-off and fully shielded fixtures that shield the light source to reduce glare	

SIGNAGE

(a) All signage associated with multi-family <i>developments</i> should be designed to be architecturally consistent with associated buildings.	One freestanding project sign is proposed at the entrance to the townhouse complex.
(b) All signage must also meet the requirements of the Sign Bylaw, except that the bylaw requirements may be varied to authorize signs that are demonstrated to better achieve the overall objectives of these form and character guidelines.	The detailed design of the freestanding project sign (size, material, sign copy) will require a sign permit meeting the requirements of the Sign Bylaw.

FENCING

(a) Fencing is generally discouraged but may be used where necessary, along with vegetative planting, to limit public access to utilities or dangerous areas.	One privacy fence, 12 feet in length, is proposed for each market/tourist accommodation building. Through the associated rezoning process the applicant agreed to provide a permanent split rail fence to separate nature conservation parcel from the townhouses. As the detailed design progressed, there is now a retaining wall ranging in height from 2 to 4 metres on the downslope side of the townhouses between the townhouses and the nature conservation park. This retaining wall is considered sufficient to limit access and a split rail fence is not proposed.
(b) Fence design should be appropriate to its function, location and context in the neighbourhood. Fences should be of a high quality, reflecting and extending the building details and integrated with landscaping to minimize their visual impact.	One privacy fence, 12 feet in length, is proposed for each market/tourist accommodation building. The fences are integrated with the building colour and materials.
(c) The use of chain link fencing is discouraged, and such fencing should not be visible from pedestrian areas, a street or a highway.	Chain link fencing is not proposed.

LANDSCAPING

(a) Landscaping is a major, integral part of a project design and planting should emphasize the natural setting while enabling solar access into residential units.	A Landscape Plan is provided that is integrated with the project design. Street trees area provided, in addition to shrubs and perennials at building entrances. All areas of disturbance will be rehabilitated. Limited conifer trees are proposed distant from the buildings to blend with the existing forest surrounds.
(b) Landscaping should be able to withstand Whistler's harsh climatic conditions and be coordinated with adjacent landscaping.	The landscaping is considered appropriate to withstand Whistler's harsh climate. All areas of disturbance will be rehabilitated. Limited conifer trees are proposed distant from the buildings to blend with the existing forest surrounds.
(c) Properties adjacent to Highway 99 should maintain a 20 metre wide landscaped area adjacent to the Highway 99 right-of-way that is	Not applicable.

densely clustered to simulate the scale and variety of forest plantings in order to integrate with the surrounding trees and natural setting.	
(d) Wherever possible, mature trees should be preserved and integrated with new landscaping	The proposed area of tree removals for the townhouse complex was approved under DP001902 issued on September 21, 2023. The proposed area of tree removals was less than 1.91 ha, which represents approximately 49% of the land area of the parent parcel. The existing trees are integrated with the new landscaping.
(e) Landscaped areas with the capacity to infiltrate and accommodate stormwater, such as planting beds and grassed areas, are encouraged to reduce stormwater runoff from surface parking lots and rooftops. The use of permeable paving materials for parking lots and other paved surfaces should also be considered.	A SWMP incorporating run-off from hard surfaces (roof, driveway and road surfaces) has been provided. The SWMP identifies that the flat landscape areas around the buildings will assist in slowing down run-off. The SWMP creates minimal changes in the flows being discharged into the downslope forest areas. Flows entering these areas from the hard surfaces will be treated first by Stormceptor manholes to cleanse contaminants from runoff, then ditches and rain gardens which will provide opportunities for infiltration and filtration. Adherence to the SWMP is also required by way of a development covenant registered on the property title in conjunction with the associated rezoning of the lands.
(f) Use plant species suited to the local climate, requiring minimal irrigation, which also provide dynamic seasonal interest	All proposed plant species are suited to the local climate, require minimal irrigation, and provide seasonal interest.

STREETSCAPE

(a) Pedestrian areas, including sidewalks and pathways located on or adjacent to the site, should be an appropriate width, in terms of expected pedestrian volumes. The width should accommodate unencumbered year-round travel for both pedestrians and persons with accessibility challenges. Consideration should be given to snow clearing and snow storage areas.	The development includes an off-site sidewalk connection from the terminus of the existing sidewalk on Nita Lake Drive to the street entrance to the subject lands. A dedicated pedestrian isle continues along the strata road through the townhouse complex to terminate with a pathway that descends into the adjacent park. Public access will be granted through an access easement required to be registered prior to subdivision of the lands in the Land Title Office. The proposed sidewalk widths meet RMOW standards.
(b) Building entrances should be directly accessed from sidewalks, parking lots and pedestrian pathways as seamlessly as possible from the street. Grade changes between sidewalks, squares, outdoor seating areas, transit stops and other pedestrian areas should also be minimized and designed to accommodate the needs of persons with disabilities.	The entrance to each townhouse unit is either via the driveway with a walkway connection from the driveway to the front door, or via a walkway connection from the strata road to the front door. The solid waste building is directly accessed from the sidewalk. The check-in/recreation building is also directly accessed from the sidewalk then a ramp to the front entrance.
(c) Building entrances, lobbies, stairs, corridors and exterior walkways should be designed to accommodate people wearing ski boots and carrying bulky equipment. Extra width, gentle pedestrian access grades, more generous steps, and heavier more durable materials should be provided.	Building entrances are designed for their intended residential or tourist accommodation use. Pedestrian access grades meet RMOW requirements.
(d) Pathways and trails providing links to other <i>non-motorized</i> networks are encouraged.	The development includes an off-site sidewalk connection from the terminus of the existing sidewalk on Nita Lake Drive to the street entrance to the townhouse complex. A dedicated pedestrian isle continues along the strata road through the townhouse complex to terminate with a pathway that descends into the adjacent park and to the valley trail.

ADOPTION OF MINUTES

Moved by P. DuPont
 Seconded by B. Martin

That Advisory Design Panel adopt the Regular Committee Minutes of Wednesday, July 20, 2022 as circulated.

CARRIED

COUNCIL UPDATE:

RMOW Councillor, J. Murl introduced himself as the new Advisory Design Panel member representing municipal Council.

J. Murl informed that the RMOW Mayor and Council were just in a two day strategy session to bring forward a four year plan to present to public on many topics, including Housing.

J. Murl excused himself and left the meeting at 1:15 pm

PRESENTATIONS/DELEGATIONS

File: DP001902
 5298 Alta Lake Rd.
 1st Review

M. Laidlaw – introduced the proposal for 21 employee-restricted residential townhouse units, 11 market townhouse units, 11 tourism accommodation townhouse units and park development, including subdivision of lands for the development.

The proposal was previously reviewed by ADP in May, 2020 under RZ001157, a rezoning application in response to Council's private sector housing initiative.

The park plans are provided in the package for overall context, however once the lands are subdivided the form and character development permit area guidelines are not applicable to the parklands.

B. Murdoch presented an overview of the proposal and its evolution since May 2020.

- The architectural site planning and park plan/valley trail layout has been coordinated with the civil design, along with input from the environmental consultant.
- The site configuration is much the same in terms of position of the buildings to each other, there has been a subtle manipulation of buildings.
- The amenity area has been redesigned to fit better into the landscape.
- Grades have been adjusted and manipulated within a controlled area to preserve natural areas.

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 Regular Advisory Design Panel Meeting
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 Page 3

- The most substantial change is the dropping the road grade and the finished floor elevations of the market units to reduce the amount of fill and retaining, while maintaining townhouse unit entry at grade .
- Functional areas of garbage, recycling, mail and check-in are located near the entrance to the site. There are two separate garbage and recycling spaces, one for resident units and one for market townhouses.
- A designated pedestrian route connects from the existing sidewalk on Nita Lake Drive and through the site to access the park.
- In sections A and D, we are closer to the existing grades and section B and C we are quite high to accommodate the fire route and intersection grade requirements.
- Snow management and snow storage has been considered.
- Minimal coniferous tree planting to achieve wildfire protection guidelines.
- The resident townhouses step down the site for a conceptual consistency with the market townhouses in terms of roof lines.
- Building massing broken down with form, colour and materials, rooflines step down; shearing of the building massing aligns with the changing of the grade. Flat roofs for snow management.
- The resident townhome building have 3 central units which have their own garage, are 3 stories and larger in square footage, then step down to 2-stories on the ends of the buildings with smaller stacked 2-bedroom units. Individual storage for bikes and skis in front of each unit.
- The market units are configured with a large garage with parking in front in a tandem configuration. Subtle exterior material differences between market and employee units with market having a little richer material palette – post and beam, for refined and crafted detailing, use of stone.
- Building colour is intentionally darker to recede into the forest. Materials are durable to help reduce maintenance and are consistent with materials used through the community.
- The units are not designed to an accessible standard, but the site is fully accessible.
- The landscape plan is a simple planting plan to assist and resolve transition in grade in addition to pocket planting between buildings and at entrance of buildings.

The Committee had the following comments:

Site planning and circulation

1. The Panel commented that the site planning is well done and that the presentation was very clear.
2. It was felt that usability and livability of units would be greater if more visitor parking were provided.
3. 1.5 m walkway material should be designated in some way, and useable year-round as it is significant due to its connection to the park.

4. Explore another connection point to the valley trail from the southeast of the site.

Building massing, form and character

1. The Panel supports the proposal with very good form, character and massing.
2. There is good continuity between the employee and market housing.
3. The architect did a good job of breaking up of the building massing.
4. Further investigate some variation in units to suit grades better so that less fill is needed, could be achieved by stepping individual unit floor elevations and rooflines.
5. One Panel member suggested the garbage building would be more usable if the two solid waste storage spaces were amalgamated within the building.

Materials, colours and details

1. The Panel suggested to provide additional variation in colour schemes between building blocks.

Landscape

1. Ensure tree planting or existing trees provide an adequate buffer between the Valley Trail and the built structures (retaining wall and townhouses).
2. Consider thinning some trees on the south end to open up sun to the pool.
3. The area of disturbance should be calculated and clearly delineated on the plans.
4. Ensure planting of the disturbed area at the base of the large retaining wall to include buffer between the park as well as the Valley Trail and the built structures (rockstack and large buildings).

Moved by P. DuPont

Seconded by D. Venter

That the Advisory Design Panel supports this proposal and requests the applicant address ADP's detailed comments with staff. ADP does not request to see the proposal again.

CARRIED

B. Murdoch thanked the ADP and applicant team left the meeting at 2:25 pm

OTHER BUSINESS

M. Laidlaw recognized the ADP members whose terms are ending on December 31, 2022: T. Kloepfer, H. Owens, P. DuPont, and K. Lammie. M. Laidlaw thanked all members for their time on this very important committee

STAFF REPORT TO COUNCIL

PRESENTED: December 5, 2023
FROM: Infrastructure Services
SUBJECT: SOUTH WHISTLER WATER SUPPLY UPGRADE PROJECT PHASE II

REPORT: 23-122
FILE: E203-07

RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Infrastructure Services be endorsed.

RECOMMENDATION(S)

That Council award the contract for the South Whistler Water Supply Upgrade Project Phase II in the amount of \$6,138,500 (exclusive of GST) to Drake Excavating (2016) Ltd. in accordance the E203-07 Tender Award Recommendation, attached as Appendix A to Administrative Report No. 23-122.

PURPOSE OF REPORT

The purpose of this Report is to inform Council of the status of the South Whistler Water Supply (SWWS) Upgrade Project and procurement process, and to request approval to proceed with the contract award for the construction work to implement Phase II of the SWWS Upgrade Project in the amount of \$6,138,500 (exclusive of GST).

☐ Information Report ☒ Administrative Report (Decision or Direction)

DISCUSSION

Background

The Resort Municipality of Whistler (RMOW) supplies potable water to the South Whistler area, Cheakamus Crossing and Function Junction. In alignment with the [2015 Comprehensive Water Conservation and Supply Plan](#), Phase II of the SWWS Upgrade project has been identified to enhance the capacity of the Cheakamus water system, specifically allowing the water from the South Whistler area to be pumped to the Creekside and Village zones as needed. This strategic initiative is crucial to accommodate planned community growth outlined in the Official Community Plan (OCP) and addresses evolving corrosion management standards for maintaining drinking water quality.

The comprehensive project, encompassing a continuous improvement program, is geared towards upgrading assets, enhancing operational efficiency, ensuring safety for Municipal staff, and fortifying the overall system redundancy. A fundamental aspect of this project is the focus on drinking water corrosion management, prioritized based on findings from the Water Distribution Corrosion Study (2015) prepared by Kerr Wood Leidal Associates Ltd.

To align with Health Canada's drinking water guidelines, a critical component of Phase II of the project involves the implementation of pH control treatment. This treatment aims to elevate the raw water pH level from approximately 6.4 to the targeted 7.5, thereby reducing the rate of corrosion within municipal and private water systems.

Recognizing the challenges posed by supply chain limitations on infrastructure projects, the project has been thoughtfully divided into two phases. Phase I, encompassing the civil works, has been successfully completed in the current year (2023). This segment involved the installation of 540 meters of high-pressure water main from Lynham Road, traversing Highway 99, and connecting to the existing Cheakamus Crossing water system near the Whistler Wastewater Treatment Plant.

Moving forward, Phase II focuses on the construction of the Pump Station and Treatment Facility, which includes tie-ins to the completed Phase I works, commissioning, and programming. The Phase II scope also entails the decommissioning of two unused wells and the integration of existing control systems into a centralized pump station. Recognizing the longer lead times associated with procuring items such as pumps and treatment equipment, Phase II is scheduled to commence upon award, with completion anticipated in Q2 2025.

This phased approach not only optimizes project scheduling but also ensures financial predictability by mitigating the impacts of supply chain limitations. The RMOW looks forward to the successful execution of Phase II, marking another significant stride in our commitment to providing high-quality drinking water.

Analysis

TENDER RESULTS

The procurement process for the SWWS Upgrade Project Phase II, initiated through the Invitation to Tender, was transparently conducted by posting the tender on the RMOW bid opportunities page and BC Bid. The public advertisement period extended from September 22, 2023, to October 24, 2023, during which potential bidders had the opportunity to familiarize themselves with the project. To facilitate communication and address any queries, a non-mandatory pre-tender site meeting was convened on October 5, 2023.

Three responsive and qualified tender submissions were received to execute the project. Following a thorough evaluation, it has been determined that the lowest price bid from Drake Excavating (2016) Ltd. (Drake), not only meets the necessary qualifications but is also fully compliant with the Instructions to Tender.

In consideration of the tender submissions, staff recommends the contract be awarded to Drake. The rationale for this recommendation is substantiated by both the competence of the low bidder and their adherence to the provided tender instructions.

The comparative analysis of the tender submissions is detailed in Table 1 – Tenderer's Submissions:

TENDERER		TOTAL PRICE (EXCLUDING GST)	VARIANCE TO ENGINEER'S ESTIMATE (%)
1	Drake Excavating (2016) Ltd.	\$6,138,500	-29

2	NAC Constructors Ltd.	\$7,697,023	-11
3	Coastal Mountain Excavations Ltd.	\$7,816,990	-9
Engineer's Estimate (HDR Inc.)		\$8,617,000	

The tabulated results indicate that Drake has submitted the most competitively priced bid, presenting a significant cost advantage with a -29 per cent variance to the Engineer's Estimate. This cost-effectiveness, coupled with their compliance with the project requirements, positions Drake as the preferred contractor for the SWWS Upgrade Project Phase II.

The RMOW looks forward to a successful collaboration with Drake, expressing confidence that their expertise will enhance the timely and efficient completion of Phase II of the SWWS Upgrade Project. Notably, Drake demonstrated their capabilities by successfully completing Phase I of this project and has a proven track record, having successfully executed various other infrastructure projects for the Infrastructure Projects Team over the past three years.

POLICY CONSIDERATIONS

Council Policy F-29: Procurement Policy and Administrative Procedure D-1: Procurement requires Council approval for any contracts over the value of \$500,000.

2023-2026 Strategic Plan

The 2023-2026 Strategic Plan outlines the high-level direction of the RMOW to help shape community progress during this term of Council. The Strategic Plan contains four priority areas with various associated initiatives that support them. This section identifies how this report links to the Strategic Plan.

Strategic Priorities

☐ Housing

Expedite the delivery of and longer-term planning for employee housing

☐ Climate Action

Mobilize municipal resources toward the implementation of the Big Moves Climate Action Plan

☐ Community Engagement

Strive to connect locals to each other and to the RMOW

☐ Smart Tourism

Preserve and protect Whistler's unique culture, natural assets and infrastructure

☒ Not Applicable

Aligns with core municipal work that falls outside the strategic priorities but improves, maintains, updates and/or protects existing and essential community infrastructure or programs

Community Vision and Official Community Plan

The OCP is the RMOW's most important guiding document that sets the community vision and long-term community direction. This section identifies how this report applies to the OCP.

Goals, Objectives, and Policies

Goal 12.1 of Whistler's OCP is to provide safe drinking water and reliable water supplies. This project is directly related to this goal, and specifically to the following objective and policy:

12.1.1. Objective Maintain a potable water supply system that continues to produce sufficient domestic water quantities for current and planned future development, and water quality that meets or exceeds the Canadian Drinking Water Guidelines and fulfils the requirements of the Permit(s) to Operate issued by the Local Health Authority.

12.1.1.1. Policy Maintain a water supply system, as illustrated in Schedule H, that continues to produce sufficient domestic and firefighting water quantities for current and planned future development, and water quality that meets or exceeds the Canadian Drinking Water Guidelines and fulfils the requirements of the annual Permit(s) to Operate issued by the Local Health Authority.

12.1.1.2. Policy Implement water conservation measures and water supply improvements, if required, while adhering to all provincial water conservation guidelines.

12.1.1.7. Policy Implement the recommendations in the Source Water Protection Plan (which is required under the annual Permit to Operate issued by the Local Health Authority).

12.1.1.8. Policy Investigate the resiliency of the water supply and distribution systems with respect to the impact of climate change and natural disasters.

BUDGET CONSIDERATIONS

The financial framework for the SWWS Upgrades Project Phase II is anchored in the approved budget provided under project code E203-07 Water Pump Station Upgrades. This project has successfully secured a grant under the Investing in Canada's Infrastructure Program – Environmental Quality Program, receiving funding from both the Provincial and Federal Government. The grant's total value amounts to \$4,486,482.

The comprehensive, multi-year project budget is delineated in Table 2 – Total Project Budget:

BUDGET CODE NUMBER & NAME	2023 BUDGET	2024 BUDGET	2025 BUDGET	TOTAL
E203-07 Water Pump Station Upgrades	\$2,961,000	\$7,500,000	\$1,150,000	\$11,161,000
Grant Funding Bylaw 2402	\$-1,000,000	\$-3,486,402	\$0	\$-4,486,402
Total	\$1,961,000	\$4,013,598	\$1,150,000	\$6,674,598

Table 3 – Drake Tender Results and Budget Comparison offers a detailed breakdown of the budget in

relation to the tender results for the specific activities associated with Drake:

BUDGET CODE NUMBER AND NAME	2024-2025 BUDGET	ENGINEERS COST ESTIMATE	DRAKE EXCAVATING (2016) LTD.	VARIANCE TENDER TO BUDGET (%)
E203-07 Water Pump Station Upgrades	\$8,650,000	\$8,617,000	\$6,138,500	-29
Total	\$8,650,000	\$8,617,000	\$6,138,500	-29

Notably, the project tender costs fall comfortably within the 2024-2025 budget, affirming the financial viability of the project. The budget analysis demonstrates a favorable outcome with Drake, as their tendered price exhibits a significant -29 per cent variance when compared to the allocated budget.

TOTAL 2024-2025 PROJECT COST OVERVIEW

Table 4 summarizes the estimated 2024-2025 project cost for procurement, construction, and contract administration. The -29 per cent variance between the engineer's estimate and Drake's bid is attributed to competitive market conditions, efficiency gains, contractor experience, and supply chain efficiencies. In the current market (in southwestern British Columbia), many contractors are bidding on municipal infrastructure projects, leading to more assertive contract bids. Despite the negative variance, the RMOW remains confident in the transparency of the bidding process and Drake's qualifications. This variance is seen as an opportunity to leverage cost efficiencies without compromising project quality. Ongoing monitoring and communication with the contractor will ensure success in delivering a high-quality and sustainable water infrastructure project.

Table 4 – 2024-2025 Estimated Project Cost and Budget:

BUDGET CODE NUMBER AND NAME	2024-2025 PROJECT COST – DRAKE EXCAVATING (2016) LTD.	2024-2025 CONTRACT ADMINISTRATION (CA) COST	PROGRAMMING AND COMMISSIONING	TOTAL 2024-2025 ESTIMATED PROJECT COST (TENDER PLUS CA PLUS PROGRAMMING)	TOTAL 2024-2025 BUDGET
E20307 Water Pump Station Upgrades	\$6,138,500	\$766,000	\$165,000	\$7,069,500	\$8,650,000
Total	\$6,138,500	\$766,000	\$165,000	\$7,069,500	\$8,650,000

LÍŁWAT NATION & SQUAMISH NATION CONSIDERATIONS

The RMOW is committed to working with the Líl'wat People, known in their language as *L'il'wat7úl* and the Squamish People, known in their language as the *Skwxwú7mesh Úxwumixw* to: create an enduring

relationship; establish collaborative processes for Crown land planning; achieve mutual objectives; and enable participation in Whistler's resort economy.

There are no specific considerations to include in this report.

COMMUNITY ENGAGEMENT

Level of community engagement commitment for this project:

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

RMOW staff are proactively engaging with the community through various communication channels to discuss the project and its potential impact. The project team is dedicated to minimizing disruptions during the construction phase. An ongoing communication plan is being developed to inform the community about changes to the drinking water, with the rollout scheduled before the commissioning in Q1 of 2025. We are committed to maintaining open lines of communication and ensuring transparency throughout the project's lifecycle.

REFERENCES

Appendix A – E203-07 Tender Award Recommendation

SUMMARY

Staff recommend Council award the contract for the South Whistler Water Supply Upgrade Project – Phase II in the amount of \$6,138,500 (exclusive of GST) to Drake Excavating (2016) Ltd. This phase includes the construction of the Pump Station and Treatment Facility, incorporating tie-ins to the successfully completed Phase I works, along with commissioning and programming. It aligns with our commitment to long-term water system management, emphasizing sustainability and resilience in our infrastructure.

SIGN-OFFS

Written by:

Chelsey Roberts,
Manager of Infrastructure Projects

Reviewed by:

James Hallisey,
General Manager of Infrastructure Services

Virginia Cullen,
Chief Administrative Officer

October 31, 2023

Chelsey Roberts, A.Sc.T,
Resort Municipality of Whistler
4325 Blackcomb Way
Whistler, BC V8E 0X5

Dear Ms. Roberts,

Three submissions were received for Tender E20307 by closing time on October 24th at 2 pm PST. Submitted bids are summarized in Table 1 following.

Table 1 - Bid Summary

	Coastal Mountain Excavations Ltd. (CME)	Drake Excavating	NAC Constructors Ltd.	Engineer's Estimate
Tender Price incl. optional work (excl. GST)	\$7,816,990	\$6,138,500	\$7,697,023	\$8,617,000
Exceptions	None	None	None	-

The tender price summary for CME was corrected for minor mathematical errors from \$7,817,190 to \$7,816,990. The corrected tender price is less than 1% different than the presented tender price and therefore, as per MMCD 15.4 c) ii) of Instructions to Tender Part II, the tender price is still valid.

The Engineer's Estimate was determined to be \$8,617,000 with an estimated variability of -15% to 20% which is equivalent to \$7,325,000 to \$10,341,000. It can be seen from Table 1 that the Contractor Tender Prices are lower than the Engineer's Estimate, with Drake Excavating having the lowest Tender Price of \$6,138,500. Table 2 is attached to the end of this memo and summarizes the Engineer's Estimate in comparison with the three tender amounts.

Discussion

There were three bids received for this project and all three were estimated below the Engineer's Estimate. CME's and NAC's bids were 9 and 11% lower than the Engineer's Estimate, respectively. Drake Excavating's bid was 29% lower than the Engineer's Estimate. All bids, given that they are less than the Engineer's Estimate, are considered to be of good value. CME, Drake and NAC had construction periods of 10, 13 and 18 months, respectively. Given that Drake has presented the lowest bid price and a moderate construction schedule, the recommended contractor for this tender is Drake Excavating.

The recommended bidder, Drake Excavating, is based in Maple Ridge and has completed similar civil and mechanical works, including the RMOW Water Supply Improvements Phase 1, RMOW Watermain Upgrades and RMOW Lift Station Upgrades. We are comfortable with the presented tender price because Drake Excavating is an experienced, reliable, and well-known contractor who has worked with RMOW and the Project Manager (HDR) on past projects.

As the submission from Drake Excavating is compliant with the bid requirements and is the lowest bid, we recommend that the Resort Municipality of Whistler consider awarding Drake Excavating Ltd the project, including optional work, in the amount of \$6,138,500.00 plus GST.

We also recommend that Whistler retain a construction contingency, in the amount of not less than 10%, or around \$610,000, to address any unforeseen conditions or revisions to the scope during the construction program.

Should you have any questions please contact the undersigned.

Sincerely,
HDR Corporation

A handwritten signature in blue ink, appearing to read 'W Bayless', with a stylized flourish at the end.

Walt Bayless, P.Eng
Project Manager

STAFF REPORT TO COUNCIL

PRESENTED: December 5, 2023
FROM: Legislative Services
SUBJECT: PUBLIC COMMENT AND QUESTION PILOT RESULTS

REPORT: 23-123
FILE: 0550-20

RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Corporate Services and Public Safety be endorsed.

RECOMMENDATION(S)

That Council approve the implementation of the Public Comment and Question Period (C&Q) during Regular Council Meetings with the following parameters:

- a) Continue to have C&Q Period at the beginning of the Meeting;
- b) Expand C&Q Period to allow the public to make comments as well as ask questions;
- c) Reduce the time limit for each speaker from five to three minutes;
- d) Request speakers sign up to speak in advance of the Meeting either online or in person before the Meeting begins - including their name, agenda item and, if applicable, question(s);
- e) Restrict speaker's C&Q to agenda topics only, including agenda topics from the prior two Meetings;
- f) The order of speakers respects the order of sign up;
- g) The overall time allocated be limited to up to 30 minutes;
- h) The Chair has discretion to extend the time limit of parameters (c) and (g); and
- i) The C&Q exit survey be continued for the next 12 months.

PURPOSE OF REPORT

This report provides the background, rationale, and results of the Public Comment and Question Period (C&Q Period) Pilot Project (Pilot Project) that modified the current Public Question and Answer (Q&A Period) during Regular Council Meetings. As a result of the findings, staff recommends permanently adopting the new parameters of the C&Q Period

☐ Information Report ☒ Administrative Report

DISCUSSION

Background

The Resort Municipality of Whistler (RMOW) has a long history of meaningful dialogue and engagement with and within the community. Consultation and participation are the cornerstones of modern democracy, and municipalities have a unique role in creating those opportunities.

The Q&A Period is a long-standing method to encourage government engagement and dialogue between the RMOW local government and its citizens. The Q&A Period had informal rules that have been followed to date. The "[Council Procedure Bylaw No. 2207, 2018](#)" (Procedure Bylaw) requires the Q&A Period to be the third agenda item during a Regular Council meeting; apart from the Procedure Bylaw, there are no other associated bylaws, policies or procedures that dictate the parameters of Q&A Period.

In April 2023, Staff suggested altering the informal parameters of the Q&A Period to address some frustrations that were occurring during this agenda item and to better allow commentary from the public. The Governance and Ethics Standing Committee of Council (GAESC) discussed and provided a recommendation regarding the Pilot Project at its [March 6, 2023 Meeting](#). Based on that recommendation, Staff presented the Pilot Project on April 19, 2023 ([Administrative Report No. 23-047](#)).

Council resolved the following at the April 19, 2023 Regular Council Meeting:

That Council approve the implementation of a six-month pilot project for the Public Comment and Question Period during Regular Council Meeting with the following parameters:

- a) Continue to have the public comment question period at the beginning of the meeting;
- b) Expand to allow the public to make comments as well as ask questions;
- c) Reduce the time limit for each speaker to pose a question or make a comment from five to three minutes;
- d) Request speakers to sign up to speak in advance of the meeting online or in person before the meeting begins including their name, topic, and, if applicable, question(s);
- e) Restrict the speaker's questions or comments to agenda topics only, including agenda topics from the prior two meetings;
- f) The order of speakers will respect the order of sign up;
- g) The overall time allocated to this agenda item be limited up to 30 minutes;
- h) Allow the Chair the discretion to extend the time limit.

The length of the Pilot Project was extended to November 21, 2023 (Pilot Project Period) to account for the break from Council Meetings that lasted from August 2 to September 11, 2023.

During the Pilot Project Period, members of the community were encouraged to complete the Council Question and Comment Period Survey (Exit Survey) following their participation in the Pilot Project. The Exit Survey posed several questions to gain a better understanding of the ability of the participant to contribute to a Regular Council Meeting, their view on whether the Pilot Project improved meeting efficiency, and any additional feedback. The Exit Survey questions are as follows:

- 1. User's residency status (permanent resident, second homeowner, out of town).
- 2. Had the user attended a Regular Council meeting in the past year?
- 3. Did the user attend the C&Q Period during the Pilot Project Period?

4. Was the process of signing up to speak online or in person before the meeting simple and accessible?
5. Was council and/or staff prepared to provide a reasoned response?
6. Is the 30 minutes allocated on the Council agenda for the C&Q period sufficient?
7. If you feel 30 minutes is not appropriate, please indicate preferred duration.
8. Does limiting questions or comments to topics to that day's agenda or two agendas prior improves efficiency?
9. Does pre-registering to speak improve meeting efficiency?
10. Was the three-minute time limit enough to articulate your question and/or comment?
11. Other ways participant had interacted with mayor and council.
12. RMOW Community Engagement used.
13. Additional feedback.

Staff have reviewed the feedback from the survey and shared the results with the GAESC with its goal to receive from GAESC feedback on whether Council should consider adopting the Pilot Project as a permanent C&Q Period.

Analysis

Feedback

During the Pilot Project, staff received feedback from several sources: the public completing the Exit Survey, informal feedback throughout the Pilot Project Period, as well as from the GAESC at the November 16, 2023 Meeting (the GAESC Meeting).

The table below shows the participation levels during the Pilot Project period. Following review of Regular Council Minutes, staff confirm the following levels of participation in the Pilot Project:

Individuals who signed up to speak	27
Total number of speakers	25
Individuals who spoke at regular council meetings	19
Individuals who completed the Exit Survey	9

During the Pilot Project Period, 27 individuals signed up to speak at a Regular Council Meeting. Of those 27 sign ups, a total of 25 different individuals participated during the Pilot Project period. Of the 25 individuals, two individuals participated in more than one Regular Council meeting. As a result, a total of 19 individuals participated in the Pilot Project. The meetings with the highest levels of participation occurred on May 16 and June 20 with five individual speakers respectively. On November 21, there were six three-minute comments by four individuals.

Staff compared these participation numbers with Q&A Period during 2022. In the same period during 2022 there were 34 (vs. 19 in 2023) different individuals who spoke at a Regular Council Meetings. These 2022 numbers were skewed by a single Meeting which saw unusually high participation with 27 questions asked from 23 speakers. Considering Council did not have any agenda items that initiated high participation during the Pilot Period, an appropriate comparison of the two years should be cognizant of this 2022 outlier Meeting. If the year over year comparison were to shorten the comparison period to remove to exclude outlier meeting from the 2022 comparison set, the result would be that there was a total of 11 individual speakers between May to November 2022, and 15 individual speakers during the same months of the Pilot Project Period.

Exit Surveys

In total, nine Exit Surveys were completed during the Pilot Project Period. It is unknown whether the surveys were completed by C&Q participants because reminders to complete the Exit Survey were sent through channels such as “Whistler Today” which reaches subscribers and not solely the Pilot Project participants. Further, the Exit Survey asked whether the individual had attended a Regular Council meeting during the Pilot Project Period and two survey respondents responded in the negative. Appendix A includes a chart outlining the Exit Survey answers received based on the parameters of the Pilot Project.

There was little feedback on the timing of the C&Q Period within the Regular Council meeting agenda. One individual noted that it would be useful to ask questions before a vote on each agenda item. Staff do not recommend this approach based on feedback from other municipalities that have employed this format. Feedback from municipalities that use this format reported that it is an often ineffective and time-consuming way to receive feedback.

There was warm feedback on allowing comments as well as questions during C&Q Period. Most survey takers indicated that it was somewhat to very important to make comments except for two who rated it lower in importance. During the first Meeting in which the Pilot Project was implemented, staff and Council received direct positive feedback from the public on their ability to provide comments, rather than trying to frame their comment as a question. Anecdotally, staff noted that speakers expressed informal positive feedback about the opportunity to state a comment that did not have to be framed as a question.

There was also positive feedback on reducing the speaker’s time limit from five to three minutes. Most survey takers agreed that it was enough time to articulate their question or comment. One stated that *“accessibility by the public is critical to democracy but it’s perfectly reasonable to enforce time limits on comments.”* Staff recognizes that the time limit has resulted in succinct comments or questions from participants.

Staff note that there has been some constructive feedback regarding the new time limit. Those who disagreed that three-minutes was enough time to articulate their question, also felt that there should be more time allocated to C&Q Period overall. Most survey takers felt that the appropriate length of the C&Q Period should be until all the questions and comments have been received. Staff believe that this has been addressed in the recommendations with discretion given to the Chair to extend the C&Q Period if needed.

One participant noted clarity issues with the individual time limit. The Pilot Project did not indicate whether the three-minute limit included both the time required for the question and answer, or whether it was just for the initial question and the subsequent conversation between Mayor and the speaker was not included in the time limit. Staff notes that the three-minute time limit is intended to be for both question and answer, but that the Chair has the discretion to increase the time limit. This comment was addressed in practice, where there was a question that came close to the three-minute limit, the Chair would often engage in answering the question and allowing a follow up question. Parameters (c) and (g) of the Recommendation allow for ongoing Chair discretion in this respect.

Responses on whether the sign-up improved efficiency were generally neutral with answers ranging from ‘definitely agreed’ it improves meeting efficiency to ‘definitely disagree’. Only two survey participants answered whether the platform was accessible, one individual ‘definitely agreed’ it was accessible whereas the other ‘somewhat disagreed’. Staff recognizes that an online portal may not

reach all ages and may not be accessible and therefore recommend continuing to offer a sign-up sheet that would be available just outside the Council Chamber before each Regular Council Meeting.

Staff received the most feedback on restricting questions or comments to the current agenda including the two meetings prior. Exit Survey results spanned from 'definitely disagreeing' to 'definitely agreeing' that it improved meeting efficiency. Members of the community felt that this parameter did not give the public the opportunity to discuss issues that the RMOW might be dealing with in the near future or issues that might be of importance, but are not put to Council to consider or discuss. One commenter noted that he felt this parameter would prevent the public from holding Council accountable.

While there may be a perceived limitation in this respect, staff points out that this does not prevent members of the public from submitting correspondence to Mayor and Council on any issue which thereby becomes part of the next Council's agenda. Having C&Q Period restricted to the three most recent agendas provides staff and Council the opportunity to investigate the issue and increase the likelihood of providing a well-informed answer during the Council Meeting. In addition, this parameter ensures that the Regular Council Meeting continues to function to accomplish the business of that day.

Moreover, the C&Q period is certainly not the only way in which individuals can interact with Mayor and Council. The individuals who completed the Exit Survey had also noted the other ways in which they currently interact with Mayor and Council. This list includes:

- Direct emails;
- Phone calls;
- Submitted correspondence to Mayor and Council/staff;
- Attending Open Houses or other public meetings;
- Speaking with Mayor and Council at community events; and
- Personal meetings with Mayor and Council.

Staff did not receive any feedback on having the order of speakers be the order of sign up. We do note that the order of speakers was changed twice during the Pilot Project Period. This appeared to be both the product of the speakers requesting rearranging the order and the Chair deciding to invite a speaker up earlier in the Meeting than anticipated.

Placing an overall time limit of 30 minutes was answered with some concern by the community. The survey takers voiced concern that the C&Q Period should go on as long as it takes to answer all the questions posed. One asked how long the question period lasts and whether this rule applied only to more controversial topics. Over the Pilot Project Period, the top two meetings had five speakers each. The longest question period during the Pilot Project lasted approximately 15 minutes in total to address five speakers. Therefore, staff recognizes that the Pilot Project did not test this parameter; however, staff will continue to receive feedback from the public and can revisit this issue if necessary. The Pilot Period demonstrated that the 30 minutes was adequate for every Meeting during that period of time.

Staff received no feedback on the parameter that the Chair has the discretion to extend the time limit. The Chair has used this discretion to extend the time limit of individual speakers.

Based on the feedback to date, staff recommends adopting the parameters of the C&Q Period format. With the C&Q Period staff have been provided an opportunity to know what will be asked in advance and have some time to prepare a more complete answer for the speaker at the Council meeting. In addition, the C&Q Period does not detract from other forums in which an individual can interact with Mayor and Council.

The permanent adoption of the C&Q Period parameters does not require a formal bylaw or new policy or procedure. Instead, staff is seeking a resolution from Council to adopt the Pilot Project parameters, as well as keeping the Exit Survey open to the public so staff and Council can continue to receive feedback on the project.

Governance and Ethics Standing Committee of Council Input

At the November 16, 2023, the GAESC discussed this matter, considered the feedback from the public and staff, and the recommendations from staff. As a result, the GAESC passed the following resolution:

***That** the Governance and Ethics Standing Committee recommend that Council endorse the current Public Comment and Question Pilot Project approach going forward.*

In addition to their endorsement, the GAESC provided valuable feedback with the suggestion to keep the Exit Survey open to the public. Staff recognizes the value in the feedback received thus far and encourages continued feedback in the future. Keeping the Exit Survey available will also allow staff to understand how the new forum works when a meeting has a longer than usual C&Q Period. The feedback received from the public will inform any adjustments staff may suggest to the C&Q Period in the future. Based on this feedback, staff have included parameter (i).

POLICY CONSIDERATIONS

Relevant Council Authority/Previous Decisions

The [Procedure Bylaw](#) is the bylaw that governs meetings of the Council of the RMOW and its Committees. The Public Q&A Period is included as a regular agenda item for Regular Council meetings.

[Administrative Report No. 23-047](#) – Council Meeting Public Question and Comment Period (April 18, 2023)

[March 6, 2023 – GAESC Meeting Minutes](#)

2023-2026 Strategic Plan

The 2023-2026 Strategic Plan outlines the high-level direction of the RMOW to help shape community progress during this term of Council. The Strategic Plan contains four priority areas with various associated initiatives that support them. This section identifies how this report links to the Strategic Plan.

Strategic Priorities

☐ Housing

Expedite the delivery of and longer-term planning for employee housing

☐ Climate Action

Mobilize municipal resources toward the implementation of the Big Moves Climate Action Plan

☒ Community Engagement

Strive to connect locals to each other and to the RMOW

☐ Smart Tourism

Preserve and protect Whistler's unique culture, natural assets and infrastructure

☐ Not Applicable

Aligns with core municipal work that falls outside the strategic priorities but improves, maintains, updates and/or protects existing and essential community infrastructure or programs

Community Vision and Official Community Plan

The Official Community Plan (OCP) is the RMOW's most important guiding document that sets the community vision and long-term community direction. This section identifies how this report applies to the OCP.

Whilst effective engagement touches many areas moving toward our shared community vision in some way, the characteristics of the vision most pertinent to engagement work are the following:

- **Conduct:** Everyone is treated with fairness, respect and care, and as a result we enjoy high levels of mutual trust and safety.
- **Participation:** We are able to meaningfully participate in community decisions, collaborating to achieve our Community Vision.
- **Partnerships:** We have established strong partnerships with the Squamish Nation, Lil'wat Nation, and other levels of government and community stakeholders based on open dialogue, honesty, respect and collaboration, resulting in the achievement of mutual goals and shared benefits.

Further the Health, Safety and Well-being chapter of the OCP (Chapter 8) focuses on ensuring Whistler has strong community connections and social fabric – that Whistler is inclusive and affordable and we all enjoy high levels of trust, community engagement and good governance. The following OCP goal, objective and policies provide direction related to community engagement:

- **Goal:** Provide and support meaningful opportunities for community engagement.
 - **Objective:** Encourage community engagement at all levels, from volunteerism to participation in municipal initiatives.
 - **Policy:** Provide appropriate and meaningful opportunities for community and partner engagement in policy-making and other decisions where relevant and appropriate.
 - **Policy:** Encourage greater diversity in municipally-led engagement initiatives, considering a variety of ways to engage diverse community stakeholders.

BUDGET CONSIDERATIONS

There are no budget considerations associated with this report.

LÍ'WAT NATION & SQUAMISH NATION CONSIDERATIONS

The RMOW is committed to working with the Líl'wat People, known in their language as *L'il'wat7úl* and the Squamish People, known in their language as the *Skwxwú7mesh Úxwumixw* to: create an enduring relationship; establish collaborative processes for Crown land planning; achieve mutual objectives; and enable participation in Whistler's resort economy.

There are no specific considerations to include in this report.

COMMUNITY ENGAGEMENT

Level of community engagement commitment for this project:

☐ Inform ☐ Consult ☒ Involve ☐ Collaborate ☐ Empower

This body of this report speaks to the community engagement for this Pilot Project in detail.

REFERENCES

Appendix A – Exit Survey Feedback Table

SUMMARY

This report provides the background, rationale, and results of the C&Q Period Pilot Project that modified the established Q&A Period processes during Regular Council Meetings. As a result of the findings, staff recommends permanently adopting the new parameters of the C&Q Period including the new parameter that the Exit Survey continue to be available to the public so staff can continue to receive feedback on the C&Q Period.

SIGN-OFFS

Written by:

Caitlin Hodgson,
Deputy Corporate Officer

Reviewed by:

Pauline Lysaght,
Manager of Legislative Services / Corporate
Officer

Ted Battiston,
General Manager of Corporate Services and
Public Safety

Virginia Cullen,
Chief Administrative Officer

Appendix A – Survey Results from C&Q Period

	C&Q Period at the beginning of the meeting	Allow comments as well as questions	Reduce the time limit for each speaker to 3 minutes	Speakers must sign up in advance of the meeting	Restricts comments and questions to agenda topic on previous 2 meetings	Order of speakers is order of the sign up	Overall time limit to C&Q Period is 30 minutes	Allow the chair the discretion to extend the time limit of C&Q Period and time limit of each speaker
1		Somewhat important to make comments	Definitely agreed it was enough time to articulate question	Definitely improves meeting efficiency	Definitely agreed that improved efficiency			
2		Very important to make comments	Somewhat agree it was enough time	Somewhat agree that it improves meeting efficiency	Somewhat agreed improved efficiency			
3		Very unimportant to make comments	Somewhat agree it was enough time	Definitely disagree improves meeting efficiency; Neither agree nor disagree that it was simple and accessible	Definitely disagree - felt this question was skewed		No, should be more time to make sure all questions and comments have been received	

4		Somewhat important to make comments	Definitely agreed it was enough time to articulate question	somewhat agree that it improves meeting efficiency	Somewhat disagreed - missing opportunities to hear from the community on issues it might be dealing with in near future			
5	Useful to have opportunity to ask questions before a vote on a particular agenda item.	Very important to make comments	Definitely agreed it was enough time to articulate question	Definitely agree it was simple and accessible; definitely agree it improved meeting efficiency	Neither agree nor disagree improves efficiency; wanted to be able to discuss on each item before it's voted on			
6		Neutral	Definitely disagreed could articulate	Somewhat disagree it simple and accessible to do; agree pre-registering improves efficiency	Neither agree nor disagree improves efficiency;			
7		Very important to make comments	Neither agree nor disagree	Somewhat disagree it improved meeting efficiency	Neither agree not disagree improves efficiency			

8		Very important to make comments.	Definitely disagree that it was enough time. There should be a better solution to offering and enforcing three minutes only and it doesn't indicate interest in engaging with the public.	Somewhat disagree signing up to speak was simple and accessible; definitely disagree signing up improves meeting efficiency.	Somewhat disagreed it improved efficiency.		There should be more time allocated to C&Q Period to accommodate until all questions and comments have been received. Questioned whether many C&Q would exceed the 30 minute limit	
9		Very important to make comments.	Definitely agree 3 minutes was enough time. Very useful format, extend the duration for each speaker and question period time in agenda.	Definitely agree signing up was simple and accessible and somewhat agree it improved meeting efficiency.	Neither agree nor disagree it improves meeting efficiency.		30 minutes was not enough time and it should actually be 60 minutes.	



REGULAR MEETING OF GOVERNANCE AND ETHICS
STANDING COMMITTEE MINUTES

Monday, July 31, 2023, 9:30 a.m.
Piccolo Room at Municipal Hall
4325 Blackcomb Way, Whistler, B.C. V8E 0X5

PRESENT: Mayor, J. Crompton
Councillor, C. Jewett
Councillor, R. Forsyth

STAFF PRESENT: Chief Administrative Officer, V. Cullen
General Manager of Corporate and Community Services, T. Battiston
General Manager of Community Engagement and Cultural Services,
K. Elliott
Corporate Officer/ Manager of Legislative Services, P. Lysaght
Senior Communication Officer, E. Marriner
Legislative Services Administrative Assistant, P. Mendieta- Recording
Secretary

1. CALL TO ORDER

Chair R. Forsyth called the Meeting to order and recognized the Resort Municipality of Whistler is grateful to be on the shared, unceded territory of the Líl'wat People, known in their language as Lil'wat7úl, and the Squamish People, known in their language as Skwx wú7mesh. We respect and commit to a deep consideration of their history, culture, stewardship and voice.

2. ADOPTION OF AGENDA

Moved By Mayor, J. Crompton

Seconded By Councillor, C. Jewett

That the Governance and Ethics Standing Committee adopt the Regular Committee agenda of July 31, 2023, amended to include Item 5.1 Community Engagement under Other Business.

CARRIED

3. ADOPTION OF MINUTES

Moved By Councillor, C. Jewett

Seconded By Mayor, J. Crompton

That the Governance and Ethics Standing Committee adopt the Regular Committee minutes of June 12, 2023.

CARRIED

4. VERBAL PRESENTATIONS

4.1 Updated GAESC Workplan

An updated 2023-2025 GAESC Work Plan was presented to the Committee by the Manager of Legislative Services, Pauline Lysaght.

The Committee requested that a stand-alone Freedom of the Municipality Policy be added to the Work Plan that will address the municipal protocol for when Freedom of the Municipality holders die.

Moved By Councillor, C. Jewett

Seconded By Mayor, J. Crompton

That the Governance and Ethics Committee approve the 2023 – 2025 GAESC Workplan with the inclusion of a new Freedom of the Municipality Policy.

CARRIED

4.2 Committees of Council Review Project

A presentation was given by Senior Communications Officer, Erin Marriner, regarding the Committee of Council Review Project (Committee Project).

A) The presentation highlighted the key objectives of the Committee Project, which are as follows:

- To ensure the committee program has a clear purpose.
- To ensure the committee program is efficient, effective, and coordinated.
- To ensure the committee topics are relevant and aligned with current municipal priorities that serve our community.
- To ensure that people participating in committees feel their time is valued.

B) The presentation highlighted the key purposes of Committees of Council that include:

- To advance Council priorities.
- To provide advice and recommendations to Council.
- To help solve complex problems through collaboration.
- To engage subject-matter experts.
- To collect community perspective.

C) The presentation highlighted the direction received from the GAESC to date:

- Clarify the purpose of Committees of Council.
- Develop draft standard operating procedures for committees, outlining consistent processes for tasks and activities with flexibility.
- Create a standardized Terms of Reference template, with flexibility.
- Explore methods to enhance diversity within committees and determine

strategies to achieve greater diversity.

- Establish a more consistent (but flexible) facilitation approach for committees and provide training to staff and committee chairs.
- Develop a coordinated recruitment strategy for committees.
- Create a training and onboarding program for new Committees of Council members.
- Implement a reporting-out process where, each January, one Committee of the Whole meeting will focus on committee updates.
- Improve coordination between the committee chair and staff liaison.
- Provide a recommended list of Standing and Select Committees of Council, as well as Working Groups or Task Forces.

GAESC Committee members discussed the challenges that Whistler as a community face concerning diversity. It was noted that there is a need to improve the Committee of Council selection process to focus on professional backgrounds and prioritize ethnic and age diversity, ensuring better representation of our community.

Committee members expressed their views on ways to enhance diversity within Committees. It was suggested that to achieve more diverse participation, a limit on the number of Committees on which a person could sit might be considered.

The importance of Indigenous participation in Committees was emphasized. It was agreed that efforts should be made to engage and include Indigenous community members in committees to ensure their perspectives and insights are heard and valued.

A table marking the differences between Standing and Select Committees, Taskforces, and Working Groups was presented.

The purposes and roles of each committee type, as well as the involvement of Council members and staff in each category were described as:

A) Standing and Select Committees:

The purpose and role of Standing and Select Committees is:

- advancing Council priorities
- providing advice and recommendations to Council
- solving complex problems through collaboration
- engaging subject matter experts, and
- collecting community perspectives

Council members have an active role in these committees, often serving as members or chairs, setting the mandate and membership, and reviewing and considering committee recommendations.

Staff members are also involved, providing administrative support and technical expertise to assist committees in their decision-making processes.

B) Taskforces:

Taskforces are established to work on specific, defined tasks or problems with a short duration (usually less than two years). Taskforces are ideal for:

- gathering information,
- reviewing and analyzing data, and
- making recommendations to Council.

Council members participate in taskforces, setting the mandate, membership, and timeline through the Terms of Reference (ToR), and reviewing and considering the recommendations brought forward by the taskforce.

Staff members contribute to Taskforces at the direction of Council, providing administrative support and technical expertise as needed.

C) Working Groups:

Working Groups are meant to foster collaboration, networking, and insights sharing among participants and to address cross-organizational issues to improve operational efficiencies. While some Working Groups may provide advice and recommendations to Council, others might focus more on collaboration and operations.

Council would receive an annual update from the Working Group during a Q1 Committee of the Whole (COTW) meeting. Recommendations from Working Groups may be taken to Council for consideration, although this is not mandatory.

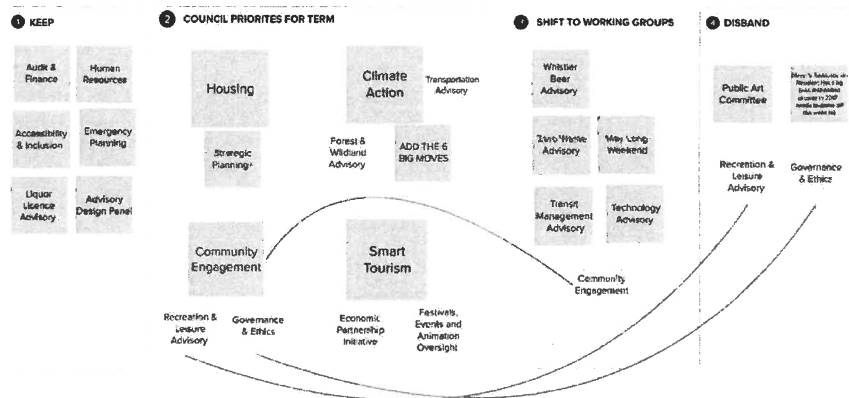
Staff members are actively involved in Working Groups, serving as members and chairs, and are responsible for setting the purpose and membership of each Working Group.

The Committee members expressed their support for Working Groups to provide an annual update to Council. They believe that regular updates will help Council stay informed about the progress and contributions of each Working Group.

The Committee requested that a comprehensive list of all Working Groups be provided to Council. This list will serve as a point of reference for Council when they need to refer to the different Working Groups and their respective areas of focus.

A chart illustrating the potential alignment between Council Priorities and Committee Topics was presented:

Committee Topics: Align with Council Priorities



The Committee discussed the Community Engagement (CE) priority at length. Staff propose that the Community Engagement priority be supported by a CE Working Group as opposed to a select committee. Staff further described that the GAESC committee is proposed to be disbanded and the work completed by the GAESC committee would be elevated to all of Council, given the importance of that work. Committee members inquired about the level of Council's interaction with the CE Working Group ensuring transparency and alignment with Council priorities.

Staff advised that a dedicated Community Engagement policy and program would be presented to Council.

The primary purpose of the CE Working Group would be to collaborate with community partners to reach a broader audience. It was emphasized that the CE Working Group aims to enhance the accessibility of all of Council, moving beyond the traditional involvement of only two members sitting in a committee.

The proposed new structure for Committees of Council is illustrated in the chart below:

NEW STRUCTURE



Note: staff clarified that the Audit and Finance Committee is a Standing Committees, rather than a Select Committee.

Committee members requested more time to consider the staff recommendations and study the proposed committee structure in more detail and requested a follow up meeting be scheduled as well as bringing it to the COTW on September 12, 2023. The COTW will serve as an informational session to provide information to the community on the Committee Project.

The Committee requested the staff presentation be shared with the Committee members before the next GAESC follow-up meeting.

Actions agreed upon:

- Schedule a GAESC meeting for the first week of September.
- Present the Committees Project to Council during the COTW on September 12, 2023.
- Staff to share the presentation with Committee members.

5. OTHER BUSINESS

5.1 Community Engagement Topic

The Committee members discussed three potential options to address the recent restructuring at the staff level to add a new CE Division and the overlap with the GAESC Terms of Reference mandate:

- Option A: Retain the GAESC to oversee governance projects and remove the CE component from the Terms of Reference to reflect the establishment of the CE Division. Amend ToR to remove CE responsibilities.
- Option B: Disband the GAESC, with the CE responsibilities moving to the CE Working Group and the new CE Division. The remaining core governance matters currently addressed by GAESC to be elevated to full Council for input and decision.
- Option C: Option A but revisit the core governance provisions in one year to determine if GAESC should be disbanded.

The Committee also discussed the format and use of COTW meetings and a desire to transform it into more of a workshop-style meeting to allow for further discussion and debate by all council members on key topics, including governance.

The Committee will revisit these options and changes to COTW at a later meeting after the CE Program is presented to the COTW meeting on Sept 12, 2023.

6. TERMINATION

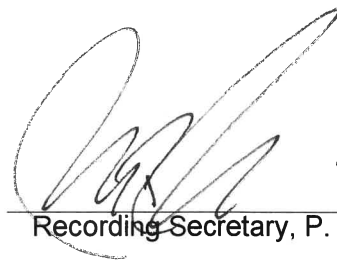
Moved By Mayor, J. Crompton

Seconded By Councillor, C. Jewett

That Governance and Ethics Standing Committee terminate the
Regular Committee Meeting of July 31, 2023, at 11:17 a.m.

CARRIED



Chair, R. Forsyth

Recording Secretary, P. Mendieta



WHISTLER

MINUTES

REGULAR MEETING OF THE LIQUOR LICENCE ADVISORY COMMITTEE

THURSDAY, October 12, 2023, STARTING AT 10:30 A.M.

Remote Meeting

Held via Zoom – Link available at www.whistler.ca/municipal-gov/committees/liquor-license-advisory-committee

PRESENT	Mtgs. YTD (2)
J. Murl, Council Representative	2
Kevin Wallace, Food & Beverage Sector . – Restaurants – Co-Chair	1
Jeremy Peterson, Food & Beverage Sector Representative – Pubs/Lounge,- Chair ,	2
Chasley Turner, Food & Beverage Sector Representative – Nightclubs	0
J. Dickinson, Whistler Community Services Society Representative	2
Thomas Doherty, Whistler Fire Rescue Services Representative	2
Jacqui Cottier, Accommodation Sector Representative	1
B. McCrady, Secretary, RMOW	2
M. Urbani, Interim Recording Secretary	2

REGRETS	
T. Maloney, Liquor and Cannabis Regulation Branch Liquor Inspector	0
N. Miller, RCMP Representative	0

GUESTS
Bert Hick, Rising Tide Consultants, Bar Oso Representative

ADOPTION OF AGENDA

Moved by Kevin Wallace

Seconded by Jeremy Peterson

That the Liquor Licence Advisory Committee adopt the Liquor Licence Advisory Committee Agenda of October 12, 2023.

CARRIED

ADOPTION OF MINUTES

Moved by Jeremy Peterson
Seconded by Jackie Dickinson

That the Liquor Licence Advisory Committee adopt the Regular Liquor Licence Advisory Committee Minutes of March 9, 2023 as circulated.

CARRIED

NOMINATION OF CHAIR AND VICE-CHAIR

Moved by Kevin Wallace
Seconded by Jackie Dickinson

That the Liquor Licence Advisory Committee support Jeremy Peterson as Chair of the Liquor Licence Advisory Committee

CARRIED

Moved by Jeremy Peterson
Seconded by Jackie Dickinson

That the Liquor Licence Advisory Committee support Kevin Wallace as Co-Chair of the Liquor Licence Advisory Committee

CARRIED

PRESENTATIONS/DELEGATIONS

LLR01394
Bar Oso.
4222 Village Square –
Unit 150
Increase Interior
Capacity

An introduction was given by Brook McCrady regarding Bar Oso's application for an increase to their lower level interior capacity to their liquor licence:

A presentation by Bert Hick, Rising Tide Consultants representative of Bar Oso

- Bar Oso expanded in size in lower level
- Structural change to Bar Oso, the space downstairs, primarily used for event space, corporate events, weddings, other occasions.
- We have the ability to increase from 18 to 58 as per floor plan from Fire dept
- The net increase of 40 people.
- It is primary as an event space, works jointly with Provisions and Araxi (same ownership)

QUESTIONS & ANSWERS

Q. When you look at application, raising that many seats, how do you fit the seats. To make it to 58 seats, it is tight.

A. Configuration of the use of the room depends on the event, could be stand up reception; could be sit down dinner, does have a full dedicated washroom in the space; all the activity is on main floor

Q. Licenced as a liquor primary, what is the washroom total

A. Downstairs, 6 water closets; washrooms next door, via connection on the main floor to Provisions

Q. Will you hit fire limit

A. Yes

Q. The seats were originally allowed downstairs, but were moved upstairs to increase capacity and now requesting for downstairs to fire limit

A. Fire dept has stamped approval; the calculation is based on building code, on food and beverage use

COMMENTS

Floor plans were confusing, the representative has clarified; Mix and mingle

Whether or not this increase capacity could become a nightclub. Will the owners commit to a certain manner; the ownership has no interest in owning a nightclub

A set calculation has been verified by the Fire Department

Hotel prospective, happy for another event space for guests.

Concern with being a nightclub, it has been clarified, the business plans are in other places, it doesn't indicate it going in that direction.

The stairs are licensed for walking up and down with drinks, if you have a party downstairs, or upstairs, they can wonder with their drinks and walk outside with their drinks.

Downstairs is a good room to have for a wedding reception.

Moved by Jackie Dickinson

Seconded by Jeremy Peterson

That the Liquor Licence Advisory Committee supports the application by Bar Oso for an increase to their lower level interior capacity to their liquor licence

OTHER BUSINESS

There were no items of Other Business.

MOTION TO TERMINATE

Moved by Jackie Dickinson

Seconded by Jeremy Peterson

That the Liquor Licence Advisory Committee meeting of Thursday, October 12, 2023 be terminated at 11:05 a.m.

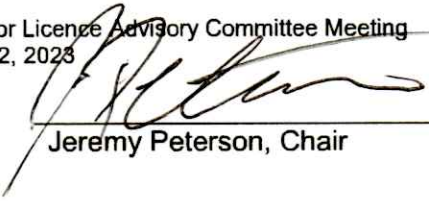
CARRIED

MINUTES

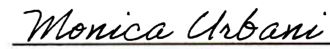
Regular Liquor Licence Advisory Committee Meeting

OCTOBER 12, 2023

Page 4



Jeremy Peterson, Chair



Monica Urbani, Interim Recording
Secretary

RESORT MUNICIPALITY OF WHISTLER

PARKS AND RECREATION FEES AND CHARGES BYLAW NO. 2420, 2023

A BYLAW TO ESTABLISH FEES AND CHARGES FOR MUNICIPAL COMMUNITY SPACES

WHEREAS the Council of the Resort Municipality of Whistler has established parks and recreation as a municipal service;

WHEREAS the Council of the Resort Municipality of Whistler has acquired, constructed, and operates a variety of Indoor and Outdoor Facilities, including municipal parks, fields, trails, ball courts, and buildings;

WHEREAS Section 194 of the *Community Charter*, authorizes council to, by bylaw, impose a fee payable in relation to, all or part of a service of the municipality, the use of municipal property, or the exercise of authority to regulate, prohibit or impose requirements;

WHEREAS Section 8 of the *Community Charter*, authorizes Council to, by bylaw, regulate, prohibit, and impose requirements in relation to, among other things, municipal services, public places, and buildings and other structures;

WHEREAS Council deems it necessary and desirable that it exercise the authority granted to it by Section 8(3)(a) (municipal services) and (b) (public places) of the *Community Charter* to establish regulations governing the management of property intended for recreation and community uses and to delegate certain powers to staff regarding the use of Parks and Community Facilities and conduct therein;

AND WHEREAS ski trails are groomed, maintained, track-set and improved for pleasure, recreation, and community use of the public.

NOW THEREFORE the Council of the Resort Municipality of Whistler in open meeting assembled, **ENACTS AS FOLLOWS:**

CITATION

1. This Bylaw may be cited as the “Parks and Recreation Fees and Charges Bylaw No. 2420, 2023”.

DEFINITIONS

2. “**External Personal Training**” means a certified professional operating a business apart from RMOW who is authorized by RMOW staff to use MPSC to conduct personal training services.

3. **“GMCECS”** means the General Manager of Community Engagement and Cultural Services or their designate.
4. **“Indoor Facility”** means municipally owned and operated facilities listed in Schedule 4 “Indoor Facility Rental Fee Schedule”.
5. **“Lost Lake Nordic Trails”** means cross country ski and snowshoe trails that are municipally groomed and maintained as outlined in Schedule 1 – “Map of Lost Lake Nordic Ski and Snowshoe Trail Area.”
6. **“MPSC”** means Meadow Park Sports Centre located at 8625 Highway 99, Whistler BC.
7. **“NEUP”** means Non-Exclusive Use Permit, a permit that does not allow exclusive use of Recreation Facilities and all RMOW trails.
8. **“Outdoor Facility”** means municipally owned and operated facilities as listed in Schedule 5 “Outdoor Facility Rental Fee Schedule”.
9. **“Recreation Facilities”** means Indoor Facility and Outdoor Facility, collectively.
10. **“RMOW”** means the Resort Municipality of Whistler.
11. **“Whistler Olympic Plaza”** means the Whistler Olympic Plaza Ice Rink located in Whistler Village.

FEES & CHARGES SCHEDULES

12. MPSC Admission and Pass Rates, attached as Schedule 2, is effective January 15, 2024 to August 31, 2025.
13. Lost Lake Nordic Trails Admission and Pass Fee Schedule, attached as Schedule 3, is effective July 1 to April 1 of the following year.
14. Whistler Olympic Plaza admission and skate rental rates, attached as Schedule 4, are effective November 1 to April 30 of the following year.
15. Indoor Facility Rental Fee Schedule, attached as Schedule 5, is effective September 1 to August 31 of the following year, except 2024 which is effective January 15, 2024 to August 31, 2024.
16. Outdoor Facility Rental Fee Schedule, attached as Schedule 6, is effective January 1 to December 31 each year, except 2024 which is January 15 to December 31.
17. Outdoor NEUP Fee Schedule, attached as Schedule 7, is effective May 15 to October 15 each year.

SCHEDULES TO THIS BYLAW

18. Schedules 1 through 7 attached hereto form part of "Parks and Recreation Fees and Charges Bylaw No. 2420, 2023".

IN FORCE AND EFFECT

19. Schedules 3 and 4 are in full force and effect upon the date of adoption of this Bylaw.
20. The remainder of this Bylaw, subject to Section 19, is in full force and effect on January 15, 2024.

REPEAL

21. The "Parks & Recreation Fees & Charges Regulation Bylaw No. 1486, 2000" and all amendments thereto is repealed effective January 15, 2024.

GIVEN FIRST, SECOND and THIRD READINGS this 21st day of November, 2023.

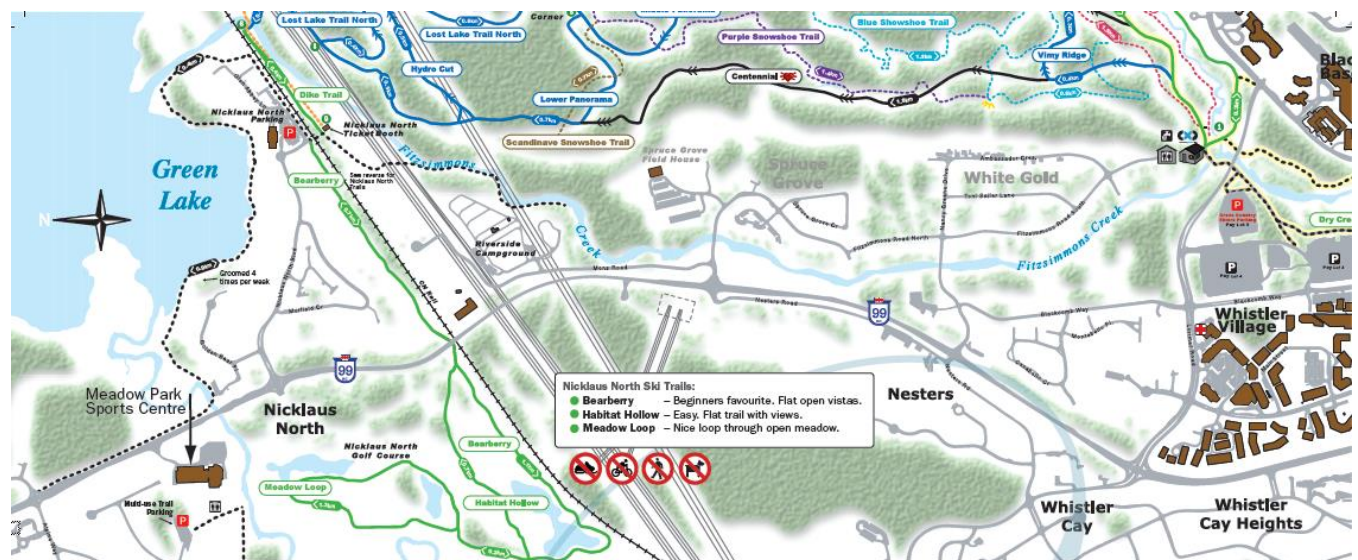
ADOPTED this ____ day of _____, 2023.

J. Crompton,
Mayor

P. Lysaght,
Corporate Officer

I HEREBY CERTIFY that this is a true copy of "Parks and Recreation Fees and Charges Bylaw No. 2420, 2023".

SCHEDULE 1 - Map of Lost Lake Nordic Ski and Snowshoe Trail Area



SCHEDULE 2

MEADOW PARK SPORTS CENTRE ADMISSION AND PASS RATES VALID January 15, 2024 to August 31, 2025

Classification	ADMIT 1		10/20/30 TIME PASSES			MONTHLY PASSES			
	Drop In	All Day	10 Time	20 Time	30 Time	Monthly	3 Month	6 Month	Annual
Adult/Senior	\$10.00	\$15.00	\$84.00	\$148.00	\$197.50	\$90.00	\$215.00	\$360.00	\$610.00
Youth	\$6.00	\$9.00	\$50.50	\$89.00	\$118.50	\$54.00	\$129.00	\$216.00	\$366.00
Child	\$5.00	\$7.50	\$42.00	\$74.00	\$98.75	\$45.00	\$107.50	\$180.00	\$305.00
Family	\$20.00	\$30.00	\$168.00	\$296.00	\$395.00	\$180.00	\$430.00	\$720.00	\$1,220.00
Court Upgrade* - Adult	\$5.00								
Court Upgrade* - Youth	\$3.00								
Court Upgrade* - Child	\$2.50								
Court Upgrade* - Family	\$10.00								
Drop In Hockey	\$13.00		\$109.25						
Youth (16-18 yrs) Drop In Hockey	\$7.75		\$65.00						
Early Bird/Midday - Adult			\$63.00			\$67.50	\$161.25		
Early Bird/Midday - Youth			\$37.75			\$40.50	\$96.75		
Early Bird/Midday - Child			\$31.50			\$33.75	\$80.50		
Early Bird/Midday - Family			\$126.00			\$135.00	\$322.50		
Open Sport Adult	\$10.00								
Open Sport Youth (16-18 yrs)	\$6.00								
Whistler Experience								\$342.00	\$579.50
Rentals- Skate or Raquet	\$5.00								
Rental- Family	\$15.00								
External Personal Training	\$20.00		\$200.00	\$400.00	\$600.00				

*must be combined with an ADMIT 1, 10/20/30 TIME PASS or MONTHLY PASS

SCHEDULE 3

Lost Lake Nordic Trails Fee Schedule - 2023/2024 Winter Season

	Adult (19+)	Youth (13-18)	Child (7-12)	Family*
CROSS COUNTRY SKI (Anytime)				
Cross Country Ski - Day Ticket	\$26.00	\$15.50	\$13.00	\$52.00
Cross Country Ski - Book of 5	\$117.00	\$69.75	\$58.50	\$234.00
Cross Country Ski - Book of 10	\$208.00	\$124.00	\$104.00	\$416.00
Cross Country Ski - Early Bird Season Pass	\$268.75	\$60.00	\$60.00	\$537.50
Cross Country Ski - Season Pass	\$336.00	\$60.00	\$60.00	\$672.00
Cross Country Ski - Whistler Experience** Season Pass	\$252.00	N/A	N/A	N/A

CROSS COUNTRY NIGHT (3 p.m. to 8 p.m.)				
Night - Day Ticket	\$13.00	\$7.75	\$6.50	\$26.00
Night - Book of 5	\$58.50	\$35.00	\$29.25	\$117.00
Night - Book of 10	\$104.00	\$62.00	\$52.00	\$208.00
Night - Early Bird Season Pass	\$134.50	N/A	N/A	\$268.75
Night - Season Pass	\$168.00	N/A	N/A	\$336.00
Night - Whistler Experience** Season Pass	\$126.00	N/A	N/A	N/A

SNOWSHOE				
Snowshoe - Day Ticket	\$13.00	\$7.75	\$6.50	\$26.00
Snowshoe - Book of 5	\$58.50	\$35.00	\$29.25	\$117.00
Snowshoe - Book of 10	\$104.00	\$62.00	\$52.00	\$208.00
Snowshoe - Early Bird Season Pass	\$134.50	N/A	N/A	\$268.75
Snowshoe - Season Pass	\$168.00	N/A	N/A	\$336.00
Snowshoe - Whistler Experience** Season Pass	\$126.00	N/A	N/A	N/A

NICKLAUS NORTH***				
Nicklaus North Only - Day Ticket	\$13.00	\$7.75	\$6.50	\$26.00
Nicklaus North Only - Early Bird Season Pass	N/A	N/A	N/A	N/A
Nicklaus North Only - Season Pass****	\$156.00	N/A	N/A	N/A

ICE FISHING ACCESS (Access to Lake only)*****				
Ice Fishing Access - Day Ticket	\$6.50	\$4.00	\$3.25	\$13.00
Ice Fishing Access - Season Pass	\$84.50	N/A	N/A	N/A

All fees do not include any applicable taxes

*Family includes you, your spouse & dependents (18 years and under) living at the same address

**With proof of completion of Whistler Experience program through the Whistler Chamber

***Valid for access to only the trails on Nicklaus North Golf Course

****Nicklaus North Only season pass is not included in the 70 Ski Assurance Program

*****Valid for access to Lost Lake only for the purpose of ice fishing. Must adhere to all RMOW ice fishing regulations

"offsite" tickets available to commercial businesses at 75% of day ticket fee

Groups of 20 or more are eligible for a 25% discount if purchased at the same time

50% off day tickets for SD48 students, Ecole La Passerelle (Whistler), Ecole La Vallee (Pemberton), Whistler Waldorf School, Xetólacw Community School and Skatin Community Schools (including parents and teachers) while participating in school programs during school hours

All cross country day tickets and passes are valid for accessing snowshoe trails

50% off night skiing on Mondays & Thursdays

Lost Lake Nordic Trails Fee Schedule - 2024/2025 Winter Season

	Adult (19+)	Youth (13-18)	Child (7-12)	Family*
CROSS COUNTRY SKI (Anytime)				
Cross Country Ski - Day Ticket	\$27.00	\$16.25	\$13.50	\$54.00
Cross Country Ski - Book of 5	\$121.50	\$73.25	\$60.75	\$243.00
Cross Country Ski - Book of 10	\$216.00	\$130.00	\$108.00	\$432.00
Cross Country Ski - Early Bird Season Pass	\$283.50	\$71.00	\$71.00	\$567.00
Cross Country Ski - Season Pass	\$351.00	\$71.00	\$71.00	\$702.00
Cross Country Ski - Whistler Experience** Season Pass	\$283.50	N/A	N/A	N/A

CROSS COUNTRY NIGHT (3 p.m. to 8 p.m.)				
Night - Day Ticket	\$13.50	\$8.00	\$6.75	\$27.00
Night - Book of 5	\$60.75	\$36.00	\$30.50	\$121.50
Night - Book of 10	\$108.00	\$64.00	\$54.00	\$216.00
Night - Early Bird Season Pass	\$141.75	N/A	N/A	\$283.50
Night - Season Pass	\$175.50	N/A	N/A	\$351.00
Night - Whistler Experience** Season Pass	\$141.75	N/A	N/A	N/A

SNOWSHOE				
Snowshoe - Day Ticket	\$13.50	\$8.00	\$6.75	\$27.00
Snowshoe - Book of 5	\$60.75	\$36.00	\$30.50	\$121.50
Snowshoe - Book of 10	\$108.00	\$64.00	\$54.00	\$216.00
Snowshoe - Early Bird Season Pass	\$121.50	N/A	N/A	N/A
Snowshoe - Season Pass	\$162.00	N/A	N/A	N/A
Snowshoe - Whistler Experience** Season Pass	\$121.50	N/A	N/A	N/A

NICKLAUS NORTH***				
Nicklaus North Only - Day Ticket	\$13.50	\$8.00	\$6.75	\$27.00
Nicklaus North Only - Early Bird Season Pass	\$121.50	N/A	N/A	N/A
Nicklaus North Only - Season Pass****	\$162.00	N/A	N/A	N/A

ICE FISHING ACCESS (Access to Lake only)*****				
Ice Fishing Access - Day Ticket	\$6.75	\$4.00	\$3.50	\$13.50
Ice Fishing Access - Season Pass	\$87.75	N/A	N/A	N/A

All fees do not include any applicable taxes

*Family includes you, your spouse & dependents (18 years and under) living at the same address

**With proof of completion of Whistler Experience program through the Whistler Chamber

***Valid for access to only the trails on Nicklaus North Golf Course

****Nicklaus North Only season pass is not included in the 70 Ski Assurance Program

*****Valid for access to Lost Lake only for the purpose of ice fishing. Must adhere to all RMOW ice fishing regulations

"offsite" tickets available to commercial businesses at 75% of day ticket fee

Groups of 20 or more are eligible for a 25% discount if purchased at the same time

50% off day tickets for SD48 students, Ecole La Passerelle (Whistler), Ecole La Vallee (Pemberton), Whistler Waldorf School, Xetólacw Community School and Skatin Community Schools (including parents and teachers) while participating in school programs during school hours

All cross country day tickets and passes are valid for accessing snowshoe trails

50% off night skiing on Mondays & Thursdays

SCHEDULE 4

Whistler Olympic Plaza Ice Rink Admission and Skate Rental Rates - 2023-2025 Winter Seasons

	2023-2024	2024-2025
Whistler Olympic Plaza		
Adult (19+) Admission	\$ 5.00	\$ 5.50
Youth (13-18) Admission	\$ 4.00	\$ 4.50
Child (4-12) Admission	\$ 3.00	\$ 3.25
Family* Admission	\$ 12.50	\$ 13.75
Skate Rental	\$ 6.00	\$ 6.50

All fees include any applicable taxes

*Family includes you, your spouse & dependents (18 years and under) living at the same address

SCHEDULE 5

Facility Rental Charges 2024

INDOOR FACILITIES

rates effective January 15, 2024 to August 31, 2024

per hour

MYRTLE PHILIP COMMUNITY SCHOOL/SPRING CREEK COMMUNITY SCHOOL and YOUTH CENTRE

Full Gym	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 37.16
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 56.31
	Local Youth	\$ 43.71
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 66.24
	Local Adult	\$ 66.24
	Local - Commercial or admission charged -ADULT	\$ 88.11
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 109.98

Alex Philip Lounge, Horstman Room, Toad Hall, Cheakamus A&B, Daisy A&B, Youth Centre

	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 17.41
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 26.37
	Local Youth	\$ 20.47
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 31.01
	Local Adult	\$ 31.01
	Local - Commercial or admission charged -ADULT	\$ 41.24
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 51.47

1/2 Gym, Millar, Cheakamus, Daisy

	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 23.14
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 35.07
	Local Youth	\$ 27.22
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 41.24
	Local Adult	\$ 41.24
	Local - Commercial or admission charged -ADULT	\$ 54.87
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 68.46

Kitchen

*Rates listed are flat rates
when booked with
another room*

	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 20.62
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 31.24
	Local Youth	\$ 24.26
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 36.76
	Local Adult	\$ 36.75
	Local - Commercial or admission charged -ADULT	\$ 48.88
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 61.01

WHISTLER SECONDARY - A COMMUNITY SCHOOL

Full Gym	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 48.83
	Non-Commercial Use	\$ 73.25
	Commercial Use	\$ 195.30
Class Rooms, CAD Room, Music/Dance Studio	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 32.55
	Non-Commercial Use	\$ 48.83
	Commercial Use	\$ 130.20

SPRUCE GROVE FIELD HOUSE and LOST LAKE PASSIV HAUS

Spruce and Austria Room	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 23.14
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 35.07
	Local Youth	\$ 27.22
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 41.24
	Local Adult	\$ 41.24
	Local - Commercial or admission charged -ADULT	\$ 54.87
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 68.46

Kitchen (SGFH only)

*Rates listed are flat rates
when booked with
another room*

	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 28.87
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 43.74
	Local Youth	\$ 33.97
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 51.46
	Local Adult	\$ 51.46

	Local - Commercial or admission charged -ADULT	\$ 68.43
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 85.41
Fir and Whistler Blackcomb Foundation Room	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 17.63
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 25.86
	Local Youth	\$ 20.07
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 30.41
	Local Adult	\$ 30.41
	Local - Commercial or admission charged -ADULT	\$ 40.43
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 50.45
Fees will be added for additional services listed in contract at applicable rates.		
MEADOW PARK SPORTS CENTRE		
Arena - Ice	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 74.43
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 148.89
	Local Youth	\$ 87.58
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 131.36
	Local Adult	\$ 175.15
	Local - Commercial or admission charged -ADULT	\$ 232.94
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 290.76
	Non Prime Time - 12 midnight to 8 a.m.	\$ 153.75
Main Pool	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 67.68
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 135.35
	Local Youth	\$ 79.60
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 119.44
	Local Adult	\$ 159.24
	Local - Commercial or admission charged -ADULT	\$ 211.79
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 264.33
Leisure Pool	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 34.55
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 69.11
	Local Youth	\$ 40.66
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 60.97
	Local Adult	\$ 81.30
	Local - Commercial or admission charged -ADULT	\$ 108.11
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 134.95
1 Lane or Equivalent	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 11.41
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 22.80
	Local Youth	\$ 13.41
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 20.12
	Local Adult	\$ 26.83
	Local - Commercial or admission charged -ADULT	\$ 35.70
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 44.53
NSCR, Sonya Dery	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 17.41
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 26.37
	Local Youth	\$ 20.47
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 31.01
	Local Adult	\$ 31.01
	Local - Commercial or admission charged -ADULT	\$ 41.24
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 51.47
1/2 Sonya Dery	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 8.71
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 13.17
	Local Youth	\$ 10.24
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 15.51
	Local Adult	\$ 15.51
	Local - Commercial or admission charged -ADULT	\$ 20.61
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 25.73
Boxing/Spin Studio <i>Equipment included</i>	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 15.66
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 23.72

	Local Youth	\$ 18.43
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 27.92
	Local Adult	\$ 27.92
	Local - Commercial or admission charged -ADULT	\$ 37.14
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 46.34
Fitness/Dance Studio <i>Equipment included</i>	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 23.19
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 35.05
	Local Youth	\$ 27.28
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 41.24
	Local Adult	\$ 41.24
	Local - Commercial or admission charged -ADULT	\$ 54.85
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 68.45
Fees will be added for additional services listed in contract at applicable rates.		
Whistler Olympic Plaza Ice Rink		
	Local - Youth/Adult	\$ 113.03
	Local - Commercial or admission charged -YOUTH/ADULT	\$ 150.33
	Out-of-Town - Commercial or Admission charged - YOUTH/ADULT	\$ 187.63
Fees will be added for additional services listed in contract at applicable rates.		

Facility Rental Charges 2025

INDOOR FACILITIES

rates effective September 1, 2024 to August 31, 2025

per hour

MYRTLE PHILIP COMMUNITY SCHOOL/SPRING CREEK COMMUNITY SCHOOL and YOUTH CENTRE

Full Gym	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 38.27
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 58.00
	Local Youth	\$ 45.02
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 68.23
	Local Adult	\$ 68.23
	Local - Commercial or admission charged -ADULT	\$ 90.75
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 113.27

Alex Philip Lounge, Horstman Room, Toad Hall, Cheakamus A&B, Daisy A&B, Youth Centre

	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 17.93
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 27.16
	Local Youth	\$ 21.08
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 31.94
	Local Adult	\$ 31.94
	Local - Commercial or admission charged -ADULT	\$ 42.48
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 53.01

1/2 Gym, Millar, Cheakamus, Daisy

	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 23.84
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 36.12
	Local Youth	\$ 28.04
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 42.48
	Local Adult	\$ 42.48
	Local - Commercial or admission charged -ADULT	\$ 56.51
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 70.52

Kitchen

*Rates listed are flat rates
when booked with
another room*

	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 21.24
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 32.18
	Local Youth	\$ 24.99
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 37.86
	Local Adult	\$ 37.85
	Local - Commercial or admission charged -ADULT	\$ 50.35
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 62.84

WHISTLER SECONDARY - A COMMUNITY SCHOOL

Full Gym	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 50.29
	Non-Commercial Use	\$ 75.45
	Commercial Use	\$ 201.16
Class Rooms, CAD Room, Music/Dance Studio	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 33.53
	Non-Commercial Use	\$ 50.29
	Commercial Use	\$ 134.11

SPRUCE GROVE FIELD HOUSE and LOST LAKE PASSIV HAUS

Spruce and Austria Room	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 23.84
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 36.12
	Local Youth	\$ 28.04
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 42.48
	Local Adult	\$ 42.48
	Local - Commercial or admission charged -ADULT	\$ 56.51
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 70.52

Kitchen (SGFH only)

*Rates listed are flat rates
when booked with
another room*

	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 29.73
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 45.05
	Local Youth	\$ 34.99
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 53.00
	Local Adult	\$ 53.00

	Local - Commercial or admission charged -ADULT	\$ 70.48
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 87.98
Fir and Whistler Blackcomb Foundation Room	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 18.16
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 26.64
	Local Youth	\$ 20.67
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 31.32
	Local Adult	\$ 31.32
	Local - Commercial or admission charged -ADULT	\$ 41.64
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 51.97
Fees will be added for additional services listed in contract at applicable rates.		
MEADOW PARK SPORTS CENTRE		
Arena - Ice	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 76.66
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 153.36
	Local Youth	\$ 90.21
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 135.30
	Local Adult	\$ 180.40
	Local - Commercial or admission charged -ADULT	\$ 239.93
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 299.49
	Non Prime Time - 12 midnight to 8 a.m.]	\$ 158.36
Main Pool	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 69.72
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 139.41
	Local Youth	\$ 81.99
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 123.02
	Local Adult	\$ 164.01
	Local - Commercial or admission charged -ADULT	\$ 218.14
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 272.26
Leisure Pool	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 35.59
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 71.19
	Local Youth	\$ 41.88
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 62.80
	Local Adult	\$ 83.74
	Local - Commercial or admission charged -ADULT	\$ 111.36
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 139.00
1 Lane or Equivalent	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 11.75
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 23.48
	Local Youth	\$ 13.81
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 20.73
	Local Adult	\$ 27.64
	Local - Commercial or admission charged -ADULT	\$ 36.77
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 45.87
NSCR, Sonya Dery	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 17.93
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 27.16
	Local Youth	\$ 21.08
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 31.94
	Local Adult	\$ 31.94
	Local - Commercial or admission charged -ADULT	\$ 42.48
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 53.01
1/2 Sonya Dery	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 8.97
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 13.57
	Local Youth	\$ 10.55
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 15.98
	Local Adult	\$ 15.98
	Local - Commercial or admission charged -ADULT	\$ 21.23
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 26.50
Boxing/Spin Studio <i>Equipment included</i>	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 16.13
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 24.43

	Local Youth	\$ 18.99
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 28.75
	Local Adult	\$ 28.75
	Local - Commercial or admission charged -ADULT	\$ 38.25
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 47.73
Fitness/Dance Studio <i>Equipment included</i>	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$ 23.88
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$ 36.10
	Local Youth	\$ 28.10
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$ 42.48
	Local Adult	\$ 42.48
	Local - Commercial or admission charged -ADULT	\$ 56.49
	Out-of-Town - Commercial or Admission charged - ADULT	\$ 70.51
Fees will be added for additional services listed in contract at applicable rates.		
Whistler Olympic Plaza Ice Rink		
	Local - Youth/Adult	\$ 116.42
	Local - Commercial or admission charged -YOUTH/ADULT	\$ 154.84
	Out-of-Town - Commercial or Admission charged - YOUTH/ADULT	\$ 193.26
Fees will be added for additional services listed in contract at applicable rates.		

SCHEDULE 6

Facility Rental Charges 2024 - 2025

OUTDOOR FACILITIES

Rates effective January 15 - December

PARK EVENT AREAS		Year	
		2024	2025
Rainbow, Lost Lake, Rebagliati, Meadow Park, Bayly			
	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$18.03	\$18.57
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$27.29	\$28.11
	Local Youth	\$0.00	\$0.00
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$32.12	\$33.08
	Local Adult	\$32.12	\$33.08
	Local - Commercial or admission charged -ADULT	\$42.70	\$43.98
	Out-of-Town - Commercial or Admission charged - ADULT	\$117.63	\$121.16
	<i>Maximum daily rate</i>	\$1,529.05	\$1,574.92
Lost Lake Warming Hut	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$15.87	\$16.35
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$24.04	\$24.76
	Local Youth	\$18.67	\$19.23
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$28.28	\$29.13
	Local Adult	\$28.28	\$29.13
	Local - Commercial or admission charged -ADULT	\$37.60	\$38.73
	Out-of-Town - Commercial or Admission charged - ADULT	\$46.95	\$48.36
SPORTS FIELDS			
Spruce Grove, Meadow Park, Myrtle Philip, Spring Creek, or Whistler Secondary (Each Field or Diamond)			
	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$9.02	\$9.29
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$13.65	\$14.06
	Local Youth	\$0.00	\$0.00
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$16.06	\$16.54
	Local Adult	\$16.06	\$16.54
	Local - Commercial or admission charged -ADULT	\$21.35	\$21.99
	Out-of-Town - Commercial or Admission charged - ADULT	\$26.66	\$27.46
Tournaments			
Hourly	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$9.02	\$9.29
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$13.65	\$14.06
	Local Youth	\$9.01	\$9.28
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$16.06	\$16.54
	Local Adult	\$16.06	\$16.54
	Local - Commercial or admission charged -ADULT	\$21.35	\$21.99
	Out-of-Town - Commercial or Admission charged - ADULT	\$26.66	\$27.46
Daily	Out-of-Town - Daily Rate- ADULT-YOUTH	\$206.07	\$212.25
	Local - Daily Rate - ADULT-YOUTH	\$164.37	\$169.30
Trails			
	Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$13.31	\$13.71
	Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$27.29	\$28.11
	Local Youth	\$0.00	\$0.00
	Local Commercial, admission charged or Out-of-Town - YOUTH	\$32.12	\$33.08
	Local Adult	\$32.12	\$33.08
	Local - Commercial or admission charged - ADULT	\$42.70	\$43.98
	Out-of-Town - Commercial or Admission charged - ADULT over 50 participants	\$66.58	\$68.58
	Out-of-Town - Commercial or Admission charged - ADULT under 50 participants	\$117.63	\$121.16
	<i>Maximum daily rate</i>	\$1,529.05	\$1,574.92
Outdoor Volleyball courts (per court)		\$2.20	\$2.27
Outdoor Tennis courts (per court)		\$4.54	\$4.68

Andree Vajda Janyk (AVJ) Sports Field			
Hourly	Local Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$10.82	\$11.14
	Local Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$37.88	\$39.02
	Local Youth	\$21.65	\$22.30
	Local Commercial or Admission charged - YOUTH	\$43.30	\$44.60
	Local Adult	\$75.78	\$78.05
	Local - Commercial or Admission charged -ADULT	\$92.00	\$94.76
	Out-of-Town Registered Agencies: Gov't/Edu/Charities/Non-profit - YOUTH	\$21.65	\$22.30
	Out-of-Town Registered Agencies: Gov't/Edu/Charities/Non-profit - ADULT	\$48.72	\$50.18
	Out-of-Town - Youth	\$43.30	\$44.60
	Out-of-Town - Commercial or Admission charged - Youth	\$64.94	\$66.89
	Out-of-Town - ADULT	\$92.00	\$94.76
	Out-of-Town - Commercial or Admission charged - ADULT	\$108.24	\$111.49
TOURNAMENT DAILY RATE (AVJ)			
Daily	Local - Daily Rate - YOUTH	\$259.78	\$267.57
	Local - Daily Rate - ADULT	\$909.25	\$936.53
	Out-of-Town - Daily Rate - YOUTH	\$519.57	\$535.16
	Out-of-Town - Daily Rate - ADULT	\$1,104.08	\$1,137.20

Fees will be added for additional services listed in contract at applicable rates.

*2024 Fees are effective January 15

SCHEDULE 7

Facility Rental Charges 2024 - 2025 OUTDOOR FACILITIES

Permit fees apply per season May 15 - October 15

NON-EXCLUSIVE USE PERMIT (NEUP)

A \$50 administration fee applies in addition to permit fees

2024											
Total user visits:			<250	250-500	501-1000	1001-2000	2001-3000	3001-5000	5001-8000	8001-11000	11001+
Local	Youth	Non-Profit	-	\$85.68	\$171.36	\$343.74	\$686.46	\$1,030.20	\$1,716.66	\$3,147.72	\$6,294.42
		Commercial	-	\$153.00	\$306.00	\$612.00	\$1,224.00	\$1,836.00	\$3,060.00	\$6,120.00	\$11,220.00
	Adult	Non-Profit	-	\$130.56	\$260.10	\$520.20	\$1,040.40	\$1,560.60	\$2,601.00	\$4,768.50	\$9,537.00
		Commercial	-	\$204.00	\$406.98	\$813.96	\$1,627.92	\$2,441.88	\$4,069.80	\$7,461.30	\$14,922.60
Out of Town	Youth	Non-Profit	-	\$85.68	\$171.36	\$343.74	\$686.46	\$1,030.20	\$1,716.66	\$3,147.72	\$6,294.42
		Commercial	-	\$153.00	\$306.00	\$612.00	\$1,224.00	\$1,836.00	\$3,060.00	\$5,610.00	\$11,220.00
	Adult	Non-Profit	-	\$130.56	\$260.10	\$520.20	\$1,040.40	\$1,560.60	\$2,601.00	\$4,768.50	\$9,537.00
		Commercial	-	\$253.98	\$507.96	\$1,015.92	\$2,031.84	\$3,047.76	\$5,079.60	\$9,312.60	\$18,625.20

2025											
Total user visits:			<250	250-500	501-1000	1001-2000	2001-3000	3001-5000	5001-8000	8001-11000	11001+
Local	Youth	Non-Profit	-	\$88.25	\$176.50	\$354.05	\$707.05	\$1,061.11	\$1,768.16	\$3,242.15	\$6,483.25
		Commercial	-	\$157.59	\$315.18	\$630.36	\$1,260.72	\$1,891.08	\$3,151.80	\$6,303.60	\$11,556.60
	Adult	Non-Profit	-	\$134.48	\$267.90	\$535.81	\$1,071.61	\$1,607.42	\$2,679.03	\$4,911.56	\$9,823.11
		Commercial	-	\$210.12	\$419.19	\$838.38	\$1,676.76	\$2,515.14	\$4,191.89	\$7,685.14	\$15,370.28
Out of Town	Youth	Non-Profit	-	\$88.25	\$176.50	\$354.05	\$707.05	\$1,061.11	\$1,768.16	\$3,242.15	\$6,483.25
		Commercial	-	\$157.59	\$315.18	\$630.36	\$1,260.72	\$1,891.08	\$3,151.80	\$5,778.30	\$11,556.60
	Adult	Non-Profit	-	\$134.48	\$267.90	\$535.81	\$1,071.61	\$1,607.42	\$2,679.03	\$4,911.56	\$9,823.11
		Commercial	-	\$261.60	\$523.20	\$1,046.40	\$2,092.80	\$3,139.19	\$5,231.99	\$9,591.98	\$19,183.96

RESORT MUNICIPALITY OF WHISTLER

MUTUAL AID AGREEMENT REPEALING BYLAW NO. 2421, 2023

A BYLAW TO REPEAL EXISTING FIRE SERVICE MUTUAL AID AGREEMENT BYLAWS

WHEREAS section 23 of the *Community Charter* allows municipalities to enter into Mutual Aid Agreements with public authorities respecting activities, services, operation and enforcement of activities within the powers of a party;

AND WHEREAS the *Community Charter* does not require a bylaw to enter into Mutual Aid Agreements;

AND WHEREAS the Resort Municipality of Whistler historically entered into Mutual Aid Agreements with other municipalities by bylaw and contract pursuant to the now repealed *Municipal Act*;

AND WHEREAS section 137 of the *Community Charter* allows municipalities to repeal bylaws as by way of bylaw;

AND WHEREAS the Resort Municipality of Whistler entered into a new Mutual Aid Agreement without executing a new Mutual Aid Agreement bylaw and repealing old Mutual Aid Agreement bylaws;

AND WHEREAS Council deems it necessary to repeal bylaws relating to the Resort Municipality of Whistler entering into Mutual Aid Agreements;

NOW THEREFORE the Council of the Resort Municipality of Whistler, in open meeting assembled, **ENACTS AS FOLLOWS:**

CITATION

1. This Bylaw may be cited for all purposes as "Mutual Aid Agreement Repealing Bylaw No. 2421, 2023".

REPEAL OF BYLAWS

2. The Resort Municipality of Whistler hereby repeals the following bylaws:
 - a) "Highway 99 Rescue Mutual Aid Agreement Bylaw No. 1226, 1996"
 - b) "Fire Dispatch Service Agreement Bylaw No. 1578, 2002"
 - c) "Garibaldi Mutual Aid Agreement Bylaw No. 1630, 2003"
 - d) "Squamish Mutual Aid Agreement Bylaw No. 1666, 2004"

GIVEN FIRST, SECOND and THIRD READINGS this 21st day of November, 2023

ADOPTED this ____ day of _____, 2023.

Jack Crompton,
Mayor

Pauline Lysaght,
Corporate Officer

I HEREBY CERTIFY that this is a
true copy of "Mutual Aid Agreement
Repealing Bylaw No. 2421, 2023".

Dear Mayors and Councils,

My name is Ramona Kaptyn and I am a Surrey, BC resident and taxpayer as well as BC Chief Advocacy & Communications Officer for the Canadian Association of Retired Persons (CARP).

I & many of my members are concerned that our democratic rights have been taken away by the Provincial government & our taxes are going to skyrocket due to the decision made by Minister Mike Farnworth regarding policing in Surrey.

Mayor Brenda Locke and her majority Surrey Connect team were elected on their major promise to 'Keep the RCMP in Surrey.' I ran for a council seat on Brenda's team and came 9th. Two more Surrey Connect candidates came 10th & 11th proving voters wanted what we were promising. Prior to the municipal election countless taxpayers signed petitions to Keep the RCMP.

In spite of this, Minister Mike Farnworth has continued to force his agenda of creating a municipal police force at a great cost to Surrey taxpayers - money that should be used for housing, healthcare, removing school portables, homelessness, infrastructure, essentials and amenities for our growing city. Furthermore, vulnerable older adults already dealing with rising costs will be burdened with more taxes.

This has nothing to do with public safety and other municipalities could be the victims of provincial whims in the future as some have already been in the past.

Every municipality is being financially affected as this transition is being forced on Surrey. Every municipality will pay for eons, for generations. Money meant for your constituents will be diverted and wasted on an expensive experiment. As you know, there are not enough cops to go around and the Surrey Police Service does not have all the essentials a POJ needs nor will it have these essentials for years to come.

Mayor Brenda Locke has been a steady & powerful advocate working for the people and I and my members are grateful for her leadership. **Will you please join her in opposing Minister Mike Farnworth & Premier David Eby - please tell them that municipalities rights & the rights of voters who elected them must not be taken away.**

The people of B.C. and Surrey are not being served. **This is an appalling assault on taxpayers.**

Thank you for your time.

Respectfully, Ramona Kaptyn

Ramona Kaptyn

- CARP BC Chief Advocacy & Communications Officer
- President: CARP White Rock/Surrey
- Director: CARP National - A New Vision of Aging for Canada
- Committee Member: Various Community Organizations
- BC Representative: Sheraton Parkway Hotel Toronto North

T: 778-294-0787

E: ramonakaptyn@yahoo.ca or whiterocksurrey@carp.ca

www.carp.ca

To all BC MLAs, all BC Ministers, all BC Municipalities, all BC MPs

The fight carries on and the municipal and federal elections are coming! The following letter was received from Concerned Citizens of Surrey - a very influential South Asian group in the City of Surrey. It was submitted to local media for publication.

"In Surrey, we accept no Caesars ! Decentralised decision making is a hallmark of democracy. In a working democracy, the will of the people is the guiding force for all policy decisions. Empowerment of a citizen at the grassroot level for participation in municipal level decision making is not only desirable but essential in any democracy.

It is unfortunate that the Provincial government of B.C is pushing the City of Surrey in the direction of authoritarianism and centralising all the municipal powers in its own hands.

The disbanding of the Surrey Police Board , to take away the Mayor's power as the board chair, is a move copied from a tyrant's playbook. This move effectively removes all civilian oversight from policing in Surrey, which is unheard of in any democratic society. The new police board is based on one individual who has been tasked to bulldoze the police transition against popular sentiment.

Mike Serr (who happens to be a personal friend of Norm Lapinski) has been appointed as " administrator " of the Surrey Police Board. In reality Serr is the " Viceroy " of the Victoria Government mandated to impose " Lord" Farnworth's writ in Surrey. Julius Caesar ended democracy in Rome by assuming the office of a "dictator" and subjugating the senate by force. David Eby and Mike Farnworth have created yet another Caesar , but in Surrey we accept no Caesars!"

For and on behalf of Concerned Residents of Surrey.

Ivan Scott

Surrey Talk Radio - The Voice of Surrey

778-229-5108 (c)

surreytalkradio@gmail.com

If you do not wish to receive any further emails from Surrey Talk Radio, please reply UNSUBSCRIBE

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Hello Mayor and Council,

Yesterday I went down to walk on the valley trail from our house on Buckhorn Drive. Once again, I chose to go left towards Meadow Park. I have not turned right to walk alone towards Lorimer since the grizzly bear took up residence within Whistler.

As a 71-year-old woman, I am afraid to walk alone through an area bounded by warning signs about a grizzly. COS telling me we need to "learn to live with" grizzlies does not make me feel safer.

The COS suggests walking in a group. Do two parents with a baby in a stroller--a common occurrence on the valley trail--constitute a group? I suspect not. A lone jogger, another common user, is not a group either.

The valley trail between the bottom of Lorimer and Meadow Park is a popular way for people to get from one place to another to avoid travelling by car, an important goal of the RMOW. This part of the trail is incredibly well used by locals and visitors alike.

We can see part of the trail from our house and it seems there have been fewer people using this portion since the grizzly arrived, even considering it's off-season. Even though the COS says the bear is ensconced near MPCs happily eating grass grown by the Muni, this portion of the valley trail is just a short jaunt away.

I have had many conversations about this grizzly, and opinions vary from having some empathy for the bear to "just shoot it". *Not one* person I have spoken with thinks it is a good idea for a grizzly to become accustomed to living in the centre of Whistler.

Like almost everyone, I have flown over BC and marvelled at the incredible amount of untouched wilderness--vast areas of snow-topped mountains and deep valleys without human habitation. There is lots of room in BC for grizzlies besides right in the middle of Whistler.

I understand the grizzly was relocated, and it marched right back to the grass in the lower MPCs field, undisturbed. Let him be, said COS. Taking the time and effort to capture, tranquilize and transport this grizzly to an area so close by (Callaghan? Soo Valley?) made relocation success unlikely. If this was a COS decision it does not seem a wise one.

We have lived with black bears in our yard for the entire 30 years we have lived in Whistler. I watched out for bears in the yard when my children were young and played outside. I have observed a bear eating huckleberries directly below me from my deck. Twenty feet away from my house I came across a bush splayed from a sleeping bear. I stood in my garage while a bear sauntered right past both open doors. My neighbour across the street watched a bear repeatedly come down our front entranceway to our front door, and veer left down the rest of the walkway to the back yard. Our neighbours, a young family who moved in a couple of years ago, call the trail up from the valley trail

between our two houses "bear alley" as so many come up that way. This summer while working in the garden, alone, I heard a thunk sound. I turned to faced a bear not 10 feet away. The sound was a huff, not a thunk.

Black bears are in Whistler to stay. I can deal with that. A grizzly is a step too far for me, and I am not alone in feeling this way. I have read that black bears kill more people than grizzlies. I have had countless fairly close encounters with black bears, but none with a grizzly. No wonder the stats show more black bear attacks.

By not discouraging this grizzly in any way, we have made it extremely comfortable for it to stay right here in town. The sex of the bear remains a mystery. Perhaps next year we will have a couple of cubs as well, trained by mama to live in the centre of Whistler too. Where does that end?

I would really like to know where the grizzly is now. I have seen no information about its whereabouts and the warning signs are still there. Is it still munching grass near MPCS? Has it bedded down comfortably nearby, so that it will wake in the spring and go back to eating grass near MPCS or on the golf courses?

When can I feel safe walking alone from my house to the bottom of Lorimer?

Regards,


Jane Reid

8582 Buckhorn Drive,
Whistler V8E 0G2

Dear mayor and council members of whistler,

I am a grade 9 student in Salmon Arm, and we have been studying the principles of flag design, and what makes a good flag. We were assigned to redesign municipal flags from around BC and I chose your town because it is my favorite ski and bike resort. I appreciated your current flag for I think that the design on the flag is good butt if you got ride of the names of your town in the flag it would be a lout better. but wanted to propose the attached redesign for your consideration.

Sincerely/Thank you for your work/etc.

"Leo Anderson" 

Hi my name is Leo I,m for JL Jackson Secondary school in Salmon Arm. I got a project to remake a bc flag and there were 5 rules 1:The flag has to be simple and a 10 year old should be able to dart it 2:The flag 1 to 3 colors on it 3: they can have any words. And in the new design I sent you Remove the words 4:symbolism I think it symbolism the nice mountains 5: unique and I Don't that any other city or town has this unique mountain



Mayor and Council,

I am writing to urge you and your organization to support my Private Member's [Bill C-273 - An Act to amend the Criminal Code \(Corinne's Quest and the protection of children\)](#). It is appalling that physical punishment of children is still legal in Canada, even though more than [sixty countries](#) around the world have banned the practice. [Bill C-273](#) seeks to repeal section 43 of the Criminal Code, which allows for physical punishment of children. If it passes in Parliament, Bill C-273 will help to end the legalized physical punishment of children in Canada.

It is important to note that Bill C-273 is a response to the [Truth & Reconciliation Recommendation Call to Action #6](#). Nearly [700 Canadian organizations](#) signed a [Joint Statement](#) to end physical punishment of children and youth. Child and youth advocates across Canada, such as [Justice for Children and Youth](#), [Spirit of the Children Society](#), [Indigenous Watchdog](#), and the [Canadian Coalition for the Rights of Children](#), continue to fight for the repeal of Section 43. We have also received endorsements by [BC Association of Social Workers](#) and [First Call Child and Youth Advocacy Coalition](#).

"This Bill (C-273) holds great importance in the development and well-being of all children. Children need to be permitted to live in an environment free from violence and fear. At Spirit of the Children Society, it is our goal to empower and strengthen Indigenous families by providing support and resources through a model of love, caring, and understanding. This is accomplished by teaching the parents, and children, that hurting a person to get their way is not the appropriate way of child rearing; mindfulness, communicating, and role modeling is the ideal way to raise a child. Through this model a child will develop into an individual who is able to learn from their own successes and mistakes and not be fearful of challenge", Ruth Weller, Executive Director of Spirit of the Children Society.

Bill C-273 will be coming up for first hour of debate at the end of November in the House of Commons. **There are two ways to support this legislation:**

1. **Sign my petition:** https://www.peterjulian.ca/support_bill_c_273
2. **Write to your MP:** https://www.peterjulian.ca/write_to_your_mp_section_43

If you have any questions, please contact my staff, Doris Mah, peter.julian.c1d@parl.gc.ca.

Sincerely,

Peter Julian,
MP – New Westminster-Burnaby
Peter.julian@parl.gc.ca
613-992-4214

I acknowledge that I work on the unceded traditional territory of the Algonquin, Haudenosaunee and Anishinabek peoples.

New Westminster is located on the unceded and traditional territory of the Halq'eméylem speaking Coast Salish peoples. This includes the nations of the Qayqayt, q'wa:ḥł'əḥ (Kwantlen), Katzie, kwikwəłwəm (Kwikwetlem), xʷməθkʷəy̓əm (Musqueam), Stó:lō, scəwaθn məsteyəxʷ (Tsawwassen), and Tsleil-Waututh.

Burnaby is [located on the ancestral and unceded homelands](#) of the [heḥqəmiḥən](#) and [Skwxwú7mesh](#) speaking peoples as well as all Coast Salish peoples.

////

Le maire et le conseil municipal,

Je vous écris pour vous demander instamment, à vous et à votre organisation, de soutenir mon projet de loi d'initiative parlementaire [C-273](#) - Loi modifiant le Code criminel (La quête de Corinne et la protection des enfants). Il est consternant que les châtiments corporels infligés aux enfants soient encore légaux au Canada, alors que plus de [soixante pays](#) dans le monde ont interdit cette pratique. Le projet de loi [C-273](#) vise à abroger l'article 43 du code pénal, qui autorise les châtiments corporels à l'encontre des enfants. Si elle est adoptée par le Parlement, la proposition de loi C-273 contribuera à mettre fin à la légalisation des châtiments corporels infligés aux enfants au Canada.

Il est important de noter que le projet de loi C-273 est une réponse à [l'Appel à l'action #6 de la Commission de vérité et réconciliation du Canada](#). Près de [700 organisations](#) canadiennes ont signé une [déclaration conjointe](#) pour mettre fin aux châtiments corporels infligés aux enfants et aux jeunes. Les défenseurs des enfants et des jeunes, comme la [Coalition canadienne pour les droits des enfants](#), la [Justice for Child and Youth](#), [Spirit of the Children Society](#), [Indigenous Watchdog](#) continue à lutter pour l'abrogation de l'article 43. Nous avons également reçu le soutien de la [BC Association of Social Workers](#) et de la [First Call Child and Youth Advocacy Coalition](#).

"Ce projet de loi (C-273) revêt une grande importance pour le développement et le bien-être de tous les enfants. Les enfants doivent pouvoir vivre dans un environnement exempt de violence et de peur. À la Spirit of the Children Society, notre objectif est d'autonomiser et de renforcer les familles indigènes en leur apportant un soutien et des ressources par le biais d'un modèle d'amour, d'attention et de compréhension. Pour ce faire, nous enseignons aux parents et aux enfants qu'il n'est pas approprié d'élever un enfant en blessant une personne pour obtenir ce que l'on veut ; la pleine conscience, la communication et la modélisation sont les moyens idéaux d'élever un enfant. Grâce à ce modèle, l'enfant deviendra un individu capable d'apprendre de ses succès et de ses erreurs et de ne pas craindre les défis", a déclaré Ruth Weller, directrice générale de la Spirit of the Children Society.

Le projet de loi C-273 fera l'objet d'une première heure de débat à la fin du mois de novembre à la Chambre des communes. **Il y a deux façons de soutenir cette législation :**

1. Signez ma pétition : https://fr.peterjulian.ca/abroger_la_section_43
2. Écrire à votre député : https://fr.peterjulian.ca/abroger_la_section_43

Si vous avez des questions, veuillez contacter mon équipe, Doris Mah, peter.julian.c1d@parl.gc.ca.

Sincèrement,

Peter Julian,
député – New Westminster-Burnaby
Peter.julian@parl.gc.ca
613-992-4214

Je reconnait que je travaille sur le territoire non-cédé des nations Algonquine, Haudenosaunee et Anishinabek.

New Westminster est situé sur le territoire traditionnel et non cédé des peuples salish de la côte parlant le halq'eméylem. Cela comprend les nations des Qayqayt, q'wa:ńł'əń (Kwantlen), Katzie, k'wik'wəłwəm (Kwkwetlem), x'wməθk'wəyəm (Musqueam), Stó:lō, scəwaθn məsteyəx'w (Tsawwassen), et Tsleil-Waututh.

Burnaby est situé sur [les terres ancestrales et non cédées](#) des [hənqəminəm](#) et [Skwxwú7mesh](#), ainsi que de tous les peuples salish de la côte.

////

Doris Wai Ki Mah 馬朱慧琪 (she/her)

MPM | MALTS | BA (Hons)

Chief of Staff | cheffe de cabinet

Peter Julian, MP (New Westminster -Burnaby) | Député Peter Julian (New Westminster-Burnaby)

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(TEL) 604-775-5707 | (FAX) 604-775-5743

[Website](#) | [Facebook](#) | [Instagram](#) | [Twitter](#) | [YouTube](#)

UFCW 232 | TUAC 232

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Burnaby is located on the ancestral and unceded homelands of the hənqəminəm and Skwxwú7mesh speaking peoples as well as all Coast Salish peoples.

Burnaby est situé sur les terres ancestrales et non cédées des hənqəminəm et Skwxwú7mesh, ainsi que de tous les peuples salish de la côte.



Landmark Lighting Request Form

Please complete the form and scan/email to corporate@whistler.ca along with your cover letter addressed "To Mayor and Council" with information regarding your campaign or cause.

We will contact you to confirm the status of your request.

Contact Name	Dr. Tara Sedlak, Cardiologist, Vancouver General Hospital
Organization	Canadian Women's Heart Health Alliance
Business Address	2775 Laurel Street, 9th floor, Vancouver, Canada
City/Province/Postal Code	
Business Phone Number	604-875-5487
Business Email	Tara.Sedlak@vch.ca
Website Address	www.wearredcanada.ca
Brief description of the event associated with your request - 75 words or less <i>(Information here will be used for communications and the sign on the bridge. RMOW will edit copy if necessary.)</i>	Wear Red Canada is a national campaign held annually on February 13th to raise awareness about women's heart health. Many non-profit educational events are held across Canada on this day and many Canadians will be wearing red. In 2024, we anticipate over 50 individual events in cities across Canada in addition to broad media coverage (both social media and convention media).
Optional: Social Media Campaign Title (include hashtags)	#Wearredcanada" AND/OR #HerHeartMatters".
Landmark Choice	<input checked="" type="checkbox"/> Fitzsimmons Covered Bridge
Date of Event	February 13, 2024
Colour Request	Red

Signature: Tara Sedlak Digitally signed by Tara Sedlak
Date: 2023.11.24 17:24:40 -08'00'

Date: Nov 24, 2023

This application does not guarantee that your event lighting request will be approved or your date is available.



Landmark Lighting Request Form

Please complete the form and scan/email to corporate@whistler.ca along with your cover letter addressed "To Mayor and Council" with information regarding your campaign or cause.

We will contact you to confirm the status of your request.

Contact Name	Helena Legault
Organization	Syntax Strategic on behalf of UNICEF
Business Address	411 Donald B. Munro Dr
City/Province/Postal Code	Carp
Business Phone Number	613-883-7772
Business Email	hlegault@syntaxstrategic.ca
Website Address	https://www.unicef.ca/en/national-child-day
Brief description of the event associated with your request - 75 words or less <i>(Information here will be used for communications and the sign on the bridge. RMOW will edit copy if necessary.)</i>	Every year on November 20, UNICEF celebrates World Children's Day, an annual day of action for children by children. Canada has officially designated November 20 as National Child Day. This is an occasion to raise awareness of the most pressing issues facing children and youth in Canada and worldwide. To show support, buildings, monuments and landmarks across the country and around the globe will light up blue on November 20.
Optional: Social Media Campaign Title (include hashtags)	#EveryRightForEveryChild. #PourChaqueEnfantTousSesDroits.
Landmark Choice	<input checked="" type="radio"/> Fitzsimmons Covered Bridge
Date of Event	11/20/2024
Colour Request	Blue

Signature: 

Date: 11/28/2023

This application does not guarantee that your event lighting request will be approved or your date is available.