

WHISTLER

AGENDA

REGULAR MEETING OF MUNICIPAL COUNCIL TUESDAY, JUNE 9, 2015, STARTING AT 5:30 PM

In the Franz Wilhelmssen Theatre at Maurice Young Millennium Place
4335 Blackcomb Way, Whistler, BC V0N 1B4

ADOPTION OF AGENDA

Adoption of the Regular Council agenda of June 9, 2015.

ADOPTION OF MINUTES

Adoption of the Regular Council minutes and Public Hearing minutes of May 26, 2015.

PUBLIC QUESTION AND ANSWER PERIOD

PRESENTATIONS/DELEGATIONS

Audain Art Museum
Opening

A presentation by Suzanne E. Greening, Audain Art Museum Executive Director, regarding the opening of the Audain Art Museum in November 2015 and the inaugural exhibition.

Annual Report and
Corporate Plan Update

A presentation by Mike Furey, Chief Administrative Officer, regarding the Annual Report and an update on the Corporate Plan.

MAYOR'S REPORT

ADMINISTRATIVE REPORTS

AS 0001 – 7196 Lorimer
Road – Proposed
Antenna System
Report No. 15-082
File No. AS 0001

A presentation by municipal staff.

That Council, after careful consideration, direct staff to provide a letter of non-concurrence (non-support) to Industry Canada, under the Mayor's signature, expressing the Resort Municipality of Whistler's strong opposition to the proposed SBA Canada antenna system as shown in the plans prepared by Tower Engineering Professionals, Inc. (T1-E-9) dated May 14, 2014, and the associated submittal materials from SBA Canada, attached as Appendix B to Administrative Report No. 15-082; and further,

That Council direct that the letter of non-concurrence attached to Administrative Report No. 15-082, and the reasons stated herein, as the basis for Council's decision, which include:

1. The negative visual impact and detrimental effect on the aesthetic quality of Whistler's resort experience that would result from the proposed 35 metre high tower proposed to be located in a high profile and sensitive location at a key entryway into Whistler Village where Whistler strives to maintain a high quality resort character and visitor experience for its 2.7 million visitors per year;
2. The associated potential negative impact on Whistler's resort economy, which contributes \$1.3 billion per year to British Columbia's provincial GDP and represents more than 22 per cent of annual provincial tourism revenue;
3. Lack of consistency with the shared vision, priorities and descriptions of success for the resort community as expressed in Whistler 2020, Whistler's Comprehensive Sustainability Plan, and in particular the priority for Enhancing the Resort Experience and the descriptions of success for Built Environment, Economy, Visitor Experience and Partnership;
4. Lack of consistency with the policies of the municipality's current Official Community Plan Bylaw No. 1021, 1993, and in particular Policy 4.12.16 which seeks to maintain Whistler's high visual quality along Highway 99 and specifies a requirement for a 20 metre vegetated buffer from the highway right of way;
5. Lack of consistency with the policies of the municipality's updated Official Community Plan Bylaw No. 1983, 2011, which currently stands at third reading, and in particular Objective 3.2.1 to reinforce Whistler's mountain resort character and Policy 3.2.1.9 to enhance the high visual quality along the highway corridor through Whistler, including protection of scenic views and maintaining and reinstating vegetative buffers and screening of development adjacent to the highway corridor, in addition to the requirement for a 20 metre minimum setback distance from the highway right of way for any new development;
6. Lack of consistency with the height regulations of the municipality's Zoning and Parking Bylaw, 303, 1983 which specify a maximum permitted height of 14 metres, whereas the proposed cell tower is 35 metres in height, 2.5 times greater than permitted;
7. Lack of consistency with Council Policy G-25 – Antenna System Siting Protocol and in particular the Section 12 Development Guidelines, with lack of consistency with the guidelines under the Section 12.1 Location Criteria and the Section 12.2 Development and Design Preferences Criteria;
8. Incompatibility with existing abutting and adjacent land uses, directly abutting residential property and approximately 65 metres from the Whistler Children's Centre early childhood care and education centre;

9. Lack of consistency with the municipality's Environmental Protection Bylaw, No. 2000, 2012, A Bylaw to Protect Streams and Trees in the Resort Municipality of Whistler, and in particular the proposed removal of trees and understory to accommodate the proposed antennae system installation within 20 metres of the right of way of Highway 99;
10. Strong and overwhelming opposition to the proposal by members of the public through the public consultation process with written comments from 117 people, companies and organizations opposed to the proposed antenna system, 4 neutral and 14 in support of the proposal (Appendices D and E), and an online petition by The Whistler Cell Tower Action Group (www.change.org) with 1,100 individuals against the proposal (Appendix F);
11. Strong opposition to the proposal by Whistler's representative industry and business organizations with correspondence against the proposal from Tourism Whistler, the Whistler Chamber of Commerce, the Hotel Association of Whistler and Whistler Blackcomb; and
12. Lack of any evidence supporting the desire or need for the tower to address any cellular service performance shortcomings or improvements; and

That Council direct staff to forward a copy of the letter of non-concurrence to the provincial government Ministry of Forests, Lands and Natural Resources; and further

That Council direct staff to work collaboratively with SBA Canada in any further proposals it may pursue, seeking alternative site and cellular service strategies that are consistent with municipal policies and support the telecommunications needs of the Whistler resort community.

DVP 1104 - 6368
Fairway Drive Side
Setback Variance
Report No. 15-081
File No. DVP 1104

That Council approve the issuance of Development Variance Permit DVP 1104 to vary the Northwest side setback at 6368 Fairway from 3.0 metres to 2.59 metres in order to accommodate an existing retaining wall constructed on the lands, all as shown on the Survey Plan 15049A-2 prepared by Doug Bush Survey Services Ltd., dated February 17, 2015 and attached as Appendix B to Administrative Report No. 15-081; and further,

That Council direct staff to advise the applicant that prior to issuance of DVP 1104, the following matters must be completed to the satisfaction of the General Manager of Resort Experience:

- a) Receipt of a survey prepared by a BCLS confirming the location of the wall relative to the Northwest parcel line;
- b) Receipt of a landscape plan for the Northwest side of the property in order to help screen the wall;
- c) Receipt of a landscape estimate for the proposed landscape screening; and

- d) Receipt of a letter of credit or other approved security in the amount of 135% of the landscape estimate, such security to be administered in accordance with Council Policy G-9 Landscape Security for Development Permit.

SEC 0014 – 2022 Karen Crescent – Flood Proofing Exemption
Report No. 15-078
File No. SEC 0014

That Council grant an exemption to the Zoning and Parking Bylaw 303 flood proofing requirements pursuant to Section 910 of the *Local Government Act* to allow for the construction of a new duplex dwelling at 2022 Karen Crescent that is constructed with a flood construction level (FCL) of 0.6 metres above the highest point of land on the site, and further,

That Council authorize the Mayor and Corporate Officer to execute a Section 219 covenant on the title of the subject property for this exemption, attaching the engineering report prepared for 2022 Karen Crescent by GeoPacific Consultants Ltd., dated May 5, 2015 and attached as Appendix C to Administrative Report No. 15-078.

LLR 1222 – Nicklaus North Golf Club
Permanent Change to Liquor Primary Hours of Sale
Report No. 15-077
File No. LLR 1222

That Council authorize the resolution attached as Appendix “A” to Administrative Report No.

15-077 providing Council’s recommendation to the Liquor Control and Licensing Branch in support of an application from Nicklaus North Golf Club located at 8080 Nicklaus North Blvd. for a Permanent Change to Hours of Sale for Liquor Primary Licence No. 300846, to change hours of sale to 9:00 a.m. to 1:00 a.m. Monday through Saturday and 9:00 a.m. to midnight on Sunday.

UBCM Fuel Management
Prescription and Operational Fuel Treatment Program Applications
Report No. 15-079
File No. 8337.01

A presentation by municipal staff.

That Council provide support for the activities and grant management described in UBCM Fuel Management Prescription Program application (Big Timber/Kadenwood Drive) attached as Appendix A to Administrative Report No. 15-079; and further,

That Council provide support for the activities and grant management described in UBCM Operational Fuel Treatment Program application (Brio) attached as Appendix B to Administrative Report No. 15-079.

Canada 150 Community Infrastructure Program
Grant Application
Report No. 15-076
File No. 5711

A presentation by municipal staff.

That Council direct staff to apply to the Canada 150 Community Program for the purposes of converting the North Shore Credit Union Room to a universal change room and a corresponding addition of a multipurpose room, entrance foyer and exit vestibule at the Meadow Park Sport Centre, and;

That Council authorize \$1.2 million to fund this project from the Recreation Works Reserve Fund. Costs subject to the approval of proceeding with the grant application and upon success of the grant application, and;

That Council direct staff to begin planning for the project if the Canada 150 Community Program funding is approved at \$400,000 or more.

2014 Statements of
Financial Information
Report No. 15-075
File No. 4325

That Council approve the 2014 Statements of Financial Information.

Whistler 2020
Development
Corporation – 2015
Annual Report
Report No. 15-080
File No. Vault

That Council of the Resort Municipality of Whistler in open meeting assembled, hereby resolves that the Municipality, as sole Shareholder of Whistler 2020 Development Corp., pass the consent resolutions of the Shareholder of the Whistler 2020 Development Corp., a copy of which is attached to Administrative Report No. 15-080 as Appendix “A”, and that the Mayor and Corporate Officer execute and deliver the resolutions on behalf of the Municipality.

BYLAWS FOR THIRD READING

Zoning Amendment
Bylaw (2121 Lake Placid
Road) No.2087, 2015

In general terms, the purpose of the proposed Bylaw is to rezone the subject lands from RT3 (Two Family Residential Three) to RM25 Zone (Multiple Residential Twenty-Five), to bring an existing legally non-conforming triplex use into conformity with the Municipality’s Zoning Bylaw.

OTHER BUSINESS

2010 Games Operating
Trust Society
Nomination
File No. 2045.13

That Mike Furey be nominated as a member of the 2010 Games Operating Trust Society until the conclusion of the next annual General meeting or until such nomination is revoked, whichever is earlier, pursuant to bylaw 2.3 of the 2010 Games Operating Trust Society bylaws.

CORRESPONDENCE

Storage Containers in
Residential Zones
File No. RZ1107

Correspondence from Crosland Doak, dated June 1, 2015, regarding storage containers in residential zones.

May Long Weekend
File No. 3009

Correspondence from Sandra Nicholson, dated May 25, 2015, regarding the May Long weekend.

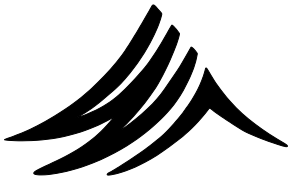
Smoking
File No. 3009

Correspondence from Doris de Grood, dated May 31, 2015, regarding changes to smoking regulations on Whistler Blackcomb.

National Health and
Fitness Day Run/Walk at
FCM
File No. 3009

Correspondence from Marilyn McIvor, National Health and Fitness Day Project Coordinator in the offices of Senator Nancy Green Raine and John Weston MP, dated May 29, 2015, regarding a morning walk at 7:00 a.m. on Saturday, June 6, 2015, as a National Health and Fitness Day event.

ADJOURNMENT



WHISTLER

MINUTES

**REGULAR MEETING OF MUNICIPAL COUNCIL
TUESDAY, MAY 26, 2015, STARTING AT 5:30 PM**

**In the Franz Wilhelmsen Theatre at Maurice Young Millennium Place
4335 Blackcomb Way, Whistler, BC V0N 1B4**

PRESENT:

Mayor N. Wilhelm-Morden

Councillors: S. Anderson, J. Crompton, J. Ford, J. Grills, A. Janyk,
S. Maxwell

Mayor for a Day: Abbey Mellor
Press Secretary: Mallory Mellor

Chief Administrative Officer, M. Furey
General Manager of Corporate and Community Services, N. McPhail
Acting General Manager of Infrastructure Services, J. Hallisey
General Manager of Resort Experience, J. Jansen
Director of Planning, M. Kirkegaard
Corporate Officer, S. Story
Manager of Communications, M. Comeau
Senior Planner, J. Belobaba
Senior Planner, M. Laidlaw
Planner, B. McCrady
Planning Analyst, K. Creery
Communications Officer, P. Bushwell Lafrance
Legislative Services Coordinator, N. Best
Recording Secretary, A. Winkle

ADOPTION OF AGENDA

Moved by Councillor S. Maxwell
Seconded by Councillor A. Janyk

That Council adopt of the Regular Council agenda of May 26, 2015.

CARRIED

ADOPTION OF MINUTES

Moved by Councillor A. Janyk
Seconded by Councillor J. Grills

That Council adopt the Regular Council minutes of May 12, 2015.

CARRIED

PUBLIC QUESTION AND ANSWER PERIOD

There were no questions from the public.

MAYOR'S REPORT

Mayor Wilhelm-Morden reported that Council was deeply saddened by the tragic loss of Luca Gordic and the other young man injured in a separate incident on the Victoria Day Long Weekend. We understand from the RCMP that these were isolated and unrelated incidents. Whistler has undertaken steps this year and in recent years over the May Long Weekend to deter this type of violent behaviour when thousands of Lower Mainland youth arrive in Whistler. These efforts have included additional RCMP presence, security, coordinated efforts with bars and accommodations. She thanked the work done by the May Long Weekend Committee and others involved in weekend planning. A special thank you to the significant efforts of the RCMP to proactively plan and implement policing over this weekend including a police presence of roughly three times that of a regular summer weekend, more bike patrols in areas outside of the main Village stroll, a more visible presence, highway road blocks, and a zero tolerance policy toward all matters such as drinking in public, violent behavior, and the possession of liquor. She commended the RCMP for arresting those involved in the homicide within minutes of the incident. All reports are that the overall Village vibe has improved significantly overall over recent years, while we still have a large confluence of young people in hotel rooms and in the Village, particularly late in the evening, and that will be considered in future planning. Moving forward, we will work with our partners to continue to deliver programming, a robust police presence, and crime prevention work by accommodations and bars. It is a complex matter that requires careful consideration and planning over the next several months. We continue to be committed to our May Long Weekend Committee to play a leadership role in this initiative. Councillor Grills and Norm McPhail are our representatives on this committee. The RCMP will be conducting a full detailed review and committing to plans for future years. Some considerations for future years may include an even more significant RCMP presence on the highway, and further development of the RCMP bike patrol. In addition to the policing plans for the weekend, we will also schedule music, races and a wide variety of programming to celebrate the beginning of summer in Whistler. GO Fest, now in its second year, saw high levels of participation and contributed to the changing face of the weekend.

Mayor Wilhelm-Morden shared some of the findings and numbers from the weekend:

- The results of a survey during the weekend show that GO Fest is appealing and engaging to both residents and visitors to Whistler.
- Three quarters of the people in Whistler Village during the long weekend attended or engaged with GO Fest.
- GO Fest was well received by attendees – 82% were satisfied with the festival.
- Overall, attendees were satisfied with their Whistler experience (99%) and the overall vibe in the resort (90%).

- 92 people raced in the GO Enduro bike event, coming from as far as California, New Hampshire and Australia.
- There was a successful tennis tournament, disc golf and volleyball events and sailing clinics.
- \$5,300 was raised for those affected by the Nepal earthquakes in the Yoga Jam.
- Capacity crowds came to see the concerts each day.
- The Farmer's Market in the Upper Village had 50 vendors and was jam packed all day.

Mayor Wilhelm-Morden thanked the team at Crankworx Events Inc. and the many others who were involved in planning and producing GO Fest, and to those who participated and volunteered.

Mayor Wilhelm-Morden reported that Council met with the Village of Pemberton Council almost two weeks ago to discuss matters of mutual concern. They will continue to work together.

Mayor Wilhelm-Morden reported on water safety, with the warm weather on its way. Small children should always be within arm's reach. Make sure you use sturdy boats when floating on lakes and the River of Golden Dreams, and wear a Canadian approved personal flotation device, such as a life-jacket, when on board a boat, paddle board, raft or inner tube. A reminder that parks are open from dawn until dusk and alcoholic beverages are not allowed in parks. The RCMP and Bylaw Services will be patrolling parks this summer.

Mayor Wilhelm-Morden reported that last week was Local Government Awareness Week. To celebrate, the Resort Municipality of Whistler ran a Mayor for the Day contest for Grade 5 students throughout Whistler. The municipality also visited Grade 5 and 6 classes at Spring Creek Community School to educate students about the municipality's role. Contestants wrote a letter about what they would do if they were Mayor for the Day. Here today is Abbey Mellor, a Grade 5 Student from Spring Creek Community School. Abbey is Whistler's Mayor for the Day and she has brought her Press Secretary, her sister Mallory Mellor. Mayor Wilhelm-Morden commended all the kids who applied to be Mayor for the Day, and commented on the importance of learning about all levels of government, but in particular local government as it affects them every day.

Mayor-for-a-Day Abby Mellor reported that during her day as Mayor, she visited several departments. First she visited the Mayor and CAO and discussed the history of Council in Whistler. They met with Candice at the Customer Service desk and answered calls and created bus passes. They met with Erin who is in charge of preparing for emergencies, and learned that in an emergency their school, Spring Creek, would be used as a shelter. Also, the Mayor can ask people to evacuate the area and start rationing if food is short. Next, they went to the Committee of the Whole meeting with the Mayor and Council.

The Mayor for a Day read her submission letter:

Dear Mayor,

If I were Mayor of Whistler for a day I would...

- 1) Create an award for Environmental Service by a local. For example, I would nominate my neighbor Chris. I watch him while I walk my dog. He takes his paddle board to Nita Lake with on or two buckets and he paddles around picking up garbage from the weeds and shoreline. This award would help keep Whistler beautiful all year, not just on Pitch in Day. I think it would be nice to recognize these people and encourage others as well.*
- 2) In my class we are doing a project. It is a fake Election and we are learning about campaigning, elections and local government. As Mayor, I would start one daytime Council meeting here school classes could take field trips to watch. This would be a great learning experience. I would encourage students to write letters to Council with their suggestions.*
- 3) I would create a Zip-line from Creekside (where I live) to my school (Spring Creek). It would not use gas or electricity. Students would arrive at school happy and awake ready to start the day.*
- 4) I would love to see more wild life in Whistler. This is hard to do but as Mayor, I would create a central photo gallery on the Whistler Municipal website (whistler.ca). This way everyone could send their wild animal photos and we all could view and enjoy them. For example, my friend Boyd saw a moose in the Soo Valley. If he had sent a photo, we all could see the moose. Visitors and locals. I would love that.*

This is why I, Abbey Mellor, would like to be Mayor of Whistler for one day! I think it is cool that Whistler has a woman mayor. Girl Power.

Mayor for a Day Abbey Mellor reported that based on her experiences today, she would like to put forward a motion that Council hold a special Council meeting for Grade 5 and 6 students to attend during the day.

Mayor for a Day Abbey Mellor asked her Press Secretary to make a special announcement.

Press Secretary Mallory Mellor announced that the Great Lawn is officially open.

Moved by Mayor Wilhelm-Morden
Seconded by Councillor A. Janyk

That Council hold a special meeting of Council next year during the day for grade 5 students in connection with mayor-for-a-day and Local Government Week.

CARRIED

At 5:41 p.m. a recess was called.

At 5:44 p.m. the meeting resumed, with Councillor S. Anderson absent.

ADMINISTRATIVE REPORTS

DVP 1096 – 8537
Ashleigh McIvor Drive –
Retaining Wall Setback
and Height Variances
Report No. 15-069
File No. DVP 1096

Moved by Councillor J. Ford
Seconded by Councillor J. Crompton

That Council approve the issuance of Development Variance Permit DVP 1096 for the proposed development located at 8537 Ashleigh McIvor Drive to:

1. Vary the east side setback from 1.0 metre to 0.0 metres from the property line and vary the height from 0.6 metres to 1.8 metres for a proposed rock stack retaining wall; and,
2. Vary the height from 0.6 metres to 4.9 metres for a proposed two-tiered rock stack retaining wall located 2.0 metres from the south property line;

all as shown on the architectural plans A-1.0, L-1.1, L-1.2, L-1.3, L-1.4 dated April 7, 2015, prepared by Murdoch and Company Architecture and Planning Ltd. and attached as Appendix B to Administrative Report No. 15-069.

CARRIED

DVP 1099 – 8505
Ashleigh McIvor Drive -
Retaining Wall Setback
and Height Variances
Report No. 15-070
File No. DVP 1099

Moved by Councillor A. Janyk
Seconded by Councillor J. Grills

That Council approve the issuance of Development Variance Permit DVP 1099 for the proposed development located at 8505 Ashleigh McIvor Drive to:

1. Vary the east side setback from 1.0 metre to 0.0 metres from the property line and vary the height from 0.6 metres to 1.2 metres for a proposed rock stack retaining wall; and,
2. Vary the height from 0.6 metres to 1.8 metres for a proposed rock stack retaining wall that is within the allowable setback area at the south side parcel line.

All as shown on the architectural plans no. A-1.1, A-1.2 dated April 7, 2015 and the South Elevation: Illustration of Proposed Retaining Lot 2 Baxter Creek drawing and Existing Site Photos drawing dated April 14, 2015, as prepared by Murdoch and Company Architecture and Planning Ltd. and attached as Appendix B to Administrative Report No. 15-070.

CARRIED

At 5:45 p.m. Councillor S. Anderson joined the meeting.

RZ 1104 – 2121 Lake
Placid Road Triplex
Report No. 15-071
File No. RZ1104, Bylaw
2087

Moved by Councillor S. Anderson
Seconded by Councillor J. Ford

That Council consider giving first and second readings to "Zoning Amendment Bylaw No. 2087 (2121 Lake Placid Road), 2015";

That Council authorize staff to schedule a public hearing regarding Zoning Amendment Bylaw (2121 Lake Placid Road) No. 2087, 2015;

That Council direct staff to advise the applicant that before consideration of adoption of Zoning Amendment Bylaw (2121 Lake Placid Road) No. 2087, 2015, the following matters shall be completed to the satisfaction of the General Manager of Resort Experience:

1. Payment of any outstanding rezoning application fees.
2. Submission of a landscape plan for the front parking area.
3. Removal of the shipping container from the subject property.

That Council authorize the Mayor and Corporate Officer to execute any necessary legal documents for this application.

CARRIED

RZ 1069 – 8340
Mountainview Drive –
Land Use Contract
Discharge and Rezoning
Report No. 15-071
File No. RZ 1069

At 5:48 p.m. Mayor Wilhelm-Morden declared a conflict of interest, as one of her partners is involved with the property, and left the meeting.

Councillor A. Janyk took over as Chair of the meeting in her absence.

At 6:00 p.m. a Public Hearing was held for Land Use Contract Amendment Authorization Bylaw (Blueberry Hill) No. 2088, 2015, and Mayor Wilhelm-Morden joined the meeting.

At 6:05 p.m. the meeting resumed, and Mayor Wilhelm-Morden left the meeting.

Moved by Councillor J. Ford
Seconded by Councillor J. Grills

That Council consider giving third reading to Land Use Contract Discharge and Zoning Amendment Bylaw (RS1 Zone - 8340 Mountainview Drive) No. 2058, 2014;

That Council direct staff to advise the applicant that before consideration of adoption of Land Use Contract Discharge and Zoning Amendment Bylaw (RS1 Zone - 8340 Mountainview Drive) No. 2058, 2014, the following matters are to be completed to the satisfaction of the General Manager of Resort Experience:

1. Discharge of existing no further subdivision covenant registered on title of 8340 Mountainview Drive (Lot 29), 8332 Mountainview Drive (Lot P) and 8328 Mountainview Drive (Lot Q) as G317 subject to item #2 below, as consistent with the legal addresses
2. Registration of a new covenant on Lots 29, P and Q to:
 - a) prohibit any further subdivision beyond that contemplated by the plans attached as Appendix B to Report 15-071 ;
 - b) restrict access to said proposed subdivision to the alignment identified in Appendix C to Report 15-071 and to RMOW standards;

- c) secure tree preservation areas and building envelopes consistent with the plans attached as Appendix B to Report 15-071;
 - d) require a final landscape plan and landscape security generally in conformance with the Planting Plan attached as Appendix B to Report 15-071;
 - e) require all residences on Lot 29 (proposed Lots P and 29) to be sprinklered to NFPA Standards and all development to use low or non-combustible siding and Fire-Smart principles;
 - f) require environmental monitoring during construction;
 - g) require geotechnical engineer sign-off on all final cut and fill construction; and,
 - h) require a green building commitment consistent with Green Building Policy G-23;
3. Registration of a Statutory Right of Way and Section 219 Covenant between the owner of Lot 29 and the RMOW to permit access to and from neighbouring Lots 30, 31 and 32 from Mountainview Drive and permit the owners of Lots 30, 31 and 32 to install utility works, all at the RMOW's sole discretion;
4. Frontage variances for the proposed subdivision and retaining wall variances for the proposed road approved for issuance; and further,

That Council authorize the Mayor and Corporate Officer to enter into a future access and utilities easement with the owners of Lots 29, 30, 31 and 32 to secure access to and from Lots 30, 31 and 32 over Lot 29 and to permit the owners of Lots 30, 31 and 32 to install utility works over Lot 29.

CARRIED

At 6:21 p.m. Mayor Wilhelm-Morden returned to the meeting.

DP 1342 – 4165 Springs
Lane – Garibaldi Lift
Company Patio
Improvements
Report No. 15-073
File No. DP 1342

Moved by Councillor J. Ford
Seconded by Councillor S. Anderson

That Council approve the issuance of Development Permit DP 1342 for patio improvements to the Garibaldi Lift Company per the architectural plans A0 – A20 prepared by Michael Green Architecture, dated May 7, 2015 attached as Appendix B to Council Report No. 15-073, which includes the following variance to the Zoning Bylaw:

- a) Vary north setback for the canopy structure from 30 metres to 0.5 metres from the property line

subject to the resolution of the following items to the satisfaction of the General Manager of Resort Experience:

1. Finalization of the detailed items specified in the letter attached as Appendix H to Council Report No. 15-073; and further,
2. Registration of a Section 219 covenant to implement the existing and proposed noise mitigation measures identified in Appendix G to Council Report No. 15-073.

CARRIED

Water Meter
Specifications Bylaw
Amendment
Report No. 15-074
File No. 204

Moved by Councillor A. Janyk
Seconded by Councillor J. Grills

That Council consider giving first, second, and third readings to Water User Rates Amendment (Water Meter Specifications) Bylaw No. 2091, 2015 as amended to include the word "writing" in Table 1 of Schedule C of the bylaw to read, "as approved by the municipality in writing."

CARRIED

MINUTES OF COMMITTEES AND COMMISSIONS

May Long Weekend
Committee

Moved by Councillor J. Grills
Seconded by Councillor A. Janyk

That minutes of the May Long Weekend Committee meeting of April 23, 2015 be received.

CARRIED

Recreation and Leisure
Advisory Committee

Moved by Councillor A. Janyk
Seconded by Councillor J. Grills

That minutes of the Recreation and Leisure Advisory Committee meeting of April 9, 2015 be received.

CARRIED

Advisory Design Panel

Moved by Councillor J. Crompton
Seconded by Councillor J. Ford

That minutes of the Advisory Design Panel meeting of April 15, 2015 be received.

CARRIED

BYLAWS FOR FIRST AND SECOND READINGS

Zoning Amendment
Bylaw No. 2087 (2121
Lake Placid Road), 2015

Moved by Councillor J. Crompton
Seconded by Councillor J. Ford

That Zoning Amendment Bylaw No. 2087 (2121 Lake Placid Road), 2015 receive first and second reading.

CARRIED

BYLAWS FOR FIRST, SECOND AND THIRD READINGS

Water User Rates
Amendment (Water
Meter Specifications)
Bylaw No. 2091, 2015

Moved by Councillor J. Grills
Seconded by Councillor A. Janyk

That Water User Rates Amendment (Water Meter Specifications) Bylaw No. 2091, 2015 receive first, second and third readings.

CARRIED

BYLAWS FOR THIRD READING

Land Use Contract
Amendment
Authorization Bylaw
(Blueberry Hill) No.
2088, 2015

Moved by Councillor J. Ford
Seconded by Councillor S. Anderson

That Land Use Contract Amendment Authorization Bylaw (Blueberry Hill) No. 2088, 2015 receive third reading.

CARRIED

Land Use Contract
Discharge and Zoning
Amendment Bylaw (RS1
Zone - 8340
Mountainview Drive) No.
2058, 2014

At 6:40 p.m. Mayor Wilhelm-Morden declared a conflict of interest and left the meeting.

Moved by Councillor J. Ford
Seconded by Councillor J. Crompton

That Land Use Contract Discharge and Zoning Amendment Bylaw (RS1 Zone - 8340 Mountainview Drive) No. 2058, 2014 receive third reading.

CARRIED

At 6:40 p.m. Mayor Wilhelm-Morden returned to the meeting.

BYLAWS FOR ADOPTION

Water User Fee
Amendment Bylaw No.
2089, 2015

Moved by Councillor J. Ford
Seconded by Councillor J. Crompton

That Water User Fee Amendment Bylaw No. 2089, 2015 be adopted.

CARRIED

Sewer User Fee
Amendment Bylaw No.
2090, 2015

Moved by Councillor S. Maxwell
Seconded by Councillor A. Janyk

That Sewer User Fee Amendment Bylaw No. 2090, 2015 be adopted.

CARRIED

OTHER BUSINESS

There were no items of Other Business.

CORRESPONDENCE

Non Smoking Policy
File No. 3009

Moved by Councillor A. Janyk
Seconded by Councillor J. Grills

That correspondence from June Olson, dated May 15, 2015, regarding the new non-smoking policy at Whistler Blackcomb be received.

CARRIED

Smoking
File No. 3009

Moved by Councillor J. Ford
Seconded by Councillor J. Crompton

That correspondence from Pamela McColl, dated May 15, 2015, regarding the new non-smoking policy at Whistler Blackcomb be received.

CARRIED

May Long Weekend
File No. 3009

Moved by Councillor J. Crompton
Seconded by Councillor J. Ford

That correspondence from Ian and Ann Johnson, dated May 18, 2015, regarding the May Long Weekend be received and referred to staff and the May Long Weekend Committee for consideration.

That correspondence from I. T. Bern, dated May 19, 2015, regarding the May Long Weekend be received and referred to staff and the May Long Weekend Committee for consideration.

That correspondence from Clark Lewis, dated May 19, 2015, regarding the May Long Weekend be received and referred to staff and the May Long Weekend Committee for consideration.

That correspondence from Paul Fournier, dated May 20, 2015, regarding the May Long Weekend and proposing a 10:00 p.m. curfew for the next May Long Weekend be received and referred to staff and the May Long Weekend Committee for consideration.

That correspondence from David Leung, dated May 18, 2015, regarding the May Long Weekend be received and referred to staff and the May Long Weekend Committee for consideration.

CARRIED

Safety Zone in Taxi
Loop
File No. 3009

Moved by Councillor A. Janyk
Seconded by Councillor J. Grills

That correspondence from Jim Horner, dated May 18, 2015, requesting an advertised safety zone at the taxi loop be received and referred to staff.

CARRIED

Environmental Legacy
Grants
File No. 3009

Moved by Councillor J. Crompton
Seconded by Councillor J. Ford

That correspondence from Carol Coffey, Executive Director of the Community Foundation of Whistler, dated May 12, 2015, thanking the Resort Municipality of Whistler for the use of the meeting room be received.

CARRIED

SLRD Regional Growth
Strategy
File No. 3009, 7511.3

Moved by Councillor A. Janyk
Seconded by Councillor S. Maxwell

That correspondence from Lynda Flynn, Chief Administrative Officer for the Squamish-Lillooet Regional District, dated May 13, 2015, regarding the Squamish-Lillooet Regional District Regional Growth Strategy Review be received and referred to staff.

CARRIED

ADJOURNMENT

Moved by Councillor J. Crompton

That Council adjourn the May 26, 2015 Council meeting at 6:47 p.m.

CARRIED

Mayor N. Wilhelm-Morden

Corporate Officer: S. Story



WHISTLER

MINUTES

**PUBLIC HEARING OF MUNICIPAL COUNCIL
TUESDAY, MAY 26, 2015 STARTING AT 6:00 PM**

**In the Franz Wilhelmssen Theatre at Maurice Young Millennium Place
4335 Blackcomb Way, Whistler, BC V0N 1B4**

PRESENT:

Mayor N. Wilhelm-Morden

Councillors: S. Anderson, J. Crompton, J. Ford, J. Grills, A. Janyk,
S. Maxwell

ABSENT:

Chief Administrative Officer, M. Furey
General Manager of Corporate and Community Services, N. McPhail
Acting General Manager of Infrastructure Services, J. Hallisey
General Manager of Resort Experience, J. Jansen
Director of Planning, M. Kirkegaard
Corporate Officer, S. Story
Manager of Communications, M. Comeau
Senior Planner, J. Belobaba
Senior Planner, M. Laidlaw
Planning Analyst, K. Creery
Recording Secretary, A. Winkle

The Public Hearing is convened pursuant to Section 890 of the *Local Government Act* R.S.B.C. 1996, c. 323 to allow the public to make representations to Council respecting matters contained in "Land Use Contract Amendment Authorization Bylaw (Blueberry Hill) No. 2088, 2015" (the "proposed Bylaw").

Everyone present shall be given a reasonable opportunity to be heard or to present written submissions respecting matters contained in the proposed bylaw. No one will be discouraged or prevented from making their views known. However, it is important that remarks be restricted to matters contained in the proposed Bylaw.

When speaking, please commence your remarks by clearly stating your name and address.

Members of Council may, ask questions following presentations however, the function of Council at a Public Hearing is to listen rather than to debate the merits of the proposed Bylaw.

MINUTES

Public Hearing: Land Use Contract Amendment Authorization Bylaw (Blueberry Hill) No. 2088, 2015

May 26, 2015

Page 2

As stated in the Notice of Public Hearing, in general terms, the purpose of the Bylaw is to change the existing Blueberry Hill Land Use Contract's gross floor area definition to be the same as the definition for gross floor area in Zoning Bylaw No. 303, allowing for excluded floor areas in basements, crawlspaces and void spaces. The amendment would apply to all single-family and duplex properties subject to the Blueberry Land Use Contract.

All other Blueberry Hill Land Use Contract regulations (e.g. building setbacks, height, site coverage, permitted uses, works and service charges, parking requirements, etc.) will remain in effect.

Explanation An explanation was given by Jake Belobaba, Senior Planner, concerning the proposed Bylaw.

Submissions Mayor Wilhelm-Morden called three times for submissions by the public.

No submissions were made by the public.

Correspondence Shannon Story, Corporate Officer, indicated that no correspondence was received regarding the proposed Bylaw.

ADJOURNMENT

Hearing no further comments, the Public Hearing adjourned at 6:05 p.m.

Mayor N. Wilhelm-Morden

Corporate Officer: S. Story



REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: June 9, 2015

REPORT: 15-081

FROM: Resort Experience

FILE: DVP 1104

SUBJECT: DVP 1104 - 6368 FAIRWAY DRIVE SIDE SETBACK VARIANCE

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Resort Experience be endorsed.

RECOMMENDATION

That Council approve the issuance of Development Variance Permit DVP 1104 to vary the Northwest side setback at 6368 Fairway from 3.0 metres to 2.59 metres in order to accommodate an existing retaining wall constructed on the lands, all as shown on the Survey Plan 15049A-2 prepared by Doug Bush Survey Services Ltd., dated February 17, 2015 and attached as Appendix B to Administrative Report No. 15-081; and further,

That Council direct staff to advise the applicant that prior to issuance of DVP 1104, the following matters must be completed to the satisfaction of the General Manager of Resort Experience:

- a) Receipt of a survey prepared by a BCLS confirming the location of the wall relative to the Northwest parcel line;
- b) Receipt of a landscape plan for the Northwest side of the property in order to help screen the wall;
- c) Receipt of a landscape estimate for the proposed landscape screening; and
- d) Receipt of a letter of credit or other approved security in the amount of 135% of the landscape estimate, such security to be administered in accordance with Council Policy G-9 Landscape Security for Development Permit.

REFERENCES

Location: 6368 Fairway Drive

Legal: LOT 6, BLOCK 1, DISTRICT LOT 4752, PLAN 15692
PID: 007-079-559

Owner: James Dudley Wilcox

Zoning: RT2 (Two Family Residential Two)

Appendices: "A" Location Map

"B" Survey Plan

"C" Diagrams

"D" Photos

"E" Correspondence from Neighbour

PURPOSE OF REPORT

This report seeks Council's consideration for a variance to "Zoning and Parking Bylaw 303, 1983" to relax the Northwest side setback at 6368 Fairway Drive for an existing retaining wall.

Section 922 of the *Local Government Act* allows Council to vary regulations contained in a zoning bylaw by way of a development variance permit.

DISCUSSION

The subject property, located at 6368 Fairway Drive is a steeply sloping downhill single family parcel on the West side of Fairway Drive between Bishop Way and Par Road. A new dwelling was constructed on the lands under Building Permit No. 002865 issued in July of 2013. The house is supported by a retaining wall structure along the Northwest side of the parcel.

Part 5.7.1 (d) of Whistler's Zoning and Parking Bylaw 303, 1983 requires that any retaining walls greater than 0.6 metres in height be within the building setbacks. The RT2 Zone requires a 3.0 metre side setback for this parcel. The existing retaining wall runs roughly parallel to the Northwest parcel line and, due to a siting error at the time of construction, is located 2.59 metres from that parcel line at its closest point instead of the required 3.0 metres. The wall increases in height from 0.71 metres to 4.05 metres as the parcel slopes downward.

The owner is requesting Council's consideration to vary the Northwest side setback in order to accommodate the existing retaining wall.

The existing wall is illustrated in Appendices B, C and D.

WHISTLER 2020 ANALYSIS

W2020 Strategy	TOWARD Descriptions of success that resolution moves us toward	Comments
Built Environment	Limits to growth are understood and respected.	The recently completed dwelling conforms to the requirements of the Zoning Bylaw apart from this minor encroachment of the retaining wall.
W2020 Strategy	AWAY FROM Descriptions of success that resolution moves away from	Mitigation Strategies and Comments
none		

OTHER POLICY CONSIDERATIONS

DVP Criteria

Staff have established criteria for consideration of development variance permits. The proposed variance are considered to be consistent with these criteria as described in the table below.

Potential Positive Impacts	Comment
Complements a particular streetscape or neighbourhood.	The retaining structure places the house so that the main floor is at the street level consistent with the other houses on Fairway Drive.

Works with the topography on the site, reducing the need for major site preparation or earthwork.	Not applicable, project already completed.
Maintains or enhances desirable site features, such as natural vegetation, trees and rock outcrops.	Not Applicable.
Results in superior siting with respect to light access resulting in decreased energy requirements.	The retaining structure raises the house thereby increasing light access.
Results in superior siting with respect to privacy.	Not Applicable.
Enhances views from neighbouring buildings and sites.	Not applicable

Potential Negative Impacts	Comments
Is inconsistent with neighbourhood character.	The home is consistent with the other newer homes built on the street. The neighbouring dwelling immediately to the South also features retaining in a similar manner.
Increases the appearance of building bulk from the street or surrounding neighbourhood.	The elevated home addresses Fairway Drive, but is considerable higher than the homes located on nearby St. Andrew's Way.
Requires extensive site preparation.	Not applicable, project already completed.
Substantially affects the use and enjoyment of adjacent lands (e.g. reduces light access, privacy, and views).	<p>Due to the size of the wall (over 4 metres in height at its tallest point), staff recommend soft landscaping to screen and soften the wall as viewed from the neighbours. Staff recommend the following be required to the satisfaction of the General Manager of Resort Experience prior to the issuance of the variance:</p> <ul style="list-style-type: none"> • A landscape plan • A landscape estimate • A landscape security in the amount of 135% of the landscape estimate
Requires a frontage variance to permit greater gross floor area, with the exception of a parcel fronting a cul-de-sac.	Not applicable.
Requires a height variance to facilitate gross floor area exclusion.	Not applicable.
Results in unacceptable impacts on services (e.g. roads, utilities, snow clearing operations).	Not applicable.

Zoning and Parking Bylaw 303

The property is zoned RT2 (Two Family Residential Two) under Zoning Bylaw 303. Apart from the setback variance request described in this report, the development conforms to all other regulations of the Zoning Bylaw.

Landscape Screening

Due to the size of the wall (over 4 metres in height at its tallest point), staff recommend that Council consider requiring soft landscaping to screen the wall. This will require the following:

- A landscape plan
- A landscape estimate
- A landscape security

Staff recommend that the security be administered in accordance with Council Policy No. G-9, Landscape Security for Development Permits.

BUDGET CONSIDERATIONS

There are no significant budget implications with this proposal. Development Variance Permit application fees provide for recovery of costs associated with processing this application.

COMMUNITY ENGAGEMENT AND CONSULTATION

Notices were sent to surrounding property owners on May 8th, 2015. The neighbour on the Northwest side (6509 St. Andrew's Way) came forward with some concerns. After communicating with the neighbour, the property owner has agreed to do the following:

1. Engage a BCLS to stake the parcel line between the two lots and confirm the wall setback.
2. Provide a landscape plan and associated estimate to help screen the wall.
3. Provide a landscape security in the amount of 135% of the landscape estimate.

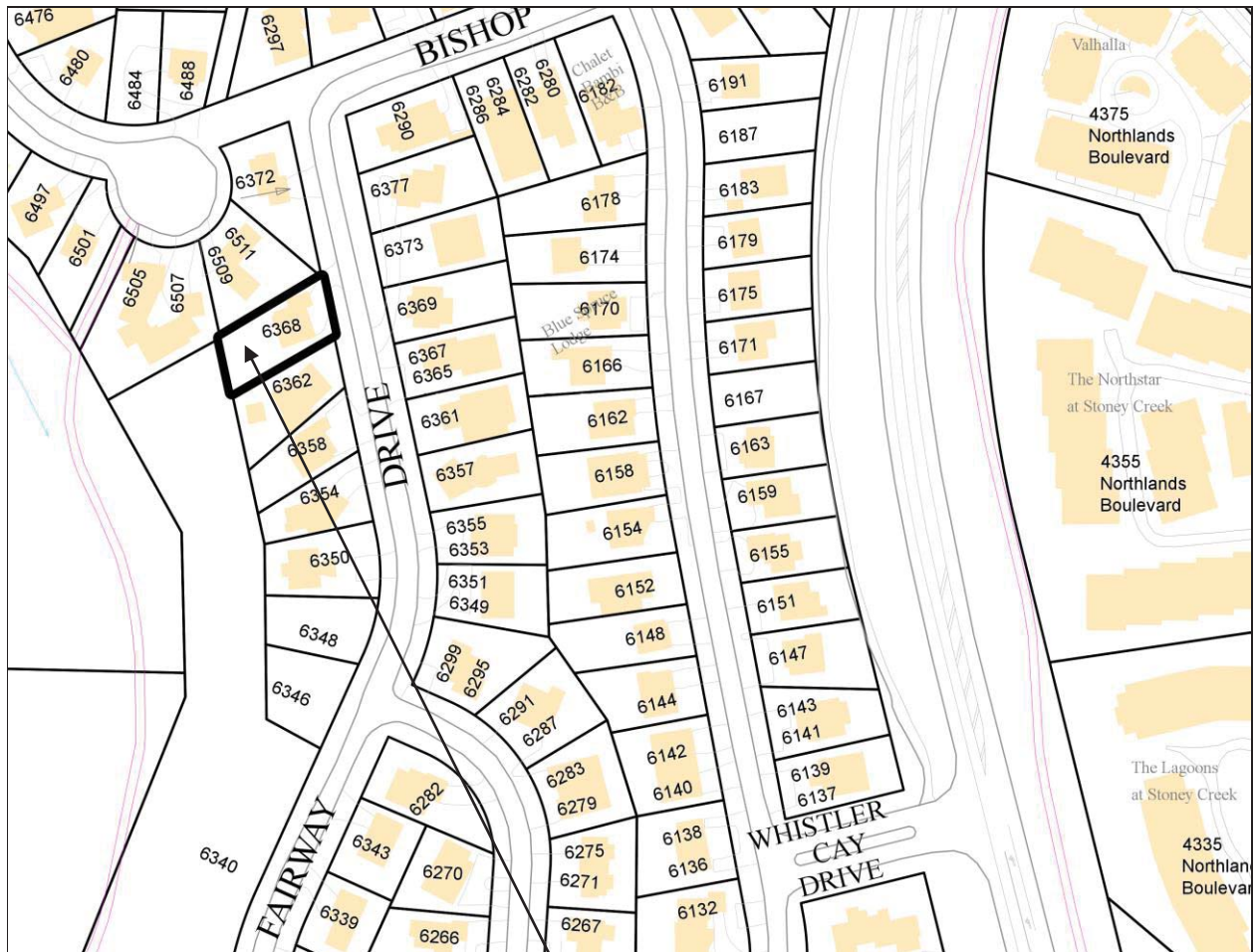
SUMMARY

Development Variance Permit DVP 1104 proposes to vary the Northwest side setback at 6368 Fairway Drive from 3.0 metres to 2.59 metres in order to accommodate an existing retaining wall. Staff recommend that Council require landscape screening to soften the wall.

Respectfully submitted,

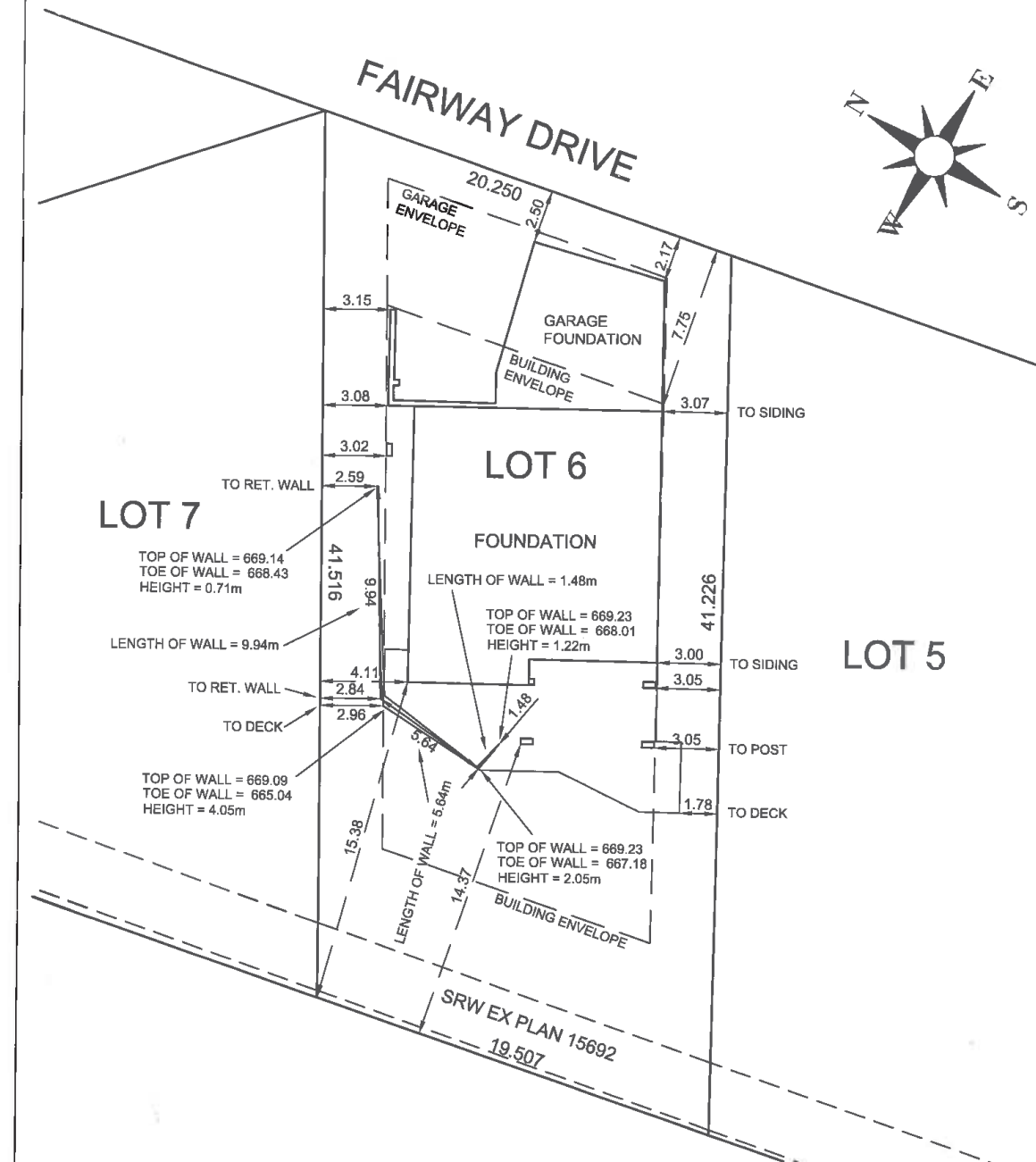
Roman Licko
PLANNING TECHNICIAN
for
Jan Jansen
GENERAL MANAGER OF RESORT EXPERIENCE

Development Variance Permit DVP1104



SUBJECT LANDS
6368 Fairway Drive

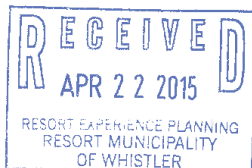
**PLAN SHOWING THE LOCATION OF IMPROVEMENTS SITUATED UPON
LOT 6, D.L. 2105, GP. 1, N.W.D., PLAN 13277**



NOTE:

- DIMENSIONS TO BUILDING ARE TO OUTSIDE FACE OF CONCRETE.
- DIMENSIONS TO POSTS ARE TO OUTSIDE FACE OF CONCRETE POSTS.

The location of the features certified by this plan has been determined from existing survey monumentation and does not purport to be a location certified in relation to the property boundaries.

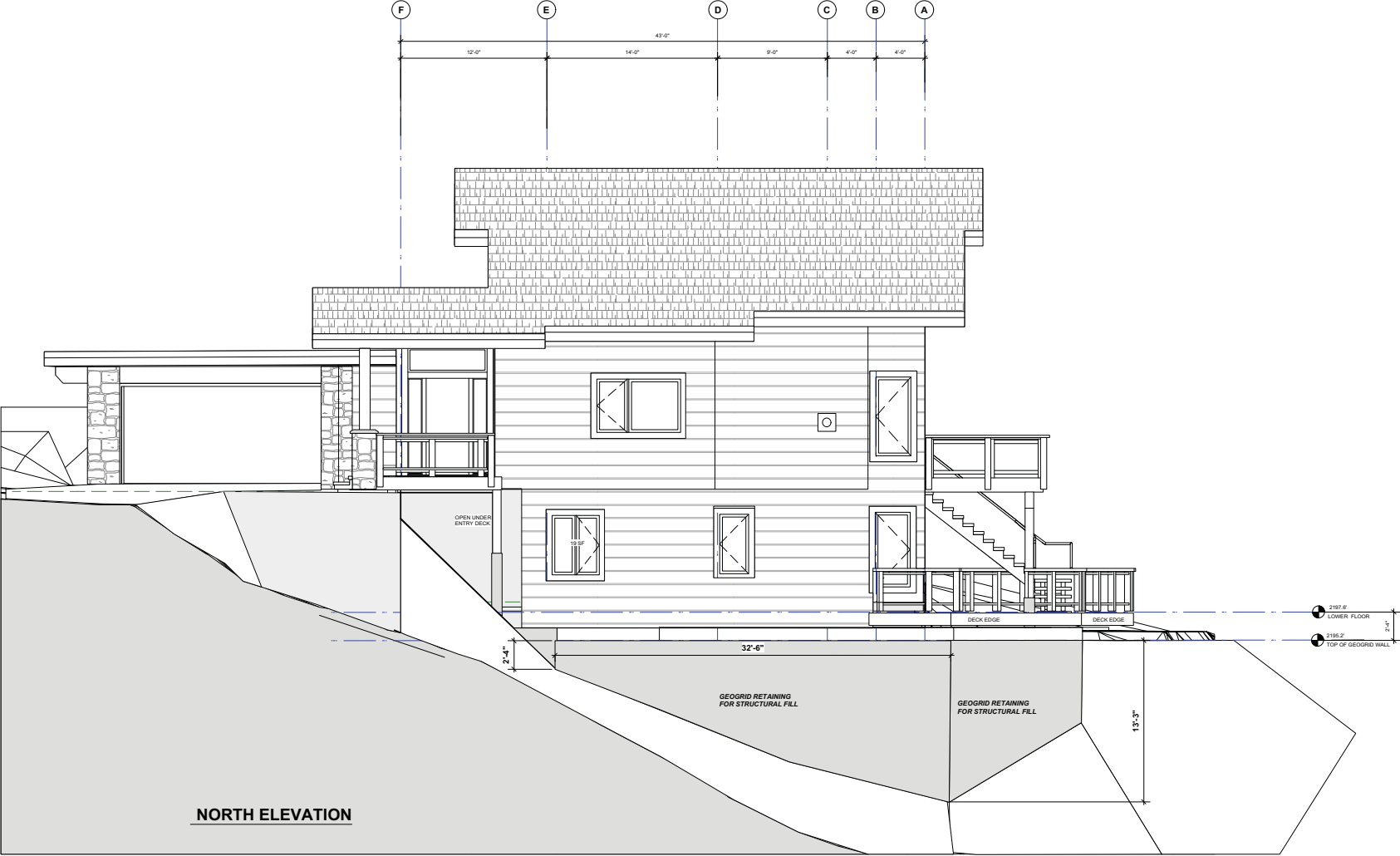


Douglas J. Bush

Douglas J. Bush ASCT, RSIS
Applied Science Technologist

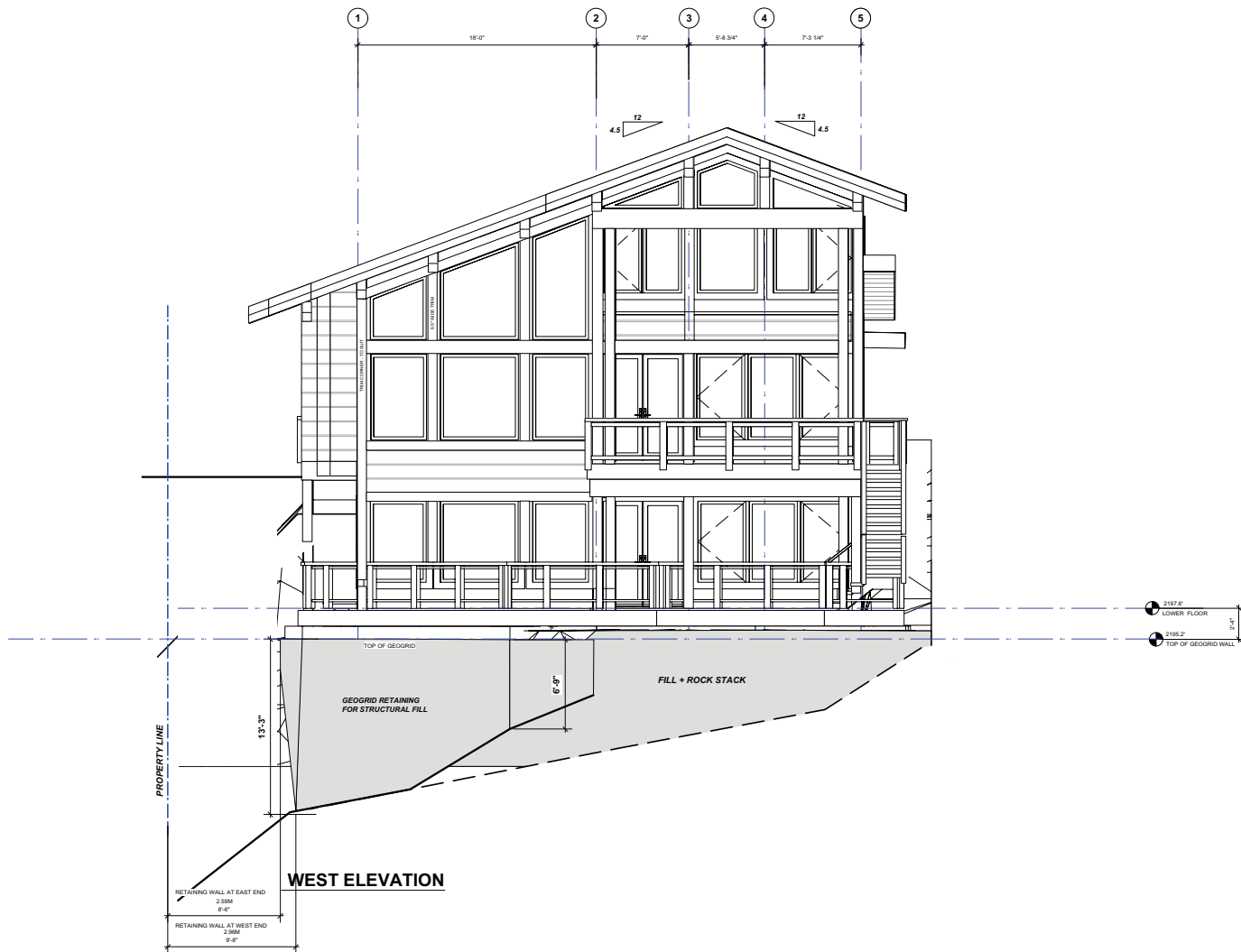
This 17th day of February, 2015.

SCALE 1 : 200 All Distances are in Metres		Issued to: RESORT MUNICIPALITY OF WHISTLER	
CIVIC ADDRESS: 6368 FAIRWAY DRIVE WHISTLER, B.C.		Note: No responsibility accepted for unauthorized use.	
PROPERTY IDENTIFIER: 007-079-559		Property dimensions from Land Title Office records.	
PERMIT NO. BP-2865 FOUNDATION			
DOUG BUSH SURVEY SERVICES Ltd. UNIT 18, 1370 ALPHA LAKE RD, WHISTLER, B.C. VON 1B1 PHONE 932-3314 / FAX 932-3039 doug@dbss.ca		FILE NO. J15061 PLAN NO. 15049A-2	



SEE SURVEY FOR ALL SURVEYED RETAINING WALL INFORMATION.
THIS IS A PART 9 BUILDING OF RESIDENTIAL OCCUPANCY
ALL WORK IS TO CONFORM TO THE B.C. BUILDING CODE 2012.

9	14/4/15	RETAINING ELEVATIONS
8	12/8/13	FOR CONSTRUCTION - Rev. windows + Retaining
7	17/6/13	FOR BUILDING PERMIT
6	11/4/13	FOR P.ENG
5	5/4/13	FOR REVIEW
4	27/3/13	RE-DESIGN NO VARIANCE
No.	Date	Issue Notes
<div>kat sullivan</div> <div>D E S I G N</div>		
Project Manager KAT SULLIVAN DESIGN 8401 Matterhorn Drive Whistler BC V0N 1B8 kat.s@shaw.ca 604-932-6055		
Consultant		
Project Title WILCOX RESIDENCE 6368 FAIRWAY DRIVE WHISTLER		
Sheet Title RETAINING ELEVATION		
Project Manager	Project ID 11-14	
Client Ref KS	Scale 1/4" = 1'-0"	
Rev. Number 01	Sheet No. 7	
Date APRIL 2012	of	
CADD File Name WILCOX 11-14	15	



SEE SURVEY FOR ALL SURVEYED RETAINING WALL INFORMATION.
THIS IS A PART 8 BUILDING OF RESIDENTIAL OCCUPANCY.
ALL WORK IS TO CONFORM TO THE B.C. BUILDING CODE 2012.

Rev. 12/8/13 To Update From To Title Bldg. - Backcountry House 2012		
8	14/4/15	RETAINING ELEVATIONS
7	12/8/13	FOR CONSTRUCTION - Rev. windows + Retaining
6	17/6/13	FOR BUILDING PERMIT
5	11/4/13	FOR P.ENG
4	5/4/13	FOR REVIEW
3	27/3/13	RE-DESIGN NO VARIANCE
No.	Date	Issue Notes
<div>kat sullivan</div> <div>D E S I G N</div>		
Design Firm		
KAT SULLIVAN DESIGN 8401 Matterhorn Drive Whistler BC V0N 1B8 kat.s@shaw.ca 604-932-6055		
Consultant		
Project Title		
WILCOX RESIDENCE 6368 FAIRWAY DRIVE WHISTLER		
Sheet Title		
RETAINING ELEVATION		
Project Manager		Project ID 11-14
Drawn By	KS	Scale 1/4" = 1'-0"
Reviewed By		Sheet No.
Date	8	
APRIL 2012	_____	
CNC Site Name	15	
WILCOX 11-14		

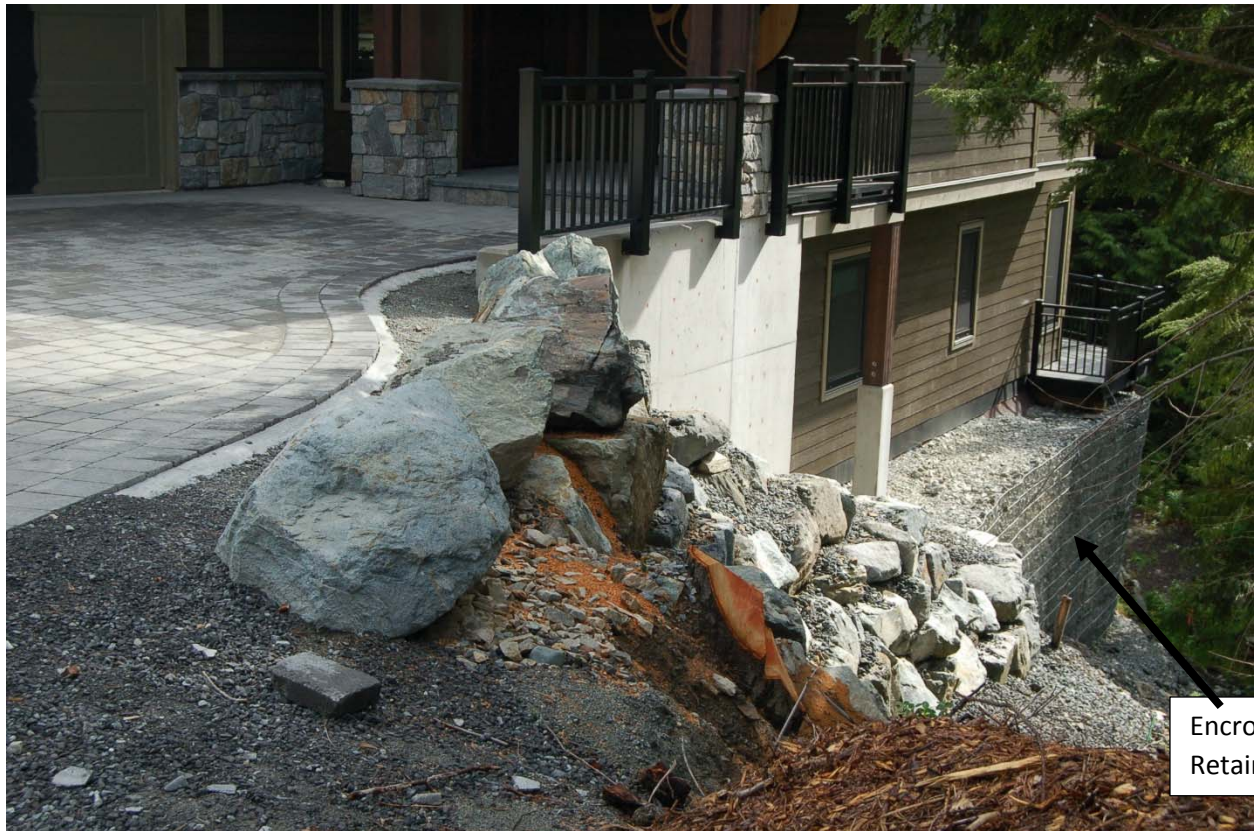


Street Context Photo 1



Street Context Photo 2

Subject Dwelling



Retaining Wall Photo 1



Retaining Wall Photo 2

Roman Licko

From: Friesen, John <friesenj@mail.ubc.ca>
Sent: Wednesday, June 03, 2015 9:08 AM
To: Roman Licko
Subject: RE: Development permit application number 1104

Hi Roman,

Thank you very much for your e-mail of June 1, 2015, in which you have provided four conditions to be attached to the development permit application number 1104.

The four conditions you have listed are acceptable to us. We can then support the development permit application number 1104 to proceed to municipal Council for approval.

Condition number (B) is unfortunately ambiguous. We would like to modify this condition to read as follows; "Receipt of a landscape plan for the Northwest side of the property be developed in consultation with the property owners including those at 6509 and 6511 St. Andrews and the Wilcox property Owners at 6368 Fairway Dr..

The consultation will ensure that the landscape plan is acceptable to the owners directly involved in this variance application.

Please let me know when the Management review has approved the four conditions. Without the management committee approval, we cannot support the variance application Number 1104.

Thank you.

John.

From: Roman Licko [ricko@whistler.ca]
Sent: June-01-15 4:12 PM
To: Kevin Creery; Friesen, John
Subject: RE: Development permit application number 1104

Mr. Friesen,

Thank you for your time and continued correspondence. The staff report is currently being reviewed by management. I have included the following conditions in the resolution (though I stress this is still in management review):

- a) Receipt of a survey prepared by a BCLS confirming the location of the wall relative to the Northwest parcel line;
- b) Receipt of a landscape plan for the Northwest side of the property in order to help screen the wall;
- c) Receipt of a landscape estimate for the proposed landscape screening; and
- d) Receipt of a letter of credit or other approved security in the amount of 135% of the landscape estimate, such security to be administered in accordance with Council Policy G-9 Landscape Security for Development Permit.

The finalized report will be available on the RMOW website at the end of the week.

Thank you,

Roman Licko
RESORT MUNICIPALITY OF WHISTLER
TEL: 604-935-8173

Kevin Creery

From: Friesen, John <friesenj@mail.ubc.ca>
Sent: Friday, May 29, 2015 10:21 AM
To: Kevin Creery
Subject: RE: Development permit application number 1104

Hi Kevin,

Thank you for arranging the meeting I had with you and your associate yesterday, May 28, 2014.

Among other things, you informed me that your recommendation to Municipal Council regarding the adoption of the DVP number 1104 will include two conditions.

1. A registered surveyor will place legal metal pins on the boundary line of Fairway Drive and also at the rear of the property separating our property from the property at 6368 Fairway Dr. . Currently, there are no legal pins to establish the boundary between the two properties. The result is that the variance request by Robert Deeks cannot be responded to objectively . We cannot verify the plan submitted to us by your office. This requires legal pins so that measurements can be made.

A number of trees have been cut down on our property by RDC Homes. RDC planned to cut down these trees without our permission or any discussion with us. The loggers were on site with their saws and the trees had been earmarked with tape. Upon seeing this, I stopped the cutting of the trees and requested full discussions and disclosures. After much heated debate the supervisors of RDC agreed to the following conditions.

The agreement to cut down the trees involved;

- a) removal of the cut trees to the back of the property so they could be sawed up for firewood.
- b) a restoration of our property including the issuance of an acceptable landscape plan together with the planting of suitable trees.
- c) a full cleanup of the property to include the removal of debris, gravel and rocks that were dumped onto our property.

Even after several reminders, RDC supervisors while promising action, did nothing. The property is a mess.

Furthermore, contrary to our agreements, the trees that were cut were removed from the property by truck and placed somewhere else.

2. A second condition agreed to at our meeting yesterday included the issuance of an acceptable landscape plan and the planting of a number of trees by RDC.

Please verify the correctness of these conditions which you will attach to your submission to the Municipal Council.

Cordially,

John

Kevin Creery

From: Friesen, John <friesenj@mail.ubc.ca>
Sent: Tuesday, May 19, 2015 1:21 PM
To: Kevin Creery
Subject: RE: Development permit application number 1104

Hi Kevin,

Thank you very much for your e-mail and the clarifications. Your explanations were very helpful. Thank you.

We have begun discussions with our neighbor. These discussions are amiable and responsible. Hopefully we can arrive at a solution.

I suppose my discomfort is with the contractor. He created the problem with the lack of clean up. He made promises which he refused to fulfill. In retrospect, I should have put his promises on paper with his signature. I was naïve and trusting, he is untrustworthy. I feel that the contractor's lack of honesty has put the owner in a awkward position. The owner has indicated to me that he has in fact spoken to the contractor in no uncertain terms. Hopefully we can arrive at a settlement.

Thank you for your wise counsel.

Cordially,

John

From: Kevin Creery [KCreery@whistler.ca]
Sent: May-19-15 1:01 PM
To: Friesen, John
Subject: RE: Development permit application number 1104

Hi John,

Within the building envelope the retaining wall heights are not restricted. 5.7.1(d) limits the height of the retaining walls within the setbacks but once you are in the building envelope the height of the retaining wall is not restricted. The intent was to have the entire retaining wall within the building envelope to meet the Zoning Bylaw regulations but that was not the case so they have to vary the portions of the retaining walls outside of the building envelope.

I have asked the client to clean up any construction materials on the property. I wasn't aware of any soil being dumped on the property. You indicated when we spoke that you were speaking with the property owner or contractor about allowing some tree cutting and they would provide some landscaping as compensation. Have you been in contact with the property owner or contractor recently?

Thank you.

Kevin Creery
RESORT MUNICIPALITY OF WHISTLER
TEL: 604-935-8186

From: Friesen, John [mailto:friesenj@mail.ubc.ca]
Sent: Tuesday, May 19, 2015 12:43 PM

What are the bylaws governing the height of the retaining Wall? Is your client not aware of the height bylaw violation for which you are seeking variation?

Cordially,

John.

From: Kevin Creery [KCreery@whistler.ca]
Sent: May-14-15 9:29 AM
To: Friesen, John
Subject: RE: Development permit application number 1104

Hi John,

The below paragraph is from the client this morning.

The reason we are asking for a Variance is due to an error made by our Site Works Contractor when he built the SierraScape retaining wall that the house sits on. Despite surveying the property line and the setback in advance of building the wall, he somehow accidentally built a small portion of the wall into the side-yard setback. The intent was never to build the retaining wall into the setback and the error was unfortunately not discovered until we did a final survey of the property for our occupancy

Kevin Creery
RESORT MUNICIPALITY OF WHISTLER
TEL: 604-935-8188

From: Friesen, John [mailto:friesenj@mail.ubc.ca]
Sent: Wednesday, May 13, 2015 4:54 PM
To: Kevin Creery
Subject: Development permit application number 1104

Hi Kevin,

Thank you for the meeting this morning at 9 AM. A number of questions have arisen for me after the meeting.

1. Please provide with bylaw information/regulations governing the height of retaining walls as well as bylaw information/regulations governing length and construction of retaining walls in the municipality of Whistler.
2. Please provide the rationale for the developer to seek a development permit application.
3. What are the current bylaws governing the height and length of retaining walls in Whistler?
4. Please provide the names and phone numbers of Council members of the municipality of Whistler.
5. Please provide further information regarding the reasons for the developer seeking Variance for the constructed retaining wall in application number 1104.

I look forward to receiving this information as soon as possible in order to reply to the variance application by May 22nd.

Cordially,

John Friesen.

From: Friesen, John [<mailto:friesenj@mail.ubc.ca>]

Sent: Thursday, June 04, 2015 11:09 AM

To: Roman Licko

Subject: FW: Landscaping Outline

Hi Roman,

We have now received a landscape plan from James Wilcox which is attached to this e-mail.

As you can see from the landscape plan, it is inadequate and has been prepared independently of our input.

The plan is based upon inaccurate dimensions even though a scale is provided. The trees are placed under the roof line resulting in damage to the trees from ice and snow dropping 25 or more feet from the roof.

The provision of this landscape plan is not a serious endeavor to address the problems that have been created by the developer.

Furthermore, the plan lacks an estimate of costs.

Please get back to me before Friday evening with your response to this landscape plan. It appears that I will have no option but to present my case to municipal Council requesting a delay in the variance decision until the issues have been resolved.

I look forward to hearing from you.

John

From: Ken Friesen [kfriesen@friesenandepp.com]

Sent: June-02-15 7:32 PM

To: cynthia friesen; Friesen, John; John Friesen; Barton Thiessen

Subject: Fwd: Landscaping Outline

Fyi

Sent from my iPhone

Begin forwarded message:

From: James Wilcox <jdudleywilcox@gmail.com>

Date: June 2, 2015 at 5:18:05 PM PDT

To: Ken Friesen <kfriesen@friesenandepp.com>

Subject: Fwd: Landscaping Outline

Hi Ken,



Landscaping outline has now been provided which I have attached. We like the use of Cedars as they can be topped and made to fill out at the base while not blocking our

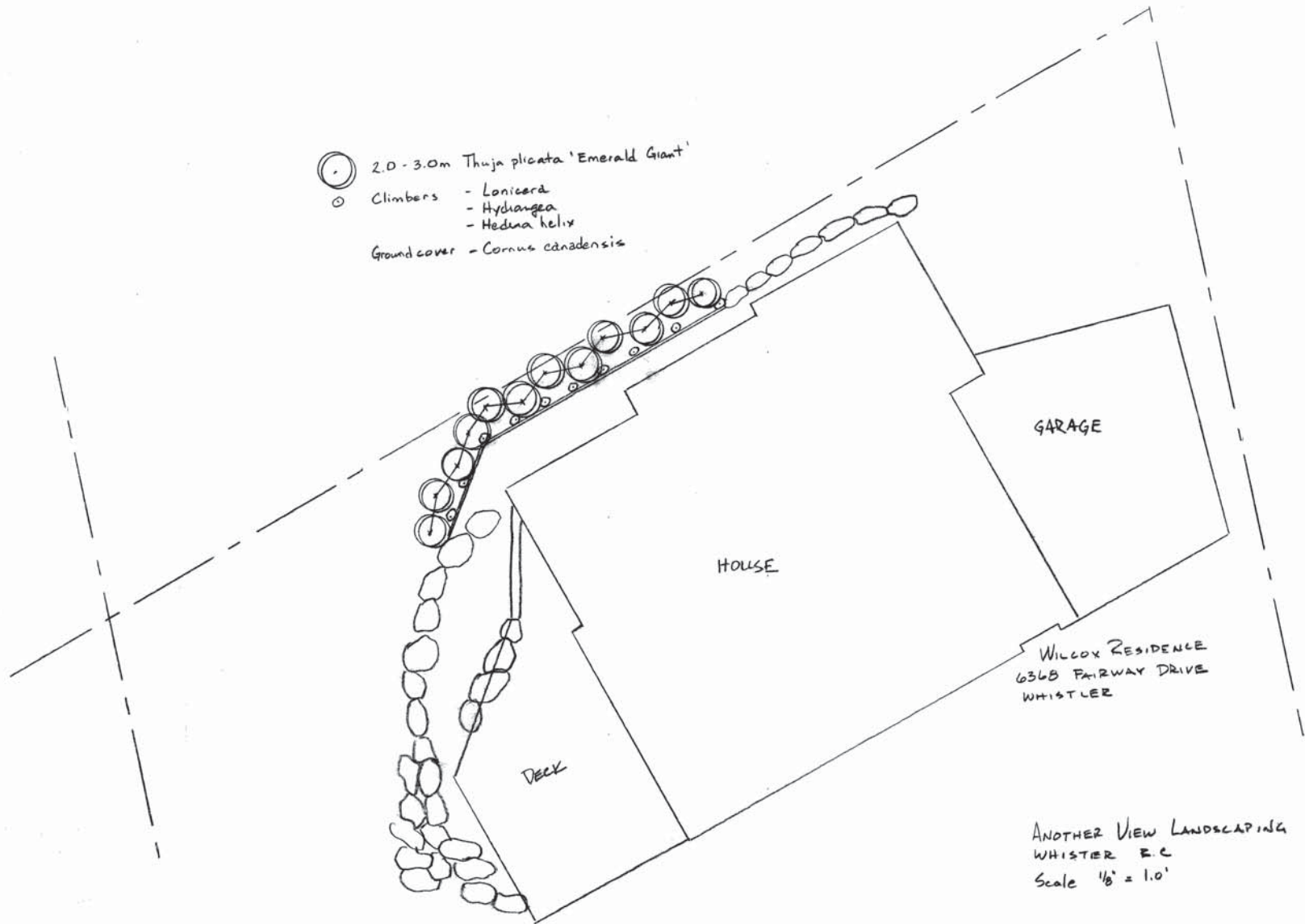
view. I, too, do not like the look of a hedge and want the trees to be staggered. I expect we will need less than 12 trees, as per this drawing, since they will need room to fill out.

As discussed, the removal of the existing large cedar and our planting plan will begin using access across your yard after your gas line has been installed.

Please keep me informed about the gas line timing so I can coordinate the removal of the existing cedar and planting.

JD.

-  2.0 - 3.0m *Thuja plicata* 'Emerald Giant'
 Climbers - *Lonicera*
 - *Hydrangea*
 - *Hedera helix*
 Ground cover - *Cornus canadensis*





REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: June 9, 2015
FROM: Resort Experience
SUBJECT: SEC 0014 – 2022 KAREN CRESCENT – FLOOD PROOFING EXEMPTION

REPORT: 15-078
FILE: SEC 0014

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Resort Experience be endorsed.

RECOMMENDATION

That Council grant an exemption to the Zoning and Parking Bylaw 303 flood proofing requirements pursuant to Section 910 of the *Local Government Act* to allow for the construction of a new duplex dwelling at 2022 Karen Crescent that is constructed with a flood construction level (FCL) of 0.6 metres above the highest point of land on the site, and further,

That Council authorize the Mayor and Corporate Officer to execute a Section 219 covenant on the title of the subject property for this exemption, attaching the engineering report prepared for 2022 Karen Crescent by GeoPacific Consultants Ltd., dated May 5, 2015 and attached as Appendix C to Administrative Report No. 15-078.

REFERENCES

Location: 2022 Karen Crescent
Legal Description: Plan 13530 Block E, Lot 15, District Lot 4749 Group 1
Owner: Peter Bryson Davidson
Zoning: RT3 Zone (Two Family Residential Three)
Appendices: “A” Location Plan
“B” Proposed Building Plans
“C” Engineering Report

PURPOSE OF REPORT

This report seeks Council’s consideration to grant an exemption to the Zoning Bylaw 303 flood proofing requirements at 2022 Karen Crescent. The report also recommends the engineering report that documents geotechnical requirements be registered on the title of the property.

DISCUSSION

The subject property is located in the Whistler Creek neighbourhood at 2022 Karen Crescent (Appendix A). There is a proposed duplex dwelling to be built on the subject property (Appendix B) and there are flood proofing requirements in Zoning Bylaw 303 that are required to be met prior to issuance of a building permit.

Section 910 of the *Local Government Act* authorizes a local government to specify, by bylaw, flood proofing requirements including setbacks from watercourses and flood control levels. To that end,

Section 5.4 of Zoning and Parking Bylaw 303, 1983 outlines floodproofing requirements throughout the municipality.

Applicable regulations in these circumstances are:

1. No building or part thereof shall be constructed with the underside of a wooden floor system or top of concrete slab of any area used by habitation, business, or storage of good damageable by floodwaters lower than 3 metres above the high water mark of Whistler Creek (Section 5.4.1(b))
2. For an alluvial fan area, no building or part thereof shall be constructed lower than 1 metre above the finished grade surrounding the building, or as in Section 5.4.1 (b), whichever elevation is higher (Section 5.4.1(c)).

This application proposes exemptions to the above requirements. The engineering report (Appendix C) that has been received for the application identifies that the Zoning Bylaw requirements pre-date recent flood protection measures constructed on Whistler Creek and recommends a FCL of 0.6 metres above the highest point of land on the site. The report further identifies that based on the highest point of land being 2097.3 feet, that the site can be developed safely for the purpose intended provided that a FCL level of 2097.9 feet is incorporated into the design. The proposed buildings plans attached as Appendix B incorporate the recommendations of the engineering report.

The engineering report will be appended to a Section 219 *Land Title Act* restrictive covenant to provide notice to any future owners respecting site specific flood proofing requirements.

As part of this development proposal, a development permit application has been required as the parcel is located in Development Permit Area No. 2: Whistler Creek Area. The property is located within a riparian assessment area. The report prepared by a qualified environmental professional (QEP) identified that the streamside protection and enhancement area (SPEA) does not encroach into the subject property and that the proposed development meets the riparian area preservation objectives. Development permit issuance is subject to the approval of this Section 910 application.

WHISTLER 2020 ANALYSIS

W2020 Strategy	TOWARD Descriptions of success that resolution moves us toward	Comments
Built Environment	Limits to growth are understood and respected.	Development on the site is regulated by the <i>Riparian Areas Regulation</i> and setback restrictions in the Zoning Bylaw.
Health and Social	The resort community is safe for both visitors and residents, and is prepared for potentially unavoidable emergency events.	Engineer's report is provided to ensure that the proposed detached dwelling is safe for its intended residential use.

W2020 Strategy	AWAY FROM Descriptions of success that resolution moves away from	Mitigation Strategies and Comments
Natural Areas	A policy of no net habitat loss is followed, and no further loss is preferred.	The report prepared by a qualified environmental professional (QEP) identified that the streamside protection and enhancement area (SPEA) does not encroach into the subject property and that the proposed development meets the riparian area preservation objectives.

OTHER POLICY CONSIDERATIONS

Local Government Act

Section 910(5)(b) authorizes Council to grant an exemption to the flood proofing requirements provided it has received a report from a professional engineer certifying that the lands are safe for the use intended. To that end, RMOW staff is in receipt of the report, from GeoPacific Consultants Ltd. addressing geotechnical requirements consistent with legislative requirements.

BUDGET CONSIDERATIONS

There are no budget implications associated with this proposal. Section 910 exemption application fees provide for recovery of costs associated with processing this application.

COMMUNITY ENGAGEMENT AND CONSULTATION

None required.

SUMMARY

This application is before Council for consideration to exempt 2022 Karen Crescent from certain flood proofing requirements to allow for the construction of a duplex dwelling. Per the requirements of Section 910 of the *Local Government Act*, an engineering report in support of this application has been prepared by a professional engineer. The report will be attached to the property title by way of a Section 219 covenant.

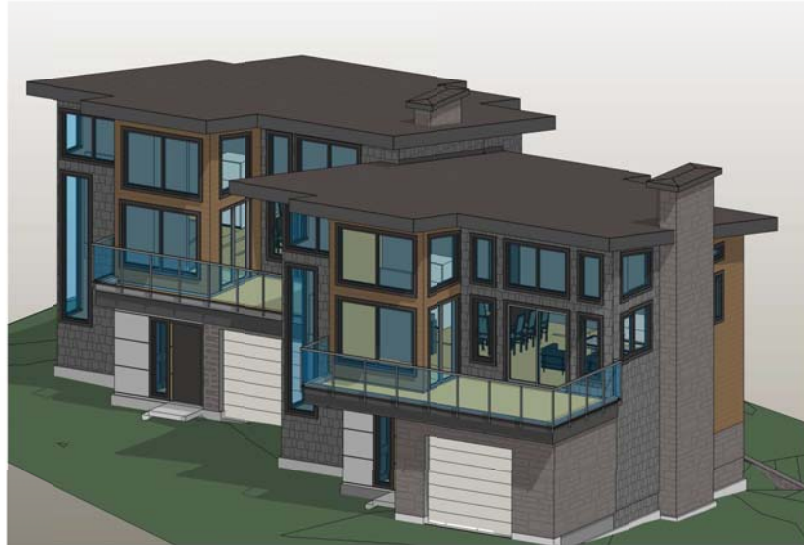
Respectfully submitted,

Brook McCrady
PLANNING ANALYST
for
Jan Jansen
GENERAL MANAGER OF RESORT EXPERIENCE

Location Map



KAREN CRESCENT - PROPOSED TWO FAMILY DWELLING

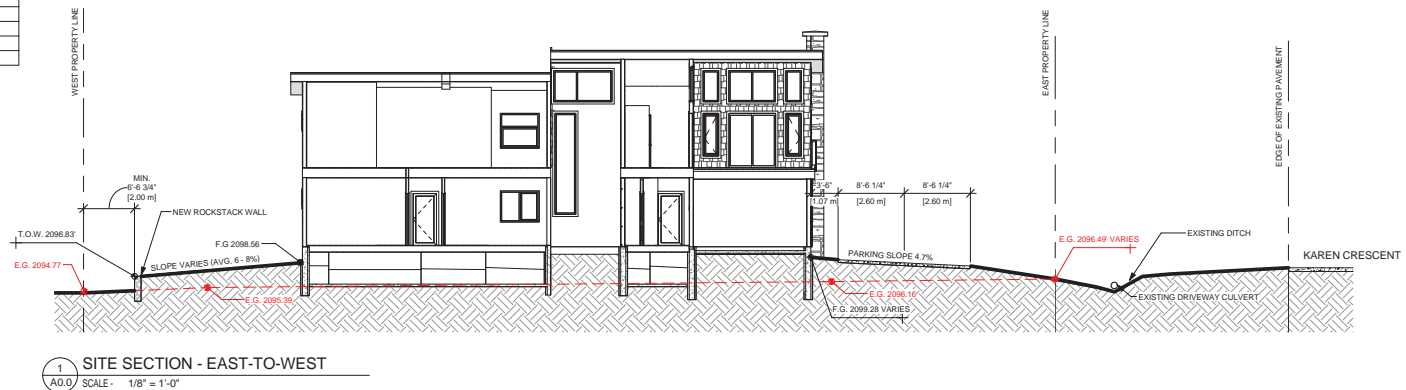


DRAWING LIST	
DRAWING NUMBER	DRAWING NAME
A0.0	COVER SHEET, ZONING REQUIREMENTS & PROJECT INFORMATION
A0.1	SPATIAL SEPARATION & ROOF HEIGHT CALCULATIONS
A0.2	FLOOR AREA CALCULATIONS & SPATIAL SEPARATION PLANS
A0.4a	EXISTING SURVEY (N.T.S.)
A0.4b	EXISTING SURVEY (N.T.S.)
A1.0	SITE PLAN
A2.1	FOUNDATION PLAN
A2.2	MAIN FLOOR PLAN
A2.3	SECOND FLOOR PLAN
A2.4	ROOF PLAN
A3.1	BUILDING ELEVATIONS
A3.2	BUILDING ELEVATIONS
A4.1	BUILDING SECTIONS

CLIENT/CONTRACTOR
JBR CONSTRUCTION
CONTACT: KEVIN RAFFLER
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STRUCTURAL
JM ENGINEERING
CONTACT: JIM MANDELLI
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FLOOR AREAS & FSR CALCULATIONS			
FLOOR LEVEL	AREA (SF)	AREA (M2)	FSR (%)
MAIN FLOOR	691.97 SF	64.29 m ²	9
MAIN FLOOR	693.76 SF	64.45 m ²	9
MAIN FLOOR	1385.73 SF	128.74 m ²	18
FLOOR SPACE AREA	286.60 SF	26.63 m ²	4
MAIN FLOOR	333.14 SF	30.95 m ²	4
GARAGE	815.75 SF	77.58 m ²	8
MAIN FLOOR	108.23 SF	10.05 m ²	1
MAIN FLOOR	113.30 SF	10.53 m ²	1
MECHANICAL	221.53 SF	20.58 m ²	2
MECHANICAL	2227.01 SF	206.90 m ²	28
SECOND FLOOR	975.83 SF	90.66 m ²	13
SECOND FLOOR	1009.08 SF	93.75 m ²	13
FLOOR SPACE AREA	1884.90 SF	184.40 m ²	26
MAIN FLOOR	1884.90 SF	184.40 m ²	26
GROSS FLOOR AREA (INC. GARAGE)	4211.91 SF	391.30 m ²	54

GENERAL NOTES:

- THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AT THE SITE BEFORE COMMENCING WORK AND ORDERING MATERIALS. INFORM THE CONSULTANT OF ANY DISCREPANCIES / INCONSISTENCIES / UNKNOWN PRIOR TO COMMENCING WORK. WORK DONE AS PER CONTRACT DRAWINGS SHALL CONFORM TO THE BRITISH COLUMBIA BUILDING CODE 2012 AND ALL PROVINCIAL & MUNICIPAL BYLAWS & CODES.
- DIMENSIONS DENOTE EXTERNAL FACE OF CONCRETE, EXTERIOR SHEATHING (STUD WALLS) AND INTERNAL WALL CENTERLINE OF STUD FRAME.
- WINDOW AND DOOR SIZES ARE NOTED AS WIDTH BY HEIGHT. WINDOWS AND DOORS ARE NOTED AS NOMINAL SIZES. ROUGH OPENINGS TO BE CONFIRMED WITH WINDOW MANUFACTURER REQUIREMENTS.
- IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO ENSURE PROPER SEQUENCE, COORDINATION AND PHASING OF CONSTRUCTION TO MEET CLIENT'S CONSTRUCTION COMPLETION DEADLINE.
- ALL MATERIALS USED SHALL BE INSTALLED AND / OR APPLIED ACCORDING TO MANUFACTURERS RECOMMENDATIONS AND SPECIFICATIONS.

SYMBOL LEGEND

	SMOKE AND CARBON MONOXIDE DETECTOR COMBO
	EXHAUST FAN
	EXTERIOR FINISH KEYNOTE TAG
	DOOR & WINDOW TAG
	ELEVATION TAG
	ASSEMBLY TAG

ZONING ANALYSIS AND PROJECT INFORMATION:

PROJECT SITE INFORMATION:

CIVIC ADDRESS: 2022 KAREN CRESCENT, WHISTLER, BC
LEGAL ADDRESS: BLOCK E LOT 15 DISTRICT LOT 47-49 GROUP 1 NWD PLAN 13530

ZONE: EXISTING RT3 - TWO FAMILY RESIDENTIAL
PROPOSED RT3 - TWO FAMILY RESIDENTIAL

SPRINKLERED: NO

PARCEL LOT AREA: 7599.0 SQ. FT. [706 M²]

PROPOSED GROSS FLOOR: 3370.63 SQ. FT. [313.14 M²]

AREA (EXCL. GARAGE & MECH.): 2250.82 SQ. FT. [209.11 M²]

PROPOSED BUILDING 2250.82 SQ. FT. [209.11 M²]

AREA: (PER BCBC 2012 1.4.1.2 DEFINITION)

FLOOR AREA CALCULATIONS

	PROPOSED
MAIN FLOOR AREA (EXCLUDED AREAS MECH. & GARAGE)	2227.01 SF [206.90 M ²]
SECOND FLOOR AREA	1009.08 SF [93.75 M ²]
TOTAL GROSS FLOOR AREA	3370.63 SF [313.14 M ²]

FSR:

	ALLOWED	PROPOSED
0.45 x LOT AREA	49%	44.4%
OR	3419.55 SF [317.67 M ²]	3370.63 SF [313.14 M ²]
(WHICHEVER IS LOWER)		

SITE ZONING ANALYSIS:

MAXIMUM BUILDING HEIGHT:

	ALLOWED	PROPOSED
	24.03 FT. [7.6 M]	24.87 FT. [7.58 M]

MAXIMUM LOT COVERAGE:

	ALLOWED	PROPOSED
SITE COVERAGE:	36%	29.8%
0.35 x LOT AREA	2659.65 SF [247.89 M ²]	2250.82 SQ. FT. [209.11 M ²]

MINIMUM OFF-STREET PARKING:

	REQUIRED	PROPOSED
	2 PER DWELLING 4 TOTAL	2 PER DWELLING 4 TOTAL

MINIMUM SITE SETBACKS:

	REQUIRED	PROPOSED
FRONT LOT LINE	24.93 FT. [7.6 M]	24.93 FT. [7.6 M]
REAR LOT LINE	24.93 FT. [7.6 M]	25.23 FT. [7.68 M]
SIDE LOT LINE	9.84 FT. [3 M]	9.84 FT. [3 M]

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CLIENT:



300-8809 HEATHER STREET, VANCOUVER, BC V6P 2K4

CONSULTANT: DRAWING



REGISTERED ARCHITECTURAL TECHNOLOGIST ASSOCIATES
#P-ARCHITECTURAL TECHNOLOGIST #P-BC
887-318 HOMER ST. VANCOUVER, BC, V6B 2V2
CONSULTANT: -----

6	20 MAY 15	ISSUED FOR DEVELOPMENT PERMIT
5	18 MAY 15	ISSUED FOR CLIENT REVIEW
4	30 MAR 15	RE-ISSUED FOR BUILDING PERMIT
3	15 FEB 15	ISSUED FOR DEVELOPMENT PERMIT
1	18 DEC 14	ISSUED FOR BUILDING PERMIT
NO.	DATE	DESCRIPTION

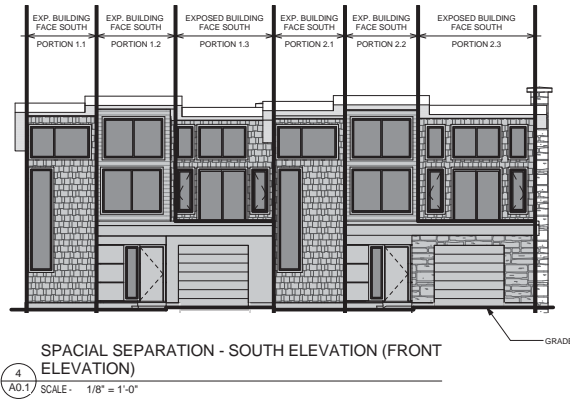
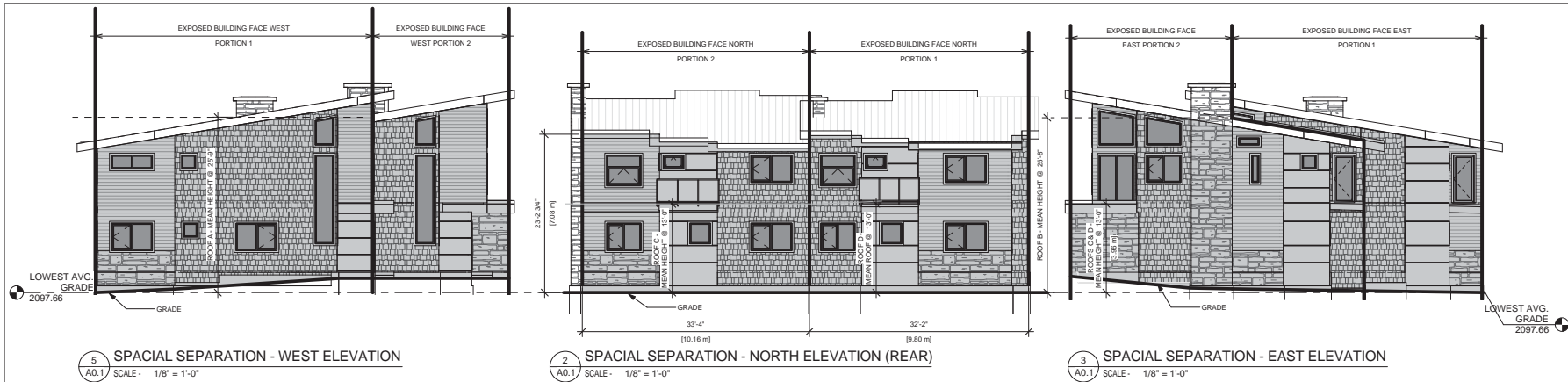
NORTH POINT: STAMP

PROJECT: KAREN CRESCENT
2022 KAREN CRESCENT, WHISTLER, BC

DRAWING: COVER SHEET, ZONING REQUIREMENTS & PROJECT INFORMATION

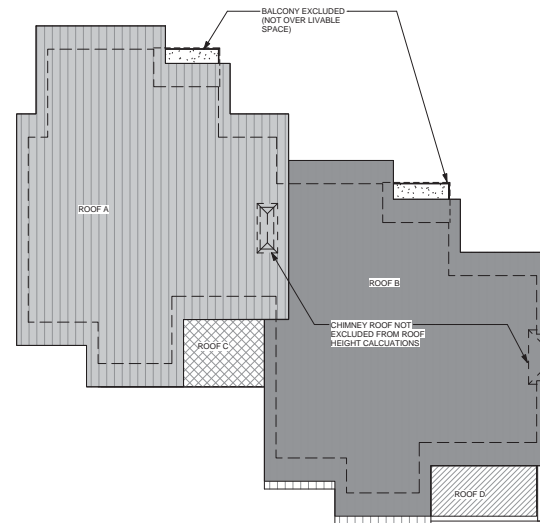
PROJECT NO.	SCALE
T14076	As indicated
PRINT DATE	DRAWN BY
20 MAY '15	JCS
FORMAT	CHECKED BY
34"x22"	MC
SHEET NUMBER:	

A0.0



SPATIAL SEPARATION CALCULATIONS				BASED ON BCBC 2012 SECTION 9.10.15 & TABLE 9.10.15.4			
BUILDING FACE LOCATION		LIMITING DISTANCE (M)	PROPOSED EXPOSED BUILDING FACE (M2)	ALLOWABLE WALL CONSTRUCTION (PER BCBC 2012 9.10.15.5.(3))	MAXIMUM ALLOWABLE GLAZED OPENINGS		PROPOSED GLAZED OPENINGS
					AREA (%)	EXP. BLDG. FACE X MAX. AREA (%) = AREA (M2)	AREA (%) AREA (M2)
NORTH ELEVATION	PORTION 1	3.04 M (TO NORTH PL)	65.62 M2	COMBUSTIBLE	19.13%	65.62 X 0.1913 = 12.55 M2	14.9% 9.80 M2
	PORTION 2	3.02 M (TO NORTH PL)	68.44 M2	COMBUSTIBLE	18.73%	67.92 X 0.1873 = 12.82 M2	14.3% 9.80 M2
EAST ELEVATION	PORTION 1	21.05 M (TO EAST PL)	38.23 M2	COMBUSTIBLE	100%	UNLIMITED	4.9% 1.95 M2
	PORTION 2	7.34 M (TO EAST PL)	90.95 M2	COMBUSTIBLE	34%	90.95 X 0.34 = 30.92 M2	12.9% 11.72 M2
SOUTH ELEVATION	PORTION 1.1	3.00 M (TO SOUTH PL)	20.88 M2	COMBUSTIBLE	29.1%	20.88 X 0.291 = 6.08 M2	28.8% 6.01 M2
	PORTION 1.2	3.00 M (TO SOUTH PL)	37.47 M2	COMBUSTIBLE	22.51%	37.47 X 0.207 = 8.44 M2	22.0% 8.26 M2
	PORTION 1.3	4.47 M (TO SOUTH PL)	15.3 M2	COMBUSTIBLE	65.04%	15.3 X 0.6504 = 9.95 M2	57.1% 6.73 M2
	PORTION 2.1	4.04 M (TO SOUTH PL)	21.26 M2	COMBUSTIBLE	39.0%	21.26 X 0.39 = 8.29 M2	28.3% 6.01 M2
	PORTION 2.2	4.02 M (TO SOUTH PL)	38.07 M2	COMBUSTIBLE	32.0%	38.07 X 0.32 = 12.18 M2	21.7% 8.26 M2
	PORTION 2.3	9.07 M (TO SOUTH PL)	18.53 M2	COMBUSTIBLE	100%	UNLIMITED	51.2% 9.48 M2
WEST ELEVATION	PORTION 1	7.64 M (TO WEST PL)	88.44 M2	COMBUSTIBLE	34.0%	88.44 X 0.34 = 30.07 M2	12.12% 10.47 M2
	PORTION 2	12.71 M (TO WEST PL)	41.33 M2	COMBUSTIBLE	100%	UNLIMITED	10.06% 4.16 M2

ROOF HEIGHT CALCULATIONS				
ROOF	AREAS (SF)	% OF OVERALL ROOF AREA	MEAN HEIGHT	TOTAL AVG.
A	1309.71	47	25.75	12.10'
B	1296.25	46.5	25.67	11.93'
C	94.0	3.4	13.0	0.44'
D	88.56	3.1	13.0	0.40'
TOTAL:	2503.64	100.0		24.87'
TOTAL PERMITTED:				24.93'



1 ROOF CALCULATION AREAS
SCALE - 1/8" = 1'-0"

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CLIENT:



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CONSULTANT: DRAWING



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4	30 MAY '16	ISSUED FOR DEVELOPMENT PERMIT
4	30 MAR '15	RE-ISSUED FOR BUILDING PERMIT
1	18 DEC '14	ISSUED FOR BUILDING PERMIT
NO.	DATE	DESCRIPTION

NORTH POINT: STAMP:



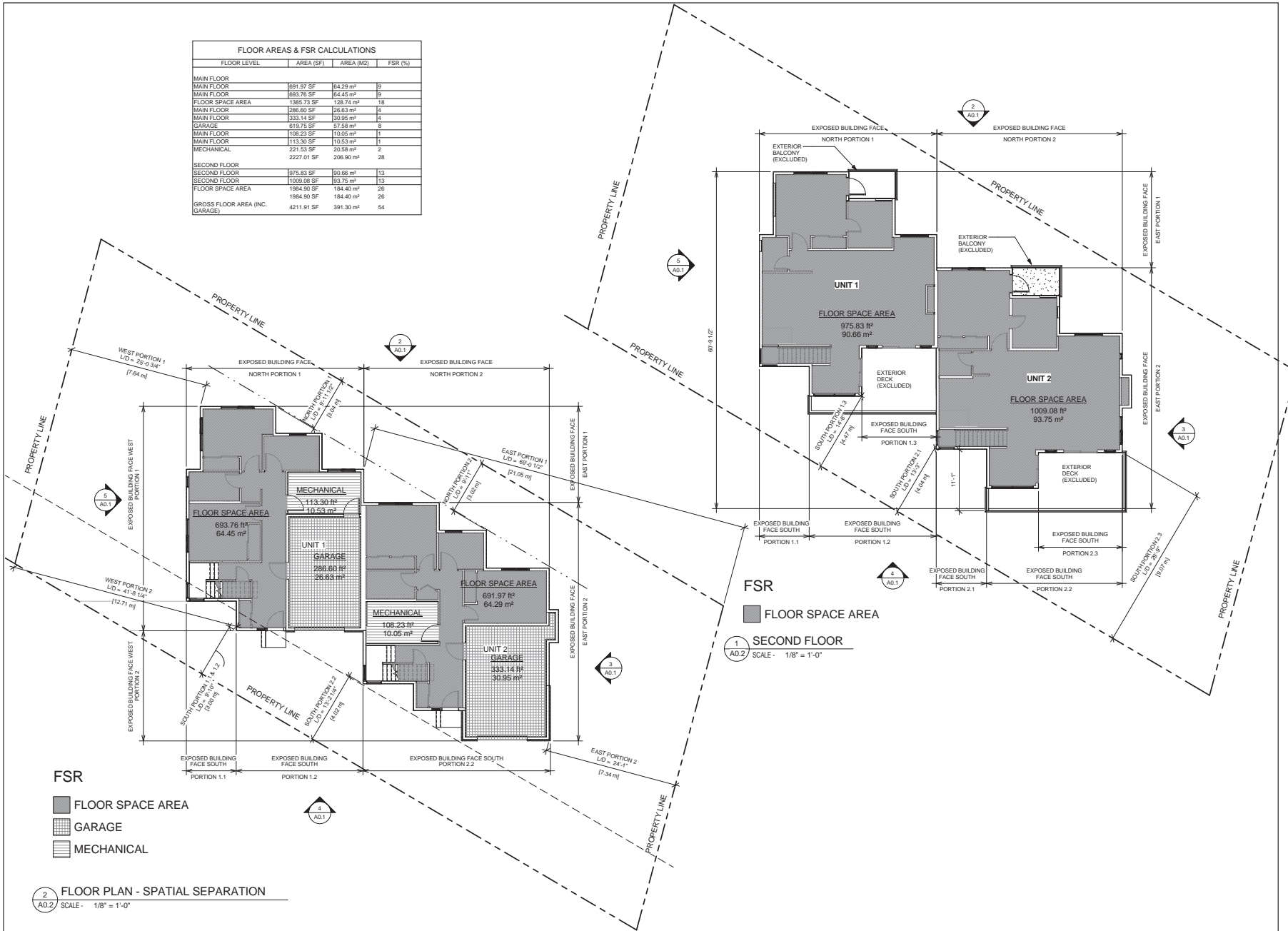
PROJECT: KAREN CRESCENT
2022 KAREN CRESCENT, WHISTLER, BC

DRAWING: SPATIAL SEPARATION & ROOF HEIGHT CALCULATIONS

PROJECT NO:	T14076	SCALE:	As indicated
PRINT DATE:	20 MAY '15	DRAWN BY:	JC/SM
FORMAT:	34"x22"	CHECKED BY:	MC
SHEET NUMBER:			

A0.1

FLOOR AREAS & FSR CALCULATIONS			
FLOOR LEVEL	AREA (SF)	AREA (M2)	FSR (%)
MAIN FLOOR	691.97 SF	64.29 m ²	9
MAIN FLOOR	693.76 SF	64.45 m ²	9
FLOOR SPACE AREA	1385.73 SF	128.74 m ²	13
MAIN FLOOR	286.60 SF	26.63 m ²	4
MAIN FLOOR	333.14 SF	30.95 m ²	4
GARAGE	119.76 SF	11.05 m ²	8
MAIN FLOOR	108.23 SF	10.05 m ²	1
MAIN FLOOR	113.30 SF	10.53 m ²	1
MECHANICAL	227.01 SF	20.90 m ²	28
SECOND FLOOR	975.83 SF	90.66 m ²	13
SECOND FLOOR	1009.08 SF	93.75 m ²	13
FLOOR SPACE AREA	1984.90 SF	184.40 m ²	26
FLOOR SPACE AREA	1984.90 SF	184.40 m ²	26
GROSS FLOOR AREA (INC. GARAGE)	4211.91 SF	391.30 m ²	54



PLAN SHOWING TOPOGRAPHY AND SITE FEATURES ON LOT 15, BLOCK E, DISTRICT LOT 4749, GP. 1, N.W.D., PLAN 13530



- NOTE:
- INITIAL FIELD SURVEY COMPLETED FEBRUARY 6, 2015
 - ADDITIONAL CREEK SURVEY COMPLETED FEBRUARY 20, 2015
 - 100m DENOTES SPOT ELEVATION IN FEET
 - BEARINGS ARE DERIVED FROM L.T.O. RECORDS
 - HIGH WATER MARK ELEVATION OF CURRENT WHISTLER CREEK CHANNEL = 2091.5 ft.
 - POL AS PER GEOPACIFIC REPORT + 2007.9 ft.

RESORT MUNICIPALITY OF WHISTLER

GRAPHIC SCALE: HORIZONTAL 1/4" = 1'

All distances are in feet



NOTE: DRAWING FOR CONVENIENCE ONLY
& NOT TO SCALE. ACTUAL DATUMS AND
INFORMATION SHOULD BE TAKEN FROM
LEGAL SURVEY PLAN PREPARED BY
SURVEYOR

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CONSULTANT: DRAWING



PARALLEL
REGISTERED ARCHITECTURAL TECHNOLOGIST ASSOCIATES
OF THE ARCHITECTURAL INSTITUTE OF BC

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CONSULTANT:

15	30 MAY '15	ISSUED FOR DEVELOPMENT PERMIT
14	30 MAR '15	RE-ISSUED FOR BUILDING PERMIT
13	18 DEC '14	ISSUED FOR BUILDING PERMIT
NO.	DATE	DESCRIPTION

NORTH POINT: STAMP:



PROJECT: KAREN CRESCENT
2022 KAREN CRESCENT, WHISTLER, BC

DRAWING: EXISTING SURVEY (N.T.S.)

PROJECT NO:	SCALE:
T14076	
PRINT DATE:	DRAWN BY:
20 MAY '15	
FORMAT:	CHECKED BY:
34"x22"	
SHEET NUMBER:	

A0.4a

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CONSULTANT: DRAWING



REGISTERED ARCHITECTURAL TECHNOLOGIST ASSOCIATES
#P-# ARCHITECTURAL INSTITUTE #P-#

807-318 HOMER ST. VANCOUVER, BC V6A 6B9 1300 F 604 669 1300

CONSULTANT:

NO.	DATE	DESCRIPTION
NORTH POINT:		STAMP

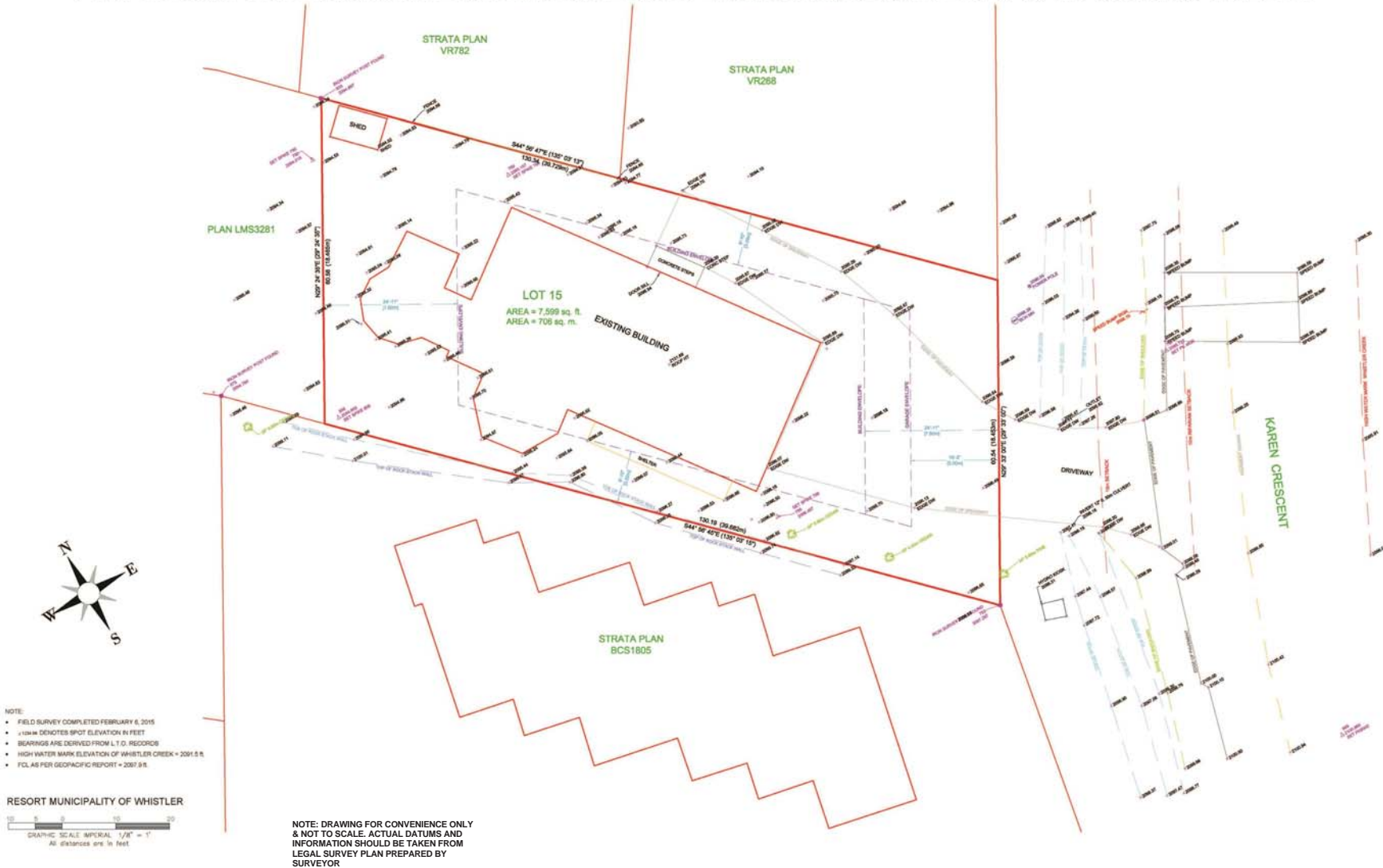
PROJECT: KAREN CRESCENT
2022 KAREN CRESCENT, WHISTLER, BC

DRAWING: EXISTING SURVEY (N.T.S.)

PROJECT NO: T14076	SCALE:
PRINT DATE:	DRAWN BY:
FORMAT: 34"x22"	CHECKED BY:
SHEET NUMBER:	

A0.4b

PLAN SHOWING TOPOGRAPHY AND SITE FEATURES ON LOT 15, BLOCK E, DISTRICT LOT 4749, GP. 1, N.W.D., PLAN 13530

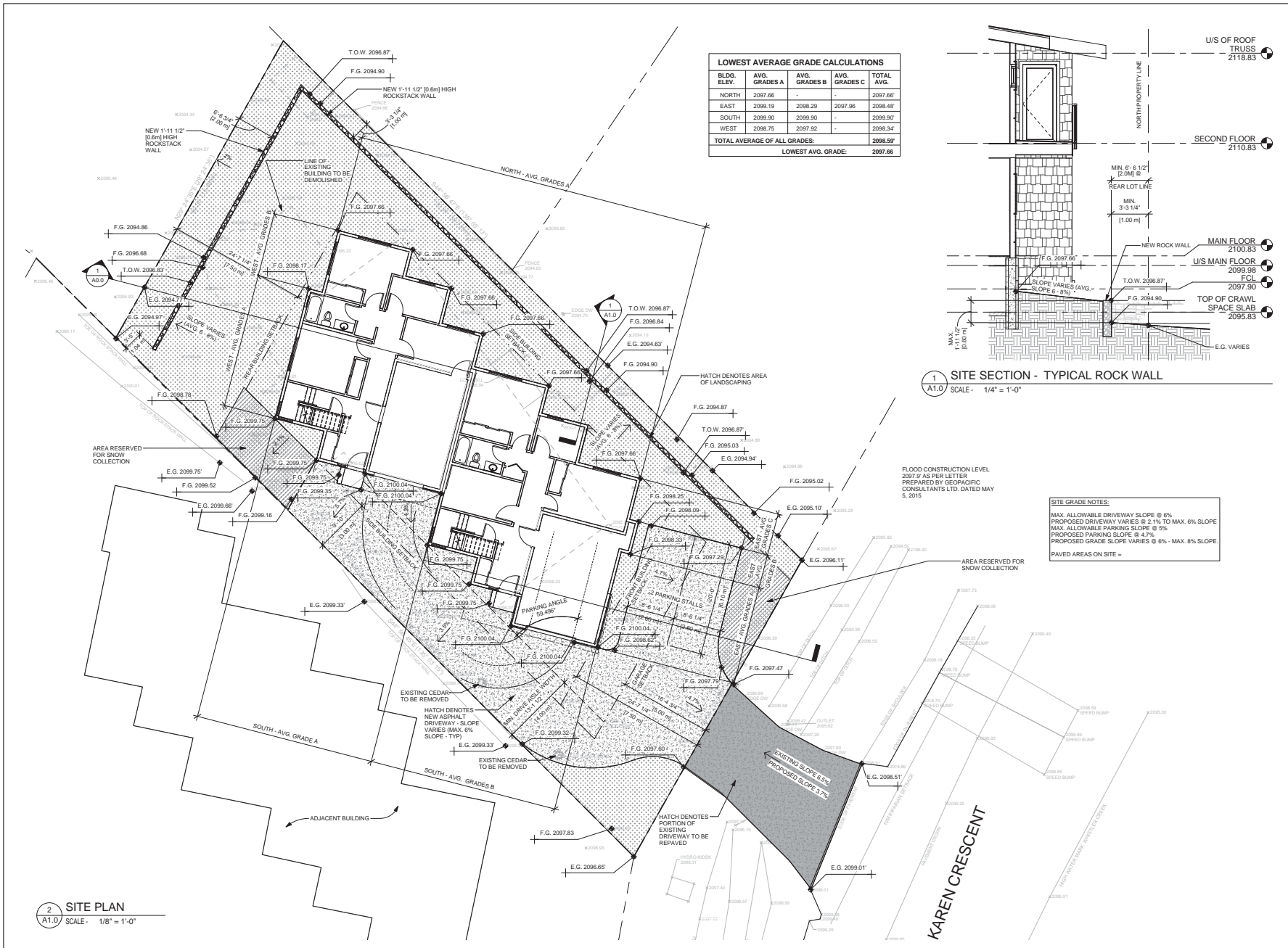


- NOTE:
- FIELD SURVEY COMPLETED FEBRUARY 6, 2015
 - Y-VALUES INDICATES SPOT ELEVATION IN FEET
 - BEARINGS ARE DERIVED FROM L.T.O. RECORDS
 - HIGH WATER MARK ELEVATION OF WHISTLER CREEK = 2091.5 ft.
 - F.C.L. AS PER GEOPACIFIC REPORT = 2087.9 ft.

RESORT MUNICIPALITY OF WHISTLER

GRAPHIC SCALE: APPROPRIATE 1/8" = 1'
ALL DIMENSIONS ARE IN FEET

NOTE: DRAWING FOR CONVENIENCE ONLY
& NOT TO SCALE. ACTUAL DATUMS AND
INFORMATION SHOULD BE TAKEN FROM
LEGAL SURVEY PLAN PREPARED BY
SURVEYOR



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CLIENT:

JBR
CONSTRUCTION LTD.

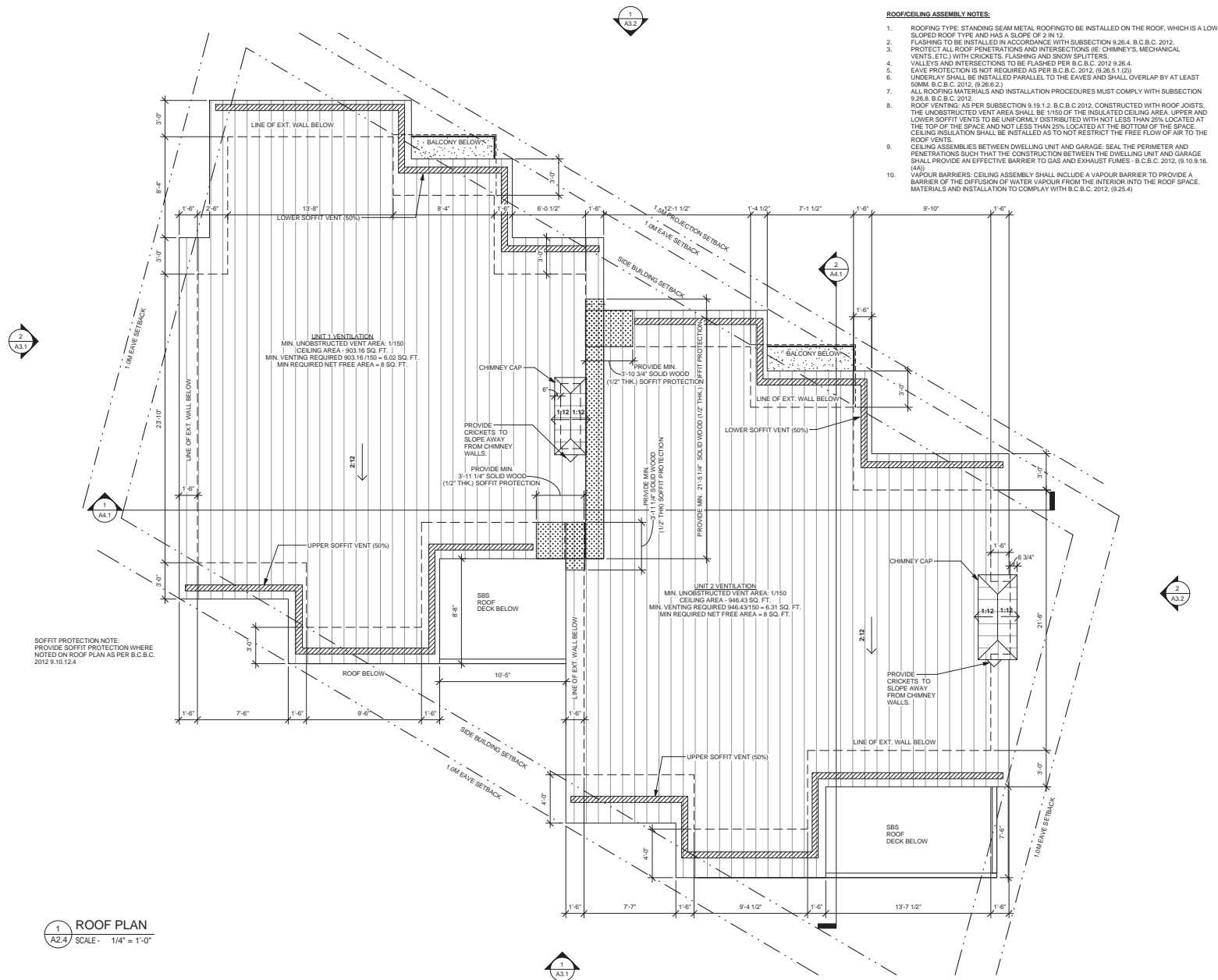
300-800 HEATHER STREET, VANCOUVER, BC V6K 5K4 X338

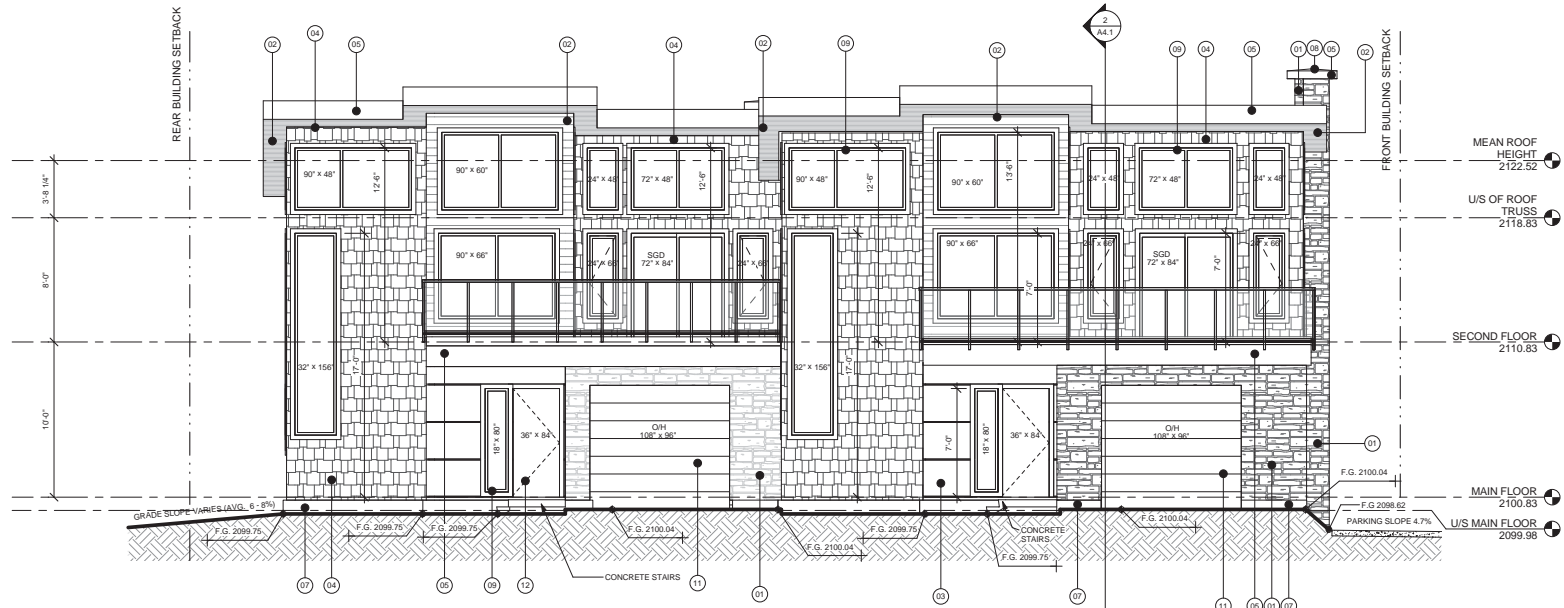
CONSULTANT: DRAWING

PARALLEL
REGISTERED ARCHITECTURAL TECHNOLOGIST ASSOCIATES
P. #4 ARCHITECTURAL, NATIVE & BC
887-318 HOMER ST. VANCOUVER, BC V6K 6B8 1300 F 604-669-1303
CONSULTANT:

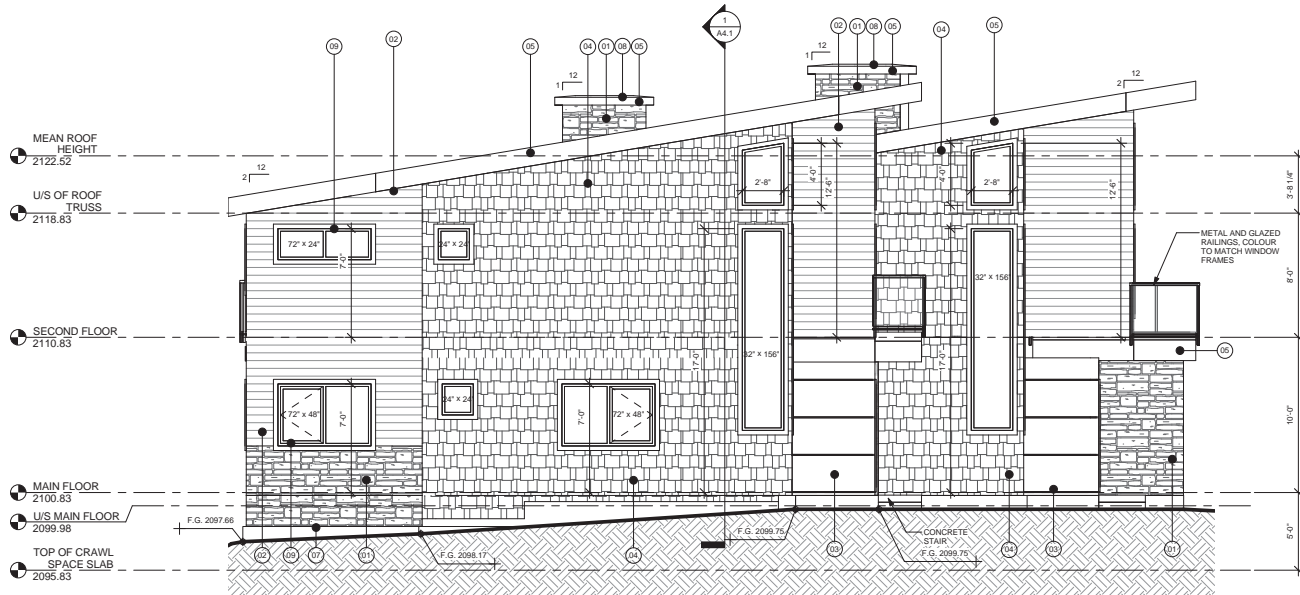
8	20 MAY 15	REISSUED FOR DEVELOPMENT PERMIT
4	30 MAR 16	RE-ISSUED FOR BUILDING PERMIT
12	FEB 18	ISSUED FOR DEVELOPMENT PERMIT
1	18 DEC 14	ISSUED FOR BUILDING PERMIT
NO.	DATE	DESCRIPTION
NORTH POINT:		STAMP
PROJECT:		
KAREN CRESCENT 2022 KAREN CRESCENT, WHISTLER, BC		
DRAWING:		
SITE PLAN		
PROJECT NO:		SCALE:
T14076		As indicated
PRINT DATE:	DRAWN BY:	
20 MAY '15	JC	
FORMAT:	CHECKED BY:	
34"x22"	MC	
SHEET NUMBER:		

A1.0





1 SOUTH ELEVATION (FRONT ELEVATION)
SCALE: 1/4" = 1'-0"



2 WEST ELEVATION
SCALE: 1/4" = 1'-0"

EXTERIOR FINISHES KEYNOTE		
NO.	ITEM	COLOUR/ FINISH
01	STONE FINISH SIDING	TO BE DETERMINED
02	CLEAR CEDAR CLADDING	CLEAR FINISH
03	HARDI PANEL C/W METAL REVEALS	CREAM
04	SHAKE SHINGLE SIDING	DARK GREY
05	PAINTED WOOD FASCIA C/W GUTTERS	CHARCOAL
06	CLEAR CEDAR WOOD SOFFIT	CLEAR FINISH
07	EXPOSED CONCRETE	NATURAL CLEAR SEALER / SMOOTH FINISH
08	METAL ROOFING	CHARCOAL
09	VINYL DOUBLE GLAZED WINDOWS	FRAME - CHARCOAL GLASS - CLEAR
10	PRE-ENGINEERED WOOD POST	SEALANT TO BE DETERMINED
11	OVERHEAD GARAGE DOOR	CHARCOAL
12	ENTRANCE DOORS (INSULATED WOOD)	WOOD CLEAR FINISH
13	PAINTED WOOD FASCIA BOARDS	COLOUR TO MATCH METAL ROOF - CHARCOAL
14	VINYL DOUBLE GLAZED DOOR	FRAME - CHARCOAL GLASS - CLEAR

THIS DRAWING MUST NOT BE SCALED. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS, DATUMS AND LEVELS PRIOR TO COMMENCEMENT OF WORK. ALL ERRORS AND OMISSIONS MUST BE REPORTED IMMEDIATELY TO THE CONSULTANT. THIS DRAWING IS TO BE USED IN CONJUNCTION WITH ALL OTHER DRAWINGS AND SPECIFICATIONS. VARIATIONS AND MODIFICATIONS TO WORK SHOWN SHALL NOT BE CARRIED OUT WITHOUT WRITTEN PERMISSION FROM THE CONSULTANT. THIS DRAWING IS THE EXCLUSIVE PROPERTY OF THE CONSULTANT AND CANNOT BE REPRODUCED, COPIED, OR LOANED WITHOUT PERMISSION OF THE CONSULTANT.

CLIENT:

JBR
CONSTRUCTION LTD.

300-800 HEATHER STREET, VANCOUVER, BC V6K 5K4 K538

CONSULTANT: DRAWING

PARALLEL
REGISTERED ARCHITECTURAL TECHNOLOGIST ASSOCIATES
#P-# ARCHITECTURAL, INTERIOR & PE
807-318 HOMER ST. VANCOUVER, BC, V6K 6B8 1300 F 604 669 1303
CONSULTANT:

8	20 MAY 15	ISSUED FOR DEVELOPMENT PERMIT
4	30 MAR 15	RE-ISSUED FOR BUILDING PERMIT
15	FEB 15	ISSUED FOR DEVELOPMENT PERMIT
1	18 DEC 14	ISSUED FOR BUILDING PERMIT
NO.	DATE	DESCRIPTION

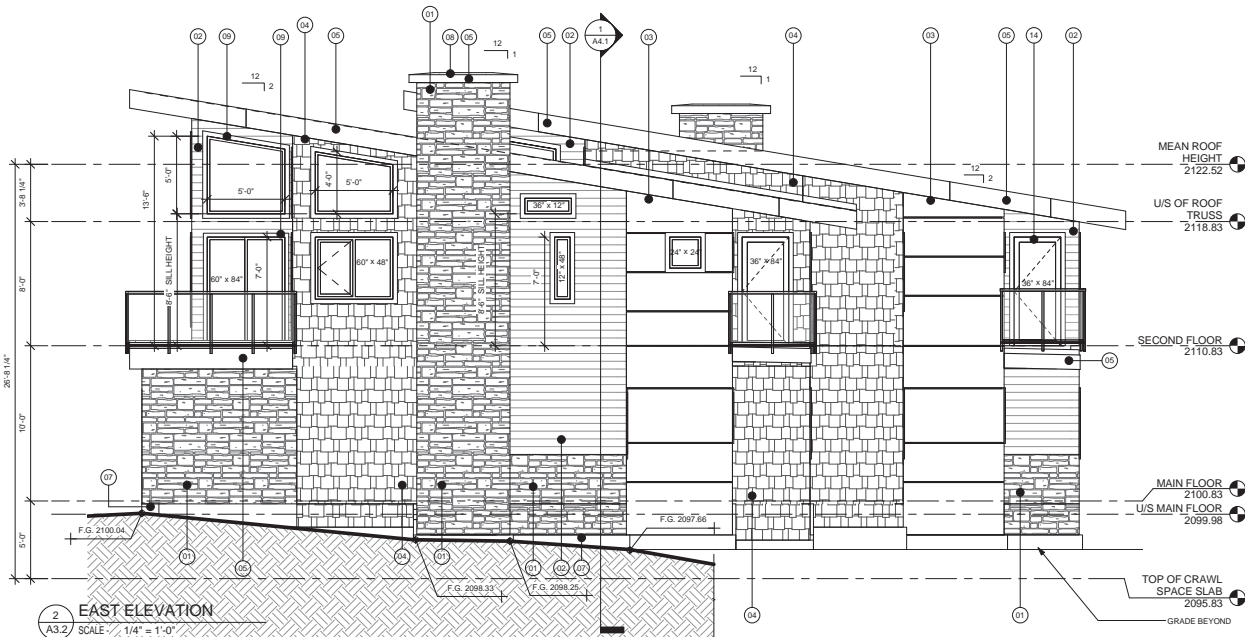
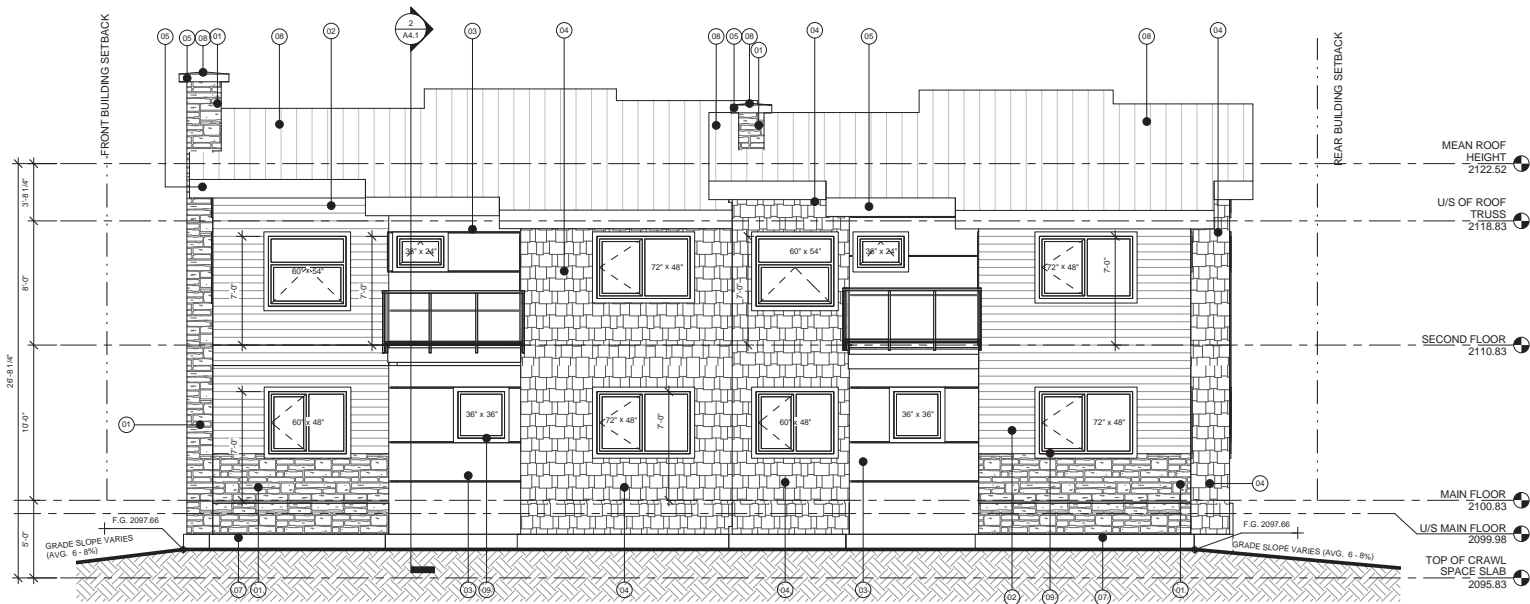
NORTH POINT: STAMP

PROJECT: KAREN CRESCENT
2022 KAREN CRESCENT, WHISTLER, BC

DRAWING: BUILDING ELEVATIONS

PROJECT NO: T14076	SCALE: 1/4" = 1'-0"
PRINT DATE: 20 MAY '15	DRAWN BY: JC/SM
FORMAT: 34"x22"	CHECKED BY: MC
SHEET NUMBER:	

A3.1



EXTERIOR FINISHES KEYNOTE		
NO.	ITEM	COLOUR/ FINISH
01	STONE FINISH SIDING	TO BE DETERMINED
02	CLEAR CEDAR CLADDING	CLEAR FINISH
03	HARD PANEL CW METAL REVEALS	CREAM
04	SHAKE SHINGLE SIDING	DARK GREY
05	PAINTED WOOD FASCIA CW GUTTERS	CHARCOAL
06	CLEAR CEDAR WOOD SOFFIT	CLEAR FINISH
07	EXPOSED CONCRETE	NATURAL CLEAR SEALER / SMOOTH FINISH
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CLIENT:



300-800 HEATHER STREET, VANCOUVER, BC V6K 5K8 K308

CONSULTANT: DRAWING



REGISTERED ARCHITECTURAL TECHNOLOGIST ASSOCIATES
#14 ARCHITECTURAL, #1200 ARCHITECTURAL
887-318 HOMER ST. VANCOUVER, BC V6K 6B8 1300 F 604 669 1300
CONSULTANT:

8	20 MAY 15	REISSUED FOR DEVELOPMENT PERMIT
4	30 MAR 15	RE-ISSUED FOR BUILDING PERMIT
15	FEB 15	ISSUED FOR DEVELOPMENT PERMIT
1	18 DEC 14	ISSUED FOR BUILDING PERMIT
NO.	DATE	DESCRIPTION

NORTH POINT:

STAMP:

PROJECT:

KAREN CRESCENT
2022 KAREN CRESCENT, WHISTLER, BC

DRAWING:

BUILDING ELEVATIONS

PROJECT NO:

T14076

PRINT DATE:

20 MAY '15

FORMAT:

34"x22"

SHEET NUMBER:

SCALE:

1/4" = 1'-0"

DRAWN BY:

JC/SM

CHECKED BY:

MC

A3.2

GeoPacific Consultants Ltd.

#215 -1200 West 73rd Avenue, Vancouver, BC, V6P 6G5
Phone (604) 439-0922 / Fax (604) 439-9189

JBR Construction Ltd.
Suite 300 - 8809 Heather Street
Vancouver, B.C.
V6P 3T1

May 5, 2015
File:12678

Attention: Kevin Raffler

**Re: Additional Comments on Flood Hazard: Proposed Residential Development
2022 Karen Crescent, Whistler, B.C.**

The RMOW has requested further clarification of FCL and specific reference to their 1983 Bylaw No. 303 and 380. The Bylaw relates to set backs and elevations from nearby watercourse, of which there are two: Whistler Creek, to the north of the site, and the former Whistler Creek channel, to the east of the site.

With respect to Section 4.1 (a), the proposed structure is set back in excess of 30 m from the high water mark of Whistler Creek and therefore the development conforms to the referenced Bylaw.

With respect to Section 4.1 (b), the proposed structure is set back in excess of 15 m from the high water mark of the old Whistler Creek channel and therefore conforms to the referenced bylaw. As referenced in our previous correspondence to you, the old Whistler Creek channel no longer receives any up stream contribution from the Whistler Creek catchment and therefore has excess capacity to convey local drainage. It is not considered to present a flood risk to the referenced development site.

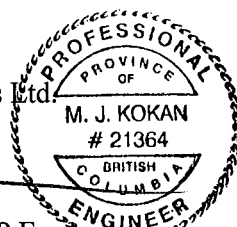
With respect to Section 4.1 (b), the Bylaw states that structures must be constructed a minimum of 3 m above the high water mark of Whistler Creek.

With respect to Section 4.1 (c), the Bylaw states that structures in an alluvial fan must be constructed a minimum of 1 m above finished grade surrounding the building.

The 1983 Bylaw that provides the conditions stated above, pre-dates recent flood protection measures constructed on Whistler Creek, between 1999 and 2011. These improvements were designed to convey a 200 year flood past the subject site and therefore no additional measures are considered necessary to flood proof lands within the Whistler Creek fan. However common practice in the Whistler Creek fan is to assume the FCL is 0.6 m above the highest point of land on the site. Based on the highest point of land being 2097.3 feet, the FCL elevation for the site can be assumed to be 2097.9 feet. In our opinion the site can be developed safely for the purpose intended provide that a FCL level of 2097.9 feet is incorporated into the design.

We trust that the foregoing is sufficient. If you would like further details or require clarification of the above, please do not hesitate to contact the undersigned.

For:
GeoPacific Consultants Ltd.



Matt Kokan, M.A.Sc., P.Eng.
Principal



REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: June 9, 2015

REPORT: 15-077

FROM: Resort Experience

FILE: LLR 1222

SUBJECT: LLR 1222 – NICKLAUS NORTH GOLF CLUB PERMANENT CHANGE TO LIQUOR PRIMARY HOURS OF SALE

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Resort Experience be endorsed.

RECOMMENDATION

That Council authorize the resolution attached as Appendix “A” to Administrative Report No. 15-077 providing Council’s recommendation to the Liquor Control and Licensing Branch in support of an application from Nicklaus North Golf Club located at 8080 Nicklaus North Blvd. for a Permanent Change to Hours of Sale for Liquor Primary Licence No. 300846, to change hours of sale to 9:00 a.m. to 1:00 a.m. Monday through Saturday and 9:00 a.m. to midnight on Sunday.

REFERENCES

Applicant: GolfBC Holdings Inc.
Location: 8080 Nicklaus North Blvd.

Appendices: “A” – Council Resolution – Permanent Change to a Liquor Licence
“B” – Location Plan
“C” – Letter from Rising Tide Consultants dated April 24, 2015
“D” – E-mail from Mary MacDonald dated June 2, 2015

PURPOSE OF REPORT

This report presents a recommendation for Council’s consideration regarding an application for a permanent change to hours of sale for the Nicklaus North Golf Club liquor primary licence, which provides beverage cart service for the golf course playing surface. For this type of licence change the provincial Liquor Control and Licensing Branch (LCLB) requires local government comment in the form of a resolution from Council regarding the suitability of the licence change and specifically addressing considerations relating to the potential for noise, the impact on the community and the views of residents. The proposed resolution in favour of the application, including the rationale for support, is attached as Appendix “A”.

DISCUSSION

Licence Change Request – Hours of Sale

The Resort Municipality of Whistler has received an application from Nicklaus North Golf Club for a permanent change to hours of sale for existing liquor primary licence No. 300846. The current and requested hours of liquor sales are as follows:

	Current Hours of Sale	Requested Hours of Sale
Monday through Saturday	11:00 a.m. to 1:00 a.m.	9:00 a.m. to 1:00 a.m.
Sunday	11:00 a.m. to midnight	9:00 a.m. to midnight

Nicklaus North Golf Club has two liquor licences: (1) a liquor primary licence for beverage cart service on the golf course playing surface (location shown on Appendix “B”), and (2) a food primary licence for the interior and patio areas of the restaurant. For its liquor primary licence the golf club is applying to extend the opening hour of beverage cart liquor service to 9:00 a.m., two hours earlier than its current opening of 11:00 a.m. The change is intended to provide greater service flexibility when hosting golf tournaments and to be complete with other golf courses in Whistler and BC. Further rationale for the request is provided in the applicant’s letter (attached as Appendix “C”).

The applied for hours are 9:00 a.m. to 1:00 a.m. Monday through Saturday and 9:00 a.m. to midnight on Sunday, which conforms to the municipal guidelines for a liquor primary licensed lounge or pub maintaining a fully operational kitchen and breakfast food service. To satisfy the policy requirement for food service, the Nicklaus North clubhouse restaurant would be open with breakfast service when the golf course is operating.

Municipal Review Process

For this type of application Council Policy G-17 *Municipal Liquor Licensing Policy* specifies a public advertising period, a good standing review, a referral to Liquor Licence Advisory Committee (LLAC) members for comment, a staff report to Council and a Council resolution to the LCLB in a prescribed format.

A summary of the applicant’s proposal was referred by e-mail to LLAC members on April 28, 2015, and members were asked to provide their comments. There were no objections were raised by LLAC members who provided comment.

Current Good Standing Status

In order for the Municipality to give consideration to an application requesting a permanent change to a licence the applicant must be in “Good Standing” with respect to the compliance and enforcement history of the establishment. The application was referred to the LCLB inspector, the Whistler Detachment of the RCMP, the Whistler Fire Rescue Service and the RMOW Building and Bylaws Departments. Each was asked to provide a written list of any contraventions and their disposition for the 12-month period preceding the date of the application and any other comments considered to be relevant. There were no compliance issues identified, so the applicant is considered to be in Good Standing.

LCLB Policy and Approval Process

The maximum hours of sale allowed by the LCLB for a licensed establishment are between the hours of 9 a.m. and 4 a.m., subject to limitation by local government. The LCLB process for a permanent change to hours of sale for a liquor primary licence requires that specific conditions regarding the licence be addressed and comments be provided to the LCLB in a specifically worded and formatted resolution from local government. The LCLB process requires that local government take into consideration the potential for noise, the impact on the community and the views of residents and asks the details of the process used by local government in determining those views. The resolution must also include a recommendation as to whether the licence amendment should be approved.

The proposed resolution presented in Appendix “A” addresses all of the LCLB requirements. In summary, the proposed licensing will provide for improved customer service for both visitors and residents alike and is not expected to have any significant negative impacts on the resort community and is consistent with municipal liquor licensing policies.

WHISTLER 2020 ANALYSIS

W2020 Strategy	TOWARD Descriptions of success that resolution moves us toward	Comments
Visitor Experience	The resort community's authentic sense of place and engaging, innovative and renewed offerings attract visitors time and time again	Golf tournaments are important to the business of Whistler's golf courses, and beverage cart liquor service is an expected amenity for visiting and resident golfers. The 9:00 a.m. start to beverage cart service will permit Nicklaus North to be competitive with Whistler's other two golf courses, whose liquor primary hours of service commence at 9:00 a.m.
Economic	The Whistler economy provides opportunities for achieving competitive return on invested capital	The license changes will permit the establishment the opportunity to operate their business within the limits of municipal and provincial policies.

W2020 Strategy	AWAY FROM Descriptions of success that resolution moves away from	Mitigation Strategies and Comments
Built Environment	Visitors and residents can readily immerse themselves in nature, free from noise and light pollution	Noise due to the earlier availability of beverage cart liquor service on the golf course playing surface is not expected to be a problem for residents or visitors staying in adjacent accommodations. With the proposed licence change the beverage cart service hours would be limited to 9:00 a.m. to the end of golf course playing day. (This application does not affect the closing hour of liquor service.)
Health & Social	Community members eat healthy food, exercise and engage in leisure and other stress relieving activities that assist in preventing illness and they avoid the abusive use of substances that evidence indicates have negative effects on physical and mental health	Any expansion of hours of alcohol sales has the potential for over-service and/or excessive consumption. Nicklaus North Golf Club has signed a Good Neighbour Agreement that commits it to procedures and training to avoid potentially adverse effects of their products and services.

OTHER POLICY CONSIDERATIONS

Under policies developed and supported by the Liquor Licence Advisory Committee and in Council Policy G-17, a permanent change to hours of sale for a liquor primary licence within municipal hours of service guidelines specifies a thirty-day public comment period, a good standing review, a LLAC referral for comment, a staff report to Council and a resolution to the LCLB in the prescribed format. For this type of application Council Policy G-17 requires a referral to the LLAC for a two-week comment period, but there is no formal report to or recommendation from the committee.

Council Policy G-17 hours of liquor service guideline for pubs and lounges is "9:00 a.m. to 1:00 a.m. Monday through Sunday; service between 9:00 – 11:00 a.m. is subject to maintaining a fully operational kitchen and breakfast food service." Council Policy G-17 further states that, "Establishments that have existing hours of service that are less than the general range for the applicable category of establishments are eligible to apply for an extension of hours to the limits of

the range for the category, with approval being subject to the municipal review process including consideration of the compliance and enforcement history of the establishment.”

COMMUNITY ENGAGEMENT AND CONSULTATION

In conformance with municipal policy the applicant advertised the proposed permanent change to the Nicklaus North Golf Club liquor primary licence in the April 30 and May 7, 2015 editions of Pique Newsmagazine, and posted a sign at the establishment (commencing April 30, 2015) in order to provide opportunity for public comment. The advertisements and sign requested that any comments be provided in writing to municipal staff on or before May 30, 2015. An e-mail dated June 2, 2015 (see Appendix “D”) expressing no concerns was received from Mary MacDonald of the Nicklaus North strata council. In a previous May 19, 2015 e-mail (included with Appendix “D”) Dr. MacDonald had questions about potential impacts of the proposed licence change on residents of the Clubhouse. Those questions were subsequently addressed by staff, and the June 2 e-mail expressed no concerns. (Note: the correspondence of Appendix “D” was received after the May 30 deadline for responses. However, the late submission is attributed to late staff response to the earlier e-mail, so the submission should be accepted.)

SUMMARY

This report presents a recommendation regarding an application for a permanent change to hours of sale for the liquor primary licence at Nicklaus North Golf Club. The report also provides a resolution in support of the application for Council’s consideration that addresses criteria specified by the LCLB. The resolution is a result of the application of municipal policy and consultation with the community.

Respectfully submitted,

Frank Savage
PLANNER
for
Jan Jansen
GENERAL MANAGER OF RESORT EXPERIENCE

APPENDIX A

General Manager,
Liquor Control and Licensing Branch

RE: Application for a Permanent Change to a Liquor Licence for Nicklaus North Golf Club liquor primary licence No. 300846, to change hours of sale to 9:00 a.m. to 1:00 a.m. Monday through Saturday and 9:00 a.m. to midnight on Sunday.

At the Council meeting held on June 9, 2015 the Council passed the following resolution with respect to the application for the above named amendment:

“Be it resolved that:

1. The Council recommends the amendment to the licence for the following reasons:
The proposed licensing will provide for improved customer service for both visitors and residents alike and will not have any significant negative impacts on the resort community. The applicant has entered into a Good Neighbour Agreement and Noise Mitigation Plan with the Municipality.
2. The Council’s comments on the prescribed considerations are as follows:
 - (a) The potential for noise if the application is approved:
Noise due to the earlier availability of beverage cart liquor service on the golf course playing surface is not expected to be a problem for residents or visitors staying in adjacent accommodations. With the proposed licence change the beverage cart service hours would be limited to 9:00 a.m. to the end of golf course playing day. (This application does not affect the closing hour of liquor service.) The establishment is subject to the provisions of the municipal *Noise Control Bylaw No. 1660, 2004*. Nicklaus North has signed a Good Neighbour Agreement which commits the establishment to limit noise disturbances and to comply with the Noise Control Bylaw.
 - (b) The impact on the community if the application is approved:
If the application is approved the impact on the community will likely, on balance, be positive by meeting the service expectations of both visitors and residents. Negative impacts on the community are not anticipated as a result of the requested change to the licence.
 - (c) The views of residents:
Council believes that residents are in favour of the application and that residents are not opposed to the application. The method used to gather the views of residents was placement of an information sign in a public location (commencing April 30, 2015) and advertisements in two consecutive editions of the weekly local newspaper, *Pique Newsmagazine*, commencing April 30, 2015. An e-mail submission expressing no concerns was received from Mary MacDonald of the Nicklaus North strata council. Further, the municipal Liquor Licence Advisory Committee, comprising various community representatives, provided comment on the application.”

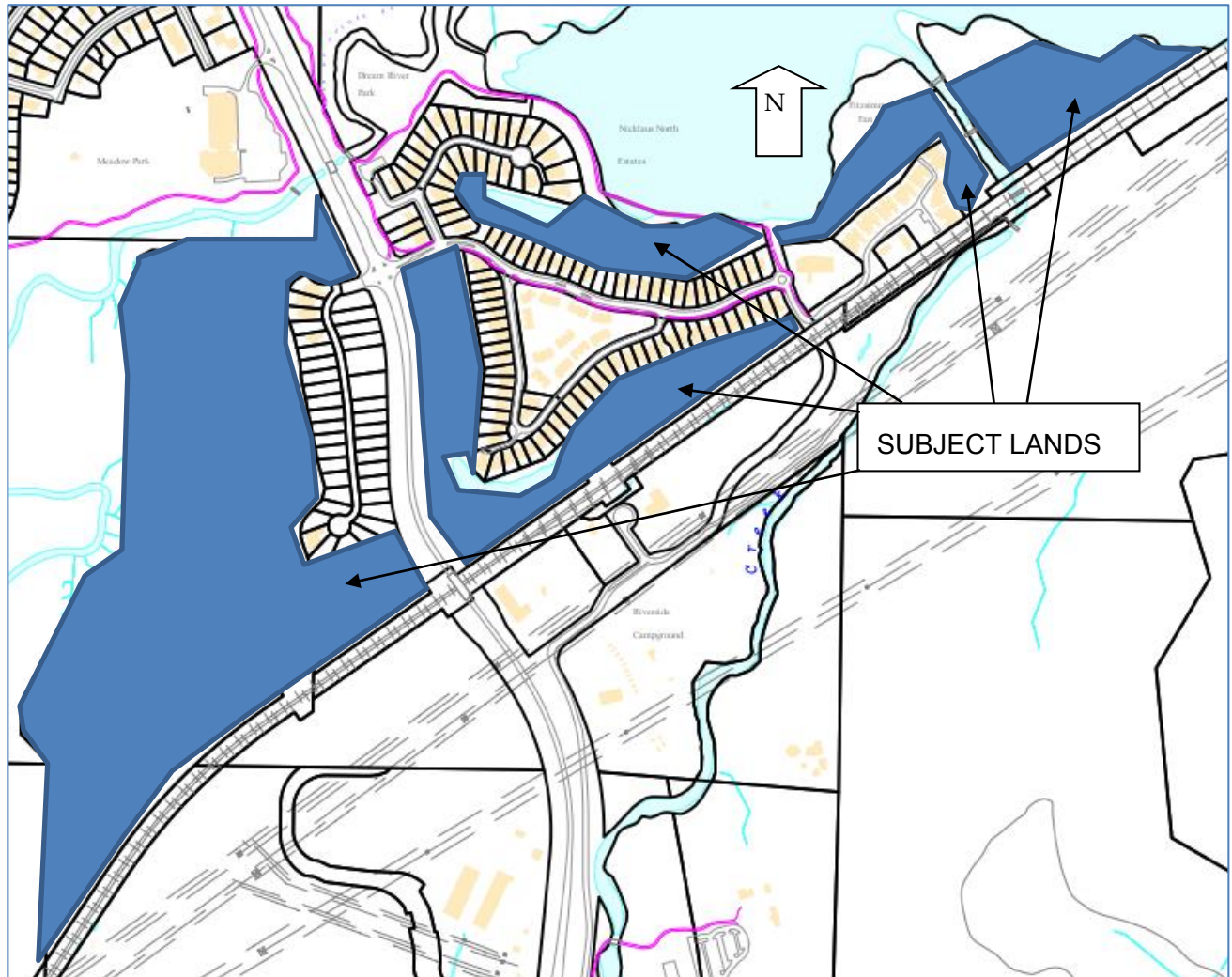
The undersigned hereby certifies the above resolution to be a true copy of the resolution passed by the Council of the Resort Municipality of Whistler on June 9, 2015.

Sincerely,

Shannon Story
CORPORATE OFFICER
Resort Municipality of Whistler

APPENDIX B

LOCATION PLAN
NICKLAUS NORTH GOLF CLUB BEVERAGE CART SERVICE AREA



LICENSING REQUEST

**AT: NICKLAUS NORTH GOLF CLUB
8080 NICKLAUS NORTH BLVD.
WHISTSLER, BC
V0N 1B0**

APPLICANT: GOLFBC HOLDINGS INC.

REQUEST

The applicant is in the process of applying to extend the licensed hours for liquor-service for Liquor Primary License No. 300846 for the Nicklaus North Golf Club **from** 11:00 AM – 1:00 AM Monday to Saturday and 11:00 AM – 12:00 AM on Sunday **to** 9:00 AM – 1:00 AM Monday to Saturday and 9:00 AM – 12:00 AM on Sunday. The applicant is seeking this change of hours to better serve the golfers and to accommodate events held at the golf course.

TARGET MARKET

The Nicklaus North Golf Club caters to golfers visiting Whistler who are seeking a golf experience during their visit to the community. The golf course also hosts golf tournaments (which are often for fundraising for local organizations).

Nicklaus North Golf Club also cater to weddings, banquets & other celebratory events as their facility and setting are well suited for these events.

The proposed extension of hours will help Nicklaus North to better serve the needs of these groups by providing greater flexibility around licensed hours and to be competitive with other golf courses in B.C.

The sale and service of liquor at a golf course is an added amenity to the primary business of the courses which is the playing of golf and food services. Liquor sales and service is not the focus of the business.

Given the groups that Nicklaus North Golf Club caters to, the target market is generally over 30 years of age and from a variety of occupations primarily with a professional background.

HOSPITALITY/TOURISM DEVELOPMENT FACTORS

The applicant submits the proposed change of hours will not impact negatively on any of the surrounding facilities and public venues as it will primarily cater to recreational users and residents. Indeed, it will further diversify hospitality and tourism in the area.

BENEFITS TO THE COMMUNITY

The applicant's proposed change of hours will benefit the community in the following ways:

- Employment opportunities for residents of the area;
- Further diversify the hospitality venues available to the residents, business people and tourists to Whistler;
- Better formulate fundraising for community events;
- The extended hours will allow the Club to be more competitive with other golf courses and provide better service. This will in lieu benefit tourism in Whistler.

OPERATIONS MANAGEMENT EXPERIENCE

Nicklaus North Golf Club has been in operation since 1996. It has a very positive record with the Resort Municipality of Whistler, R.C.M.P. and the Liquor Branch.

The staff and management are very experienced in the operation of a golf course and the sale and service of liquor in that this golf course holds a valid and current Liquor Primary and a Food Primary Licence.

The Nicklaus North Golf Club is owned by GolfBC Holdings Inc. which owns and operates ten golf courses in British Columbia and two golf courses in Maui, Hawaii. Needless to say, they are very experienced with their business.

POTENTIAL ADVERSE IMPACT TO THE COMMUNITY

The licensee does not expect any adverse impact on the community from this application for a minor adjustment to the existing hours of liquor service for the following reasons:

- The sale and service of liquor at a golf course is an added amenity to the primary purpose of playing golf.
- The patrons to the golf course are mainly an older, more mature professional group;
- The liquor primary licence is for the playing surface of the golf course itself. Therefore, the sale and service of liquor only occurs when the golf course is open for business and golf is being played. Therefore, the lines of service are dictated by weather and daylight. Most golf courses do not have golfers on the course after 8:30 – 9:00 at night in the summer.
- Liquor service is limited to service from beverage carts which offer primarily beer, wine, ciders and coolers in a package form. No Martinis or “hard” drinks are served.

- The earlier liquor service is intended to provide greater flexibility for golf tournaments where there is often a champagne/mimosa beverage available for the start of the event which usually commences around 9 – 10 am.

OTHER FACTORS

Nicklaus North Golf Club maintains a restaurant on site with breakfast availability from 9:00am daily.

The potential for negative impacts is considered to be minimal.

In Closing, GolfBC Holdings Inc. does not envisage any adverse impacts on the community. Indeed, it will have very positive impacts and benefits as mentioned above.

All of which is respectfully submitted this 24th day of April, 2015.

Bert Hick
Rising Tide Consultants Ltd.
1620-1130 West Pender Street
Vancouver BC V6E 4A4

Subject: Nicklaus North Liquor License Terms and Conditions

From: Mary MacDonald [mailto:marymacdonald9@icloud.com]

Sent: Tuesday, June 02, 2015 10:02 AM

To: Frank Savage

Subject: Re: Nicklaus North Liquor License Terms and Conditions

Hello Frank Savage,

Thank you for your detailed response to my e-mail.

You have nicely described the two liquor licences, and the current application.

I also spoke with Mike Zuccolin, the General Manager at Nicklaus North. His explanation was consistent with yours.

You have addressed my concerns, and I agree, this application should not adversely impact the residents of the Nicklaus North Clubhouse.

Kindest Regards,

Mary MacDonald

On Jun 2, 2015, at 9:38 AM, Frank Savage <fsavage@whistler.ca> wrote:

Hello Dr. MacDonald,

Thank you for your inquiry. I have been away from the office and have just received your e-mail. Nicklaus North Golf Club has two liquor licences:

- (1) A liquor primary licence for beverage cart service on the golf course playing surface. This is the subject of the current licence change application, as the golf club is applying to extend the opening hour of beverage cart liquor service to 9:00 a.m., two hours earlier than its current opening of 11:00 a.m. The change is intended to provide greater service flexibility when hosting golf tournaments. The current and requested hours of sale for the liquor primary (beverage cart) licence are:

	Current Hours of Sale	Requested Hours of Sale
Monday through Saturday	11:00 a.m. to 1:00 a.m.	9:00 a.m. to 1:00 a.m.
Sunday	11:00 a.m. to midnight	9:00 a.m. to midnight

Though the beverage cart service is licenced to 1:00 a.m. (midnight on Sunday), the service would cease at the end of the golf playing day – not later than 9:00 p.m. on summer days.

- (2) A food primary licence for the interior and patio areas of the restaurant. This is the licence for the regular service and events held in the restaurant and the subject of the discussions in 2009. It is not proposed to make any changes to the food primary (restaurant) licence as part of this application. The hour of sale for this licence are unchanged at:

	Hours of Sale
Monday through Saturday	9:00 a.m. to 1:00 a.m.
Sunday	9:00 a.m. to midnight

The food primary licence also includes the additional terms and conditions:

- All live and/or amplified music must end no later than 11:00 p.m.
- Patron participation [dancing] must end no later than 11:00 p.m.
- All door and windows must be closed by 10:00 p.m. and remain closed
- Signage shall be posted to advise patrons to limit noise and be respectful of residents
- The establishment shall have a dispersal plan and adequate staff available to clear the area of patrons at the conclusion of an event

Further, the Good Neighbour Agreement signed in 2009 has the following special conditions in addition to the standard conditions for all Whistler licensed establishments:

- That the Nicklaus North Golf Club should proceed with a development permit application to install a retractable awning to provide weather protection for special events.
- Sound levels for amplified music shall limited to 80 dBA and be maintained in accordance with the requirements of the 2009 Food & Beverage Event Contract dated March 4, 2009 (copy included in May 5, 2009 Administrative Report to Council).
- Bus transportation for guests shall be provided in accordance with 2009 Food & Beverage Event Contract. Buses picking up passengers after 11:00 pm shall park in the bus parking area, located on the opposite side of the parking lot from the clubhouse.

I am pleased to hear that there has been a peaceful and good working relationship between the residents and the golf club since the good neighbour agreement was signed in 2009. I do not see anything in the present liquor licence application for the beverage cart service that would adversely impact the residents of the Nicklaus North Clubhouse.

Please contact me if you have any further questions.

Best regards,

Frank Savage

PLANNER
Planning Services

RESORT MUNICIPALITY OF WHISTLER

4325 Blackcomb Way
Whistler, B.C. V0N 1B4

TEL: 604-935-8165

E-MAIL: fsavage@whistler.ca

WEBSITE: www.whistler.ca

Whistler was the proud Host Mountain Resort for the 2010 Olympic and Paralympic Winter Games

From: Mary MacDonald [<mailto:marymacdonald9@icloud.com>]

Sent: Tuesday, May 19, 2015 10:11 AM

To: Frank Savage

Subject: Nicklaus North Liquor License Terms and Conditions

Hello Mr. Savage,

I am writing to you on behalf of the residents of the Nicklaus North Clubhouse.

I wonder if you could clarify - what is the existing liquor license held by the Clubhouse?

As you may be aware, the Clubhouse is currently requesting a change to their liquor licence.

Do they currently have: Monday to Saturday 11:00 am - 1:00 am and Sunday 11:00 am to 12:00 am?

If so - are these hours amended by the 'Good Neighbour Agreement' we have with them?

This agreement states that liquor sales must end by 11:30 pm.

As you are aware, we have had much discord in the past between the clubhouse and the residents above the clubhouse.

For the years since this agreement was signed, in 2009, we have had a peaceful and a good working relationship.

Obviously, we are concerned that changes may be in the wind.

Thank you for your assistance.

Best Regards,

Dr. Mary A. MacDonald
Strata Council
Nicklaus North Clubhouse



REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: June 9, 2015

REPORT: 15-079

FROM: Resort Experience

FILE: 8337.01

SUBJECT: UBCM FUEL MANAGEMENT PRESCRIPTION & OPERATIONAL FUEL
TREATMENT PROGRAM APPLICATIONS

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager of Resort Experience be endorsed.

RECOMMENDATION

That Council provide support for the activities and grant management described in UBCM Fuel Management Prescription Program application (Big Timber/Kadenwood Drive) attached as Appendix A to Administrative Report No. 15-079; and further,

That Council provide support for the activities and grant management described in UBCM Operational Fuel Treatment Program application (Brio) attached as Appendix B to Administrative Report No. 15-079.

REFERENCES

Appendix A - UBCM Fuel Management Prescription Program Application and Map (Big Timber/Kadenwood Drive)

Appendix B - UBCM Operational Fuel Treatment Program application and Map (Brio)

PURPOSE OF REPORT

The report describes the UBCM Fuel Management Prescription Program application (Big Timber/Kadenwood Drive) and the UBCM Operational Fuel Treatment Program application (Brio) and requests a resolution of support for each which is a requirement of the applications.

DISCUSSION

B.A. Blackwell and Associates Ltd. (Blackwell) were retained in 2005 and 2011 to develop and then update a Community Wildfire Protection Plan (CWPP). The project was funded by the RMOW and a supplementary grant from the Union of B.C. Municipalities. A Wildfire Risk Management System was developed to identify key areas of risk within the community. Based on the findings, Blackwell developed a list of priority locations within the valley to receive Operational Fuel Treatment (thinning) in order to reduce the fire behaviour threat class and risk to the community. The RMOW has received funds through the Strategic Wildfire Prevention Initiative (aka, FireSmart) administered by the UBCM for a number of projects over the last few years to implement the CWPP recommendations.

The UBCM funding program is broken into two portions given out consecutively for a project: funds for Fuel Management Prescriptions (how the forest will be treated to reduce risk), and once the prescriptions are completed and approved, the next step is to apply for Operational Fuel Treatment

funds (the actual tree thinning work). Applicants are required to contribute 25% of total project costs for Fuel Management Prescriptions, and 10% for Operational Fuel Treatments.

There are two applications included in this Council report. The Fuel Management Prescription Program Application (Big Timber/Kadenwood Drive) will be submitted to the UBCM for its May 29 intake. If the funds are awarded, the RMOW has a two year window in which to carry out the work.

Big Timber (Block 7) polygon is 5.1 hectares and located adjacent to the Big Timber Park, north west of the Kadenwood estates and southeast of residences on Gondola Way. This polygon is contiguous with the previous treatment north of Kadenwood Drive (Kadenwood Treatment), which is contiguous with the Millar's Pond treatment currently underway. Development of a prescription and subsequent implementation would facilitate the creation of a landscape level fuel break that runs below the Kadenwood Estates development and uphill of the neighbourhood of Bear Creek Estates.

Kadenwood Drive (Block 8) is 58 hectares although much less will be treated, and has been partially developed in previous funding applications (Millar's Pond Treatment Unit 2015). A subset of the area was treated due to limitations in access and funding. Extension of the area under prescription to include the remainder of Block 8 (labelled as 8-2 on application map), will strengthen the fuel break and create a larger area of linear, contiguous treatment area.

The second application for the May 29 intake is the Operational Fuel Treatment Program for an area above Brio. Funds were received previously to complete the prescription, and the current application is to apply for funds to do the Operational Fuel Treatment (thinning) work. This will reduce risk to the Brio neighbourhood. Again, if the funds are awarded, the RMOW has a two year window in which to carry out the work.

The Brio treatment unit (Block 11) of 10.4 hectares lies adjacent to and above the Brio neighbourhood within the RMOW, on the Controlled Recreation Area of Whistler/Blackcomb (crown land). The unit is accessed by foot path from Panorama Ridge, or by the 'Fitzsimmons Zone' in the mountain bike park - the unit is traversed by the Easy Does It trail. This treatment unit is 8.8ha. Machine access is limited by a foot/bike bridge on the Easy Does It trail, however access from the west may be possible. The fuel load in this unit is a C3/C4 fuel type mix, characterized by a second growth, high density stand of suppressed understory amabilis fir and western hemlock, with low deciduous tree canopy closure, and close proximity to values at risk. The objective of the treatment will be to reduce the fire risk to the residences of the Brio neighbourhood. The proximity to the mountain bike park area and the residences provides an excellent opportunity to demonstrate the principles and practices of vegetation management, as well as reducing ignition potential and fire behaviour in a heavily used area.

The applications were completed and submitted for the May 29, 2015 deadline but a Council resolution indicating support for the current proposed activities and willingness to provide overall grant management for the projects is also required.

WHISTLER 2020 ANALYSIS

W2020 Strategy	TOWARD Descriptions of success that resolution moves us toward	Comments
Finance	The cost of maintaining the resort community is shared	UBCM program covers the majority of costs.
Health & Social	The resort community is safe for both visitors and residents, and is prepared for potentially unavoidable emergency events	Wildfire risk has been identified and the RMOW is taking action on a plan to reduce that risk.

Natural Areas	Developed and recreation areas are designed and managed to protect as much of the natural environment within and around them as possible	The thinning program includes biodiversity goals so that long term forest health is improved by removing much of the skinny, dense second growth that provides limited habitat values.
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W2020 Strategy	AWAY FROM Descriptions of success that resolution moves away from	Mitigation Strategies and Comments
	N/A	

OTHER POLICY CONSIDERATIONS

The wildfire management program is in line with OCP policies. The objectives of the proposed fuel treatments are to reduce the fire risk to residences, infrastructure and forest ecosystems, to demonstrate FireSmart principles, enhance the ability of Fire Rescue Services to protect public and private properties, enhance natural barriers that reduce the continuity of fuel loads and wildfire risk, and provide for ecosystem enhancement and restoration.

BUDGET CONSIDERATIONS

The UBMC grant program provides 75% of project costs for preparing prescriptions, and 90% of the cost of eligible Operational Fuel Treatment activities up to \$400,000. Based on past projects in Whistler, the cost per hectare for the thinning projects has been more than the UBCM is willing to pay and for current projects, the RMOW picks up the additional costs such as trucking costs of approximately \$10-15,000 per hectare. The difference arises because most communities do a rougher thinning job using machines rather than the amount of handwork Whistler does, and the terrain and limited access make the work more challenging.

The total proposed cost for the Fuel Management Prescription Program for Big Timber/Kadenwood Drive is \$14,350 with \$10,762.50 requested from the UBCM, and the RMOW responsible for the remaining 25% of \$3587.50.

The total proposed cost for the Operational Fuel Treatment Program for the Brio area is \$350,800. The UBCM grant request is for \$176,000 with the RMOW responsible for the remainder of \$174,800.

If the applications are successful the RMOW portion of funding would be budgeted in 2016.

COMMUNITY ENGAGEMENT AND CONSULTATION

Before each thinning project starts, information is provided to the public through local media, Whistler.ca, Whistler Today, RMOW Facebook, and in some cases, targeted letters to neighbouring landowners. Information signs are also erected at each location to describe the project. The Squamish and Lil'wat Nations will be consulted as part of the process to secure a Forest License to Cut from the province, as well as be invited to submit proposals to carry out the thinning work.

SUMMARY

The RMOW continues its wildfire management program as per the recommendations of its Community Wildfire Protection Plan (2005 & 2011). It is prudent to take action to minimize risk in identified areas and take what efforts we can to protect our community.

Respectfully submitted,

Heather Beresford
ENVIRONMENTAL STEWARDSHIP MANAGER
for
Jan Jansen
RESORT EXPERIENCE GENERAL MANAGER

Strategic Wildfire Prevention Initiative

Fuel Management Prescription Program

2015 APPLICATION FORM

Please type directly in this form or print and complete. Additional space or pages may be used as required. For detailed instructions regarding application requirements please refer to 2015 Fuel Management Prescription Program & Application Guide.

SECTION 1: APPLICANT INFORMATION

Local Government or First Nation: Resort Municipality of Whistler

Date of Application:

Contact Person*: Heather Beresford

Title: Manager, Environmental Stewardship

Phone: 604-935-8374

E-mail: hberesford@whistler.ca

* Contact person must be an authorized representative of the applying local government or First Nation.

SECTION 2: PROJECT INFORMATION

1. NAME OF PROJECT.

Big Timber/Kadenwood Drive FMP

2. DESCRIPTION. Please provide a geographic description of the proposed area, including treatment units as identified in the CWPP.

Block 7 (Big Timber) polygon is located adjacent to the Big Timber Park, north west of the Kadenwood estates and southeast of residences on Gondola Way. This polygon is contiguous with the previous treatment north of Kadenwood Drive (Kadenwood Treatment), which is contiguous with the Millar's Pond treatment. Development of a prescription and subsequent implementation would facilitate the creation of a landscape level fuel break that runs below the Kadenwood Estates development and uphill of the neighbourhood of Bear Creek Estates.

Block 8 has been partially developed in previous funding applications (Millar's Pond Treatment Unit). A subset of the area was treated due to limitations in access and funding. Extension of the area under prescription to include the remainder of Block 8 (labelled as 8-2 on application map), will strengthen the fuel break and create a larger area of linear, contiguous treatment area.

Date of current CWPP: Original CWPP 2005, update in 2011.

3. RATIONALE FOR PROPOSED TREATMENT UNITS. Please provide a description of benefits and effectiveness of proposed treatment units.

Block 7: This unit is a high hazard area located between two residential housing developments. The main benefits of a reduction in fuel load will be to reduce the potential fire behaviour in this stand. The proximity to homes increases the likelihood of ignition (from backyard fires or barbeques, for example). This unit contains a ski out access and is a logical access point for fire

suppression crews, and a fuel break along this road will provide safer access to crews. The Kadenwood estates are geographically isolated and surrounded on three sides by high hazard forest fuels, and treatment in this area will reduce the fire hazard for these high value homes.

Block 8 (part 2): A treatment in this unit will significantly increase fuel break size in conjunction with previous fuel treatment projects. The intent of a prescription developed here will be increase fuel break effectiveness within the constraints of topography/operability by increasing treated fuel break area.

- 4. PROPOSED NUMBER OF HECTARES TO BE INCLUDED.** Please provide the gross and net hectares to be assessed. If applicable, please separate hectares on Crown land from hectares on local government land.

Block 7: Gross/net ha=5.1ha

Block 8: Gross/net ha=58ha. Fuel treatment area development to focus on most accessible areas (adjacent to Kadenwood Drive and Kadenwood estates). Final treatment area likely will be smaller than 58ha.

- 5. MOUNTAIN PINE BEETLE AFFECTED TIMBER.** Please indicate if this project includes Mountain Pine Beetle fuel type:

☐ Yes ☒ No

- 6. CURRENT THREAT RATING OF PROPOSED AREA.** Please indicate the current threat rating. Please note: the current *WUI Wildfire Threat Assessments* guide and worksheet must be used and submitted.

Block 7: Wildfire Behaviour Threat Score=101 (high), wildland urban interface score=53 (extreme).

Block 8: Wildfire Behaviour Threat Score=108 (high), wildland urban interface score=40 (extreme).

- 7. OTHER ACTIVITIES.** Please describe the extent to which your community is undertaking wildfire risk mitigation activities as outlined in Section 6 of the Program & Application Guide (Review of Applications).

- In 2014, RMOW has hired a summer student to conduct individual home and strata FireSmart assessments.

-In 2014, B.A. Blackwell and Assoc. conducted a one day FireSmart training session for municipal staff in parks and recreation, landscape, bylaw and fire departments.

-The RMOW has funded and managed an independent project to create landscape-level fuel breaks in the Callaghan valley, which is ongoing in 2015.

- Fire Protection and Fireworks Bylaw provides for permits for backyard campfires and for a complete residential burning ban annually from June 15 to September 15. Prior to issuing a backyard campfire permit, each property is inspected to ensure that there are no dangers present at the site. Fines are levied against those who do not obey the bylaw. The Fire Protection and Fireworks Bylaw also prohibits the selling and the use of retail fireworks within the RMOW.

- The Provincial Wildfire Regulations have been incorporated into our Bylaw which strictly enforce control over "High Risk" activities in and around the interface and intermix areas. Fines are levied against those who do not obey the bylaw.

- During HIGH or EXTREME fire danger classification times, campfires at campsites are prohibited.

- All Fire Department Paid-On-Call staff are S100 trained; all Fire Department career staff are

S215 trained. Several of RMOW Public Works staff are trained in S100. The Fire Department has worked with Whistler Blackcomb (WB) to train the majority of their staff in S100.

- The Fire Department has a CAFS truck within the fleet. Budgeting over the next three years includes the purchase of two Type 1 SPU's (sprinkler protection units)(one in 2014 and one in 2015).
- RMOW Council has earmarked funds in the 2013-2017 financial plan for Firesmart initiatives. This is the first time FireSmart initiatives have been included in the Council budget.
- An initial CWPP was developed in 2005 to guide RMOW's protection planning process. Since that time, there has been substantial new development in the community and RMOW implemented a number of the CWPP's recommendations, altering the community risk profile in areas. To continue with reducing the risk profile, an update to the CWPP was developed in 2011.
- A minimum of one practice/cross training session is organized annually. These sessions are executed in cooperation with the Pemberton Fire Base at the start of the fire season; the objective is to improve familiarity with and working relationships between RMOW Fire Department and Wildfire Management Branch staff and equipment.

8. REVIEW OF PROJECT/APPLICATION. Were any other agencies consulted in the development of the project and/or application prior to submission? Please check all that apply, add contact names and provide any supporting documentation:

- | | |
|---|--|
| <input type="checkbox"/> Fuel Management Specialist/Liaison.
Contact person: | <input type="checkbox"/> Resource District/Land manager. Contact person: |
| <input type="checkbox"/> WMB Fire Zone staff. Contact person: | <input type="checkbox"/> First Nations' Emergency Services Society.
Contact person: |
| <input type="checkbox"/> Local fire officials | <input type="checkbox"/> Other: |

9. CONSULTANT INFORMATION. If a consultant is being utilized to do some or all of the work, please describe how you will select a qualified individual:

Most aspects of the work will be directly awarded to BA Blackwell and Associates Ltd, based on past performance and familiarity with this work.

If possible, please include the name(s) of the consultant(s):

Prescription Consultant: BA Blackwell and Associates Ltd

GIS Consultant: BA Blackwell and Associates Ltd

Eligible activities and costs are outlined in Section 4 of the Program & Application Guide. In Section 3 below, please include all proposed eligible costs for the development of your prescription.

SECTION 3: PROPOSED ACTIVITIES & COSTS	
Activity	Proposed Cost

Consultation with the Fuel Management Specialist or Liaison, resource district, land manager, other local governments, or other stakeholders regarding the proposed prescription. <i>This activity may take place within 12 months prior to application submission.</i> <u>Please describe:</u> Mandatory consultation with Fuel Management Specialist/liaison prior to application submission. Ongoing consultation with Mountain Resorts Branch of MFNLRO. Local recreation group consultation (mountain bike club).	\$500
Consultation with First Nations, as required by the Land Manager. <i>This activity may take place within 12 months prior to application submission.</i> <u>Please describe:</u> Consultation to First Nations during prescription development (draft review and feedback). Required as part of FLTC amendments.	\$200.00
Evaluation of the site(s): field reconnaissance and data collection to provide an estimate of the stand structure, threat rating using the current WUI Wildfire Threat Assessments guide and/or fuel loading. <i>This activity may take place within 12 months prior to application submission.</i> <u>Please describe:</u> Evaluation of site for application purposes. Further refinement of prescription areas based on stand structure, threat rating and fuel loading.	\$1,700.00
Assessment(s) by a qualified professional that are directly related to the resource values affected by the prescription within the proposed area. <u>Please describe:</u> Evaluation of any overlapping values within the proposed treatment area. Examples include species at risk, hydrological features, other tenures, etc. Resolution of conflicts in prescription specs.	\$1,100.00
Lay out and traversing of treatment area(s) in the field. <u>Please describe:</u> Delineation of treatment units (ribboned) in the field. GPS traverse of boundaries.	\$1,500.00
Preparation of the prescription, maps, spatial data, and metadata. <u>Please describe:</u> Prescription draft preparation, review by RPF, potential research into various overlapping values that must be accounted for in the prescription, GIS mapping and export of metadata to UBCM standard.	\$5,700.00
Staff and contractor costs directly related to the development of the fuel management prescription. <u>Please describe:</u> Vehicle use, accomodation and food during field work (site evaluation, stand data collection, layout, traverse, and on-site consultation). Field expenses such as flagging, tags, other consumables.	\$1,000.00
Applicant administration costs directly related to the development of the fuel management prescription. <u>Please describe:</u> Grant and contract management (budgeting and accounting), Fire dept time, public consultation.	\$2,000.00
Public information directly related to the development of the prescription. <u>Please describe:</u> Consultation with adjacent landowners/residents or other stakeholders as deemed necessary.	\$650.00
Other proposed activities. <u>Please describe:</u>	\$
Total Proposed Costs:	\$14,350.00

The Fuel Management Prescription program can contribute a maximum of 75% of the cost of eligible activities and the remainder (25%) is required to be funded through community contributions.

Total Grant Requested (75% of total cost):	\$10,762.50
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Please note that you will be required to provide detailed information on the community contribution in the final report. This includes information on contributions from other grant programs. If information is available now, please complete Section 4 below:

SECTION 4: OTHER GRANTS	
Grant(s) Description:	Estimated Grant Value
	\$

SECTION 5: SIGNATURE (To be signed by Local Government or First Nation Applicant)	
I certify that the area covered by the proposed prescription: (1) is not scheduled for development; (2) is not scheduled for sale; and (3) is within the jurisdiction of the local government or First Nation (or appropriate approvals are in place)	
Name:	Title:
Signature:	Date:

See Section 6 of the Program & Application guide for complete application requirements. In addition to the Application Form, the following separate attachments are required to be submitted:

- ☐ Local government Council or Board resolution, or First Nation Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management. **Council resolution pending June 9th council meeting.**
- ☒ Threat Assessment Worksheets and threat plot photos completed as per the current WUI Wildfire Threat Assessments guide
- ☒ Maps that clearly identify the area(s) that are the subject of the application
- ☒ Copy of the completed CWPP for the proposed area.

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

Local Governments: Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

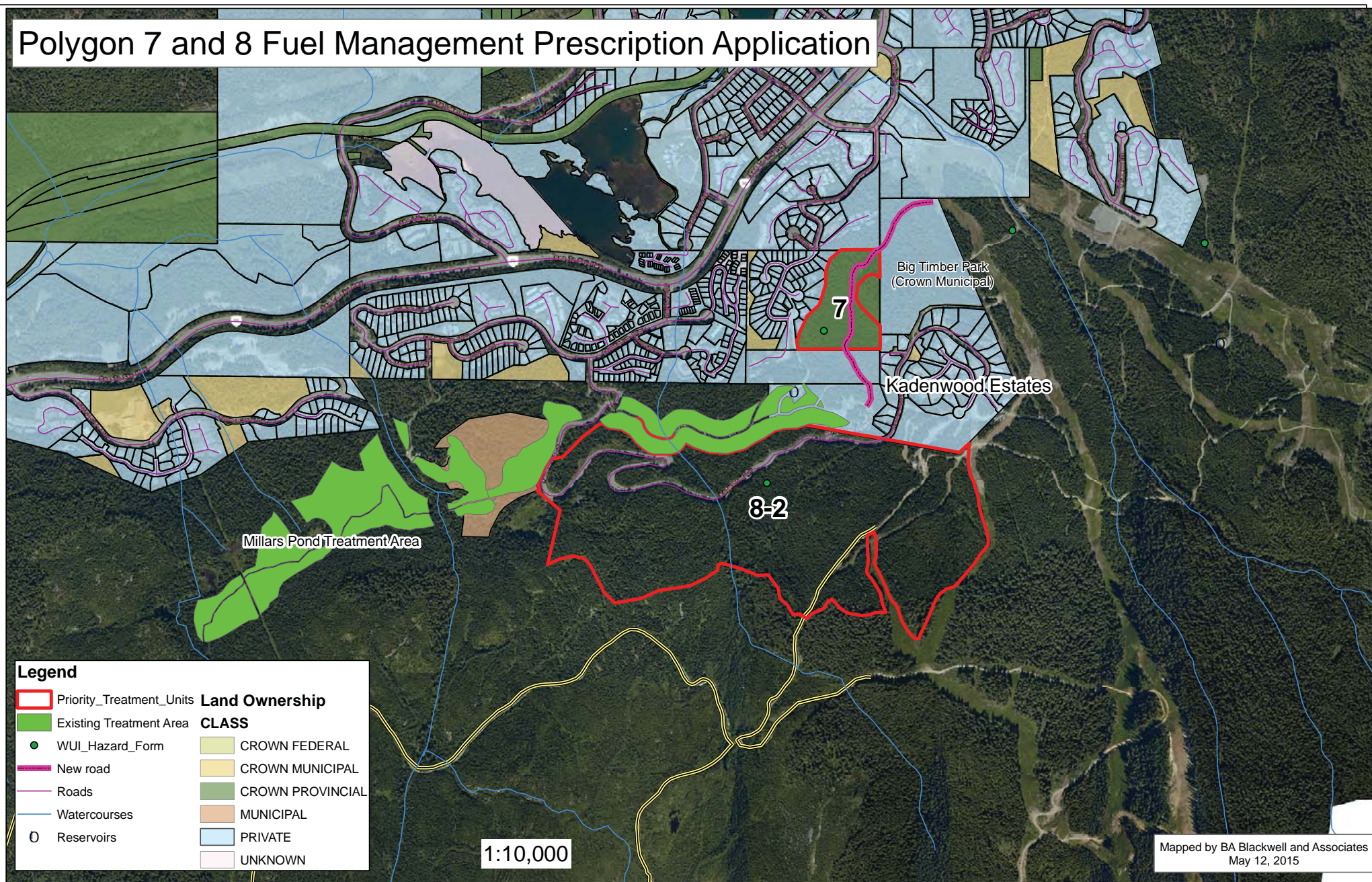
Mail: 525 Government Street, Victoria, BC, V8V 0A8

First Nations: Forest Fuel Management Department, First Nations' Emergency Service Society.

E-mail: ffminfo@fness.bc.ca

Mail: 712 Mount Paul Way, Kamloops, BC, V2H 1B5

Polygon 7 and 8 Fuel Management Prescription Application



SWPI -

For administrative use only

Strategic Wildfire Prevention Initiative Operational Fuel Treatment Program

2015 APPLICATION FORM

Please type directly in this form or print and complete. Additional space or pages may be used as required. For detailed instructions regarding application requirements please refer to the 2015 Operational Fuel Treatment Program & Application Guide.

SECTION 1: APPLICANT INFORMATION

Local Government or First Nation: Resort Municipality of Whistler

Date of Application:

Contact Person*: Heather Beresford

Title: Manager, Environmental Stewardship

Phone: 604-935-8374

E-mail: hberesford@whistler.ca

* Contact person must be an authorized representative of the applying local government or First Nation.

SECTION 2: PROJECT INFORMATION

1. NAME OF PROJECT.

Brio (Block11) 2015 OFTP

2. PROJECT DESCRIPTION. Please provide a geographic description, description of fuel load and objective(s) of the proposed fuel treatment for the area being considered for treatment.

The Brio treatment unit (Block 11) lies adjacent to and above the Brio neighbourhood within the RMOW, on the Controlled Recreation Area of Whistler/Blackcomb (crown land). The unit is accessed by foot path from Panorama Ridge, or by the 'Fitzsimmons Zone' in the mountain bike park - the unit is traversed by the Easy Does It trail. This treatment unit is 8.8ha. Machine access is limited by a foot/bike bridge on the Easy Does It trail, however access from the west may be possible. The fuel load in this unit is a C3/C4 fuel type mix, characterized by a second growth, high density stand of suppressed understory amabilis fir and western hemlock, with low deciduous tree canopy closure, and close proximity to values at risk. The objective of the treatment will be to reduce the fire risk to the residences of the Brio neighbourhood. The proximity to the mountain bike park area and the residences provides an excellent opportunity to demonstrate the principles and practices of vegetation management, as well as reducing ignition potential and fire behaviour in a heavily used area.

Is this a maintenance treatment? ☐ Yes ☒ No. If yes, please provide a rationale:

Is this a retreatment? ☐ Yes ☒ No. If yes, please provide a rationale:

3. PROPOSED NUMBER OF HECTARES. Please provide the gross and net hectares to be treated. If applicable, please separate hectares on Crown land from hectares on local government land.

New area: Brio: Gross=10.4ha, Net=8.8ha

Maintenance:

Retreatment:

4. MOUNTAIN PINE BEETLE AFFECTED TIMBER. Please indicate if this project includes Mountain Pine Beetle fuel type.

☐ Yes ☒ No

5. THREAT RATING OF PROPOSED TREATMENT AREA. Please indicate the current (pre-treatment) threat rating and the expected threat rating after the treatment is completed. Please note: the current *WUI Wildfire Threat Assessments* guide and worksheet must be used and submitted.

Pre-treatment- Wildfire Behaviour Threat Class=109 (High), Wildland Urban Interface Threat Class=35 (High).

Expected post treatment rating- Wildfire Behaviour Threat Class=84 (moderate), Wildland Urban Interface Threat Class=35 (High).

6. OTHER ACTIVITIES. Please describe the extent to which your community is undertaking wildfire risk mitigation activities as outlined in Section 6 of the Program & Application Guide (Review of Applications).

- In 2014, RMOW has hired a summer student to conduct individual home and strata FireSmart assessments.

-In 2014, B.A. Blackwell and Assoc. conducted a one day FireSmart training session for municipal staff in parks and recreation, landscape, bylaw and fire departments.

- The RMOW has funded and managed an independent project to create landscape-level fuel breaks in the Callaghan valley, which is ongoing in 2015.

- Fire Protection and Fireworks Bylaw provides for permits for backyard campfires and for a complete residential burning ban annually from June 15 to September 15. Prior to issuing a backyard campfire permit, each property is inspected to ensure that there are no dangers present at the site. Fines are levied against those who do not obey the bylaw.

- The Fire Protection and Fireworks Bylaw also prohibits the selling and the use of retail fireworks within the RMOW.

- The Provincial Wildfire Regulations have been incorporated into our Bylaw which strictly enforce control over "High Risk" activities in and around the interface and intermix areas. Fines are levied against those who do not obey the bylaw.

- During HIGH or EXTREME fire danger classification times, campfires at campsites are prohibited.

- All Fire Department Paid-On-Call staff are S100 trained; all Fire Department career staff are S215 trained. Several of RMOW Public Works staff are trained in S100. The Fire Department has worked with Whistler Blackcomb (WB) to train the majority of their staff in S100.

- The Fire Department has a CAFS truck within the fleet. Budgeting over the next three years includes the purchase of two Type 1 SPUs (sprinkler protection units)(one in 2014 and one in

2015).

- RMOW Council has earmarked funds in the 2013-2017 financial plan for Firesmart initiatives. This is the first time FireSmart initiatives have been included in the Council budget.
- An initial CWPP was developed in 2005 to guide RMOW's protection planning process. Since that time, there has been substantial new development in the community and RMOW implemented a number of the CWPP's recommendations, altering the community risk profile in areas. To continue with reducing the risk profile, an update to the CWPP was developed in 2011. Work to date has addressed some of the 2011 CWPP recommendations.
- A minimum of one practice/ cross training session is organized annually. These sessions are executed in cooperation with the Pemberton Fire Base at the start of the fire season; the objective is to improve familiarity with and working relationships between RMOW Fire Department and Wildfire Management Branch staff and equipment.

7. REVIEW OF APPLICATION. Were any other agencies consulted in the development of the project and/or application prior to submission? Please check all that apply, add contact names and provide any supporting documentation:

- | | |
|---|--|
| <input type="checkbox"/> WMB Fuel Management Specialist.
Contact person: | <input type="checkbox"/> Resource District/Land manager. Contact person: |
| <input type="checkbox"/> WMB Fire Zone staff. Contact person: | <input type="checkbox"/> First Nations' Emergency Services Society.
Contact person: |
| <input type="checkbox"/> Local fire officials | <input type="checkbox"/> Other: |

9. CONTRACTOR INFORMATION. If a contractor is being utilized to do some or all of the work, please describe how you will select a qualified individual:

Operational Treatment Contractor will be selected through a competitive request for proposal process. Contractor supervision, quality control, and final deliverables will be undertaken by BA Blackwell and Associates Ltd. with project management being a joint effort between the RMOW and Blackwell.

If possible, please include the name(s) of the contractor(s).

Operational Treatment Contractor: To be determined.

GIS Contractor: BA Blackwell and Associates Ltd.

Eligible activities and costs are outlined in Section 4 of the Program & Application Guide. In Section 3 below, include all proposed eligible costs and clearly describe the proposed treatments, including information on the estimated days of work, hourly/daily rates and types of equipment and estimated hours of use. If hand and mechanical treatments are proposed, provide separate descriptions and costs.

SECTION 3: PROPOSED FUEL TREATMENT ACTIVITIES & COSTS

NOTE: Productivity and details on equipment used for the project will not be known until the tender process is completed, as the capability and competitive advantage of fuel treatment contractors varies. The objective of the tender process will be to encourage each contractor to propose creative solutions to ensure the most cost-effective methods for fuel treatment, while meeting the intent of the prescription. Proposed costs below assume the use of a hand crew for the majority of the work, with debris removal from the site by machine/truck. Pile and burn has now been accepted by the RMOW as an acceptable debris management option, however, the costs below have been calculated to reflect historical methods (hauling debris off-site using bin truck) in order to be conservative. As in previous applications, the RMOW understands that the UBCM has previously not funded per hectare costs in excess of \$20,000, and is prepared to fund the excess with municipal funds.

Activity	Proposed Cost
Eligible fuel treatment activities: Stand treatments	
<ul style="list-style-type: none"> Prescribed fire, including broadcast burning. <u>Please describe</u>: NA 	\$0.00
<ul style="list-style-type: none"> Pruning. <u>Please describe</u>: All retained trees will be pruned to a minimum height of 2m. 	\$26,000.00
<ul style="list-style-type: none"> Tree felling, including hand and mechanical tree felling. <u>Please describe</u>: The overstory canopy will need to be selectively thinned to achieve prescription specifications. The cost assumption is that a handcrew will be employed for this activity, however it may be possible to use a machine on some parts of the treatment area. HAND: Trees over 17.5cm dbh will require a certified faller. MACHINE: A walking harvester or other low impact machine may be employed (given access is determined) for mechanical thinning of larger diameter stems. 	\$64,000.00
<ul style="list-style-type: none"> Thinning, including hand and mechanical thinning. <u>Please describe</u>: The stands will be thinned from below to target densities specified in the prescription (650-700sph target density). It is possible that both hand and machine methods will be employed in the execution of these treatments. The cost assumption is that a handcrew will execute most or all of this activity, as access for machinery is not guaranteed. HAND: Trees less than 17.5cm do not require a certified faller. Previous treatments in similar stand types have shown that hand thinning is very slow and labour intensive. Productivity targets are 0.25ha/day for a hand thinning crew. At this rate, thinning activity in this unit will take between 16-35 crew days, depending on crew size. This will be dependent on the outcome of tendering process. MACHINE: Conventional machinery will not be suitable for this treatment area (due to level of disturbance along high value recreation area, as well as steep slopes and safety concerns). If access secured, a low impact machine may be employed. Productivity will vary by type of machine, and will not be determined until the tendering process is complete. 	\$96,000.00
<ul style="list-style-type: none"> Tree planting for species conversion. <u>Please describe</u>: NA 	\$0.00
Eligible fuel treatment activities: Debris Management	
<ul style="list-style-type: none"> Prescribed fire, including broadcast burning and pile burning. <u>Please describe</u>: 	\$
<ul style="list-style-type: none"> Piling, including hand and mechanical piling. <u>Please describe</u>: 	\$0.00
<ul style="list-style-type: none"> Debris management, including lop and scatter, chipping, mastication and grinding. <u>Please describe</u>: Chipping may be proposed as a debris management method, rather than pile 	\$64,000.00

burning. Chipping within the stand and from the roadside will be feasible. If pile burning is used instead of chipping, costs will be reallocated into prescribed fire and piling categories.	
<ul style="list-style-type: none"> Debris removal, including chip removal, hog fuel removal and slash removal. <u>Please describe</u>: Given past projects in the RMOW, debris removal is included in this application in order to be conservative. The cost assumes that material will be chipped and removed by bin truck or other vehicle. In the event that pile burning is utilized instead, costs will be reallocated to prescribed fire and piling categories. 	\$64,000.00
<ul style="list-style-type: none"> Tree removal, including sawlog, firewood and other forest products. <u>Please describe</u>: Thinning in the larger size classes (>17.5cm) will generate debris that will be difficult to burn or chip. It may be favourable to buck and pile these pieces for firewood, or distribute to a camping facility nearby. 	\$4,000.00
<p>Custom Venting Forecast. <u>Please describe</u>: Pile and burn is not a guaranteed debris disposal method. However, if utilized, some cost allocation will be redistributed here.</p> <p>If local venting conditions do not seem to be represented accurately by regional weather stations, contractor may wish to receive custom venting forecast in order to have more accurate local forecast. Previous pile burning was limited by venting days forecast for Squamish and local forecasts may have provided more flexibility in burning days.</p>	\$
Danger tree assessments. <u>Please describe</u> : Completed by the operational contractor by a qualified Wildlife/Danger Tree Assessor prior to commencement of hand treatment work.	\$4,000.00
Updates to existing threat plots and related spatial data to conform to the current WUI Wildfire Threat Assessment standards. <u>Please describe</u> : Threat plots will be located in the field, photos taken as per the standard and threat score confirmed prior to treatment.	\$500.00
Preparation of maps, spatial data, and metadata. <u>Please describe</u> : All spatial data management and preparation for final deliverables package. Production of PDF maps, spatial data geodatabase and metadata as per current (2015) UBCM standards.	\$2,100.00
Notifications of operational fuel treatment commencement to First Nations and other tenure holders. <u>Please describe</u> : Notification packages developed and sent to First Nations and other tenure holders, several weeks prior to treatment commencement. This will be a requirement of the amendment to the Forestry Licence to Cut issued by the Resorts Mountain Branch.	\$200.00

Staff and contractor costs directly related to fuel treatment activities. <u>Please describe</u> : Project management (including tender development and evaluation, pre-work with successful contractor, facilitation of licence amendment, site visits for quality assurance and contractor management throughout the implementation process, completion of final report, post treatment WUI threat assessments and other deliverables as required.	\$18,200.00
Applicant administration costs directly related to fuel treatment activities. <u>Please describe</u> : Local government project management costs, including review of tender documents, evaluation decision, project management and fiscal management throughout the project, interface with public, liaison with UBCM.	\$2,000.00
Post-treatment signage and public information directly related to completed fuel treatment activities. <u>Please describe</u> : Large format (3' x 4') weather-proof signs (up to 4 or 5 signs) will be customized for each treatment area, printed and installed at strategic locations.	\$800.00
Other proposed activities. <u>Please describe</u> : If treatment is implemented during breeding bird season, nesting surveys will be required.	\$5,000.00
Total Proposed Costs:	\$350,800.00

The Operational Fuel Treatment program can contribute a maximum of 90% of the cost of eligible activities up to \$400,000 in funding per municipality and First Nation per calendar year and up to \$600,000 in funding per regional district per calendar year. The remainder (10%) is required to be funded through community contributions.

Total Grant Requested (90% of total cost to maximums listed above): NOTE: This requested amount is equal to \$20,000/ha, given previous funding decisions by the UBCM. This results in a community contribution of \$174,800. If the project was funded 90%, the total grant requested would be \$315,720.00.	\$176,000.00
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Please note that you will be required to provide detailed information on the community contribution in the final report, including contributions from other grant programs and all project revenues. In cases where other grants are used as a community contribution, documentation must be available to demonstrate how actual costs from other grant contributions are accounted for. For example, labour costs must include information on the number of hours worked, the hourly rate, and the eligible activity that was undertaken (e.g. 50 hours at \$18/hr for chipping). If information is available now, please complete Sections 4 and 5 below:

SECTION 4: OTHER GRANTS	
Grant(s) Description:	Estimated Grant Value
	\$

SECTION 5: REVENUE (all sawlog and forest product sales)

Revenue(s) Description:	Estimated Revenue
	\$

SECTION 6: SIGNATURE (To be signed by Local Government or First Nation Applicant)	
I certify that the area covered by the proposed operational fuel treatment: (1) is not scheduled for development; (2) is not scheduled for sale; and (3) is within the jurisdiction of the local government or First Nation (or appropriate approvals are in place)	
Name:	Title:
Signature:	Date:

See Section 6 of the Program & Application guide for complete application requirements. In addition to the Application Form, the following separate attachments are required to be submitted:

- ☐ Local government Council or Board resolution, or First Nation Band Council Resolution, indicating support for the current proposed activities and willingness to provide overall grant management
- ☐ Threat Assessment Worksheets and threat plot photos completed as per the current WUI Wildfire Threat Assessments guide
- ☐ Maps that clearly identify the area(s) that are the subject of the application
- ☐ Copy of the completed CWPP for the proposed treatment area
- ☐ Copy of the completed prescription for the proposed treatment area

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

Local Governments: Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

First Nations: Forest Fuel Management Department, First Nations' Emergency Service Society.

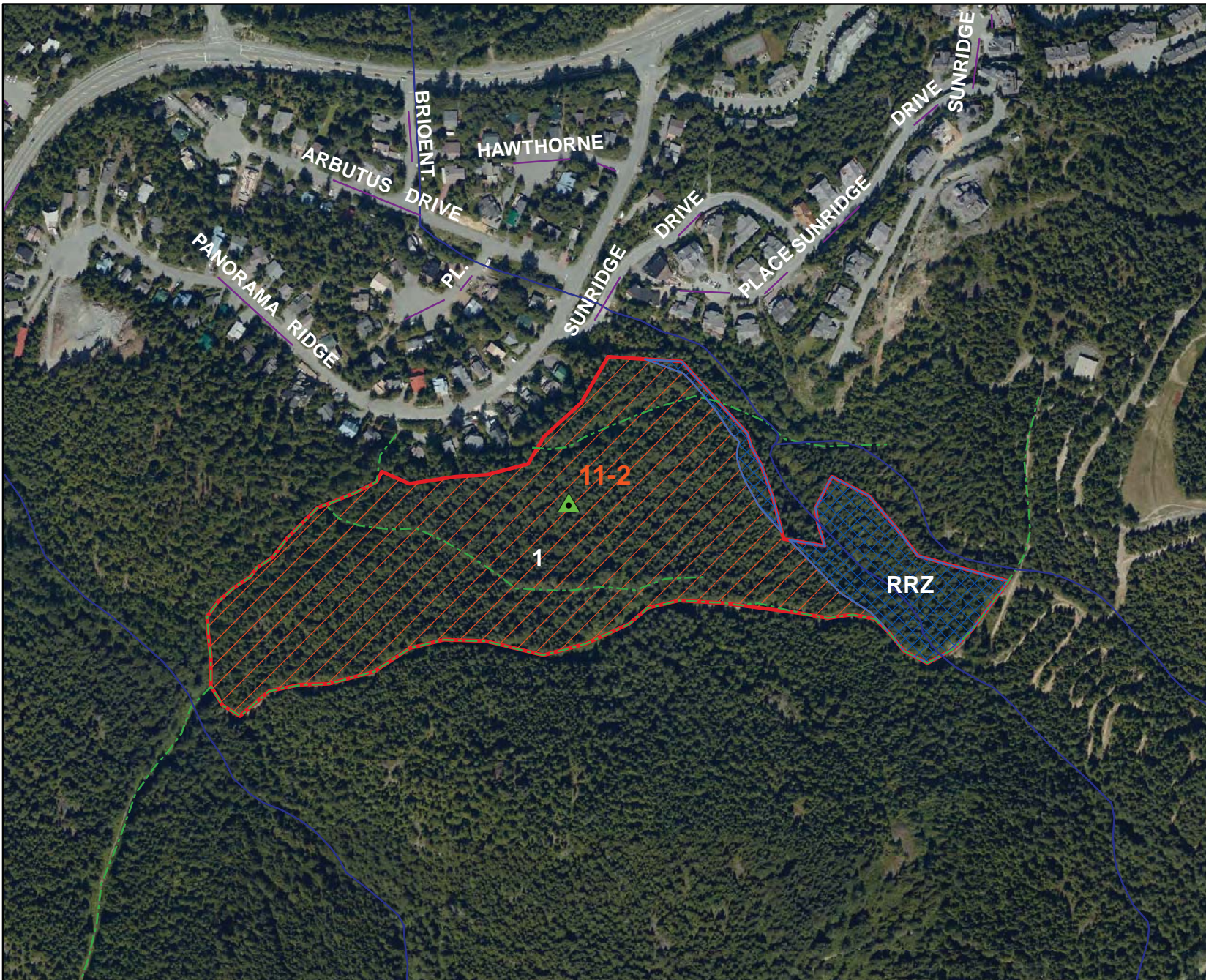
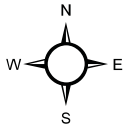
E-mail: ffminfo@fness.bc.ca

Mail: 712 Mount Paul Way, Kamloops, BC, V2H 1B5



Whistler Fuel Management Prescription 2013

Block 11



Legend

PRESC_PROJECT_BOUNDARY

PRESC_TREATMENT_UNIT

TREATMENT_UNIT_ID

1

RRZ

THREAT_PLOT

Watercourses

Access

WaterTower

Streets

Area Summary (ha)	
Gross Project Area	10.4
Riparian Reserve Area	1.6
Net Treatment Area	8.8

1:5,000

Resort Municipality of Whistler

Prescription Consultant: B.A.
Blackwell and Associates
GIS Consultant: B.A.Blackwell and
Associates

Coordinate System: GCS_North_American_1983
Projection: PCS_Albers
Datum: D_North_American_1983

Mapped by: Joanna deMontreuil
Date: Feb 4, 2014





REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: June 9, 2015
FROM: Corporate and Community Services
SUBJECT: CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM GRANT APPLICATION

REPORT: 15-075
FILE: 5711.0

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

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

RECOMMENDATION

That Council direct staff to apply to the Canada 150 Community Program for the purposes of converting the North Shore Credit Union Room to a universal change room and a corresponding addition of a multipurpose room, entrance foyer and exit vestibule at the Meadow Park Sport Centre, and;

That Council authorize \$1.2 million to fund this project from the Recreation Works Reserve Fund. Costs subject to the approval of proceeding with the grant application and upon success of the grant application, and;

That Council direct staff to begin planning for the project if the Canada 150 Community Program funding is approved at \$400,000 or more.

REFERENCES

Appendix A - Canada 150 Community Infrastructure Program Application Guide & Instructions
Appendix B - Concept 10 of MPSC Feasibility Study
Appendix C - Draft Space Needs Analysis for MPSC

PURPOSE OF REPORT

The purpose of this report is to seek Council's support for a grant application to the Canada 150 Infrastructure Program and a corresponding agreement in principle to authorize the RMOW's share of funding for the project subject to a successful grant application.

DISCUSSION

On May 15, 2015, the Federal Government announced the Canada 150 Community Infrastructure Program. The full details of this program are included in Appendix A of this report. The program is designed to provide funding for various infrastructure projects across Western Canada that meet the following conditions:

- Ensure a lasting legacy for the community
- For: Community Centres, Cultural Centres/museums, Parks, Trails, Libraries, Recreation Facilities, Tourism Facilities, Docks, Cenotaphs or other facilities

- Strong preference given to projects undertaking meaningful upgrades...
 - ✓ Providing long term benefits to a community
 - ✓ Viewed with pride by community
 - ✓ Recognized as a lasting legacy from Canada 150
- Maximum 50% of project cost up to \$500,000
- Rehabilitation, renovation or expansion of existing infrastructure
- Facilities must be community oriented, non-commercial in nature & open to use by public
- Project must be materially complete by March 31, 2018
- Organizations must submit a full complete application form by June 17, 2015 (including mandatory attachments) and be available for follow-up June to August 2015

Ineligible Projects:

- Facilities primarily used by professional sport teams
- Facilities primarily used for commercial activities, that have private membership or are for-profit
- Construction of new infrastructure
- Expansion of existing infrastructure beyond 30%

In anticipation of the Federal Government announcing a bicentennial granting program and as part of the Recreation and Leisure Master Plan update, staff engaged an architectural firm in 2014 to conduct a feasibility study for the Meadow Park Sports Centre (MPSC) that outlines some potential facility improvement and expansion opportunities. This Feasibility Study will be included as an appendix to the Recreation and Leisure Master Plan which is presently in the final phases of completion by staff and is being planned to be presented to Council this summer.

Upon approval by council, staff will apply to the Canada 150 Community Infrastructure Program for what is referred to as opportunity 1 in the Feasibility Study Report which is for the conversion of the North Shore Credit Union (NSCU) Room in the arena to a Universal Dressing Room with a corresponding addition of a new Multi-Purpose Room, including an expanded entrance foyer and exit vestibule, at the front of the MPSC (See Appendix B for conceptual layout identifying and showing this renovation and expansion element labelled as opportunity 1). Further to the Feasibility Study, staff engaged a consultant, Gary Young & Associates, to perform a space needs analysis of the first few renovation and expansion opportunities identified in Phase 1 of appendix B. This analysis was performed to provide research and gather data and/or provide a business case for some of the expansion elements identified in the MPSC Feasibility Study. The draft space needs analysis includes data regarding facility revenue estimates and rationale for the renovation and expansion opportunity staff wish to pursue for grant funding (see Appendix C: Draft MPSC Space Needs Analysis) some of which is summarized below for opportunity 1.

The community benefit and rationale for this renovation and expansion opportunity is outlined as follows:

Universal Arena Dressing Room

- 2014 bookings of NSCU Room include over 20 hours a week as dressing room for females to use a “dressing space”. It is anticipated that the conversion will adequately and more appropriately address female change room requirements for both local and visiting minor hockey teams;
 - Whistler Minor Hockey: 21 female players out 207 players with 3 to 4 girls on each “house team”.
 - Lions Gate League: 1,883 girl on 166 teams
- Accommodate the needs of the LGBT community

- Provide a stand-alone shower facility during non-booked times (i.e. outdoor sport and leisure participants)

New Multi-purpose Meeting Room

- Provide a larger (800 square feet verses 500 square feet), upgraded, more functional and brighter space with amazing views of Wedge and Blackcomb Mountain
- Will facilitate a wider range of community program offerings: fitness programs and classes, potential drop in centre space for various user groups, birthday parties and more.
- Potential to go from under \$3000/year to approximately \$20,000/year in facility rental revenue

Rationale for this renovation and expansion

- Providing gender equity leadership and increased encouragement to all children and youth to be active meets one of the mandates of local government
Meeting rooms associated with community recreation centres build on the role of the complex as the centre of community leisure activities that encourages users, including community groups, to meet and plan high quality, low cost volunteer driven recreation activities. These rooms also generate revenue and are capable of paying back the initial capital investment over the long term.

The total project cost is estimated to be \$1.2 million, a maximum of \$800,000 to be funded from the Recreation Works Reserve.

WHISTLER 2020 ANALYSIS

W2020 Strategy	TOWARD Descriptions of success that resolution moves us toward	Comments
Recreation and Leisure	Recreation and leisure are part of the Whistler lifestyle and all community members are able and encouraged to participate	Universal change rooms will remove a potential barrier to more girls playing hockey
Recreation and Leisure	The resort community is globally recognized as a leader in innovative recreation products and services	The RMOW would be a leader in the industry for having Universal change rooms in the arena
Recreation and Leisure	The cost of amenities is covered within the resort community's financial means and is equitably shared among stakeholders	Much like the Federal Governments Centennial Infrastructure Funding Program, the Canada 150 Program offers a unique opportunity for local government to share recreation infrastructure costs through a Federal Funding Program
Health and Social	Whistler is accessible and inclusive for community members and visitors with disabilities	This facility improvement would provide a high degree of gender equality in the ice arena as well as an accessible cubicle as part of the change room renovation
Health and Social	Community members understand and respect diverse views and are encouraged to do so through a variety of initiatives	These change rooms would recognize the need to have changerooms suitable for the for the LGTB community on the arena side of MPSC

W2020 Strategy	AWAY FROM Descriptions of success that resolution moves away from	Mitigation Strategies and Comments
Finance	Whistler lives within its financial means	Although this project is projected to cost approximately \$1.2 million, up to \$500,000 would be funded by the Canada 150 program and would be funded with an existing recreation specific reserve fund intended to build community recreation infrastructure.

OTHER POLICY CONSIDERATIONS

The draft Recreation and Leisure Master Plan speaks to the benefits of rejuvenating the MPSC and seeks recognizing the desire to have the facility better meet community needs. The contemplated renovation and expansion would achieve these goals.

BUDGET CONSIDERATIONS

Staff is seeking resolutions from Council to authorize 1.2 million dollars in funding from the Recreation Works Reserve should the grant application be successful to the Canada 150 Community Infrastructure Program and permission to proceed with the project planning if \$400,000 or more of funding is approved by the Canada 150 Community Infrastructure Program.

COMMUNITY ENGAGEMENT AND CONSULTATION

Staff will present this information to the Recreation and Leisure Advisory Committee on June 11th, 2015.

SUMMARY

Staff are seeking Council's endorsements for pursuing this unique grant opportunity for a meaningful facility renovation at the MPSC which will provide long term benefits to a community, will be viewed with pride by community and be recognized as a lasting legacy from Canada 150. Furthermore, staff is seeking a secondary resolution from Council to authorize approximately \$600,000 in funding for the RMOW's share of project costs should the grant application be successful to the Canada 150 Community Infrastructure Program.

Respectfully submitted,

Roger Weetman
MANAGER OF RECREATION
for
Norm McPhail
GENERAL MANAGER OF CORPORATE AND COMMUNITY SERVICES



CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM



CANADA 150
1867-2017

Applicant Guide & Instructions For Western Canada



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1. OVERVIEW

1.1 CANADA 150 CELEBRATES

The 150th anniversary of Confederation in 2017 is a truly special occasion for Canadians to connect with our past, celebrate our achievements and build future legacies. It is an opportunity to reflect on and deepen our sense of what it means to be Canadian, as well as to inspire a new era of optimism and pride across the country.

The overarching theme to celebrating the 150th anniversary of Confederation (Canada 150) is **“Strong. Proud. Free”**. The Canada 150 vision is to Give Back to Canada, including through lasting legacies that extend beyond 2017; Honour the Exceptional; and Celebrate and Bring Canadians Together. The vision will be achieved by making strategic investments in activities that align with these aspirations.

1.2 THE CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM

Canada 150 is a key milestone in the life of this country, and provides Canadians with an opportunity to celebrate Canada's history, heritage and future by reinvesting in community infrastructure across the country, similar to the important infrastructure investments made as part of our nation's centennial celebrations in 1967 which can still be seen in communities today.

Under the theme **“Giving Back to Canada”**, the Canada 150 Community Infrastructure Program will invest \$150 million over two years to support projects that will rehabilitate existing community facilities across Canada, and ensure a lasting legacy resulting from Canada 150.

Canadians have a deep and enduring pride in their communities. In recognition of this, the Canada 150 Community Infrastructure Program aims to leave a lasting legacy to Canadians as part of the celebration of Canada's 150th anniversary by investing in community infrastructure. The Canada 150 Community Infrastructure Program will support projects that celebrate our shared heritage, create jobs and improve the quality of life of Canadians from coast to coast to coast.

2. ELIGIBILITY

2.1 ELIGIBLE PROJECTS – MANDATORY CRITERIA

As the objective of this program is to ensure a lasting legacy resulting from Canada 150, in Western Canada (Manitoba, Saskatchewan, Alberta, British Columbia), strong preference will be given to projects that are undertaking meaningful upgrades to existing cultural and community facilities; upgrades that will provide long-term benefits to a community, will be viewed with pride by a community, and are recognized as a lasting legacy from Canada 150.

Examples of the type of community infrastructure that can be supported include:

- Community centres (including legions);
- Cultural centres and museums;
- Parks, recreational trails such as fitness trails, bike paths and other types of trails;
- Libraries;
- Recreational facilities including local arenas, gymnasiums, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts or other types of recreational facilities;



- Tourism facilities;
- Docks;
- Cenotaphs; and,
- Other existing community infrastructure for public benefit.

Eligible projects must meet the following criteria:

- The amount of funding being requested under the Canada 150 Community Infrastructure Program cannot exceed 50% of the total costs of a project, up to a maximum of \$500,000.
- The maximum contribution from ALL Government of Canada sources (including the Canada 150 Community Infrastructure Program and other sources such as the Gas Tax Fund) cannot exceed 50% of the total costs of a project;
- Be for the rehabilitation, renovation, or expansion of existing infrastructure for public use or benefit;
- Be community-oriented, non-commercial in nature and open for use to the public and not limited to a private membership;
- Be for facilities located in Western Canada (British Columbia, Alberta, Saskatchewan, Manitoba); and,
- Be materially complete by **March 31, 2018**.
 - A project is considered to be materially complete when a substantial part of the improvement is ready for use or is being used for the purposes intended; costs for activities such as parking, paving, landscaping, exterior/interior finishes are potentially excluded from the definition of substantial completion.

In addition, an applicant must:

- Submit a fully complete application form by **June 17, 2015** (and all mandatory attachments – see Section 4.4); and,
- Be available for follow-up from **June – August 2015**.

2.2 ELIGIBLE APPLICANTS – MANDATORY CRITERIA

Eligible applicants include:

- A local or regional government established under provincial or territorial statute;
- A public sector body that is wholly owned by an eligible applicant listed above;
- A not-for-profit entity;
- A provincial or territorial entity that provides municipal-type services to communities, as defined by provincial or territorial statute (including school boards); and,
- A First Nation government, including a Band or Tribal Council or its agent (including wholly-owned corporation) on the condition that the First Nation has indicated support for the project and for the legally-designated representative to seek funding through a formal Band or Tribal Council resolution, or other documentation from Self-governing First Nations.

In addition, eligible applicants must:

- Directly own the infrastructure assets, facility or land which are being renovated or have a long-term lease in place (with permission from the owner to undertake renovations); and,
 - If you have a long-term lease in place please attach to your application proof that you have permission from the owner to undertake renovations.
- Be Incorporated.



2.3 INELIGIBLE PROJECTS

Examples of ineligible projects:

- Facilities primarily for use by professional sports teams;
- Facilities that are to be used primarily for commercial activities, that have private membership or are for-profit facilities in general;
- Construction of new infrastructure; and,
- Expansion of existing infrastructure beyond 30%.

2.4 EXAMPLES OF STRONG CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM PROJECTS

As the objective of this program is to ensure a lasting legacy resulting from Canada 150, in Western Canada (Manitoba, Saskatchewan, Alberta, British Columbia), strong preference will be given to projects that are undertaking meaningful upgrades to existing cultural and community facilities; upgrades that will provide long-term benefits to a community, will be viewed with pride by a community, and are recognized as a lasting legacy from Canada 150.

Examples of strong projects could include (but are not limited to):

- The addition of a spray/splash park, playground, picnic shelter, etc. to an existing park;
- Renovations to an existing recreational facility (e.g., upgrades to the floors (ice surfaces, pool surfaces and court surfaces), locker rooms, benches); and,
- Renovations to an existing cultural centre (e.g., entrance way, seating, stage and acoustic improvements).

3. FUNDING

3.1 FUNDING AVAILABLE

The Canada 150 Community Infrastructure Program will invest \$150 million across Canada in community infrastructure, with \$46.2 million allocated across Western Canada (British Columbia, Alberta, Saskatchewan, and Manitoba).

The maximum contribution from ALL Government of Canada sources (including the Canada 150 Community Infrastructure Program and other sources such as the Gas Tax Fund) cannot exceed 50% of the total costs of a project. There is no minimum contribution threshold (i.e., applicants can seek a contribution from the Canada 150 Community Infrastructure Program for a smaller, specific components of a project with large total project costs).

Eligible applicants can apply for funding under the Canada 150 Community Infrastructure Program up to a maximum of \$500,000. Any funding request for a contribution over \$500,000 will be considered ineligible.

In Western Canada, Western Economic Diversification will seek to notionally allocate funding evenly between two groups of projects:

- Those seeking \$0 to \$250,000 in funding from the Canada 150 Community Infrastructure Program; and
- Those seeking \$250,000 to \$500,000 in funding from the Canada 150 Community Infrastructure Program.



3.2 ELIGIBLE COSTS

The Canada 150 Community Infrastructure Program will support eligible costs directly related to a project that have been incurred and paid by a successful applicant.

Examples of costs eligible for reimbursement under the Canada 150 Community Infrastructure Program include:

- Costs incurred and paid between **April 1, 2016 and March 31, 2018**;
- Costs to rehabilitate or improve fixed capital assets of cultural and community facilities, including minor expansions to existing infrastructure (less than 30% of the existing square footage/footprint);
- Fees paid to consultants/contractors or other professional or technical personnel directly related to the rehabilitation or expansion of the cultural or community facility (See Section 4.8 for details on competitive process requirements);
- Costs of environmental assessments, monitoring and follow-up programs as required by the Canadian Environmental Assessment Act 2012 or equivalent legislation;
- Costs related to signage, which are required for Canada 150 projects and need to be included in the project budget; and,
- Other costs directly related to the success of the project and approved in advance.

The amount of funding requested under the Canada 150 Community Infrastructure Program cannot exceed 50% of the total costs of a project, up to a maximum of \$500,000. The remaining 50% of the total project costs must be matched by the applicant directly or other funders.

Under the Canada 150 Community Infrastructure Program projects may **not** begin incurring any eligible costs (that can be included in the Total Project Costs) earlier than **June 17, 2015**. Furthermore, any costs incurred prior to **April 1, 2016 MUST** be covered/reimbursed by the applicant directly or other funding partners. Indicate in the Application Form (Question 57) if you are incurring costs directly or receiving funding from any other funders in 2015-2016 as these funds will count towards the 50% in funding from non-federal sources.

Western Economic Diversification reserves the right to make the final determination on the value of contributions and to exclude expenditures deemed to be ineligible or outside the scope of the project.

3.3 INELIGIBLE COSTS

Costs that are deemed unreasonable, not incremental, and/or not directly related to project activities will be ineligible for reimbursement. Costs and services normally covered by the applicant (e.g., maintenance and salaries) and related party transactions (e.g., hiring family of a board member and/or management, hiring a contracting company that is owned by a board member) are not eligible.

Costs not eligible for reimbursement under the Canada 150 Community Infrastructure Program include:

- Costs incurred before **April 1, 2016 or after March 31, 2018**;
- Movable equipment (e.g., zambonies, snow groomers, lawn mowers and ATVs), including costs for leasing equipment);
- Overhead costs, including direct and indirect operating and administrative costs (e.g., management, planning, engineering, and other related costs) normally carried out by the applicant;
- Costs for salaries and benefits of existing employees and general administration costs unrelated to the project;
- Costs for the purchase of land;
- Feasibility and planning studies;



- Legal fees;
- Routine maintenance costs; and,
- Taxes, such as GST, for which the applicant is eligible for a tax rebate.

3.4 DISBURSEMENTS

If you are successful in obtaining funding through the Canada 150 Community Infrastructure Program, you will only be reimbursed by Western Economic Diversification for costs after you have incurred and paid for them and submitted a claim. As such, you will need to plan your project cash flow accordingly. Furthermore, successful applicants must fully spend their projected funds requested under the Canada 150 Community Infrastructure Program each fiscal year, as moving funds from one year to another will not be possible. Successful applicants will also be required to complete claims and progress reports at key phases of the project, as well as a final project report (See Section 7). Western Economic Diversification will provide detailed instructions on this process to those who are approved for funding. It is anticipated claims for reimbursement will be submitted in a timely manner.

Successful applicants may begin to incur costs related to their project prior to **April 1, 2016**; however, only costs incurred and paid by the applicant between **April 1, 2016 and March 31, 2018** will be eligible for reimbursement under the Canada 150 Community Infrastructure Program. Invoices must be provided to Western Economic Diversification indicating that all costs (eligible for reimbursement under the Canada 150 Community Infrastructure Program) were incurred and paid between **April 1, 2016 and March 31, 2018**.

3.5 GUIDELINES FOR IN-KIND COSTS/CONTRIBUTIONS

In-kind contributions are **NOT** eligible for reimbursement under the Canada 150 Community Infrastructure Program and cannot be included in the total project costs. Costs must be incurred and paid by an applicant to be included as part of the total eligible project costs.

Examples of in-kind contributions:

- Volunteer labour
- Equipment and material donations
- Financial discounts for equipment and materials

3.6 EMPLOYEE AND OTHER INCREMENTAL COSTS

The incremental costs of the applicant's employees or direct costs will only be considered as an eligible cost on an exception basis and only under the following conditions:

- The applicant is a local, regional or First Nations government or not-for-profit organization;
- The applicant confirms and substantiates that it is not economically feasible to tender a contract;
- Employees or equipment are employed directly in respect of the work that would have been the subject of the contract; or,
- The costs were approved in advance and are included in the Contribution Agreement.



4. HOW TO APPLY

4.1 CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM IN WESTERN CANADA

The Canada 150 Community Infrastructure Program will be delivered by the Government of Canada via the Regional Development Agencies. Western Economic Diversification on behalf of the Government of Canada will deliver the Canada 150 Community Infrastructure Program in Western Canada.

4.2 CALL FOR PROPOSALS

In Western Canada the Canada 150 Community Infrastructure Program will be delivered through a Call for Proposals process where applicants will have 30 days from the beginning of the application period, to submit their application.

Applicants are strongly encouraged to apply online at: <https://www2.wd-deo.gc.ca/eng/c150/new>

No applications will be accepted outside the application period. Saved applications that have not been submitted prior to the end of a deadline period will not be accessible and cannot be assessed by Western Economic Diversification. Signing and submitting the application form does not constitute a commitment from Western Economic Diversification for financial assistance.

4.3 WHEN TO APPLY

Western Economic Diversification will be accepting applications to the Canada 150 Community Infrastructure Program from **Tuesday, May 19, 2015 until Wednesday, June 17, 2015.**

The [online application portal](#) will close at **1:00 p.m. Pacific Standard Time/2:00 p.m. Mountain Standard Time/3:00 p.m. Central Standard Time on Wednesday, June 17, 2015.**

4.4 APPLICATION REQUIREMENTS

Western Economic Diversification requires the items below for assessment and may require additional documentation and information for more detailed assessment. Applicants must submit:

- A completed Canada 150 Community Infrastructure Program Application Form for Western Canadian applicants;
- Your most recent annual financial statements that demonstrate your organization is financially self-sustaining; and,
- Evidence of either confirmed or intended other sources of funding.

Consult the Application Form Instructions (Section 10) to ensure that your form is filled-in correctly and all required documentation is included.

Additional materials that an applicant may wish to provide to support their application include:

- For applicants with a long-term lease in place – provide written confirmation that you have permission to undertake renovations.
- For projects undertaking an expansion – provide proof (such as blueprints) that the expansion is less than 30% of the existing square footage/footprint.



- Provide copies of engineering studies that confirm the need for the upgrades.
- Letters of support.
- Detailed budget (by fiscal year that starts April 1 and ending March 31).
- Detailed project cash flow (provide a breakdown of costs by month starting **April 1, 2016** and ending **March 31, 2018**. Also indicate if your project will incur costs prior to **April 1, 2016** and who will cover these costs).
- Functional plans, drawings and blueprints of the renovation being planned.
- Any permits required for the renovation.
- Any environmental permits or assessment required for the renovation.

4.5 PROJECT FUNDING REQUIREMENTS

The amount of funding requested under the Canada 150 Community Infrastructure Program cannot exceed 50% of the total costs of a project, up to a maximum of \$500,000. The remaining 50% of the total project costs must be matched by the applicant directly or other funders. Preference will be given to projects that have confirmed funding in place for the other 50% of total project costs. Funding will only be considered confirmed with written documentation from the source. In absence of confirmed funding, a Letter of Intent for funding will be accepted.

Please attach proof of all sources of non–Western Economic Diversification funding that have been confirmed for your project and the source(s) of funding. Western Economic Diversification considers the following as sources of confirmed funding:

- Letters of confirmation;
- Motion/minutes approving commitment of funding;
- Signed agreements; and,
- Financial and/or bank statements.

Funding will only be considered intended if a Letter of Intent is provided. The Letter of Intent must be signed by a member of the organization with legal signing power/authority to commit funding and include the following details:

- Addressed to: Western Economic Diversification Canada;
- Funder: Name (Department), address and contact person, title, phone # and email address;
- Applicant: Legal name, address, contact person, title, phone # and email address;
- Statement on Prospective funding including:
 - Amount of funding;
 - Purpose of funding (the intended use by the applicant);
 - Restrictions on funding; and,
 - Fiscal year that the funding would flow to the applicant.
- Current status and proposed date for confirmation on commitment;
- Other comments;
- Statement that the individual signing this letter of intent has the knowledge and authority within their organization to make the above statements on behalf of the organization/department;
- Signature (with written name and title); and,
- Date.

4.6 SAVING AND SUBMITTING YOUR APPLICATION

All applicants are strongly encouraged to use Western Economic Diversification's online application tool, available at: <https://www2.wd-deo.gc.ca/eng/c150/new>, to apply for funding. An online application can be saved, allowing you to complete it in more than one session. All applications must be submitted before **1:00 p.m. Pacific**



Standard Time/2:00 p.m. Mountain Standard Time/3:00 p.m. Central Standard Time on Wednesday, June 17, 2015.

Saving your application form

- **Save your application as soon as you can** - To do so, the following nine fields on the application form need to be completed so that Western Economic Diversification can find the saved application if you require technical support.
 - Question 1. Full legal name of your organization;
 - Question 19. Salutation;
 - Question 20. First name;
 - Question 21. Last name;
 - Question 22. Job title;
 - Question 23. Email address;
 - Question 24. Telephone;
 - Question 33. Project Title; and,
 - Question 38. Province.
- **Save frequently** – This will help prevent you from losing data that you have inputted in the event there is an Internet interruption or your session is timed out.

Accessing your saved application form

Once you have successfully saved your application, an email will be sent to the email address of the Primary Contact (Question 23 in the Application Form). **This email contains the information needed to retrieve the saved application.**

If the Primary Contact is not the person completing the application, he/she must forward this email to the individual who is.

For security purposes, you will need to use the GCKey service provided by the Government of Canada to open your saved application. A GCKey^[1] is a unique credential that allows access to, and protects your communication with, online Government of Canada programs and services. Instructions on using your existing GCKey, or creating a new GCKey (if you do not already have one) will be contained in this email. **Please take note of your GCKey user ID and password as Western Economic Diversification does not have access to this information.** If you lose your GCKey, you will need to apply for another one.

If you are unable to submit your application using the online application tool, contact a Western Economic Diversification Regional Office for assistance. Contact information for Western Economic Diversification Regional Offices can be found at: <http://www.wd.gc.ca/eng/10318.asp>. It is recommended that applicants retain their GCKey information as it can be used for future government uses and applicant reporting.

Submitting your application form

Once you have completed your application, please ensure you have attached all required additional documentation (see Section 4.4 for a complete list) and print a copy of the application form for your records.

Once you submit your application, a confirmation email will be sent to you and you can no longer re-open or access the form. Be advised that due to the high volume of applications submitted on the closing date of June 17,

^[1] More information on GCKey is available at <https://clegc-gckey.gc.ca/j/eng/AB-01>.



2015, the confirmation email may not be received immediately. Please contact Western Economic Diversification if you have not received a confirmation email by the following day.

You must ensure to select the “Validate/Submit” button at the bottom of the application once your application is complete and ready to be submitted. A “saved” application is not a “submitted” application and incomplete applications will not be deemed eligible for funding consideration.

4.7 ASSESSMENT CRITERIA/ATTRIBUTES OF A STRONG PROJECT

First, each application will be assessed to determine if it meets the eligibility criteria (see Section 2).

Further, in Western Canada, preference will be given to projects that meet the following criteria:

- Projects that will rehabilitate existing cultural and community facilities that will leave a meaningful lasting legacy resulting from Canada 150;
 - As the objective of this program is to ensure a lasting legacy resulting from Canada 150, in Western Canada (Manitoba, Saskatchewan, Alberta, British Columbia), strong preference will be given to projects that are undertaking meaningful upgrades to existing cultural and community facilities; upgrades that will provide long-term benefits to a community, will be viewed with pride by a community, and are recognized as a lasting legacy from Canada 150. Examples of strong projects are provided in Section 2.4.
- Projects where the funding from sources other than the Canada 150 Community Infrastructure Program is confirmed or intended. Funding will only be considered confirmed or intended if written proof is provided (see Section 4.5); and,
- The applicant has strongly demonstrated an ability/capacity to complete the project by the fall of 2017.

It is critical that applicants submit a fully complete application form that clearly shows how their project meets the eligibility requirements (see Section 2) and the above assessment criteria. Incomplete applications will not be deemed eligible.

4.8 USE OF A COMPETITIVE BIDDING PROCESS

Western Economic Diversification has no obligation to make a contribution toward any purchase above \$50,000 unless the successful applicant demonstrates, to the satisfaction of the Minister, that:

- The supplier is selected through a competitive process based on best value and project requirements; or
- The selection of a sole source supplier is justified.

Related party transactions are ineligible (e.g., hiring family of a board member and/or management, hiring a contracting company that is owned by board member) and cannot be reimbursed, therefore a competitive process is required.

4.9 SIGNAGE REQUIREMENTS

The Government of Canada’s contribution to a Canada 150 project must be acknowledged so Canadians can easily identify projects contributing to jobs, growth and prosperity in their community.

Canada 150 Recipients are responsible for producing and displaying an official sign at the location of their project. The cost of signage for a project is an eligible project cost, and should be included in Question 59 on the Application Form (and listed in the project budget if one is being submitted).



To assist Recipients with this process, signage guidelines that outline the federal requirements in further detail will be provided. These guidelines have been customized by project size [i.e., a small project (less than \$249,999 contribution from the Canada 150 Community Infrastructure Program); and a large project (\$250,000 - \$500,000 contribution from the Canada 150 Community Infrastructure Program)]. Western Economic Diversification will send Recipients (via email) the necessary high resolution graphic files to assist in the production of suitable signage (in accordance with federal standards).

In exceptional cases, Recipients may be permitted to display a Canada 150 graphic on their organization's website home page instead of posting a sign at the project site. This would require prior approval from Western Economic Diversification, and would only be considered in rare cases where the project is located in an extremely remote location and the cost of creating and transporting a sign would be prohibitive.

Recipients are required to post the signage during the lifetime of the Canada 150 Community Infrastructure Program (until **March 31, 2018**).

5. OFFICIAL LANGUAGES

Western Economic Diversification is committed to providing quality service to all applicants and funding Recipients in the official language of their choice. In cases where the Canada 150 Community Infrastructure Program projects benefit members of both official language communities:

- The project's design and delivery will respect the obligations of the Government of Canada as set out in Part VII of the *Official Languages Act* through consultation with the Official Language Minority Community; and
- Where appropriate, equitable services and benefits will be made available in both official languages either directly through the funded activities or through an alternative arrangement, in compliance with the *Official Languages Act*.

6. ENVIRONMENTAL ASSESSMENT COMPLIANCE

Projects involving physical works may be subject to the *Canadian Environmental Assessment Act, 2012*. Recipients of Canada 150 Community Infrastructure Program funding will be responsible for obtaining all certificates, consents, permits and approvals required for compliance with applicable legislation and for complying with the requirements of such legislation. Should an environmental assessment be required, it will be necessary to plan several months before the Proposed Project Funding Start Date to allow sufficient time for the completion of the assessment.

Costs of environmental assessments, monitoring and follow-up programs as required by the Canadian Environmental Assessment Act 2012 or equivalent legislation are eligible for reimbursement.

7. REPORTING REQUIREMENTS

All Contribution Agreements issued under the Canada 150 Community Infrastructure Program will include reporting requirements to measure the individual project performance and the Program's effectiveness relative to its objectives. These reporting requirements will vary depending on the size and duration of the project. However, progress reports and final reports will generally include the following components:

- Project activities and updated timelines;
- Funding received to date;
- Variances in project costs;



- Results achieved; and,
- Cash flow.

Throughout the project implementation, Recipients will be required to submit funding claims, regular progress reports and financial statements to Western Economic Diversification.

8. QUESTIONS

Contact Western Economic Diversification either by phone:

- Toll Free: 1-888-338-WEST (9378)
- Or by email:
 - Alberta: Canada150.ab@wd-deo.gc.ca
 - British Columbia: Canada150.bc-cb@wd-deo.gc.ca
 - Saskatchewan: Canada150.sk@wd-deo.gc.ca
 - Manitoba: Canada150.mb@wd-deo.gc.ca



9. GLOSSARY

Below is a short glossary of terms used in this guide:

Assessment	Thorough review and analysis of all aspects of an application prior to entering into a Contribution Agreement. This includes scoping of the project to meet program and departmental objectives, as well as Government of Canada guidelines for funding contributions.
Non-repayable Contribution	<p>Is a monetary payment to a successful Recipient that does not result in the acquisition by the Government of Canada of any goods, services or assets. The payment(s) will be for assisted costs as identified in the Contribution Agreement with Western Economic Diversification. The successful Recipient must first pay the cost of the service or good, then submit a claim which provides proof that the cost has been incurred and paid for by the Recipient. Western Economic Diversification then reimburses such costs on the percentage basis specified in the Contribution Agreement.</p> <p>Contributions are subject to performance conditions specified in a Contribution Agreement and therefore a Recipient is required to report to Western Economic Diversification on results achieved. A contribution is to be accounted for and is subject to audit and where profit is generated by the project, it may be subject to repayment conditions also specified in the contribution agreement.</p>
Incremental	Activities to be undertaken that are additional to the applicant's current operations or activities.
In-Kind Costs/Contributions	Contributions, such as goods and services, toward project costs that do not involve a cost incurred or paid for by the applicant.
Project	The group of activities and actions that are cost-shared and occur in the period between the Project Funding Start Date and the Project Funding End Date.
Project Funding End Date	The date it is anticipated that project activity will cease.
Project Funding Start Date	This is the date that an agreement between a Recipient and the department comes into effect. It can be thought of as the start date for the project as defined by the Canada 150 Community Infrastructure Program Contribution Agreement.



10. APPLICATION FORM INSTRUCTIONS

Applicants are strongly encouraged to use the online application form, available at: <https://www2.wd-deo.gc.ca/eng/c150/new>.

HTML and PDF versions of the application form are available, but will require applicants to print and sign the documents. In addition, the PDF form cannot be completed electronically. All hardcopy applications must be postmarked on or before **June 17, 2015**.

Consult Section 2 of this Applicant Guide to ensure you meet the mandatory eligibility criteria. You may not be able to submit the application if the mandatory eligibility criteria are not met. Incomplete applications will not be considered eligible.

You can complete this application form in more than one session by using the “Save” button on the form. An email will be sent to the Primary Contact (Question 23), providing the information needed to retrieve your saved application. Please check your email spam folder if you do not receive the notification after completing the submission as it might have been classified as spam by your email server. It is important to note that all correspondence regarding the application will be sent to the Primary Contact’s email.

Enter the required information in the space provided. An asterisk (*) indicates a required field.

Once your application is complete, remember to first print a copy for your records and then select the “Validate/Submit” button. If you submit an application with missing information in the mandatory fields you will receive an error message indicating which questions are incomplete. These questions must be completed in order to successfully submit an application.

ORGANIZATION INFORMATION

- 1. Full legal name of your organization:** The legal name as shown on the certificate of incorporation/registration. Please ensure your full legal name is reflected. For instance, is your legal name “The City of Smithville” or “City of Smithville”?
- 2. Operating name if different than legal name:** Provide the name the applicant organization is operating under if different from the full legal name of applicant organization.
- 3. Mailing address (Including suite, unit, apt #):** The mailing address of the applicant organization.
- 4. Mailing address line 2:** Additional space to provide the mailing address.
- 5. City:** The city/town portion of the applicant organization’s mailing address.
- 6. Province/Territory:** The province/territory portion of the applicant organization’s mailing address.
- 7. Country:** The country portion of the applicant organization’s mailing address.
- 8. Postal Code:** The postal code portion of the applicant organization’s mailing address.
- 9. Telephone:** The telephone number at which the applicant organization can be contacted. Use the following format xxx-xxx-xxxx.
- 10. Facsimile:** The facsimile number at which the applicant organization will receive faxes. Use the following format xxx-xxx-xxxx.
- 11. Email address:** General email for the organization. (All correspondence regarding the application will go to the Primary Contact’s email address in Question 23).
- 12. Website:** The organization’s website address (if available).
- 13. Organization type:** The type of organization that you are categorized into. Eligible organizations include:
 - A local or regional government established under provincial or territorial statute (select Government, Municipal (Local/Regional)).
 - A public sector body that is wholly owned by an eligible applicant listed above (select Government, Municipal (Local/Regional)).



- A not-for-profit entity (select Not-for-Profit Association/Organization/Society).
- A provincial or territorial entity that provides municipal-type services to communities, as defined by provincial or territorial statute (including school boards) (select Government, Other Body).
- A First Nation government, including a Band or Tribal Council or its agent (select First Nation Band).

14. Business number or GST number: The unique business number (BN) or GST number assigned to the applicant organization by the Canada Revenue Agency. A BN or GST number must be obtained through the Canada Revenue Agency. Information on obtaining a BN: <http://www.cra-arc.gc.ca/tx/bsnss/tpcs/bn-ne/rgstr/menu-eng.html>.

- Recognizing the BN
 - The BN consists of 15 characters: 9 digits, 2 letters, and 4 more digits. For example 123456789 RT 1234.
 - Further information about the BN: <http://www.cra-arc.gc.ca/tx/bsnss/tpcs/bn-ne/menu-eng.html>.
- Obtaining a BN
 - A BN must be obtained through the Canada Revenue Agency.
 - Information on obtaining a BN: <http://www.cra-arc.gc.ca/tx/bsnss/tpcs/bn-ne/rgstr/menu-eng.html>.

15. If an alternate number is used, indicate the type: If another number is used (e.g., band number, education number), please provide it and describe what type of number it is.

- In the special circumstance that the applicant organization is unable to obtain/does not require a BN, an alternate unique identification number may be used (e.g., a First Nations band number (3 digits) or a university).
- If an alternate number is used, please enter it in the spaces provided for the BN, and indicate the type in the space provided.

16. Provide a brief summary of your organization and mandate: The description of the type of organization applying along with an explanation of the organization's mandate and priorities.

17. Corporate Status: Indicate if your organization is a for-profit or not-for-profit. It is recommended that you review Section 2.2 of the Applicant Guide for eligible organization criteria (e.g., your organization must be incorporated to be eligible to apply).

18a. Indicate your incorporation status: Indicate whether the organization is:

- Incorporated federally.
- Incorporated provincially and if incorporated provincially, indicate the province or territory.

18b. In the province of: Indicate in which province the organization is incorporated.

18c. Provide the date of incorporation:

PROJECT CONTACT PERSON(S)

This Primary Contact is the main point person(s) in your organization whom Western Economic Diversification will contact for all follow-up to this application. Please ensure that the email address and phone numbers are updated as required and that either the Primary or Secondary Contact listed below will be available for follow-up from **June – August 2015**.

Note: When the form is saved for the first time, an email will be sent to the email address of the Primary Contact person below. This email is only sent the first time the application form is saved, and contains instructions on how to retrieve the saved form.

Primary Contact

19. Salutation: Indicate the appropriate salutation (e.g., Mr., Mrs., Ms., Dr., etc.).

20. First name: Provide the first name.

21. Last name: Provide the family name.



- 22. Title:** Provide the contact person's job title (e.g., President, Executive Director).
- 23. Email address (Save email recipient.):** Provide a valid e-mail address. All correspondence regarding this application will go to this email address, including the email you will receive upon saving your application form for the first time.
- 24. Telephone:** Provide a phone number where the contact person can be contacted. Use the following format xxx-xxx-xxxx.
- 25. Cell:** Provide a cell number where the contact person can be contacted. Use the following format xxx-xxx-xxxx.

Secondary Contact

- 26. Salutation:** Indicate the appropriate salutation (e.g., Mr., Mrs., Ms., Dr., etc.).
- 27. First name:** Provide the first name.
- 28. Last name:** Provide the family name.
- 29. Title:** Provide the contact person's job title (e.g., President, Executive Director).
- 30. Email address:** Provide a valid e-mail address.
- 31. Telephone:** Provide a phone number where the contact person can be contacted. Use the following format xxx-xxx-xxxx.
- 32. Cell:** Provide a cell number where the contact person can be contacted. Use the following format xxx-xxx-xxxx.

PROJECT INFORMATION

- 33. Project title:** Provide a project title that accurately reflects the activities and outcomes of the project. Should your project be approved this description will be disclosed on Western Economic Diversification's public website as part of its proactive disclosure guidelines. The title must:
- Start with a verb (e.g., produce, create, develop, expand, enhance, increase and support).
 - Concisely capture the essence of the project, and clearly identify the purpose/result expected through Western Economic Diversification's contribution — the project description must be understandable by anyone.
 - Examples include:
 - Repair and upgrade Barrhead rodeo grounds, exhibition hall and meeting room facilities
 - Upgrade Kimberley's Rotary Park playground
 - Modernize the Merritt Civic Centre
 - Install dehumidification system in the Aberdeen Community Rec Complex
- 34. Project address is the same as Mailing address (If checked, the Mailing Address will be automatically entered.):** Indicate if the address at which the project will be undertaken is the same as the organization's mailing address.
- 35. Project address (Including suite, unit and apt #):** If the project address is different from the mailing address, then enter the location at which the project will take place.
- 36. Project address line 2:** Additional space to provide the project address.
- 37. City:** The city portion of the project address.
- 38. Province/Territory:** The province/territory portion of the project address. Only projects located in Western Canada are eligible.
- 39. Postal Code:** The postal code portion of the project address.
- 40. Short Project Description:** Provide a clear and concise summary of the rehabilitation, renovation, repair or expansion work being planned. Examples include:
- To expand the Pavilion at the Botanic Garden. The project will include extending an existing deck and building a new deck. It also includes building three storage rooms, two wheelchair-accessible bathrooms, a pantry, a vestibule and a traditional Japanese tea room.

- Will undertake activities to upgrade the YMCA facilities in the City of Regina. Activities to be undertaken include upgrading the boiler system to an energy efficient system; upgrading the child-care centre by installing in-floor heating, a new ceiling and lighting and new lockers and windows; installing a new HVAC system; and upgrading two entrance ways to make them wheel chair accessible.

41. Detailed Project Description: This should provide the department with a clear understanding of the project and your plan for completing the project including any potential risks that you may face.

- Describe the objectives of the project.
- Provide explicit details on the of the rehabilitation, renovation, repair or expansion work being planned.
- Clearly address any project risks and mitigation measures to address these risks (e.g., project delays, staff turn-over and inability to secure confirmed funding).

42. Provide the rationale for the project. Clearly outline the importance of this project to your respective community and how this project will benefit the community. (Maximum of 4000 characters including spaces):

- Explain how the project will benefit the community or fill a community gap/need.

43. Describe the specific activities/costs Canada 150 Community Infrastructure Program funding would support and the impact Canada 150 Community Infrastructure Program funding would have on this project: This should provide the department with a clear understanding of why you are seeking financial assistance, what you will use the Canada 150 Community Infrastructure Program funds for and the importance of receiving Canada 150 Community Infrastructure Program funding. See Section 3.2 of the Applicant Guide for details on eligible costs under the Canada 150 Community Infrastructure Program.

- Explicitly detail what activities/costs Canada 150 Community Infrastructure Program funding will be used to support.
- Indicate if your project would be able to proceed without Canada 150 Community Infrastructure Program funding:
 - If yes, explain how you would be able to deliver the project without Canada 150 Community Infrastructure Program funding; or,
 - If no, explain the importance of receiving funding from the Canada 150 Community Infrastructure Program and how the project would be impacted if funding was not received from Canada 150 Community Infrastructure Program.

44a. Community Infrastructure Type: Select the type of facility the project will improve/rehabilitate. Choose only one.

44b. If Other community infrastructure facility, specify type: If Other is selected, specify the type.

45. Does your organization own the community infrastructure which you are planning to rehabilitate (or do you have a long-term lease in place)? Answer yes or no.

46. Is the facility non-commercial in nature and open for use to the public and not limited to a private membership? Answer yes or no.

47. Does the project involve the rehabilitation, improvement, or expansion of existing community infrastructure assets? Answer yes or no. The Canada 150 Community Infrastructure Program is for rehabilitation and improvements to existing infrastructure.

48a. Does the project involve expansion (new construction) to the existing community infrastructure asset? Answer yes or no.

48b. If yes, identify the percentage (%) increase to the square footage of the existing community infrastructure asset. Indicate the percent in the space provided. Enter a value greater than zero with no decimal places. The Canada 150 Community Infrastructure Program will not support expansion activities that will result in a significant increase in the square footage of the facility (i.e., a 30 percent increase or greater).

49a. Can the project be completed by the Fall of 2017? Answer yes or no.

49b. If yes, explain how you intend to have the project complete by the Fall of 2017. Clearly indicate the project plan in place to ensure this project can be materially complete by the Fall of 2017. For instance,

- Indicate if/when permits and approvals will be in place.



- Indicate if/when engineering/architectural plans and approvals will be in place.
- Indicate if/when a contractor will be hired and ready to work on the project.

50a. Does the project have demonstrated linkages to the Celebration of Canada's 150th? Answer yes or no.

50b. If yes, explain how your project will contribute to the Celebration of Canada's 150th? Clearly indicate how the proposed project will leave a meaningful lasting legacy for your community and how it will help your community remember the celebration of Canada 150 for many years to come.

- Clearly indicate why the project is considered meaningful and how it will provide long-term benefits to a community.
- Why would this project be viewed with pride by a Community?
- Is this project for a facility that is a focal point for your community?
- Will this project be viewed by your community as a meaningful legacy from Canada 150 and if so, why or how?
- Was the facility originally constructed in 1967 as part of Canada's Centennial celebrations?

51a. Does the project have activities that will benefit Francophones? If your project includes activities that will directly impact Francophones in Western Canada, choose yes.

51b. If yes, describe how the project activities will benefit Francophones: Explain how the objectives of this project will benefit Francophones in Western Canada and what specific activity(ies) will be directed at Francophones.

PROJECT TIMELINES

Indicate key activities that occur between the Proposed Project Funding Start Date and the Proposed Project Funding End Date.

52. Proposed Project Funding Start Date: This is the date that an agreement between a Recipient and the department comes into effect. It can be thought of as the start date for the project. Enter a date on or after June 17, 2015 in DD/MM/YYYY format.

- Successful applicants may begin to incur costs related to their project prior to **April 1, 2016**; however, only costs incurred by the applicant between **April 1, 2016** and **March 31, 2018** will be eligible for reimbursement under the Canada 150 Community Infrastructure Program.

53. Is this date flexible: If your proposed project funding start date is flexible, choose yes.

54. Proposed Project Funding End Date: This is the anticipated date that project activity will cease. Under the Canada 150 Community Infrastructure Program projects must be materially completed by **March 31, 2018** to be eligible and preference may be given to projects materially completed by fall 2017.

55. List key activities that occur between the Proposed Project Funding Start Date and the Proposed Project Funding End Date. Key activities are milestones that can be tracked to ensure the project is proceeding as planned: These should be significant activities that will be used to measure your project's performance over the course of the project. Examples include purchase equipment/materials, install equipment/materials, hire new staff and hire contractor (via competitive process if contract is over \$50,000). If additional activities are required to adequately describe your project, the list can be expanded.

Completion Date: Key activity completion date must be completed. It must be a valid date in DD/MM/YYYY format and a date between the Project Start and End Dates.

Add additional Key Activities: If applying online, the application allows for adding additional fields for key activities.

56. Comments on Key Activities: Provide any additional information that may help to clarify the key activities and completion dates provided.

PROJECT FUNDING

The funding summary will provide all sources of funding of the project. The applicant organization and Western Economic Diversification Canada are pre-identified on the form. Please enter all other sources of funding in the spaces provided and indicate if the funding from these other partners has been confirmed or not. If you are using



the online application form and more space is required, click on “Add new source of funding” and an additional row will be provided.

57. Project Funder: List all project contributors that will provide project funding as a monetary contribution (see Section 9 for definitions).

- Break down your funding by the Government of Canada fiscal year, which runs April 1 to March 31, and NOT by calendar year.
- Costs may be incurred prior to **April 1, 2016** however these costs must be covered/reimbursed by the applicant directly or other funding partners. Indicate in the Application Form if you are receiving funding from any other funders in 2015-16 as these costs/funds will count towards leveraging.
- In-kind costs are not eligible.

Source: Where applicable, select the description that best reflects the funding source: Federal, Provincial, Municipal government body, or non-government.

Status: For each funding source, indicate if the funding has been confirmed, intended, or neither. In the case where your organization (Applicant Organization) is a source of funding, indicate confirmed if you have cash on hand.

Under each fiscal year column, provide the project funding cash flow. Each fiscal year commences on April 1 and ends on March 31.

Total Project Funding Required: If you are using the online application form, this total is calculated automatically.

58. Comments on Project Funding: Provide further explanation of the sources of confirmed or intended funding as required. If funding is intended or not confirmed, indicate when you expect the funding to be confirmed. Identify if a request for additional funding has been made and whether you are waiting on a response or if the response is dependent upon funding from Western Economic Diversification.

NOTE:

Financial Statements: It is mandatory that you attach your most recent financial statements to your application.

Confirmed Funding: Please attach written proof of all sources of non-Western Economic Diversification funding that have been confirmed for your project. This may include copies of letters of confirmation, board motion approving commitment of funding, signed agreements, bank statements, etc.

Intended Funding: For funding that is intended, it is mandatory that you attach a Letter of Intent from the other Project Funders. The Letter of Intent must be signed by a member of the organization with legal signing power/authority to commit funding and include the details outlined in Section 4.5.

59. Please list the various costs you will incur in the implementation of the proposed project (only include costs incurred after the Proposed Project Funding Start Date). Be sure to list costs and not activities: Under the Canada 150 Community Infrastructure Program only project costs incurred and paid between April 1, 2016 and March 31, 2018 are eligible for reimbursement. The cost categories are as follows:

- Costs for rehabilitation, repair and expansion of fixed capital assets
- Professional Fees
- Public communications cost category must contain a dollar value equal to or greater than 200 with no decimals
- Incremental salaries
- Other project costs (please include any costs not listed above under ‘other’)

Invoices must be provided to Western Economic Diversification indicating that all costs (eligible for reimbursement under the Canada 150 Community Infrastructure Program) were incurred and paid between **April 1, 2016 and March 31, 2018**. All costs will be validated and confirmed through the assessment and claim submission process. During the assessment and claim process, you may be required to provide evidence that



the costs are reasonable for the product/service procured. This may include evidence of multiple quotations or proof of a competitive process. In the assessment process, applicants may be asked to provide this evidence on short notice and with a short deadline.

Amount: Total expected cost of items included in the corresponding cost category (including only the portion of GST that is not recovered/reimbursed).

Total Project Costs: Will automatically calculate if using the online application form. The dollar amount of total project costs must equal "Total project funding required."

Add additional project costs: If applying online the application allows for adding additional fields for project costs.

60a. Will a competitive process be used to select a contractor or for purchases (over \$50,000)?: For individual project costs and contractors exceeding \$50,000 indicate if a competitive process was/will be used.

60b. Please explain.

- If yes, provide an explanation of the competitive process used/planned to be used.
- If no, provide an explanation (e.g., justification for sole sourcing or project costs/contractors were under \$50,000).

GOVERNANCE AND MANAGEMENT

61. Describe the governance of the organization: Provide an explanation of how the applicant organization is governed (e.g., board of directors, advisory board) and its structure along with a brief explanation of key executives' credentials (e.g., indicate the level of experience of the board members, such as the number of years experience each member has on the board of directors). Clearly demonstrate that your organization has effective governance measures in place to provide appropriate oversight of this project. Indicate how these individuals will specifically be involved in providing oversight on the project.

62. Describe the qualifications and related experience of the key individuals who will be responsible for managing and implementing the project: Provide an explanation of the qualifications and experience of those members of your organization that will be directly managing and implementing this project. Clearly demonstrate that your organization has the management skills and leadership to carry out this project.

63a. In addition to the funding partners, are there any other organizations who are involved with this project: If there are other organizations involved with the project, in addition to the funding partners, choose yes.

63b. If yes, provide the organization's name, nature of their involvement and attach a letter of support (if applicable): Describe other organizations that are not funding partners in the project, but are involved in project activities or will benefit from the results of this project.

Add additional organizations: If applying online the application allows for adding additional fields for organizations that are involved in the project.

ATTACHMENTS

64. Current Financial Statements (Maximum 1 attachment): It is mandatory that you attach your most recent financial statements.

65. Confirmation of other (non-Western Economic Diversification) sources of funding (no attachment limit): Funding will only be considered confirmed if written proof is provided. Evidence of confirmed or intended other (non-Western Economic Diversification) sources of funding must be attached if 'confirmed' or 'intended' funding has been selected in question 57.

66. Attach additional files that may support the assessment of your application (no attachment limit):

- Project Plan
- List of the Board of Directors
- For applicants with a long-term lease in place - include a copy of your lease and clearly identify clauses



within the lease that allow your organization to undertake renovations or provide written confirmation that you have permission to undertake renovations.

- For projects undertaking an expansion - provide proof (such as blueprints) that the expansion is less than 30% of the existing square footage/footprint.
- Provide copies of engineering studies that confirm the need for the upgrades.
- Letters of support
- Regulatory approvals
- Resolutions to proceed with the project
- Detailed budget (by fiscal year that starts April 1 and ending March 31)
- Detailed project cash flow (provide a breakdown of costs by month starting **April 1, 2016** and ending **March 31, 2018**. Also indicate if your project will incur costs prior to **April 1, 2016** and who will cover these costs)

If you are using the online application form, attachments can be inserted and uploaded by clicking on "insert item. and then on "click here to attach a file".

AUTHORIZED OFFICIAL OF THE APPLICANT ORGANIZATION ACKNOWLEDGEMENTS

The application form **MUST** be submitted by a member of your organization with signing power/authority to enter into a legal agreement. This person may be different than the Primary Contact person.

Also please remember that the application form must be submitted by the organization that owns the community infrastructure (or has a long term lease in place with approval to make renovations).

67a. I have read and agree with the applicant acknowledgements:

After reading and understanding the section, confirm agreement with the applicant acknowledgements, as well as the truthfulness of all the information provided, and fill in the subsequent information.

67b. Name: Fill in the name of the member of the organization with signing power/the authority to enter into an agreement. This person may be different from the contact person.

68. Title: Fill in the title of the named member.

69. Date: Fill in the date of final submission. If you are using the online application you do not need to provide the date of submission.

70. Signature: Please sign the document. If you are using the online application form, you do not need to provide a signature on the document.

If you are using the online application form, you can complete this application form in more than one session by using the "Save" button at the top of the form. Once you have saved the application form, an email will be sent to the Primary Contact (Question 23) identified on the form.

You will be able to retrieve your saved application and create a GCKey through the link provided in that email.

Once your application form is completed and you are ready to submit the application form, please remember to:

1. Print a copy for your records;
2. Select the "Validate / Submit" button.
3. Proponents will receive an email acknowledgement upon successful submission.

Note: Please remember that signing of this application form does not constitute a commitment from Western Economic Diversification for financial assistance.



CONCEPT OPTION 10 the preferred option

PHASE 1

1 Entry, Meeting Room and Change Room

- New lobby and entry with improved signage
- Expanded entry improves circulation at main desk
- New meeting room
- Convert community room (NSCU) to dedicated Womens' Change Room

2 West Rooftop (Cardio Room) Expansion

- Provide additional cardio activity / fitness capacity
- Maximize views to sports fields and natatorium for gym users

3 Trail Addition & Covered Bike Rack

4 Office Renovations

- Renovations of ground and second floor offices

5 New Exterior Hot Tub

- New outdoor adult only hot tub amenity

PHASE 2

6 Improved Vertical Circulation

- New elevator and stairs
- Upgrade to meet current Codes
- Realignment improves traffic circulation
- New opening provides visual connection between floors

7 Fitness Area Renovations

- Improved navigation and customer service
- Visual control and improved security on floor
- Increased floor space.

8 Change Room Upgrades

Subject to preliminary below-slab investigations

- Expanded change rooms to provide more capacity
- Opportunity for primarily universal change rooms with small dedicated men and women gang change rooms

9 Pool Natatorium Upgrades

- New colours and finishes rejuvenate identity
- Enhanced ability to clean and maintain
- New lighting fixtures improve atmosphere and safety
- Consider contemporary fixtures

10 Aquatic Facility Expansions

- Therapy pool(s) with moveable floor and/or underwater treadmill.
- Indoor water slide with views and west light that enhance and brighten the natatorium

PHASE 3

11 Arena Change Rooms

- Renovate existing Change Rooms new flooring, fixtures, lighting

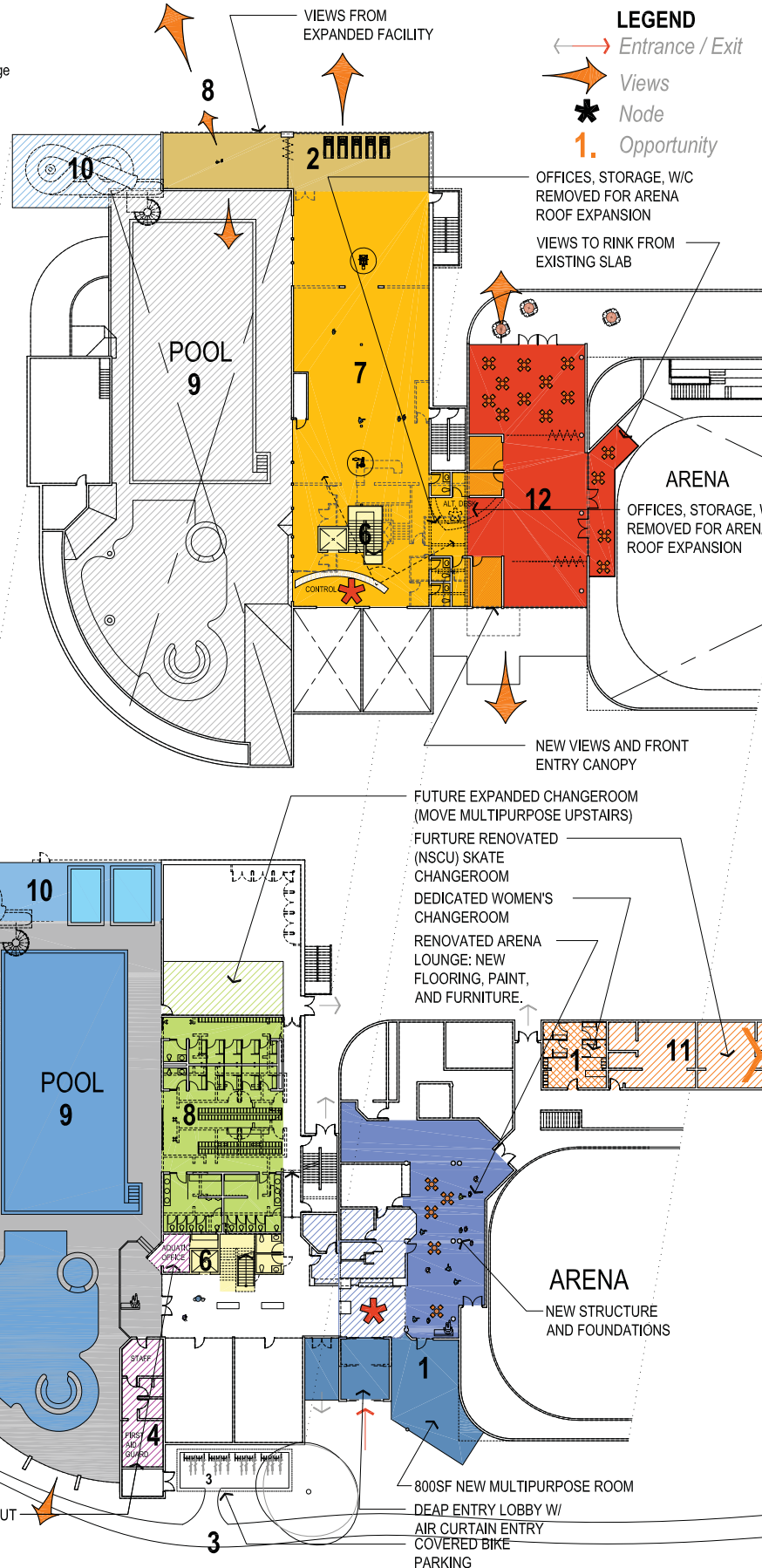
12 Arena Roof Expansion

- Relocate Fitness Studio / M.P.R. with potential for secondary Fitness Studio/ M.P.R. in this expanded area. Might also be feasible to have entire area to be able to be used as one large M.P.R.
- Renovated, improved or new Cafe to better serve patrons and visitors
- New structure required
- Allows for possibility to have enclosed/heated arena viewing lounge area

\$ All Phase Project Costs

\$ 7.85M	Construction Costs
\$ 1.64M	Non-Construction Costs
\$ 9.78M	Project Costs

NEW STAFFING LAYOUT
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Proposed Improvements to Meadow Park Sports Centre (draft May 25, 2015)



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1) Introduction

The Meadow Park Sport Centre can be described as the centre for community interaction and activity for the Whistler community.

The building was constructed in 1993. Like most community centres the primary recreation needs that it was built to meet are still relevant. However there are shifts in the specifics of the leisure patterns of this community.

Some 25 years after its conception it is timely to fine-tune the complex facilities to meet current and projected needs.

The Architect firm of Bruce Carscadden responded to input from the Master Plan feedback and have suggested several building alterations. This report is intended to provide more background to support improvements to two current amenities.

Fitness Centre

- 4,500 square-foot Fitness Centre featuring free weights and plate-loaded machines
- Extensive cardio area with treadmills, step machines, elliptical trainers, rowers, stationary spin bikes.
- Qualified personal trainers for custom training programs, group training, fitness testing, and orientations.

Arena

- NHL-sized ice surface
- Public skating
- Qualified skate attendants
- Full service skate shop including skate rentals, helmets and push bars

2) Addition of Universal Dressing Room

Whistler Minor Hockey Association

This club has 21 female players within a membership of 207.

This number is growing. Every 'house team' has 3 to 4 girls on their rosters. On most game days that number is doubled with a similar number of girls playing with the visiting teams.



Whistler Skate Club

The skate club has approximately 125 members. The membership base is predominantly female. Over the past 5 years they have had 3 boys.

The club also offers CanSkate programs, which are, learn to skate activities. These participants use the lobby area to put skates on. As well they have a seniors skate program.

Meadow Park has the capacity to add a 5th Dressing Room to offer more support to 'girls & women' and members of the LGBT community to more completely access all sports and activities at the ice rink.

Girls/ Women

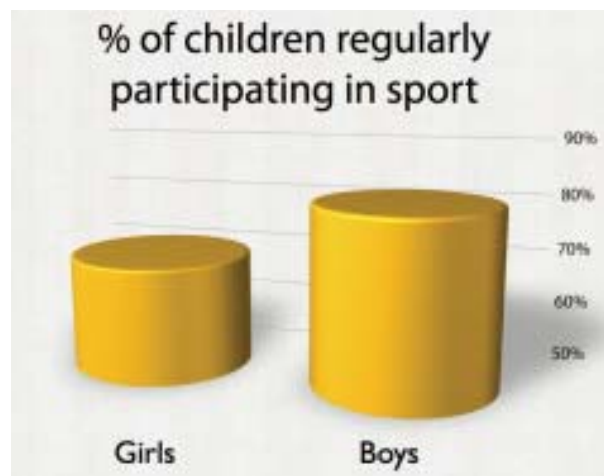
In 2009 the Federal Government endorsed a revised policy on sport entitled - Actively Engaged: A Policy on Sport for Women and Girls

The policy is intended to ensure quality sport experiences for girls and women and to support the concept of equitable support.

Active for Life reports the following:

Girls move a lot less than boys

- Research shows that only 4 percent of Canadian girls are getting enough daily physical activity to meet recommended health guidelines. Meanwhile, 9 percent of boys, more than twice as many, are getting enough activity.



- Boys aged 5 to 19 took more daily steps than girls (about 1,300 more daily steps) (CFLRI, 2010a).



- Only 70% of girls participated regularly in sport during the previous 12 months, compared to 81% of boys. Fewer girls (27%) than boys (35%) participated in sport four or more times a week (CFLRI, 2011)

In order for women and girls to begin, maintain, and increase their sport and physical activity participation, communities, professionals, sport clubs and parents must work together to reduce the barriers that stand in their way.
(TUCKER CENTER, 2007)

Most arenas in Canada provide one dressing room per team. In the main arena facilities are designed to accommodate one game (2 teams on the ice) and a pre and post game set for 2 more teams. This concept worked well for many years. In the last decade girls have begun to search out hockey experiences.

Minor hockey associations have embraced the opportunity to provide for girls. In some jurisdictions the numbers of female players warranted the development of girls teams and leagues. In BC 13% or 5,609 girls are playing hockey this past season. Most associations have smaller numbers of girls and so they have been assigned to mixed teams. In total BC has 2,198 mixed teams. Whistler participates in the Lions Gate League, which is part of the BC Hockey. Lions Gate has a total of 1,883 girls playing on 66 teams. Most of these teams visit Whistler as part of their season.

This causes a logistics problem with the current dressing room allocation process. As a consequence, in most instances, girls are asked to change in bathrooms or referees rooms before joining their teammates for pre game team activities.

Equality focuses on creating the same starting line for everyone.
Equity has the goal of providing everyone with a full range of opportunities and benefits... the same finish line – Dr. Bruce Kidd

In an effort to create a more warm and welcoming experience for young girls in arena based activities some local governments and private sector providers are reviewing dressing room options in an effort to ensure that playing on a mixed team is a positive experience.

The City of Calgary has become one of the leaders in the country by making building alterations to accommodate girls a renovation priority.

“When you have men and women playing together on a team, one change room is insufficient. It’s a long road ahead but we’re making it a priority to include these amenities as part of future enhancements,” says Thomas Hansen, manager of Capital and Asset Management, for The City of Calgary, Recreation.



In BC, while most arena operators support the concept of equity, few have taken the necessary steps to meet this emerging need. The larger, multi sheet facility operators are programming their arenas in a manner that sometimes frees up change rooms normally assigned to another sheet to support the girls needs. Creative programming such as hosting a public skate on one sheet frees up additional dressing rooms, which can be assigned to support girls playing on mixed teams on the other ice surfaces.

A mother of a young woman who was one of the pioneers in integrated hockey described the anxiety that her daughter faced in playing in various arenas and being assigned to non-traditional spaces to change as follows:

“Asking the girls to changed in a referees room or a washroom made them feel like second class citizens. Even changing in a separate space with the girls from the other team in a referees room was not equitable.”

There is the additional concern that can be found where young girl players are assigned a dressing room also in use by women/ strangers from another rental as sometimes happens.

In Surrey the Surrey Sports and Leisure Centre has been able to develop an additional arena change room which is used for girls on boys teams and for their coed leagues which growing in popularity.

The other population group where participation by individuals might be avoided because of the requirement for shared dressing rooms are those persons who would classify themselves as LGBT.

Many leaders in the public sector are taking steps to support these individuals by adding or altering current facilities such as change rooms and washrooms. School District 48 has made some alterations of washrooms in a Squamish facility and Whistler has created an additional washroom at Millennium Place.





Few single sheet operators actually have the physical capacity to create more dressing rooms to meet this emerging need.

The Meadow Park facility does include a meeting room adjoining four dressing rooms. This room is repurposed from time to time to support local and visiting female hockey players when not booked for other purposes. While far from a perfect solution it is more welcoming than other options however is not outfitted properly to ensure equity. (i.e. showers, stalls, washrooms).

Currently, without the proposed conversion, the room is being used 20.5 hours / week for this purpose.

As well there is some use of the current dressing rooms for girls to utilize for changing/showering. Staff report the following:

Monday to Friday there is shared usage of Dressing room #1 for Whistler Minor Hockey Girls (kids) and Drop-in Hockey Females (adults). From 745am – 8:30am (45min) there is a cross over while Whistler Minor Hockey girls are changing after their 7-8am session) and Drop-in hockey females are changing prior to their 815am Drop-in Hockey session.

Current

6-7am WMH
7-8am WMH
815-945am DIH

DR #1	DR #2	DR #3	DR #4
WMH Girls			WMH Boys
WMH Girls	WMH Boys	WMH Boys	
DIH Females			DIH Men



However, adults sharing change spaces with children is not a good practice especially when coaches or other adult leaders are not present.

Recreation facilities are often being asked to provide additional change room opportunities for those accessing outdoor recreation pursuits. Given the proposed plan to convert the adjoining baseball fields to soccer it can be expected that more field users especially adults will look to Meadow Park for shower and changing facilities. Currently such adults are directed to the pool change rooms. The additional mud tracked in by the field users is not complimentary to aquatic uses. A 5th dressing room could provide a better change room option for these individuals. It should be noted that these persons do pay an admission fee for changing and shower privileges.

Meadow Park is being asked to host more tournaments particularly during the spring and summer months. In 2015 all weekends are booked in the summer. The addition of another dressing room would ease the pressure as visiting teams come and go.

This room could be properly converted to a fifth change room to provide equity at a reasonable cost given its location immediately beside other dressing rooms e.g. hall with skate friendly floor, adjoining plumbing etc.



current meeting room



Proposed Creation of Universal Dressing Room

Project Cost

The cost of converting this meeting room to a change room is as follows:

500 Sq. ft. X \$300 = \$150,000

Proposed Objectives of Project

- Become a more supportive facility particularly for girls and women
- Provide extended opportunities for tournaments and other special events
- Extend change room opportunities to outdoor recreation participants

Rationale

Providing gender equity leadership and more encouragement to all children and youth to be active meets one of the mandates of local government.

3) New Meeting Room

Meeting rooms are always in high demand by numerous community organizations and also have the ability to produce revenue.

The current meeting room was initially sponsored by North Shore Credit Union and names accordingly.

The room lacks natural light and has not been updated for many years. However, even with these challenges the room is used on a regular basis to host birthday parties, staff and community group meetings, operations centre for special events etc.

The current renters are:

- Whistler Minor Hockey for a female changing room (no charge for this as we need to provide a space for females to change)
- Whistler All-Star Tournament – multi use meeting space/equipment storage
- CHE hockey camps – multi use meeting space/equipment storage
- Provincial Figure Skating Camp – multi use meeting space/equipment storage
- Whistler Pride Pool Party – equipment storage and staging area
- Moving Mountains - child minding
- Adult Hockey Leagues
- Birthday Parties – locals and 2nd home owners

The NSCU room is only available to rent from 12:15pm-2: 45pm on both Saturday and



Sundays (Beginning of Sept to end of March) due to Whistler Minor Hockey utilization as a temporary a girls change room. Meadow Park would be able to offer increased availability and accommodate multiple birthday parties in one day as well as other community recreation programs.

The current rental rate ranges range from \$16.80 to \$42.23 per hour depending on resident status and profit/non-profit use and the purpose of the activity as defined by the Fees and Charges Policy. Staff report that the room currently realized \$2905.62 in revenue in 2014.

The architect has proposed the relocation of the room to a much higher profile site immediately beside the front door. A relocated and restyled meeting room could serve a much larger number of community rental requests that cannot be met at the current time. It is estimated that the additional meeting rentals could produce significantly higher revenues / year with very minimal additional operating costs.

A new room would provide additional program space, which would facilitate the creation of more community, program offerings. These programs could include:

- fitness
- nutrition workshops
- pilates
- yoga
- foundational fitness
- walking groups
- child minding
- aquatic workshops
- seniors programs
- RSA based programs

It is estimated that these programs would realize up to \$13K/year.

As well the room could provide additional meeting and birthday party opportunities.

One of the demographic groups that require additional meeting/program space in Whistler are the older adult / senior population. The 'older adults' make up almost 20% of the Whistler population and is expected to grow significantly in the coming years. A 'seniors' group has approached the Meadow Park staff to explore rental or partnering opportunities to provide daytime programming to this segment.

It is estimated that rental revenues could be increased by approximately \$6K.

This new room is expected to increase revenues by \$20,000 / year.

The exposure of this new room on the front of the building immediately beside the main entrance could create to a new sponsorship opportunity for the RMOW with Blue Shore Credit Union or other potential sponsors either to pay a portion of the capital costs or produce an additional annual revenue to the facility.



Proposed New Multi Purpose Room

Project Cost

The current building lends itself to building a new room outside the current building envelope at a reasonable cost because it can share three current walls.

The budget would be as follows:

625 sq. ft. X \$350 sq. ft. = \$218,750

Proposed Objectives of Project

- Attract new customers through additional program offerings.
- Create meeting spaces for various community groups that provide recreation/community services to the community
- Provide additional opportunities for older adults/seniors to access need meeting recreation opportunities
- Allow current users to enhance the programs that they offer e.g. tournaments

Rationale

Meeting rooms associated with community recreation centres build on the role of the complex as the centre of community leisure activities and encourages users, including community groups to meet and plan high quality, low cost volunteer driven recreation activities. These rooms also generate revenue and are capable of paying back the initial capital investment.

4) Expansion of Fitness / Wellness Centre

The current Meadow Park Fitness and Wellness Centre is operating at close to capacity at prime or most popular times. The current facility is serving 317,219 participants. The individual and pass sales combine produce just under one million dollars in revenue.

One of the key roles that local governments play in the provision of community health services is the opportunity for all citizens to maintain and improve their personal fitness. This is the single most cost efficient and effective tool in the provision of health care services.

Studies and business experience has shown that potential clients will turn away from a facility that is functioning near capacity. This is particularly true for the less active persons who could be considered latent or potential clients.



It has been proposed that the current weight room be expanded by enclosing the current adjoining deck area.

Several other local governments have expanded their fitness areas in the last few years.

Delta

In 2010, the municipality of Delta expanded the weight room at the Sungod Recreation Centre. The project added an additional 3700 sq. ft. of single story facility space.



The project included a modestly sized geothermal field to provide interior space heating/cooling. Below is a simple table of the project costs:

Overall, the project has proven to be a great success. The new weight room is attracting a wide range of clients from a variety of cultural and demographic groups.



One of the least served communities in that community was the teen population. Delta reviewed the literature and research as it pertains to teens and based on recent findings decided to allow teens unlimited use of the fitness area.

Project Item	Costs (excluding GST)
General Contractor Services	\$1,954,308.00
Consulting Fees (Tender to Construction)	\$63,000.00
Allowance for Fitness Equipment	\$200,000.00
Allowance for Project Management Fees	75,000.00
Sub Total	\$2,292,308.00
Contingency (10%)	\$230,000.00
Total Project Cost	\$2,522,308.00

As the numbers indicate the post expansion attendance increased substantially and continues to grow.

The project is so successful that the municipality is now looking at a similar project at the North Delta Recreation Centre.

YEAR	DROP-IN	SCANS
2008 – 6 years post 2002 opening	137,494	249,949
2010 – 1 year prior to 2011 expansion	119,196	229,650
2012 – 1 year after 2011 expansion	148,641	339,715
2013 – 2 years after 2011 expansion	157,370	352,016



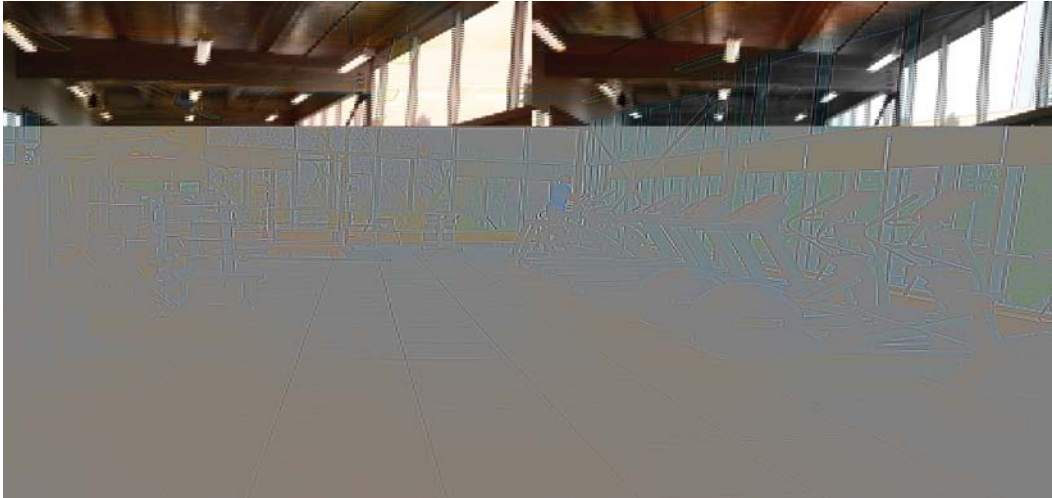


Sungod weight room

New Westminster

In New Westminster the Queensborough Community Centre expanded their weight room in 2012. Prior to expansion the facility totaled 750 sq. ft. The room was relocated to the second floor and expanded to 2864 sq. ft.





Queensborough fitness studio

Attendance and revenues increased dramatically. The following are three selected benchmark months for this pre and post expansion weight room project.

	Membership 2011	Membership 2014	Drop In 2011	Drop In 2014	Total 2011	Total 2014
January	\$4,170	\$10,552	\$2,098	\$5,384	\$6,268	\$15,936
May	\$2,624	\$7,362	\$1,724	\$2,287	\$4,398	\$9,649
September	\$2,443	\$7,471	\$1,269	\$2,271	\$3,713	\$9,743

The revenue increases proved to be substantial. The staff report that the increased activity in the fitness area has positively impacted several other programs as the centre as well. In other words they can now better serve overall family leisure needs as the parents and children can now participate in multiple activities at the same time.

Abbotsford

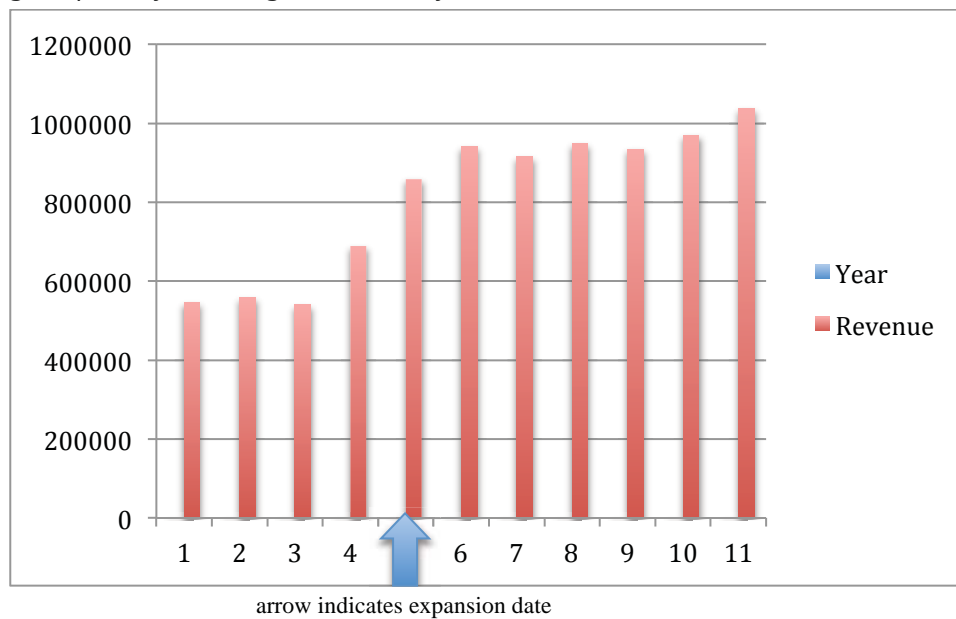
In Abbotsford the Matsqui Recreation Center fitness facility was expanded from 2,000 sq. ft. to a total of 6,000sq. ft. in 2005

The expanded facility is furnished with cardiovascular equipment (treadmills, stepping machines, etc.) and weights (machines and free). The increased size allows the City to meet the demand of specific and unique segments of society. Three such examples are as follows:

- Youth / Seniors workout space
(Seniors in the morning / Youth in the afternoon)
- Women's only workout space
- Separate co-ed strength and cardio area
- Ethnic populations & communities



The additional space provided the flexibility to increase lease revenues through complementary services e.g. juice bar, pro shop, increased physiotherapy space, photo finishing and/or dry cleaning kiosk, lottery ticket kiosk to mention a few.



The chart above reflects the actual revenues from the pool and exercise room. The bump after the renovation that opened in 2005 is quite substantial and reflects a positive payback program.

Competing with the Private Sector

Projects of this nature are sometimes criticized as public sector unfairly competing with the private sector. While this is possible a well-planned public facility should be constructed to meet a higher set of community-based values. They should compliment and not compete with private facilities that focus on specific market segments.

According to a 'Fitness Business Canada' newsletter:

"Traditional fitness participants – i.e. those who are members of clubs, community centers, Y's, workplace fitness facilities, etc. are generally self starters and more highly motivated than their inactive counterparts. However, those less predisposed to activity commonly pass up on these opportunities for any number of individual, social or economic reasons. To expand the industry's sphere of influence, these opportunities must be made more attractive to inactive populations so that operators can reduce their reliance upon traditional markets."

In additions, "About half of the people who are regularly active are already in the fitness system. Most fitness businesses lose between 30% and 50% of their clientele every year." This is called 'member churning'.



Public facilities bear the responsibility for helping build 'physical literacy' i.e. a lifetime fitness lifestyle through all stages of life. In other words the target market and responsibilities of public facilities is quite different than that of a private clubs.

Private facilities strive to achieve a level of membership counting on the fact that only a fraction of its members actually attend the facility on a regular basis. The very keen and committed fitness members of society will often gravitate to a private club to avoid the large numbers of participants, the longer wait lines for equipment and the lack of 'specialty equipment' such as heavy weights that marl a public fitness facility.

A public facility has the responsibility to attract and motivate the inactive population.

Public facilities should also provide an opportunity for people in the lower income categories to participate in fitness and wellness through subsidization or at least lower priced programs.

A key distinction between a private and a public facility is the increased awareness in the eyes of children of the importance of health and wellness that is obtained through membership in a public facility. Children of all ages and youth witness the important role exercise plays as a way of life. Private facilities typically do not provide as significant opportunities for children.

The Current Meadow Park Fitness Experience

The current facility has become more popular over the years in keeping with the ever-increasing fitness expectations of the citizenry. The facility has been expanded internally on several occasions to meet the growing demand by utilizing every square foot that was available on the second floor of the facility. Yet the demand continues to increase.

The Ideal Fitness Layout

There is no ideal layout for a fitness centre. Each facility must be designed to meet the unique needs of the community it serves and to be functional within the larger community centre services.

However, based on research and actual experience fitness experts suggest the following general principles should be considered to best appeal to the needs of the less active population who should be the target market for new clients.

- Initial entrance space should include a staffed welcome desk
- A stretching space near the entrance to welcome those not familiar with fitness equipment that can sometimes be seen as intimidating
- A posted code of conduct that encourages a non threatening experience for all
- A fitness studio free of equipment and designed to encourage class activity
- A weight room with outside views, well spaced equipment and consultants / attendants



Proposed Additional Fitness Space

Project Costs For Meadow Park

The expansion of this facility is budgeted as follows:

$$1200 \text{ sq. ft.} \times \$360/\text{sq. ft.} = \$560,000$$

The budget is less than would otherwise be the situation when building new space because the proposed weight room expansion will utilize the current outdoor courtyard area hence foundations etc. are already in place.

Since this outdoor space is not in use the weight room will create a higher and better use at a reasonable cost with a strong payback formula.

Proposed Objectives of Project

- Meet the demands of a growing population, increasing the availability of facilities that promote health and wellness.
- Provide better customer experience to existing patrons through an improved facility.
- Be a facility that will attract new customers and promote healthier lifestyles.
- Meet the needs of an increasingly diverse and unique marketplace (youth/seniors/coed/multi-cultural)
- Provide extended opportunities to become a meeting place for a diverse permanent and seasonal community that helps build community
- Meet the ever-increasing demands of resort visitors particularly for those where primary fitness facilities are not provided through their accommodations
- Free up current space for more classes during prime time

5) Exterior Facility Improvements

- Trail Installation
- Parking Lot Safety Improvements
- Bike Access/Parking
- Walking Access



Community Centre by function is designed to be an attractive and exciting place to visit for families and most importantly for children. The Meadow Park Sports Centre attracts large numbers of children. Many of these children are visiting for the first time.

The Resort Municipality of Whistler has partnered in the Walk Safe BC Program.

One of the tenants of the program states as follows:

“By taking simple precautions and understanding safety hazards, the community can reduce serious and fatal accidents between vehicles and pedestrians in Whistler.”



The Meadow Park facility is accessible by bus, bike, car and walking. The parking lot has 159 parking stalls serving cars and 4 stalls dedicated to oversize vehicles. The lot also performs the function of traffic circle / bus stop for 85 to 175 busses / day. As a consequence the number of pedestrians walking through this lot include commuters from the nearby communities as well as the facility patrons.

The valley trails come to the site but do not navigate around the parking lot. The rear of the centre is currently walker friendly but the facility has no functioning entrance. The front of the complex has an entrance but no marked sidewalks and safe 'pedestrian first' routes through the parking lot. As well there are few functioning places to park and secure bikes

Staff have received numerous reports of 'near misses' with regard to pedestrians and in particular children as they navigate through the parking lot to the centre. These 'near misses' occur at least once per week.

The centre could easily create a path or sidewalk that would permit clients from any direction to walk around the entire building. As well these paths could be linked to the larger trail network that makes up Whistler. In particular there needs to be a functional pathway link to the playing fields behind the building.

To support the large number of bike activities the centre needs to become bike friendly. In particular the paths need to be created that will permit cyclists to ride to the corner of the building and have access to bike racks.

Finally while the shape of the parking lot is problematic from a pedestrian point of view, it is recommended that traffic engineers / landscape planners develop a comprehensive series of walking routes that lead out of the parking lot to pedestrian friendly paths.

Proposed Improvements to Create Pedestrian / Bike Friendly Complex

Project Costs

The proposed budget would be as follows:

Proposed Objectives of Project

- Provide better access to existing patrons who chose to ride a bike to the complex.



- Encourage more individuals to walk to the facilities
- Ensure a safe site for patrons in general and children in particular that come to the

complex by car or bus.

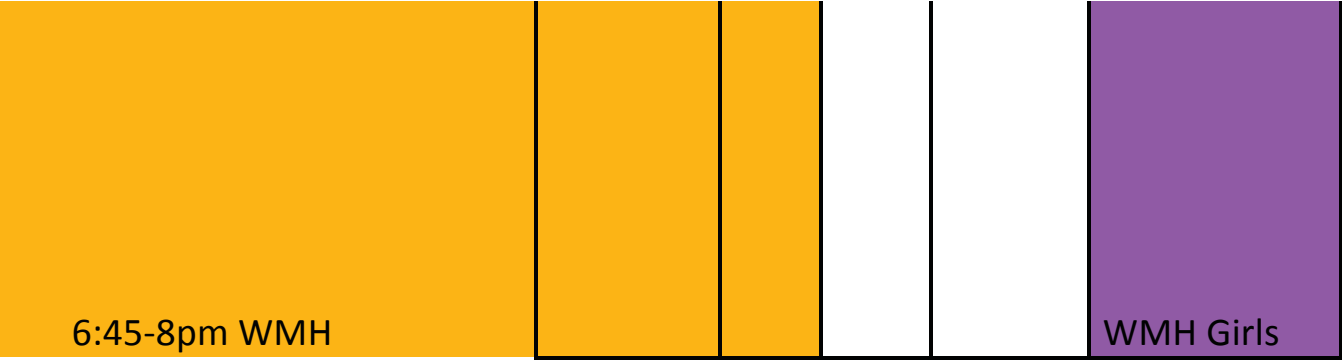
- Create a better interface between the indoor and outdoor recreation opportunities.
- Extend additional services to the active park users



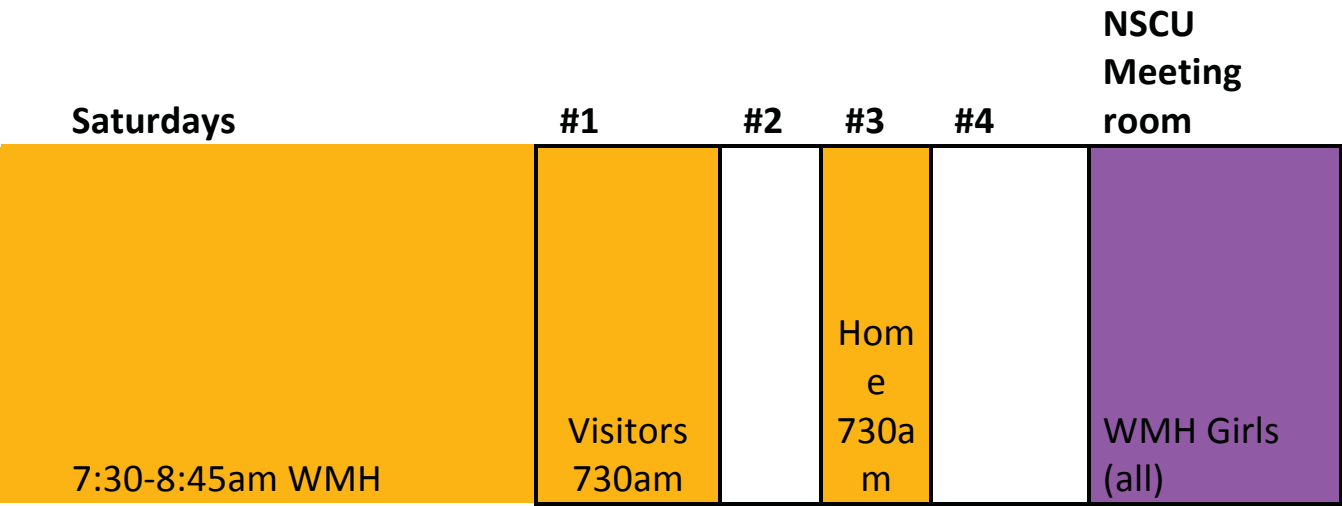
Appendix 1 – Arena Dressing
Room Schedule

Wednesdays	#1	#2	#3	#4	Meeting room
3:45-5pm WMH					WMH Girls
5:15-6:30pm WMH					WMH Girls





4.25 hours



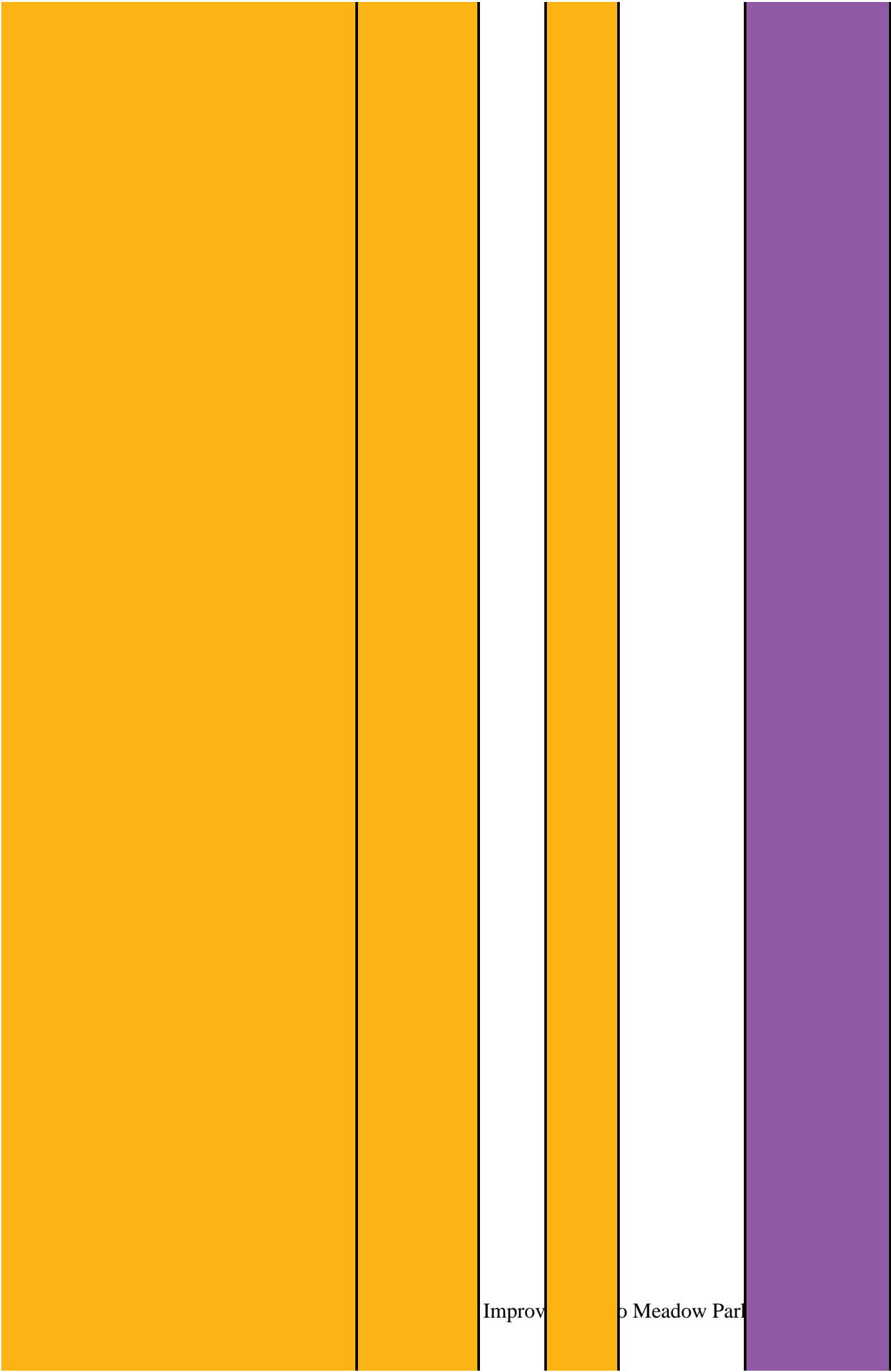
9-10:15am WMH	x	Visitors 9am	x	Home 9am	WMH Girls (all)
10:30-11:45am WMH	Visitors 1030am	x	Home 1030am	x	WMH Girls (all)
3:15-4:30pm WMH	x	Visitors 315pm	x	Home 315pm	WMH Girls (all)
4:45pm-6:15pm	Visitors 445pm	x	Home 445pm	x	WMH Girls (all)



7.25 hours

Sundays	DR #1	#2	#3	#4	Meeting room
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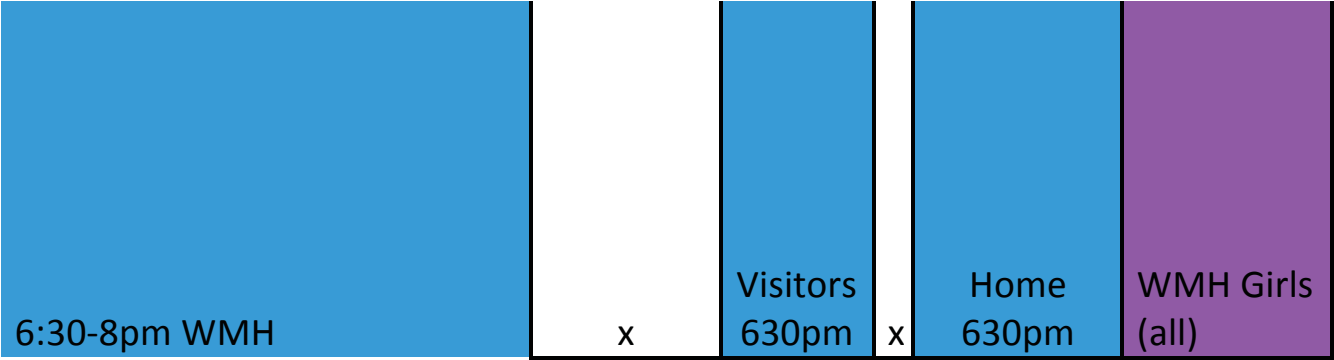




Improv to Meadow Park

8:45-10am WMH	x	Visitors 845am	x	Home 845am	WMH Girls (all)
10:15-11:45am WMH	Visitors 1015am	x	Home 1015am	x	WMH Girls (all)
3:15-4:30pm WMH	x	Visitors 315pm	X	Home 315pm	WMH Girls (all)
4:45pm-6:15pm WMH	Visitors 445pm	x	Home 445pm	x	WMH Girls (all)





9 hours

x unavailable due to cross over time required to change before after game time

WMH = Whistler Minor Hockey

20.5
hours/week







REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: June 9, 2015

REPORT: 15-075

FROM: Community and Corporate Services

FILE: 4325

SUBJECT: 2014 STATEMENTS OF FINANCIAL INFORMATION

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

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

RECOMMENDATION

That Council approve the 2014 Statements of Financial Information.

REFERENCES

Appendix A – 2014 Statements of Financial Information

PURPOSE OF REPORT

The Financial Information Act requires every local government in British Columbia to submit the Statements of Financial Information (SOFI) to the Ministry of Community, Sport & Cultural Development within six months of the end of the fiscal year (December 31).

Further, Section 9(2) of the Financial Information Regulations requires that the SOFI be approved by Council and by the officer assigned responsibility for financial administration under the Local Government Act.

Attached and recommended for Council approval are the following schedules

- a) Management Report
- b) List of elected officials, their remunerations and expenses paid on their behalf.
- c) Alphabetical list of employees with remunerations in excess of \$75,000, expenses paid on behalf of those employees and the consolidated total of all remuneration paid to all other employees.
- d) Alphabetical list of suppliers who were paid more than \$25,000 during the year and the consolidated total amount paid to all remaining suppliers.
- e) List of grants and contributions paid during the year in excess of \$25,000 and the consolidated total of grant payments less than \$25,000.
- f) Statement of Severance Agreements
- g) Audited consolidated financial statements

DISCUSSION

The SOFI report is required to be prepared on a cash rather than an accrual basis, which is different from the requirements for the preparation of the annual audited financial statements. As a result the totals for remuneration and payments made to suppliers are different than the Financial Statements. A reconciliation to the financial statement balances is at the end of the remuneration and supplier payment schedules.

OTHER POLICY CONSIDERATIONS

None

BUDGET CONSIDERATIONS

Only municipal staff, administration and overhead costs are required to prepare the SOFI report and are accommodated within the annual operating budget of the municipality.

COMMUNITY ENGAGEMENT AND CONSULTATION

The SOFI is being presented to and received by Mayor and council at an open meeting and will be available to members of the public via the municipal website or hardcopy upon request.

SUMMARY

The Schedules pertaining to the Statements of Information for the year of 2014 have been prepared in compliance with the legislated requirements and require Council approval before being submitted to the Ministry of Community, Sport & Cultural Development..

Respectfully submitted,

Ken Roggeman
DIRECTOR OF FINANCE
for
Norm McPhail
GENERAL MANAGER OF CORPORATE AND COMMUNITY SERVICES

**RESORT MUNICIPALITY OF
WHISTLER**

2014

**STATEMENTS OF
FINANCIAL INFORMATION**

2014 Statements of Financial Information Report

June 2015

Background

What is the 'Statements of Financial Information' Report (SOFI) report? The SOFI report is a regulatory requirement for all British Columbian municipalities, submitted by June 30 each year to the Ministry of Community, Sport and Cultural Development. The purpose of the SOFI is to report the financial statements and disbursements for employee remuneration, goods and services. Financial Information Act (FIA) regulations require that the SOFI is available for public examination for 3 years once released.

The SOFI includes the municipality's audited financial statements and schedules regarding remuneration paid to the Mayor and Council, a listing of the municipal employees and their positions who have remuneration over the threshold amount of \$75,000, amounts paid to suppliers of goods and/or services to which the municipality paid a total of exceeding \$25,000 including GST and any other taxes during the year, and all grants awarded by the municipality to not-for-profit organizations for the reporting year.

The schedules are prepared for the provincial government, and are prepared according to the FIA regulations. It should be noted that SOFI schedules are not the Resort Municipality of Whistler (RMOW) financial statements. Amounts appearing in the SOFI report are based on when payments were made rather than the accrual basis normally used for financial statement presentation. Further, the schedules are a consolidation of Whistler 2020 Development Corp, Whistler Housing Authority, RMOW, and other subsidiary companies.

How to interpret the financial information:

Staff remuneration

The remuneration amounts disclosed in the SOFI report incorporate a number of inclusions: any form of salary, wages, taxable benefits, payment into trust or any form of income deferral paid by the corporation to the employee or on behalf of the employee during the fiscal year being reported upon. It also includes monies that the employee may not receive such as the employee portion of Canada Pension Plan premiums and Employment Insurance. Depending on the year, in addition to regular pay, total remuneration may include overtime pay, statutory holiday pay, payments of accrued vacation, sick and banked overtime, and retroactive pay rate changes. With each of these variables changing from year to year, the remuneration amounts will fluctuate annually.

Staff expenses

The figures under expenses include employee costs such as: mileage to meetings, event registration fees, and professional accreditation. The FIA specifically states that expenses "...are not limited to expenses that are generally perceived as perquisites or bestowing personal benefit, and may include expenditures required for employees to perform their job functions".

Supplier payments

For goods or services purchased by the organization, the SOFI report includes a summary of payments made to outside organizations which total more than \$25,000 for the reporting year. In the case of the RMOW, this may include payments to such organizations as: BC Hydro, Bell Canada, the Receiver General of Canada and various other companies for goods and services. The report also summarizes payments made as grants to not-for-profit organizations the municipality supports in Whistler.

Recoveries/ reimbursements

It is important to note that the report does not include any recoveries. So if a staff member, or contracted service provider was paid an amount, and any portion of that amount was then reimbursed, the reimbursed amount is not reflected in the report. As an example, BC Hydro reimburses RMOW for 50% of the labour cost of the municipal energy manager but this reimbursement does not reduce the amount reported as remuneration for that position.

Resort Municipality of Whistler

Statement of Financial Information Approval

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Director of Finance,

Council Member on behalf of Council

Name: _____

Name: _____

Sign: _____

Sign: _____

Date: _____

Date: _____

Prepared under the Financial Information Regulation, Schedule 1, section 9

Management Report

The Financial Statements contained in this Statement of Financial Information under the *Financial Information Act* have been prepared by management in accordance with generally accepted accounting principles or stated accounting principles, and the integrity and objectivity of these statements are management's responsibility. Management is also responsible for all the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

Management is also responsible for implementing and maintaining a system of internal controls to provide reasonable assurance that reliable financial information is produced.

The Mayor and Council are responsible for ensuring that management fulfills its responsibilities for financial reporting and internal control and exercises this responsibility through their Finance and Audit Committee. The Audit Committee meets with management and the external auditors at least once per year.

The external auditors, BDO Canada LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Act. Their examination includes a review and evaluation of the corporation's system of internal control and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Finance and Audit Committee.

On behalf of The Resort Municipality of Whistler



Ken Roggeman
Director of Finance

May 29, 2015

Prepared pursuant to Financial Information Regulation, Schedule 1, section 9

RESORT MUNICIPALITY OF WHISTLER
SCHEDULE A
SCHEDULE OF REMUNERATION AND EXPENSES

Year ending December 31, 2013

ELECTED OFFICIALS

Name	Position	Remuneration	Expense
Anderson, Steven	Councillor	1,088	285
Crompton, Jack	Councillor	31,437	758
Faulkner, Jayson	Councillor	30,228	635
Ford, Jennifer	Councillor	1,088	285
Grills, John	Councillor	31,437	1,279
Jackson, Duane	Councillor	30,228	-
Janyk, Andree	Councillor	31,437	684
Maxwell, Susan	Councillor	1,088	285
McCarthy, Roger	Councillor	29,019	500
Wilhelm-Morden, Nancy	Mayor	77,628	2,050
		263,592	6,475

OTHER EMPLOYEES

Name	Position	Remuneration	Expense
Adams, Lloyd	Computer Systems Coordinator	89,270	-
Andiel, Justin	Central Services Supervisor	84,782	2,157
Andrea, Robert	Manager Village Animation	133,984	139
Battiston, Ted	Manager Sustainability Initiatives	126,748	-
Bencharski, Paul	Manager Capital Projects	88,921	635
Beresford, Heather	Manager Environmental Stewardship	115,143	195
Beswetherick, Paul	Supervisor Horticulture/Turf	96,341	2,271
Blunden, Kelly	Manager Info Technologies	132,037	2,931
Booker, Heather	RCMP Public Liaison	94,945	-
Brennan, Robert	Planner	92,490	493
Brereton, Douglas	WWTP Operator 4	98,419	744
Brooksbank, Timothy	Supervisor Roads	104,437	331
Brown, Sandra	GIS Coordinator	76,404	4,231
Browning, Trish	WWTP Supervisor	77,668	5,082
Buchholz, Brian	Firefighter Inspector	119,199	-
Burns, Christine	Supervisor Program Services	87,843	931
Butler, Eric	Accountant	75,510	2,298
Chalk, Timothy	Supervisor Capital Projects	141,203	185
Cipolla, John	Firefighter Captain	132,117	-
Comeau Thompson, Michele	Manager Communications	165,730	813
Coughlin, Wayne	Electrician	82,032	395
Creery, Kevin	Planning Analyst	95,849	1,048
Crevier, Simon	Plan Checker	76,246	769
Dal Santo, Emma	TDM Coordinator	117,677	2,363
Damaskie, Kevin	Sustainability Coordinator	124,718	-
Davidson, Peter	Utilities Operator 2	81,121	-
Day, Michael J	Manager Environmental Operations	122,867	5,419
Deane, Pamela	Recreation Programmer	80,295	1,244
Delbosco, Anthony	Firefighter Inspector	121,688	5,449
Dennien, Wayne	Electrician	78,621	3,897
Dent, Mark	Computer Systems Administrator	76,249	-
Diamond, Richard	Building Official 3	77,895	1,660
Doyle, Stephen	Firefighter Inspector	115,615	71
Dunlop, Jim	Engineering Technologist	87,846	3,200
Eckersley, Bruce	WWTP Millwright	80,919	-
Ertel, Jeff	Senior Engineering Technologist	121,931	2,090
Evans, David	Firefighter Inspector	120,677	-
Finnerty, Andrew	Leadhand - Roads	81,718	996
Fugman, Sharon	Manager Legal Services	117,037	4,072

Furey, Michael	Chief Admin Officer	209,195	4,706
Goward, Melvin	Journeyman Mechanic	77,002	-
Hallisey, James	Manager Environmental Projects	149,400	3,603
Harvey, William	Utilities Operator 3	89,840	-
Heppell, Christopher	Firefighter Inspector	127,211	-
Houlding, Jason	Firefighter Inspector	111,687	-
Hunter, Mitchell	Firefighter Inspector	114,248	-
Illingworth, Jake	Firefighter Inspector	105,513	-
Jansen, Jan	General Manager Resort Experience	161,334	1,691
Jazic, Derek	Journeyman Gardener	84,861	322
Johnston, Nancy	Bylaw Enforcement Officer II	85,249	1,181
Kauffman, Dan	Firefighter Inspector	116,458	2,058
Kearns, Neil	WWTP Operator 2	81,592	350
Kirkegaard, Michael	Manager Resort Planning	174,711	1,998
Kirkwood, Sheila	Fire Chief	136,347	4,719
Kuiper, Marc	Firefighter Inspector	120,907	-
Laidlaw, Melissa	Senior Planner	78,401	923
Lamb, Anna	Manager Financial Services	122,225	684
Livingstone, Adam	Journeyman Carpenter	75,845	-
Lutke, Brian	Engineering Technologist	80,689	337
MacConnachie, Alan	Firefighter Inspector	116,863	172
MacFayden, Hamish	WWTP Operator 3	87,421	70
Marriner, Erin	ESS Coordinator	87,659	1,326
Martin, Paul	Senior Building Inspector	90,117	1,335
McCrary, James	Planning Analyst	83,109	493
McDonald, Craig	FF Captain	133,322	-
McFarland, Kevin	Parks Planner	111,408	1,311
McKeever, Elizabeth	Librarian	80,332	956
McLaughlin, Shawn	Leadhand - Roads	75,270	-
McPhail, Norm	General Manager of Corporate & Community Services	148,389	782
Mellor, Keith	Firefighter Inspector	81,363	-
Mitchell, Andrew	Journeyman Carpenter	77,375	-
Mooney, Joseph	Manager Building Inspector	143,921	975
Morphet, Scott	Equipment Operator Leadhand	78,009	539
Murray, Kevin	Purchasing Agent	75,420	642
Nelson, Chris	Deputy Fire Chief	147,026	4,917
Pardoe, Martin	Manager Resort Parks and Open Space Planning	139,402	1,763
Patterson, David	Manager Parks and Operations	146,385	-
Paul, Heather	Computer Systems Analyst	79,501	29
Paul, Joseph	Manager Developmental Services	157,833	1,814
Peebles, Robert	Chief Utilities Operator	91,934	498
Price, Alan	Supervisor Garage	77,222	100
Pryce-Jones, Raymond	Supervisor Village Maintenance	106,633	-
Rae, John	Manager Strategic Alliances Marketing	109,685	13
Roggeman, Ken	Director of Finance	176,388	1,350
Rushbrook, David	Firefighter Captain	135,524	-
Russell, Lorne	Parks and Trails Supervisor	93,418	706
Schimek, Laurie-Anne	Deputy Corporate Officer	93,988	3,005
Shaw, Dave	Supervisor Facility Maintenance	75,779	1,805
Sibbald, Darcie	Firefighter Inspector	100,451	2,748
Smith, Curtis	Leadhand - Village Maintenance Services	95,414	-
Smith, Sandra	Supervisor Bylaw Services	93,036	2,428
Smith, Rankin	Utilities Operator 2	81,533	498
Story, Shannon	Manager Legislative Services	116,195	4,443
Tilley, Craig	Firefighter Inspector	107,148	1,889
Tindle, Keith	Manager Recreation Facility	140,358	-
Toole, Elizabeth	WWTP Operator	82,636	704
Tracy, Elizabeth	Library Director	113,832	2,898
Tsujimura, Caine	Firefighter Inspector	108,724	-
Tucker, Andrew	Engineering Technologist	84,464	2,305
Van Engelsdorp, Bob	Firefighter Inspector	116,884	-

Vandeberg, Christa	Village Animation Coordinator	92,866	-
Velan, Nick	Firefighter Inspector	108,211	-
Vertefeuille, Kim	Firefighter Inspector	104,601	-
Warzybok, Agnieszka	Human Resources Advisor	87,764	664
Weetman, Roger	Manager Recreation	146,498	2,709
White, Nadine	Librarian	84,356	905
Wike, Christopher	Supervisor Utilities	103,153	1,017
Wood, Denise	Director Human Resources	188,476	700
Zucht, Marla	General Manager, WHA	100,083	-
Other Employees	Various	12,010,171	68,259
		<u>23,664,461</u>	<u>195,450</u>

OTHER AMOUNTS

Employer Contributions to:

- Canada Pension Plan	744,665
- Employment Insurance	378,408
- Municipal Superannuation	1,772,479
- Health Insurance	999,501
	<u>3,895,053</u>

SUMMARY

Elected Officials	263,592	6,475
Other Employees	23,664,461	195,450
Other Amounts	3,895,053	-
Total	<u>27,823,106</u>	<u>201,925</u>

Prepared under the Financial Information Regulation, Schedule 1, section 6 (2),(3),(4),(5)&(6)

RESORT MUNICIPALITY OF WHISTLER**SCHEDULE B****SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES****Year ending December 31, 2014**

Supplier Payments - Alphabetical	Total
0850290 BC Ltd	45,597
10Eighty Production Technologies Inc	322,914
3M Canada Company	26,174
591003 B.C. Ltd.	45,459
Acklands - Grainger Inc.	43,463
ADP Canada Co.	79,605
AECOM Canada Ltd.	34,577
Alpine Lock & Safe Ltd.	32,782
Alpine Paving (1978) Ltd.	1,841,816
Alpine West Systems Electrical	144,185
Alpine Works Contracting Ltd	90,261
Alta Lake Electric Ltd.	40,829
Amazon	26,739
Aon Reed Stenhouse Inc.	404,543
Avenue Machinery	90,107
B.A. Blackwell & Associates Ltd.	145,569
B.G.E. Service and Supply	28,178
Baker & Taylor Books	34,164
BC Communications	34,513
BC Hydro (Master Billing)	1,485,795
BC Transit	6,288,094
BCT Fencing Ltd.	82,687
BDO Canada LLP	223,335
Bell Canada	29,618
Bell Mobility Inc.	70,831
BI Purewater	41,460
Black Tusk Fire & Security Inc.	27,046
Blackcomb Helicopters LP	25,044
Borden Ladner Gervais	34,019
brand.LIVE Management Group Inc.	135,041
Brenntag Canada Inc.	78,145
Brian Ayearst Contracting	231,652
Bruce Carscadden Architect Inc	33,959
Burley Boys Tree Service	316,744
Business Pro Computers	90,807
Cale Systems Inc	40,718
Canadian National	27,796
Capilano Highway Serv. Co.	135,766

Carneys Waste Systems	1,173,398
CARO Analytical Services	81,529
Cascade Environmental Resource Group	89,121
CHB Services Ltd.	26,287
Chevron Canada Limited	475,049
Cimco Refrigeration	259,884
Ciofani Resources	428,631
Classic Impressions Inc.	25,674
Cleartech Industries Inc	72,444
Clifftop Contracting Ltd.	31,858
Clydesdale Maintenance Ltd.	35,397
C-Mac Contracting Ltd.	64,322
Coast Aggregates Ltd.	44,317
Coastal Mountain Excavations	270,334
Cobra Electric	26,637
Columbia Water Wells Ltd.	33,572
Commercial Aquatic Supplies	38,624
Continental Pole	27,804
Contract Cleaners Ltd.	27,426
Corporate Electric Limited	202,156
CS Jackson Heavy Equipment Services Ltd	131,816
Custom Air Conditioning Ltd.	75,222
Cutting Edge Signs	51,927
CWA Engineers Inc	29,142
Dekra Installations Inc	33,199
Double Diamond Law Corporation	29,970
Doug Bush Survey Services	50,710
DPOC Neopost Canada Ltd.	38,850
Dysart, Lorna	26,479
E-Comm Emergency Communications	65,384
ESRI Canada	34,680
Evergreen Projects Ltd.	1,579,196
Finning (Canada)	31,374
Flynn Canada Ltd.	608,014
FortisBC-Natural Gas	278,526
Found Design LLC (d/b/a MERJE)	38,275
Gavan Construction Company Ltd	198,193
GCR Rail Crossings	27,147
GEOSYS Technology Solutions	50,822
Gescan	181,439
Graphically Speaking	25,234
Greater Vancouver Regional District	26,796
Haakon Industries	79,462
Hach Sales & Service Canada LP	78,864

Hapa Collaborative	38,492
Hazmasters	46,854
Homewood Health Inc	25,465
ICBC	124,987
IKEA	27,074
Iota Construction	398,143
Ironman WE Canada	124,208
ISL Engineering and Land Services Ltd.	181,856
Jonathan Morgan & Company Limited	76,333
Kerr Wood Leidal Associates Ltd. Consulting Engine	93,994
Kingston Construction Ltd	142,002
Klohn Crippen Berger Ltd.	193,863
Lat Div Of Lafarge Canada Inc	45,590
Lifestyle Equipment Ltd	27,121
Limnotek	75,629
Lordco Parts	81,634
Marsh Canada	112,607
Mertin Nissan Ltd	131,328
Metro Motors Ltd.	183,091
Metro Testing Laboratories (Whistler) Ltd.	45,360
Microsoft Licensing, GP	118,702
Mills Office Productivity	52,896
Moneris Merchant Services	138,558
Morfco Supplies Ltd.	32,739
Morrison Hershfield Limited	43,668
Mountain Berry Landscaping Ltd.	36,834
Mountain Country Property Management	260,566
MTS Maintenance Tracking Systems Inc.	53,977
Municipal Insurance Assoc. Of British Columbia	265,095
Municipal Social Fund	35,094
Mustel Group Market Research	25,988
Nicholas, Paul	66,096
Norseman Engineering Ltd.	43,515
Northland Excavating Ltd.	78,031
Northwood Roofing Ltd	29,925
Opus Dayton & Knight Ltd.	59,676
Pacific Restorations	70,610
Paragon Engineering Ltd.	74,540
Pemberton Music Festival LP	26,250
Phoenix Marine Services Inc.	155,925
Pique Magazine	88,568
Piteau Associates	62,296
Planimetrix Design Group Inc.	35,215
Plastics Plus Fabricating Ltd	83,586

Polycrete Restorations Ltd.	86,128
Profire Emergency Equipment Inc.	28,360
QCA Systems Ltd	33,700
R. Steel Mechanical Ltd.	34,539
Read Jones Christoffersen Ltd.	106,595
Receiver General	36,269
Receiver General For Canada RCMP	2,926,241
Regional Disposal Company	1,225,828
Rocky Mountain Phoenix	45,761
Rona Inc.	54,969
Royal Bank	373,729
Sabre Rentals	63,142
Scada Controls Central Ltd.	50,552
School District #48	114,499
Score Marketing Inc	52,327
Sea To Sky Courier & Freight Ltd.	29,771
Sea To Sky Fire Prevention	74,595
Sea to Sky Security (2008) Ltd	50,574
Slope Side Supply	117,109
SMS Equipment	33,532
SNS Group	57,640
Softchoice LP	112,095
Spanmaster Structures Ltd	252,868
Spearhead Plumbing and Heating	30,302
Specialty Coatings Co.	63,210
Squamish Lil'wat Cultural Centre	27,697
Squamish Toyota	93,193
Squamish-Lillooet Regional District	1,433,243
Stak Fitness	59,799
Tab	76,999
Telus (Master Billing) Telus Communications(B.C.)	135,392
Tempest Development Group, The	52,034
Tetra Tech EBA Inc	37,390
Three Dimensional Services Inc.	66,657
Three Star Amil Cleaning Services	140,798
TOIT Events	55,325
Tom Barratt Ltd.	30,340
Tough Mudder Events Ltd	163,800
Tourism Whistler	2,729,997
Triton Auto & Ind. Ltd.	30,355
Turbo Plumbing & Heating	69,265
U GO Contracting	26,421
UNIT4 Business Software Corporation	99,028
UniVar Canada Ltd.	179,619

Valkyrie Law Group LLP	55,749
Valley Maintenance Janitorial	38,164
Vancouver Symphony Society	102,095
Van-Kel Irrigation	36,564
Vector Corrosion Technologies, Ltd.	48,769
Vectorbloom	27,500
Viking Fire Protection	27,703
WAG	44,514
Wall 2 Wall Carpet & Flooring	56,825
Wanderlust Festival	67,901
Waterhouse Environmental Services Corporation	60,480
Watermark Communications Inc.	142,800
Western Star & Sterling Trucks Of Vancouver	32,506
Western Tank and Lining Ltd.	65,862
Whistler Arts Council	505,141
Whistler Blackcomb	769,998
Whistler Centre for Sustainability	95,743
Whistler Film Festival Society	79,600
Whistler Glass Ltd.	42,894
Whistler Museum And Archives Society	39,424
Whistler Printing & Publishing (Question)	62,819
Whistler Sport Legacies	34,266
Wishbone Industries Ltd.	27,835
Workers Compensation Board Of B.C.	347,423
Wright Tech Systems Inc.	101,609
Xylem Canada Company	48,807
Young Anderson, Barristers and Solicitors	123,427
Zamco Trading Inc	28,054
	<u>38,905,357</u>
Total Suppliers under \$25,000	5,288,231
	<u><u>44,193,588</u></u>

Grants

WAG	60,000
Whistler Arts Council	536,800
Whistler Chamber of Commerce	110,000
Whistler Museum And Archives Society	150,000
WORCA	30,000
Total over \$25,000	<u>886,800</u>
Total grants under \$25,000	173,874
Total Grants	<u><u>1,060,674</u></u>

RECONCILIATION

Total Employee Earnings (Schedule 1 Section 2 - 6)	27,823,106
Total Supplier payments	44,193,588
Adjustment for HST rebates received	-849,298
Grants	1,060,674
Cost of Sales Cheakamus Crossing	1,431,169
Interest on long term debt	1,908,721
Purchase of Capital Assets	-8,164,406
Amortization	10,915,944
Landfill Closure	431,983
Other Items, Accrual / Cash accounting differences	-488,116
	<u>78,263,365</u>
From Financial Statements	
Total Expenditures	78,263,365

Resort Municipality of Whistler

Statement of Severance Agreements

There were three severance agreements under which payment commenced between the Resort Municipality of Whistler and the non-unionized employees during the fiscal year of 2014

The agreements were for 39 weeks, 35 weeks,
and 79 weeks based on salary and benefits

**Resort Municipality of Whistler
Consolidated Financial Statements
For the year ended December 31, 2014**

**Resort Municipality of Whistler
December 31, 2014**

Council

Mayor
Councilors

Nancy Wilhelm-Morden
Jack Crompton
Jen Ford
John Grills
Sue Maxwell
Andrée Janyk
Steve Anderson

Appointed Officers

Administrator
Director of Finance
General Manager of Corporate and Community Services
General Manager of Infrastructure Services
General Manager of Resort Experience
Corporate Officer

Mike Furey
Ken Roggeman
Norm McPhail
Joe Paul
Jan Jansen
Shannon Story

Solicitors

Young, Anderson

Bankers

Royal Bank of Canada
BlueShore Financial

Auditors

BDO Canada LLP

Police

Royal Canadian Mounted Police

**Resort Municipality of Whistler
Consolidated Financial Statements
For the year ended December 31, 2014**

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Resort Municipality of Whistler
Consolidated Financial Statements
For the year ended December 31, 2014

Introduction

The Council of the Resort Municipality of Whistler has delegated the responsibility for the integrity and objectivity of the financial information contained in the consolidated financial statements to the management of the Resort Municipality of Whistler. The consolidated financial statements which, in part, are based on informed judgments and estimates, have been prepared by management in accordance with Canadian public sector accounting standards for local governments and have been applied on a basis consistent with that of the preceding year.

To assist in carrying out their responsibility, management maintains an accounting system and internal controls to provide reasonable assurance that transactions are executed and recorded in accordance with authorization, and that financial records are reliable for preparation of consolidated financial statements.

The consolidated statements include the operations and capital for the following:

Resort Municipality of Whistler
General Fund
Water Fund
Sewer Fund
Solid Waste Fund

Whistler Public Library

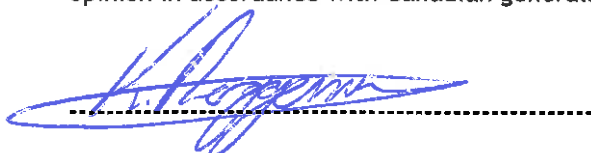
Whistler Village Land Co. Ltd.

Whistler 2020 Development Corp.

Emerald Forest Lands
Emerald Forest Trust
591003 BC Ltd.

Whistler Housing Authority Ltd.

The Resort Municipality of Whistler's independent auditors, BDO Canada LLP, are engaged to express an opinion as to whether these consolidated financial statements present fairly the Resort Municipality of Whistler's financial position, financial activities and cash flows in accordance with Canadian public sector accounting standards. BDO Canada LLP has been given unrestricted access to all financial and other records of the Resort Municipality of Whistler. Their opinion, which follows, is based on procedures they consider sufficient to support such an opinion in accordance with Canadian generally accepted auditing standards.



Ken Roggeman
Director of Finance
April 28, 2015



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BDO Canada LLP
202 - 1200 Alpha Lake Road
Whistler, BC, V0N 1B1
Canada

Independent Auditor's Report

To the Mayor and Council of the Resort Municipality of Whistler

We have audited the accompanying consolidated financial statements of the Resort Municipality of Whistler, which comprise the Consolidated Statement of Financial Position as at December 31, 2014 and the Consolidated Statements of Operations, Change in Net Financial Assets and Cash Flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform an audit to obtain reasonable assurance whether the consolidated financial statements are free of material misstatement.

An audit includes performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Resort Municipality of Whistler as at December 31, 2014, and its consolidated results of operations, changes in net financial assets and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

BDO Canada LLP

Chartered Accountants

Whistler, British Columbia
April 28, 2015

Resort Municipality of Whistler
Consolidated Statement of Financial Position

As at December 31

2014

2013

Financial assets

Cash	\$ 738,846	\$ 4,714,342
Accounts receivable (Note 3)	5,980,259	5,343,693
Mortgage receivable (Note 4)	1,000,000	1,000,000
Portfolio investments (Note 5)	99,144,065	80,044,321
Olympic Village held for resale	6,720,789	8,151,958
Investment in business enterprises (Note 6)	1,472,903	1,375,243
	<u>115,056,862</u>	<u>100,629,557</u>

Liabilities

Accounts payable (Note 7)	11,111,209	9,613,056
Employee future benefits (Note 8)	640,600	1,384,000
Landfill closure (Note 9)	1,411,886	1,122,852
Deferred revenue	295,755	264,199
Deferred contributions	1,343,957	1,298,670
Long-term debt (Note 10, Schedule 2)	33,264,213	33,965,346
	<u>48,067,620</u>	<u>47,648,123</u>

Net financial assets

<u>66,989,242</u>	<u>52,981,434</u>
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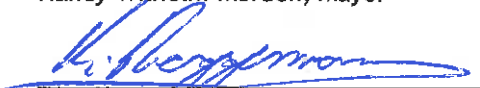
Non-financial assets

Inventory	262,511	220,184
Prepays	317,929	489,494
Tangible capital assets (Note 11)	429,505,887	432,692,473
	<u>430,086,327</u>	<u>433,402,151</u>

Accumulated surplus (Note 12)

<u>\$ 497,075,569</u>	<u>\$ 486,383,585</u>
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Nancy Wilhelm-Morden, Mayor


Ken Roggemann, Director of Finance

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Resort Municipality of Whistler
Consolidated Statement of Operations

For the year ended December 31	2014	2014	2013
	Financial Plan	Actual	Actual
	(Note 19)		
Revenue (Schedule 4)			
Taxation revenue (Note 13)	\$ 42,074,388	\$ 42,288,677	\$ 41,875,161
Government transfers and grant revenue (Schedule 3)	14,846,755	15,285,801	11,800,179
Fees and charges (Note 14)	22,537,196	22,355,073	21,581,987
Investment income	1,464,061	3,200,908	1,003,240
Contribution from developers	15,000	15,000	148,450
Works and services charges	278,434	486,151	556,330
Loss on disposal of tangible capital assets	-	(292,696)	(2,277)
Income from business enterprises (Note 6)	-	97,661	61,066
Other income	1,050,714	2,993,774	2,102,309
Olympic Village unit sales	4,790,000	2,525,000	1,722,475
	87,056,548	88,955,349	80,848,920
Expenses (Note 18 and Schedule 4)			
General government services	5,314,589	5,845,293	5,962,920
Resort experience	12,887,361	12,367,363	11,505,911
Infrastructure services	21,044,988	21,243,254	18,671,184
Corporate and community services	18,652,985	19,140,528	17,136,201
Infrastructure maintenance and amortization	18,700,099	15,315,981	13,382,584
Wholly-owned subsidiaries	4,140,614	4,350,946	4,048,337
	80,740,636	78,263,365	70,707,137
Annual surplus	6,315,912	10,691,984	10,141,783
Accumulated surplus, beginning of year	486,383,585	486,383,585	476,241,802
Accumulated surplus, end of year	\$ 492,699,497	\$ 497,075,569	\$ 486,383,585

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Resort Municipality of Whistler
Consolidated Statement of Change in Net Financial Assets

For the year ended December 31	2014 Financial Plan	2014 Actual	2013 Actual
	(Note 19)		
Annual surplus	\$ 6,315,912	\$ 10,691,984	\$ 10,141,783
Acquisition of tangible capital assets	(13,100,007)	(8,164,406)	(4,768,590)
Amortization of tangible capital assets	10,510,972	10,915,944	10,582,030
Loss on sale of tangible capital assets	-	292,696	2,277
Proceeds on sale of tangible capital assets	-	142,352	153,275
	(2,589,035)	3,186,586	5,968,992
Acquisition of supplies inventory	-	(42,327)	(1,212)
Net use (acquisition) of prepaid expenses	-	171,565	(188,460)
Change in net financial assets for the year	3,726,877	14,007,808	15,921,103
Net financial assets, beginning of year	52,981,434	52,981,434	37,060,331
Net financial assets, end of year	\$ 56,708,311	\$ 66,989,242	\$ 52,981,434

The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Resort Municipality of Whistler
Consolidated Statement of Cash Flows

For the year ended December 31

2014

2013

Cash provided by (used in)

Operating transactions

Annual surplus	\$ 10,691,984	\$ 10,141,783
Items not utilizing cash:		
Amortization	10,915,944	10,582,030
Cost of sales Olympic Village units	1,431,169	1,147,412
Revaluation of landfill post-closure care costs	431,983	(271,119)
Loss on disposal of capital assets	292,696	2,277
Revaluation of post employment benefits	(743,400)	115,900
Equity gain in business enterprises	(97,661)	(61,066)
Changes in non-cash working capital balances	1,022,381	(2,740,431)

Net cash provided by operating transactions	<u>23,945,096</u>	<u>18,916,786</u>
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Capital transactions

Cash used to acquire tangible capital assets	(8,164,406)	(4,768,590)
Proceeds on sale of tangible capital assets	142,352	153,275

Net cash used by capital transactions	<u>(8,022,054)</u>	<u>(4,615,315)</u>
---------------------------------------	--------------------	--------------------

Investing transactions

Investment in Olympic Village held for resale	-	(446,391)
Purchase of portfolio investments	(19,197,405)	(8,562,773)

Net cash used by investing transactions	<u>(19,197,405)</u>	<u>(9,009,164)</u>
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Financing transactions

Long term debt proceeds	1,769,500	-
Repayment of debt	(2,470,633)	(3,900,653)

Net cash used by financing transactions	<u>(701,133)</u>	<u>(3,900,653)</u>
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Increase (decrease) in cash during the year	(3,975,496)	1,391,654
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Cash, beginning of year	<u>4,714,342</u>	<u>3,322,688</u>
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Cash, end of year	<u>\$ 738,846</u>	<u>\$ 4,714,342</u>
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Supplemental information

Interest paid	\$ 1,908,721	\$ 1,951,560
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The accompanying summary of significant accounting policies and notes are an integral part of these financial statements.

Resort Municipality of Whistler
Consolidated Notes to the Financial Statements

December 31, 2014

1. Significant Accounting Policies

The Resort Municipality of Whistler ("RMOW") is responsible for preparation and fair presentation of its consolidated financial statements in accordance with Canadian public sector accounting standards for local governments using guidelines developed by the Public Sector Accounting Board ("PSAB") of the Canadian Institute of Chartered Accountants. The accounting policies of the RMOW include the following:

Reporting Entity These consolidated financial statements consolidate the accounts of all the Funds of the RMOW and all entities controlled by the RMOW. Controlled entities include:

Whistler Village Land Co. Ltd.	- Owns and operates various parking and other structures in the RMOW.
Whistler Housing Authority Ltd.	- Provision, administration and management of resident restricted housing for individuals and families that live and work in the Whistler area.
Emerald Forest Trust	- Recipient of Emerald Forest parklands.
591003 BC Ltd.	- Ownership of a portion of Emerald Forest parklands.
Whistler 2020 Development Corp.	- This wholly-owned subsidiary of the RMOW was responsible for the development and subsequent sale of the 2010 Winter Olympic and Paralympic Games Athletes' Village (the "Olympic Village").

Cash Cash is made up of the total of the bank account balances of the RMOW and its subsidiaries, petty cash and operating till floats. It is adjusted for deposits and accrued interest held by the Municipality and its subsidiaries for security deposits held in connection with building, development, and other permits, security deposits on rental units and prepaid rent.

Portfolio Investments Portfolio investments include term deposits, bonds, bond funds and Municipal Finance Authority of British Columbia (MFA) pooled investments, by which market based unit values are allocated amongst the participants in the investment pool. Portfolio investments are carried at cost plus accrued interest but are written down to net realizable value when there has been, in management's opinion, a permanent decline in value.

Mortgage Receivable The mortgage receivable is carried at cost plus accrued interest and is reviewed for impairment at the end of each financial reporting period.

Resort Municipality of Whistler

Consolidated Notes to Financial Statements

December 31, 2014

1. Significant Accounting Policies (Continued)

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of goods and services. They have useful lives extending beyond the current year and are not intended for sale in ordinary course of operation.

Tangible Capital Assets

Tangible capital assets are a special class of non financial assets and are recorded at cost less accumulated amortization and are classified according to their functional use. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight line basis over the estimated life of the tangible capital asset commencing once the asset is put into use. Donated tangible capital assets are recorded at fair value at the time of the donation.

Type	Major Asset Category	Useful Life Range
General	Land	n/a
	Land improvements	20 - 75 years
	Buildings	15 - 69 years
	Equipment	4 - 75 years
Infrastructure	Transportation	20 - 75 years
	Water	30 - 100 years
	Sewer	40 - 90 years
	Drainage	75 - 100 years

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

The Resort Municipality of Whistler does not capitalize interest costs associated with the construction of a tangible capital asset.

Leases

The RMOW records leases that transfer substantially all the risks and benefits of ownership to the RMOW as capital leases. The related equipment is capitalized at its fair market value at the time of acquisition and is amortized at the same rates as purchased equipment. An offsetting obligation is also recorded which is reduced as lease payments are made after accounting for the implied interest portion.

All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

1. Significant Accounting Policies (Continued)

**Inventory of
Materials and
Supplies**

Inventory is recorded at cost, net of an allowance for obsolete stock. Cost is determined on a weighted average basis.

**Employee Benefit
Plans**

The RMOW records liabilities for accrued employee benefits in the period in which they are earned. A summary of these benefits is as follows:

- Employees are entitled to compensation for unused vacation credit when they leave the RMOW's employment. The amount of any carried forward vacation credit is limited and any excess is paid out annually.
- Employees may accumulate unused sick leave during their term of employment. The amount of unused sick leave carried forward annually is limited.

**Revenue
Recognition**

Taxes and parcel taxes are recognized as revenue in the year they are levied.

Through the British Columbia Assessments appeal process, taxes may be adjusted by way of supplementary roll adjustments. Estimates are made of potential adjustments to taxes. Any additional adjustments required over that estimated are recognized at the time they are awarded. Levies imposed by other taxing authorities are not included as Taxes for municipal purposes. Levies imposed for Regional District services and other taxing authorities are not included.

Charges for sewer, water, and solidwaste are recorded as user fees. Connection fee revenues are recognized when the connection has been established.

Sales of service and other revenue are recognized on an accrual basis.

**Government
Transfers**

Government transfers, which include legislative grants, are recognized as revenue in the financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Any resulting liability is recognized in the statement of operations as the stipulation liabilities are settled.

Interest on Debt

RMOW records interest expense on an accrual basis.

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

1. Significant Accounting Policies (Continued)

**Deferred Revenue
and Deferred
Contributions**

Deferred revenue results from the collection of revenue from business licences and other sources that are related to the next fiscal year.

Deferred contributions represent funds collected from third parties for use in specific capital projects and may be refundable to the contributor in certain circumstances.

**Financial Plan
Amounts**

Financial Plan amounts reflect the Five Year Financial Plan as adopted on May 6, 2014, with minor subsequent reallocations, reclassifications, and consolidations of subsidiary budgets to conform with the financial statement presentation.

Use of Estimates

The preparation of consolidated financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the consolidated financial statements, and the reported revenues and expenses during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future. The areas requiring the greatest level of estimation for the RMOW are the landfill closure, useful lives of tangible capital assets, certain employee future benefit liabilities, Olympic Village held for sale valuation and contingent liabilities.

**Financial
Instruments**

The RMOW's financial instruments consist of cash, accounts receivable, mortgage receivable, portfolio investments, accounts payable and long-term debt. Unless otherwise indicated, it is management's opinion that the RMOW is not exposed to any significant interest, credit or currency risks arising from these financial instruments.

**Segmented
Information**

RMOW segments its operations for financial reporting purposes based upon areas of managerial responsibility. This information is provided in Schedule 4.

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

1. Significant Accounting Policies (Continued)

**Olympic Village
Held for Resale**

Subsidiary Whistler 2020 Development Corp. ("WDC") developed the Athletes' Village for the 2010 Olympic and Paralympic Games. WDC has sold all of the residential units. Some commercial spaces and development lots make up the remaining inventory to be sold. Proceeds from the sales must be used to repay any debts; any excess must be paid into a statutory reserve to fund future resident restricted housing.

Management regularly reviews the carrying value of the property in comparison to expected future costs and expected recoveries on sales. Should the carrying value exceed expected recoveries, the property would be written down to its net recoverable value at such time.

**Trusts Under
Administration**

Public sector accounting standards require that trusts administered by a government should be excluded from the government reporting entity, (see Note 17).

2. Nature of Operations

The Resort Municipality of Whistler ("RMOW") is a local government situated in the province of British Columbia, Canada. The RMOW is subject to the laws and regulations of the provincial statutes of the *Community Charter*, the *Local Government Act* and the *Resort Municipality of Whistler Act*. Local governments in Canada are not subject to income tax. The RMOW provides community services to its taxpayers and as a world class destination resort it is responsible for creating and maintaining an infrastructure to serve a population much in excess of the number of full time residents.

The RMOW is one of many Whistler organizations that have partnered in Whistler 2020 which is a long-term community wide plan that is guided by our values and sustainability principles and sets out a shared vision of what the resort community will look like in a successful and sustainable future. The RMOW has restructured the organization to more efficiently adhere to the priorities outlined in Whistler 2020 and the consolidated financial statements have also been prepared using this same organizational structure.

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

3. Accounts Receivable

	2014	2013
Property taxes	\$ 2,408,721	\$ 2,396,431
Other governments	1,393,953	830,315
Other	2,177,585	2,116,947
	\$ 5,980,259	\$ 5,343,693

4. Mortgage Receivable

The RMOW, through WDC, has a mortgage receivable as the result of a property sale during 2013. The principal of the mortgage is due July 2015 and accrued interest at 0% until July 2014 and 2% thereafter. The property sold has been registered as security against the mortgage.

5. Portfolio Investments

	2014	2013
<u>Other</u>		
Mutual funds	\$ 2,124,576	\$ 4,264,616
Bonds	5,500,000	5,500,000
Term deposits	46,461,900	25,490,888
Accrued interest and other	1,128,727	655,077
<u>Municipal Finance Authority Pooled Funds</u>		
Short-term bond fund	41,232,956	39,974,673
Intermediate fund	2,695,906	4,159,067
	\$99,144,065	\$ 80,044,321

Mutual funds consist primarily of real return bonds and inflation-linked bonds issued by Canadian and foreign governments (US) with a rating of AAA and with maturities ranging from one to 30 years. Yields on the bonds range from 1.25% to 4.50%. Approximately 24% of the underlying fund assets are denominated in US dollars.

Bonds consist of British Columbia and Ontario provincial government bonds. They both mature in 2017 and have yields of 2.19% and 2.28%, respectively.

Term deposits are various bank GICs maturing from January 2015 to October 2019 and have yields ranging from 1.8% to 2.9%.

MFA pooled funds are recorded at their fair value which approximates cost. In 2014, MFA pooled funds yielded 2.95% (2013 - 1.65%).

Other investments are recorded at cost less impairment, if any.

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

6. Investment in Government Business Enterprises

In 2004, RMOW purchased 50% of the outstanding shares of Whistler.com Systems Inc. and its affiliate Tourdex.com Systems Inc., a locally based company that provides reservation services for properties in Whistler. Purchase price was \$925,000.

Results from operations in government business enterprises are included in Income from Business Enterprises.

Condensed Financial Information for 2014:

	<u>Whistler.com</u>	<u>Tourdex.com</u>
Financial assets	\$ 1,941,375	\$ -
Non financial assets	113,191	338,109
	<u>2,054,566</u>	<u>338,109</u>
Liabilities	933,752	274,733
Debt	-	-
Equity	1,120,814	63,376
	<u>\$ 2,054,566</u>	<u>\$ 338,109</u>
Revenues	\$ 1,981,779	\$ -
Expenses	1,783,052	3,046
Net income (loss)	<u>\$ 198,727</u>	<u>\$ (3,046)</u>

7. Accounts Payable

	<u>2014</u>	<u>2013</u>
Other governments	\$ 375,329	\$ 403,798
Public transit and RCMP	2,351,814	2,555,313
Trade accounts	7,080,656	5,380,878
Payroll	1,303,410	1,273,067
	<u>\$11,111,209</u>	<u>\$ 9,613,056</u>

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

8. Employment Future Benefits

The RMOW provides paid sick leave to qualifying employees. Unused amounts up to a maximum of 120 days can be banked for future use. Management has accounted for this liability based on the results of an actuarial valuation done by an independent firm. The valuation uses a projected benefit actuarial valuation method pro rated on services, and will be reviewed on a periodic basis. The 2014 extrapolation is based on actual data as at December 31, 2014. The rate of compensation increase based on age, gender, inflation and job description, ranged from 2.58% to 4.63% annually. The RMOW has fully expensed the employee future benefits. The actuarial valuation used a discount rate of 3.2% in 2014, a decrease from 4.0% in 2013.

In 2013, the RMOW discontinued the former paid sick leave benefit resulting in a significant increase to benefits paid during 2014.

	2014	2013
Balance, beginning of year	\$ 1,384,000	\$ 1,268,100
Current service costs, including interest	335,100	256,800
Benefits paid	(1,078,500)	(140,900)
Balance, end of year	<u>\$ 640,600</u>	<u>\$ 1,384,000</u>
Accrued benefit obligation	\$ 347,800	\$ 1,677,700
Unamortized net actuarial gain (loss)	292,800	(293,700)
Accrued benefit liability	<u>\$ 640,600</u>	<u>\$ 1,384,000</u>

9. Landfill Future Closure and Post-Closure Care Costs

The RMOW operated a landfill site until its closure in 2005. The RMOW is obligated by government legislation to fund closure and post closure costs related to this site. In 2014 the recorded liability amount was increased from \$1,122,852 to \$1,411,886 to reflect changes to the RMOW's estimated future post closure care costs. The liability is calculated based on the discounted estimated future cash flows associated with post closure activities. Cash flows are discounted at 3.30% (2013 - 4.00%) and inflation is estimated at 1.00% (2013 - 1.00%) per annum. This amount represents management's best estimate of the post closure care costs in perpetuity.

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

10. Long-term Debt

Details of outstanding debt are outlined in Schedule 2.

Future payments required are as follows:

	RMOW	Subsidiaries	Total	Interest
2015	\$ 1,561,833	\$ 752,181	\$ 2,314,014	\$ 1,869,933
2016	1,567,337	1,230,029	2,797,366	1,813,653
2017	1,380,562	728,100	2,108,662	1,768,098
2018	1,244,327	765,433	2,009,760	1,726,980
2019	973,631	804,827	1,778,458	1,517,012
Thereafter	8,363,867	6,381,469	14,745,336	13,601,198
Sinking fund earnings	7,510,617		7,510,617	
	<u>\$ 22,602,174</u>	<u>\$ 10,662,039</u>	<u>\$ 33,264,213</u>	<u>\$ 22,296,874</u>

Collateral for long-term debt for rental housing includes a first charge against rental housing and related assets, corporate guarantees, a general security agreement and assignment of rents.

RMOW entered into a lease agreement with HSBC during 2007 for a One Wright In Vessel Composting System. In 2012 RMOW refinanced the composting system with a 5 year loan from RBC. The balance at December 31, 2014 is \$776,744 (2013 - \$1,088,841).

Resort Municipality of Whistler Notes to Financial Statements

December 31, 2014

11. Tangible Capital Assets

	General			Infrastructure						2014 Total
	Land improvements	Land	Buildings	Equipment	Transportation	Water	Sewer	Drainage	Work in progress	
Cost, beginning of year	\$ 89,019,263	\$ 38,325,084	\$ 157,463,522	\$ 59,493,414	\$ 66,662,852	\$ 72,175,702	\$ 52,114,470	\$ 22,313,567	\$ 1,364,480	\$ 558,932,354
Additions	-	334,512	1,500,550	1,587,515	2,578,925	140,837	-	-	2,022,067	8,164,406
Transfers	-	-	521,347	-	32,800	-	263,707	-	(816,880)	974
Disposals & adjustments	-	-	(120,358)	(492,585)	(657,440)	-	-	-	-	(1,270,383)
Revaluations	-	-	-	-	-	-	-	-	-	-
Cost, end of year	89,019,263	38,659,596	159,365,061	60,588,344	68,617,137	72,316,539	52,378,177	22,313,567	2,569,667	565,827,351
Accumulated amortization, beginning of year	-	6,244,164	49,414,000	16,637,119	20,275,626	16,902,676	11,248,928	5,517,368	-	126,239,881
Amortization	-	767,871	3,867,766	2,687,203	1,430,096	980,258	888,776	293,974	-	10,915,944
Transfers	-	-	-	-	-	-	-	-	-	-
Disposals & adjustments	-	-	(118,195)	(389,902)	(326,264)	-	-	-	-	(834,361)
Revaluations	-	-	-	-	-	-	-	-	-	-
Accumulated amortization, end of year	-	7,012,035	53,163,571	18,934,420	21,379,458	17,882,934	12,137,704	5,811,342	-	136,321,464
Net book value, year ended 2014	\$ 89,019,263	\$ 31,647,561	\$ 106,201,490	\$ 41,653,924	\$ 47,237,679	\$ 54,433,605	\$ 40,240,473	\$ 16,502,225	\$ 2,569,667	\$ 429,505,887
Net book value, year ended 2013	\$ 89,019,263	\$ 32,080,920	\$ 108,049,522	\$ 42,856,295	\$ 46,387,226	\$ 55,273,026	\$ 40,865,542	\$ 16,796,199	\$ 1,364,480	\$ 432,692,473

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

11. Tangible Capital Assets (Continued)

(a) Assets under construction:

Assets under construction having a cost of approximately \$2,569,667 (2013 - \$1,364,480) have not been amortized. Amortization of these assets will commence when the assets are put into service.

(b) Works of art and historical treasures:

The RMOW manages and controls various works of art and non-operational historical cultural assets including buildings, artifacts and sculptures located at Municipal sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized.

12. Accumulated Surplus

Accumulated surplus consists of:

	<u>2014</u>	<u>2013</u>
Reserve funds (including Resort Municipality Initiative funds), Schedule 1	\$ 85,595,754	\$ 76,454,725
Investment in Olympic Village for resale	6,720,789	8,151,958
Unallocated surplus	8,517,352	3,049,775
Investment in tangible capital assets	<u>396,241,674</u>	<u>398,727,127</u>
	<u>\$ 497,075,569</u>	<u>\$ 486,383,585</u>

Reserve Fund

(a) Reserve funds (see Schedule 1)

Reserve funds are funds that have been internally restricted by Council. Formal establishing bylaws have been adopted pursuant to the *Community Charter*, *Local Government Act*, and *Resort Municipality of Whistler Act* which define how these reserves are to be used.

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

12. Accumulated Surplus (Continued)

Reserve Fund (Continued)

(b) Resort Municipality Initiative and Municipal and Regional District Tax (see Schedule 1)

The Resort Municipality of Whistler receives two payments from the Province of British Columbia each month. The Municipal and Regional District tax (MRDT) is funded by a tax on room rentals which is collected by the Province of British Columbia with a portion remitted to the RMOW.

The Resort Municipality Initiative (RMI) is approximately double the MRDT, the amount being determined every five years in advance. In 2006 the provincial government approved a further transfer of an additional 4%. In 2014, RMI funding was received for the funding period of April 1, 2014 to March 31, 2015. The full amount of this funding has been recognized as revenue in 2014 as the transfer was authorized and all eligibility criteria and stipulations have been met.

Expenditures from both these funds are restricted to those set out in the establishing Order in Council for the 2% Hotel Tax and to an agreement between the RMOW and the Province of British Columbia for the Resort Municipality Initiative funding.

13. Taxation Revenue

Taxation revenue for general municipal purposes comprises the following amounts:

	2014	%	2013	%
Total taxation and levies	<u>\$ 65,335,643</u>	<u>100.00</u>	<u>\$ 65,078,583</u>	<u>100.00</u>
Hospital District	507,176	0.78	567,104	0.87
Regional District	622,867	0.95	635,097	0.98
B.C. Assessment Authority	692,686	1.06	686,301	1.05
Municipal Finance Authority	2,137	0.00	2,118	0.00
Province - school	<u>21,222,100</u>	<u>32.48</u>	<u>21,312,802</u>	<u>32.75</u>
	<u>23,046,966</u>	<u>35.27</u>	<u>23,203,422</u>	<u>35.65</u>
Municipal taxation and levies	<u>34,356,998</u>		<u>33,963,505</u>	
1% Utility tax	535,839		523,766	
Parcel and frontage taxes	<u>7,395,840</u>		<u>7,387,890</u>	
Net municipal taxation	<u>\$ 42,288,677</u>	<u>64.73</u>	<u>\$ 41,875,161</u>	<u>64.35</u>

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

14. Fees and Charges

	2014	2013
Fees and charges are comprised as follows:		
Permits and fines	\$ 3,978,058	\$ 3,380,714
Admissions and programs	1,719,651	1,723,327
Facility rental	3,669,734	3,588,372
Fares	2,492,175	2,570,141
User fees - utility funds	10,495,455	10,319,433
	\$22,355,073	\$ 21,581,987

15. Contingent Liabilities

- (a) The RMOW and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 182,000 active members and approximately 75,000 retired members. Active members include approximately 36,000 contributors from local government.

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrued assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets and cost to the individual employers participating in the Plan.

The RMOW paid \$1,659,369 (2013 - \$1,527,355) for employer contributions while employees contributed \$1,505,188 (2013 - \$1,363,808) to the plan in fiscal 2014.

- (b) A number of legal claims have been initiated against the RMOW in varying and unspecified amounts. The outcome of these claims cannot reasonably be determined at this time. Any ultimate settlements will be recorded in the year the settlements occur.
- (c) The Whistler Village Land Co. Ltd., a subsidiary of the RMOW, has consented to the granting of a mortgage by Whistler Resort Association ("Tourism Whistler") to the Royal Bank of Canada by way of a sublease of the leasehold interest of the Conference centre facility, in the principal sum of \$5,887,500. Tourism Whistler currently holds a 99 year lease on the conference centre property. The RMOW has not guaranteed the mortgage but has allowed the asset to be used as security.

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

16. Commitments

The RMOW has an agreement with Tourism Whistler to pay to them an annual amount of \$17,800 plus 50% of the proceeds from the Municipal and Regional District Tax (formerly known as the 2% Additional Hotel Room Tax) to a maximum of \$367,000, set in 1990. Both amounts are indexed to the Consumer Price Index. The current year contributions were \$631,104 (2013 - \$629,844).

In 2011 a second agreement with Tourism Whistler adds an additional amount of \$1,000,000 to be paid to Tourism Whistler calculated on a baseline of \$3.45 million of Municipal and Regional District Tax received. Any difference between the actual amount received and the baseline amount is split equally between the RMOW and Tourism Whistler. This agreement is in effect as long as the RMOW also receives this funding from the province. The current year contributions were \$1,334,217 (2013 - \$1,212,311).

17. Trust Funds

Not recorded in these consolidated financial statements are the Cemetery fund and refundable building, damage and security deposits. The following is a summary of trust fund transactions for the year:

	2014	2013
Balances, beginning of year	\$ 2,965,613	\$ 4,193,444
Contributions received	904,471	213,668
	<u>3,870,084</u>	<u>4,407,112</u>
Expenses and transfers	1,252,359	1,441,499
Balances, end of year	<u>\$ 2,617,725</u>	<u>\$ 2,965,613</u>

18. Expenses by Object

	2014	2013
Payroll	\$ 27,783,967	\$ 25,790,756
Goods and services	30,863,012	28,151,053
Interest charges on long-term debt	1,908,721	1,940,120
Infrastructure maintenance	4,927,897	3,261,800
Landfill liability adjustment expense (Note 9)	432,655	(166,034)
Cost of sales Olympic Village units	1,431,169	1,147,412
Amortization (Note 11)	10,915,944	10,582,030
	<u>\$ 78,263,365</u>	<u>\$ 70,707,137</u>

Resort Municipality of Whistler
Consolidated Notes to Financial Statements

December 31, 2014

19. Financial Plan

Financial Plan amounts represent the Financial Plan bylaw adopted by Council on May 6, 2014 as adjusted to a "PSAB basis" in order to match the required presentation in the Statement of Operations and the Statement of Change in Net Financial Assets. This adjustment is necessary because certain revenue items in the Financial Plan are not considered revenues for PSAB purposes including transfers from reserves and other internal sources, collection of works and services charges and debt proceeds. Similarly capital expenditures and debt principal repayments are not considered expenses for PSAB purposes. The Financial Plan amounts are also presented on a consolidated basis and include the budgets for all entities that form part of the RMOW's reporting entity.

The following shows how these two different bases are reconciled:

	<u>2014</u>
Excess of expenditure over revenue per Financial Plan bylaw	\$ (10,057,353)
Subsidiary budgets not included in bylaw	3,553,804
Debt proceeds	(1,769,500)
Debt principal repayments	1,488,954
Capital expenditure	<u>13,100,007</u>
Annual surplus on a PSAB basis	<u>6,315,912</u>
Acquisition of tangible capital assets	(13,100,007)
Amortization	<u>10,510,972</u>
Change in net financial assets	<u>\$ 3,726,877</u>

20. Comparative Figures

Certain comparative figures have been reclassified to conform with the current year's presentation.

Resort Municipality of Whistler
Schedule 1 - Consolidated Schedule of Reserves

For the year ended December 31

	Balance 2013	Total Contributions	Total Expenditures	Balance 2014
General fund				
Municipal and regional district tax	\$ 3,084,031	\$ 4,213,197	\$ 4,464,969	\$ 2,832,259
Resort municipality initiative	5,351,709	9,583,789	7,146,868	7,788,630
Vehicle replacement	4,995,534	603,420	611,265	4,987,689
General operating	5,454,045	1,887,489	1,672,881	5,668,653
General capital	17,006,315	6,190,586	2,852,504	20,344,397
Library	371,694	49,702	73,594	347,802
Parking	420,859	13,679	-	434,538
Parkland	519,915	16,897	-	536,812
Recreation W/C	2,711,255	252,008	214,112	2,749,151
Transportation W/C	8,114,826	366,444	1,789,976	6,691,294
Employee housing	1,946,681	114,540	-	2,061,221
	49,976,864	23,291,751	18,826,169	54,442,446
Water fund				
Water capital	8,210,978	2,797,804	595,594	10,413,188
Water operating	3,130,189	1,093,282	257,263	3,966,208
Water W/C	1,107,949	51,203	-	1,159,152
	12,449,116	3,942,289	852,857	15,538,548
Sewer fund				
Sewer capital	4,462,104	2,067,114	556,555	5,972,663
Sewer operating	548,030	430,180	54,800	923,410
Sewer W/C	8,084,396	380,708	-	8,465,104
	13,094,530	2,878,002	611,355	15,361,177
Solid waste fund				
Solid waste capital	117,783	143,197	804,210	(543,230)
Solid waste operating	207,527	6,317	26,307	187,537
	325,310	149,514	830,517	(355,693)
Total reserves	75,845,820	30,261,556	21,120,898	84,986,478
Controlled entities reserves				
WV Housing Corp.				
Capital project reserve	482,965	-	-	482,965
Capital maintenance project reserve	(74,060)	136,664	136,293	(73,689)
Operating reserve	200,000	-	-	200,000
	608,905	136,664	136,293	609,276
Total	\$ 76,454,725	\$ 30,398,220	\$ 21,257,191	\$ 85,595,754

Resort Municipality of Whistler
Schedule 2 - Consolidated Schedule of Long-term Debt
and Agreements Payable

As at December 31

Bylaws	Purpose	Maturity	Interest rate	Balance outstanding	
				2014	2013
General fund					
1842	Millennium Place	2018	5.150%	\$ 1,454,483	\$ 1,783,825
1841	Library - FCM loan	2029	2.230%	3,073,573	1,451,898
				<u>\$ 4,528,056</u>	<u>\$ 3,235,723</u>
Sewer utility fund					
726/1529	Emerald sewer system	2021	3.050%	\$ 975,059	\$ 1,089,113
1839	WWTP upgrade	2028	5.150%	11,658,796	12,271,656
				<u>\$ 12,633,855</u>	<u>\$ 13,360,769</u>
Solid waste fund					
	5 year term loan	2017	1.720%	\$ 776,744	\$ 1,088,841
1840	Transfer station	2028	5.150%	4,663,519	4,908,662
				<u>\$ 5,440,263</u>	<u>\$ 5,997,503</u>
Subsidiary companies					
(1)	Housing loan - Legacy Way	2020	3.886%	\$ 3,623,493	\$ 3,734,757
(1)	Housing loan - Dave Murray Place	2017	3.950%	2,605,888	2,890,969
(1)	Housing loan - Lorimer Road	2015	4.120%	630,326	712,268
(1)	Housing loan - Seppo's Way	2025	6.800%	3,802,332	4,033,357
				<u>\$ 10,662,039</u>	<u>\$ 11,371,351</u>
Total due				\$ 33,264,213	\$ 33,965,346

Resort Municipality of Whistler
Schedule 3 - Consolidated Schedule of Government Transfers and Grants

For the year ended December 31	2014 Financial Plan	2014 Actual	2013 Actual
	(Note 19)		
Provincial transfers			
Unconditional			
Provincial revenue sharing	\$ 157,240	\$ 157,111	\$ 156,516
Small community grant	215,309	213,969	215,309
CARIP grant - carbon tax rebate	-	-	43,875
	<u>372,549</u>	<u>371,080</u>	<u>415,700</u>
Conditional			
Municipal and regional district tax	3,765,128	4,118,434	3,874,622
Resort municipality initiative	9,373,190	9,373,673	7,008,416
Victim services	53,460	53,460	40,095
Kids on the go - recreation	10,000	12,658	10,267
Provincial grants to library	56,000	57,147	56,631
Provincial fuel thinning project funding	210,970	182,250	15,295
	<u>13,468,748</u>	<u>13,797,622</u>	<u>11,005,326</u>
Federal transfers			
Unconditional			
FCM grant	250,000	263,431	
Conditional			
Community works grant - gas tax - federal	298,535	451,710	298,419
Environmental monitoring - gas tax	60,000	80,000	
Cross connection prevention program - gas tax	178,000	81,794	
Cheakamus Bridge - gas tax	138,189	160,000	
Canada summer jobs		1,431	
Participaction - teen challenge		250	
	<u>924,724</u>	<u>1,038,616</u>	<u>298,419</u>
Total government grants	<u>\$ 14,766,021</u>	<u>\$ 15,207,318</u>	<u>\$ 11,719,445</u>
Grants in lieu of taxes	<u>\$ 80,734</u>	<u>\$ 78,483</u>	<u>\$ 80,734</u>
	<u>\$ 14,846,755</u>	<u>\$ 15,285,801</u>	<u>\$ 11,800,179</u>

Resort Municipality of Whistler
Schedule 4 - Schedule of Segmented Operations

	GENERAL GOVERNMENT SERVICES	RESORT EXPERIENCE	INFRASTRUCTURE SERVICES	CORPORATE & COMMUNITY SERVICES	INFRASTRUCTURE MAINTENANCE AND AMORTIZATION	WHOLLY-OWNED SUBSIDIARIES	Total RMOW 2014	Total RMOW 2013
REVENUES								
Property Taxes (Note 15)	34,892,837	-	7,395,840	-	-	-	42,288,677	41,875,161
Government Grants	14,499,700	-	-	282,057	504,044	-	15,285,801	11,800,178
Fees and Charges	320,283	1,434,057	13,012,558	4,502,505	-	3,085,671	22,355,074	21,581,987
Investment Income	2,948,982	-	215,807	(831)	-	36,949	3,200,907	1,003,240
Developer Contributions	-	-	-	-	15,000	-	15,000	148,450
Works and Service Charges	485,978	172	-	-	(378,296)	-	486,150	556,331
Disposal of assets	-	-	85,600	-	-	-	(292,696)	(2,277)
Income from business enterprises	97,661	-	-	-	-	-	97,661	61,066
Other Income	699,938	655,023	266,506	829,494	387,146	155,668	2,993,775	2,102,309
Cheakamus Crossing Sales	-	-	-	-	-	2,525,000	2,525,000	1,722,475
	53,945,379	2,089,252	20,976,311	5,613,225	527,894	5,803,288	88,955,349	80,848,920
EXPENSES								
Payroll	1,949,671	7,321,522	5,878,371	12,312,029	322,375	-	27,783,968	25,790,756
Goods and Services	3,685,338	5,045,841	13,770,267	6,828,499	-	1,533,066	30,863,011	28,151,053
Interest Charges on Long Term Debt	210,284	-	1,161,961	-	-	536,476	1,908,721	1,940,120
Infrastructure Maintenance	-	-	-	-	4,791,604	136,293	4,927,897	3,261,800
Landfill Closure	-	-	432,655	-	-	-	432,655	(166,034)
Cost of Sales Cheakamus Crossing	-	-	-	-	-	1,431,169	1,431,169	1,147,412
	5,845,293	12,367,363	21,243,254	19,140,528	5,113,979	3,637,004	67,347,421	60,125,107
Amortization	-	-	-	-	10,202,002	713,942	10,915,944	10,582,030
	5,845,293	12,367,363	21,243,254	19,140,528	15,315,981	4,350,946	78,263,365	70,707,137
Surplus (deficit)	48,100,086	(10,278,111)	(266,943)	(13,527,303)	(14,788,087)	1,452,342	10,691,984	10,141,783
Transfer to/from Other funds	10,621,836	(4,014,938)	5,084,346	748,399	(12,422,355)	(17,288)	-	-
Net Change in Financial Equity	37,478,250	(6,263,173)	(5,351,289)	(14,275,702)	(2,365,732)	1,469,630	10,691,984	10,141,783



REPORT | ADMINISTRATIVE REPORT TO COUNCIL

PRESENTED: June 9, 2015

REPORT: 15-080

FROM: Corporate & Community Services

FILE: Vault

SUBJECT: WHISTLER 2020 DEVELOPMENT CORPORATION – 2015 ANNUAL REPORT

COMMENT/RECOMMENDATION FROM THE CHIEF ADMINISTRATIVE OFFICER

That the recommendation of the General Manager, Corporate & Community Services be endorsed.

RECOMMENDATION

That Council of the Resort Municipality of Whistler in open meeting assembled, hereby resolves that the Municipality, as sole Shareholder of Whistler 2020 Development Corp., pass the consent resolutions of the Shareholder of the Whistler 2020 Development Corp., a copy of which is attached to Administrative Report No. 15-080 as Appendix “A”, and that the Mayor and Corporate Officer execute and deliver the resolutions on behalf of the Municipality.

REFERENCES

- Appendix A – 2015 Shareholder’s Resolutions
- Appendix B – 2014 Financial Statements
- Appendix C – 2015 Directors’ Resolutions

PURPOSE OF REPORT

The purpose of this report is to seek Council’s approval for the Mayor and Corporate Officer to execute the Shareholder’s Resolutions of Whistler 2020 Development Corp. (the “Company”).

DISCUSSION

The Whistler 2020 Development Corp. is a wholly owned subsidiary of the Resort Municipality of Whistler. The purpose of the company was to develop housing and related facilities for athletes attending the 2010 Olympic Games.

Each year, the Annual Report for Whistler 2020 Development Corp. is due for filing with the Registrar of Companies. Annual filings require that the previous fiscal year’s financial statements be approved by the company’s Directors and that the Directors’ Resolutions be adopted by Council as the Shareholders’ Resolutions.

The Shareholder’s Resolutions for the 2015 Annual Report include:

1. That the presentation of a report of the directors to the shareholders on the affairs of the Company and the financial statements for the year ended December 30, 2014 be accepted, and that all acts and proceedings of the directors since the date of the last Annual General Meeting be confirmed and approved;

2. That the following persons having consented in writing to act as directors of the Company, be appointed directors of the Company, to hold office until the next annual general meeting of the Company or until sooner ceasing to hold office:

James Frederick Godfrey
Jackson David Crompton
Melissa McKay
Jim Moodie
Eric Martin
Stephen J. Bayly
Nancy Wilhelm-Morden;

3. That pursuant to Section 182 of the Business Corporations Act, the Resort Municipality of Whistler, being the sole shareholder of the Company entitled to attend and vote at the Annual General Meeting, does hereby waive the holding of the said meeting and does consent in writing to all of the foregoing resolutions, which constitute proceedings in lieu of the 2015 Annual General Meeting of the Company and does specify January 30, 2015 as being the date on which the 2015 Annual General Meeting shall be deemed to have been held, as testified by the signatures of the Mayor and Corporate Officer hereto.

POLICY CONSIDERATIONS

Pursuant to Section 182 of the *Business Corporation Act*, the Shareholder may consent to all business required to be transacted at the annual general meeting of the Company.

Pursuant to Section 203 of the *Business Corporation Act*, the Company may consent in writing to waive the appointment of an auditor.

BUDGET CONSIDERATIONS

There will be minimal costs incurred for the filing of the documents with the Registrar of Companies.

SUMMARY

The 2015 Annual Report of Whistler 2020 Development Corp. must be filed with the Registrar of Companies. This report seeks Council's approval of the Shareholders' Resolutions of Whistler 2020 Development Corp. as attached in Appendix A to this report.

Respectfully submitted,

Nikki Best
LEGISLATIVE SERVICES COORDINATOR
for
Shannon Story
CORPORATE OFFICER
for
Norm McPhail
GENERAL MANAGER, CORPORATE & COMMUNITY SERVICES

RESORT MUNICIPALITY OF WHISTLER

COUNCIL RESOLUTION

The Council of the Resort Municipality of Whistler in open meeting assembled, in its capacity as sole shareholder of Whistler 2020 Development Corp. (the "Company"), hereby resolves as follows:

1. that the presentation of a report of the directors to the shareholders on the affairs of the Company and the financial statements for the year ended December 30, 2014 be accepted, and that all acts and proceedings of the directors since the date of the last Annual General Meeting be confirmed and approved;
2. that the following persons having consented in writing to act as directors of the Company, be appointed directors of the Company, to hold office until the next annual general meeting of the Company or until sooner ceasing to hold office:

James Frederick Godfrey
 Jackson David Crompton
 Melissa McKay
 Jim Moodie
 Eric Martin
 Stephen J. Bayly
 Nancy Wilhelm-Morden;

3. that pursuant to Section 182 of the *Business Corporations Act*, the Resort Municipality of Whistler, being the sole shareholder of the Company entitled to attend and vote at the Annual General Meeting, does hereby waive the holding of the said meeting and does consent in writing to all of the foregoing resolutions, which constitute proceedings in lieu of the 2015 Annual General Meeting of the Company and does specify January 30, 2015 as being the date on which the 2015 Annual General Meeting shall be deemed to have been held, as testified by the signatures of the Mayor and Corporate Officer hereto.

DATED this _____ day of _____, 2015.

 Mayor:

 Corporate Officer:

**Whistler 2020 Development
Corporation
Financial Statements
For the year ended December 31, 2014
(Unaudited)**

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Whistler 2020 Development Corporation
Statement of Financial Position
(Unaudited)

December 31	2014	2013
Financial Assets		
Cash	\$ 36,467	\$ 23,032
Other accounts receivable	1,020,737	1,020,000
Property for resale	6,720,789	8,151,958
	<u>7,777,993</u>	<u>9,194,990</u>
Liabilities		
Amount payable to RMOW	\$ 14,648,372	\$ 16,875,890
Accounts payable and accrued liabilities	24,887	207,440
	<u>14,673,259</u>	<u>17,083,330</u>
Net Debt	<u>(6,895,266)</u>	<u>(7,888,340)</u>
Non Financial Asset		
Prepaid expenses	<u>5,215</u>	<u>6,587</u>
Accumulated Deficit	<u>\$ (6,890,051)</u>	<u>\$ (7,881,753)</u>

Approved on behalf of the Board of Directors:



Director



Director

Whistler 2020 Development Corporation
Statement of Operations
(Unaudited)

For the year ended December 31	2014	2013
Revenues		
Property sales	\$ 2,525,000	\$ 1,722,475
Lease and Other Revenue	54,845	0
Interest revenue	8,126	21,776
Other recoveries	155,666	7,591
	<u>2,743,637</u>	<u>1,751,842</u>
Less:		
Interest revenue capitalized to property for resale		(21,776)
Cost of sales of properties	<u>(1,431,169)</u>	<u>(1,147,412)</u>
	<u>1,312,468</u>	<u>582,654</u>
Expenses		
Administration and other	109,329	162,707
Professional fees	5,246	20,441
Advertising	360	1,880
Debt Interest	205,831	283,139
	<u>320,766</u>	<u>468,167</u>
Less: expenses capitalized to property for resale		<u>(468,167)</u>
Annual Surplus	991,702	582,654
Accumulated Deficit, beginning of year	<u>(7,881,753)</u>	<u>(8,464,407)</u>
Accumulated Deficit, end of year	\$ (6,890,051)	\$ (7,881,753)

Whistler 2020 Development Corporation
Statement of Changes in Net Debt
(Unaudited)

For the year ended December 31	2014	2013
Annual surplus	\$ 991,702	\$ 582,654
Acquisition of prepaid expenses	<u>1,372</u>	<u>26</u>
Change in net debt	993,074	582,680
Net debt, beginning of year	<u>(7,888,340)</u>	<u>(8,471,020)</u>
Net debt, end of year	<u>\$ (6,895,266)</u>	<u>\$ (7,888,340)</u>

**WHISTLER 2020 DEVELOPMENT CORP.
("Company")**

DIRECTORS' RESOLUTIONS

Pursuant to the articles of the Company, the following resolutions are passed as resolutions of the directors of the Company, duly consented to in writing by all the directors of the Company.

RESOLVED THAT:

- the following persons be and are hereby appointed officers of the Company to hold the offices set opposite their names until their successors are appointed, at the pleasure of the Board of Directors:

Eric Martin	- President
Jim Moodie	- Vice-President
James F. Godfrey	- Secretary
Ken Roggeman	- Treasurer

- the financial statements of the Company for the year ended December 31, 2014 be approved and that any two directors of the Company be authorized to sign the balance sheet included in the financial statements as evidence of such approval.

DATED this 28th day of May, 2015.


JAMES FREDERICK GODFREY


JACKSON DAVID CROMPTON


MELISSA MCKAY


JIM MOODIE


ERIC MARTIN


STEPHEN J. BAYLY


NANCY WILHELM-MORDEN

**RESORT MUNICIPALITY OF WHISTLER
ZONING AND PARKING AMENDMENT BYLAW NO. 2087, 2015**

A BYLAW TO AMEND THE WHISTLER ZONING AND PARKING BYLAW NO. 303, 1983

WHEREAS Council may, in a zoning bylaw pursuant to Sections 903 and 906 of the *Local Government Act*, divide all or part of the area of the Municipality into zones, name each zone and establish the boundaries of the zones, regulate the use of land, buildings and structures within the zones, and require the provision of parking spaces for uses, buildings and structures;

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

1. This Bylaw may be cited for all purposes as "Zoning Amendment Bylaw (2121 Lake Placid Road) No.2087, 2015".
2. The parcel of land that is the subject of this Bylaw is located at 2121 Lake Placid Road, identified as PID 008-689-351, and legally described as Lot 9, Block C, District Lot 4749, Plan 13297.
3. Schedule "A" to Zoning and Parking Bylaw No. 303, 1983 is amended by changing the zoning designation of the land described in section 2 of this Bylaw from RT3 (Two Family Residential Three) to RM25 (Residential Multiple Twenty-Five).

GIVEN FIRST READING this 26th day of May, 2015.

GIVEN SECOND READING this 26th day of May, 2015.

Pursuant to Section 890 of the *Local Government Act*, a Public Hearing was held this this __ day of ____, ____.

GIVEN THIRD READING this __ day of ____, ____.

ADOPTED by the Council this __ day of ____, ____.

Nancy Wilhelm-Morden,
Mayor

Shannon Story,
Corporate Officer

I HEREBY CERTIFY that this is a true
copy of "Zoning Amendment Bylaw (2121
Lake Placid Road) No. 2087, 2015"

Shannon Story,
Corporate Officer

From: Crosland Doak [<mailto:crosland@croslanddoakdesign.com>]

Sent: Monday, June 01, 2015 10:37 AM

To: Mayor's Office

Subject: Storage Containers in Residential Zones

Mayor & Council,

I am following the current discussion in regard to banning Shipping/ Storage Containers in residential zones. I agree with banning these large industrial structures in residential zones.

The typical small container is 20'x8' or 160 sf with larger ones up to 240sf. The building code and the RMOW's bylaws allows a storage shed of up to 100 sf without a building permit. Anything larger is considered an Auxiliary Building and must conform to 5.3 of Bylaw 303, including application for a building permit and conformance to setbacks. Current bylaws do not even allow garden structures or overhead trellis without defining them as an Auxiliary Building, so how can the RMOW allow an industrial container, a blight, into a residential setting?

As a resident, a design professional and Chair of Advisory Design Panel, I strongly recommend that the RMOW enforce existing bylaws and /or amend the bylaw to prohibit all forms of 'temporary structures' in residential zones including but not limited to shipping containers and pop-up garage canopies.

I would also recommend that the bylaw be amended to allow garden structure (with or without an overhead roof or trellis, but no walls) to a maximum of 3.0m (roof height) as long as they are no closer than 3.0m to any boundary and do not exceed 100m² within the structural supports. This item could be added to 5.7.1 (d) 'landscape features'.

Thank you,

Crosland Doak, MBCSLA, BLA, BArch.



Crosland Doak Design

604 966-8309

3121 Alta Vista Rd

Whistler BC V0N 1B3

croslanddoakdesign.com

Sent: Monday, May 25, 2015 10:52 PM

Submitted on Monday, May 25, 2015 - 22:51

Full Name: Sandra Nicholson

Mailing Address: 2220 Jones Avenue, North Vancouver, BC

Civic address if different from mailing address:

Email Address: sandra.n@telus.net

Phone Number: 604-842-8992

Message: I have decided to write to you Mayor & Council members to advise you that I have been to Whistler on several occasions and I love Whistler. I would like to advise you that I will never set foot in Whistler again on the May long weekend. The vibe and atmosphere is so different and I might add a bit scary. We came up with another couple and did not leave our hotel at night only went out during the day. The amount of young kids there that weekend was incredible, all walking around with water bottles being rowdy, loud and obnoxious. We did stop to speak with some police officers and asked what was going on this weekend to bring this many kids up. We were advised that there was a dance completion going on and kids come up for an early grad weekend and it's like this every May long weekend. The police had there hands full what I did like to see was the amount of police offices either on their bikes or walking, what I did not like to see is the young males walking around trying to start things with people for really no reason.

It makes me very sad that there was a young man killed that weekend but it really did not surprise me with the vibe in the village that weekend. I know that you will have a lot to go over and I really do hope that you come up with some ideas to curb the May long weekend issues. I have to add that I think Whistler is a very beautiful place that I love to visit but if weekends are like the May long weekend I will not be coming up and if I feel this way then you can be sure that others will think the same. Please find a way to keep Whistler a safe place to visit.

From: Doris de Grood [<mailto:muffins@shaw.ca>]

Sent: Sunday, May 31, 2015 1:46 PM

To: info

Subject: RE SMOKING

To The Mayor & Councillor's

Please let me say a wonderful big THANK YOU for having the foresight to make Whistler SMOKE FREE.

What a wonderful village you will have now with all the dirty butts and all the stale smoke smell.

Doris de Grood
Penticton

Doris de Grood
306- 90 Abbott St
Penticton, BC. V2A 7W8
250-770-1772

From: john.weston.a3@parl.gc.ca [<mailto:john.weston.a3@parl.gc.ca>]

Sent: Friday, May 29, 2015 11:06 AM

To: Wanda Bradbury

Subject: FW: National Health and Fitness Day Morning Run/Walk at FCM in Edmonton

Dear Mayors and Councillors,



National Health and Fitness Day is the first Saturday in June; this year that coincides with the FCM Annual Conference in Edmonton.

Senator Nancy Greene Raine will lead the 3rd annual FCM Morning Walk at 7am on Saturday, June 6th, as a National Health and Fitness Day event.

Running Room will lead the Run at the same time.

Everyone is invited to meet at the Welcome Plaza of the Shaw Conference Centre, in Edmonton, AB.

Senator Nancy Greene Raine will arrive early for a photo op at 6:45am.

With over 200 municipalities already participating, Canada is making strides towards becoming the Fittest Nation on Earth!

You are encouraged to bring a mayor or councillor from another community to participate in the event with you.

Please find attached the official event invitation which includes event details.

Bring your runners!

Best regards,

Marilyn McIvor, MN
National Health and Fitness Day Project Coordinator in the offices of
Senator Nancy Greene Raine and John Weston, MP
613 402 5154

www.johnweston.ca/national-health-and-fitness-day





3rd Annual

FCM Morning Run/Walk

National Health & Fitness Day

Saturday, June 6th

7:00 am start

6:45 am photo op with Senator Nancy Greene Raine

Meet at the Welcome Plaza, Shaw Conference Centre

Everyone welcome. Walk 3 km or Run 5 km

Over 200 municipalities have joined the movement to
make Canada the fittest nation in the world!

For info call: 613 402 5154





3rd Annual

FCM Morning Run/Walk

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Saturday, June 6th

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**Over 200 municipalities have joined the movement to
make Canada the fittest nation in the world!**

For info call 250-571-4404

